

DRAFT – Subject
to Approval by
Board of Trustees



ROCHESTER ZEN CENTER
A BUDDHIST COMMUNITY

Minutes of the Fifty-First Annual Corporate Meeting of Members May 28, 2017

- ◆ Notice of the meeting having previously been given as required by law, the Center's Abbot and President, Roshi Bodhin Kjolhede, called the meeting to order. The polls were then opened for the election of either Sensei Gerardo Gally or Peter Greulich to a three-year term as Trustee. It was announced that the polls would remain open for at least one hour, as required by law. Roshi then reported that the Center's Board of Trustees had recently re-elected Thomas Roberts to a three-year term as Trustee. The Center's other continuing Trustees are Kathryn Collina, Betsy Friedman, Jonathan Hager, and Chris Pulleyn. Roshi noted that under the Center's by-laws, the Board of Trustees, which administers the Center's financial affairs, consists of six members who serve for staggered three-year terms: three elected by the Center's members, two elected by the Board of Trustees, and one appointed by the Abbot. The Board elects its Chair from among its members; the current Chair is Chris Pulleyn. Finally, Roshi reported that the Board had recently elected the following as the Center's corporate officers for the coming year: President – Bodhin Kjolhede; Vice President – Jeanette Prince-Cherry; Secretary – Scott Jennings; and Treasurer – Colleen O'Brien.
- ◆ The Center's Business Manager and Corporate Secretary, Scott Jennings, announced that copies of the Board of Trustees' annual financial report required under section 519 of the New York Not-for-Profit Corporation Law were available to all members of the Center. That report is filed as Appendix A to these minutes. Scott then presented a summary of the report to the meeting on behalf of the Board, including the information filed with these minutes as Appendix B. The Center's full annual financial reports are available in the "Meetings and Finances" section of the Center's website at www.rzc.org/communications/meeting-minutes.

Scott reported that the Center's 2016 operating revenues were \$398,275, or 97 percent of the total budgeted. Operating expenses were \$419,945, or 83 percent of the total budgeted. Accordingly, after including as operating income a five-percent operating draw of \$62,834 from investments, the Center had an operating surplus of \$41,164 for 2016, rather than the \$32,500 deficit that had been projected when the 2016 budget was approved. Viewed alternatively, for 2016 the percentage operating draw required for no operating surplus or loss was 1.7 percent. The principal reason for the operating surplus was much-lower-than-expected medical and health insurance expenses, which resulted from the enrollment of a number of staff members in New York State's Medicaid program;

however, Scott pointed out that it is unknown how serious an adverse effect the possible partial or total repeal of the Affordable Care Act might have on the Center's future financial position. From 2009 (the year we instituted our current accounting procedures) through 2016, the Center has accumulated an operating surplus of \$62,083, taking into account five percent lagged-average annual operating draws.

Looking at revenues, 2016 membership contributions (\$186,953) were higher than in any of the five preceding years, and Chapin Mill net rental income (\$66,114) was only slightly lower than the 2015 all-time high of \$67,884. However, 2016 session income (\$57,205) was lower than in any of the five preceding years. On the expense side, utility costs were lower than anticipated for both Arnold Park and Chapin Mill. These savings can likely be attributed both to the continued decline in natural gas prices and to the high-efficiency insulation that we have installed over the past few years in a number of our buildings.

Without including extraordinary income, in 2016 the Investment Fund increased by \$69,755, or 5.6 percent, before subtracting the \$62,834 operating draw. The net increase after the operating draw was \$6,920, or 0.6 percent of the Fund's beginning balance. Additionally, in 2016 the Center received \$70,000 in extraordinary unrestricted donations, which were added to the Investment Fund. The Center's policy is generally to credit such unrestricted extraordinary donations to the Investment Fund, in order to make the best use of those donations in maintaining the Center's long-term financial health.

Reviewing historical data, Scott explained that the substantial decrease in the combined Operating and Investment Funds balance in 2005 (see Appendix B, page B3) represents a transfer of some \$412,000 from the Investment Fund to help fund the Chapin Mill Retreat Center building project and that the further decrease in 2008 represents the combined effect both of an additional building-project transfer of some \$321,000 and of a major recessionary decline in the stock market. The subsequent rise in the combined balance since 2008 largely reflects the recovery of the stock market, as well as several generous gifts to the Center's Investment Fund, such as the \$70,000 previously mentioned.

- ◆ Chris Pulleyn, Chair of the Development and Outreach Committee, and Tom Kowal, Chair of the Committee on Facilities and Sustainable Operations, reported regarding the Klava House project at Chapin Mill. The house is to be named after Laimons Klava, the retired long-time caretaker at Chapin Mill, whose generous unsolicited \$10,000 donation will serve as the initial funding for the project. Chris explained that for the past several years the Board of Trustees has been considering the need for a new building at Chapin Mill. Such a building would allow Tom and his wife Donna to move to Chapin Mill. Tom is a Zen Center staff member, and our plan is for him eventually to succeed the current Chapin Mill Caretaker, Wayman Kubicka, while Donna would help the Chapin Mill Rental Coordinator, Eryl Kubicka. Accordingly, at its fall 2016 meeting, the Trustees decided to proceed with development of a plan for building, at a cost of about \$150,000, a small two-story house

of approximately 1,200 square feet near the existing Farm House. The Trustees want the new house to be inexpensive, energy efficient, and flexible enough to meet, not just immediate, but also future needs. The house is being designed to fit in with the existing Chapin Mill buildings. It will have a single open and flexible main floor and an unfinished walk-out basement that can be finished appropriately at a later time. Both levels will be fully accessible. The site will allow for access to existing utility service, and we plan to make appropriate use of reclaimed and donated construction materials. After Chris described the project, Tom gave a slide-show presentation that included tentative plans for the house, which are filed with these minutes as Appendix C. Tom, who will serve as project foreman, also reported that he had recently travelled to Toronto for training regarding insulating concrete form (ICF) technology, which will be used in constructing the foundation of the house. When ICF's are used, foundation forms remain in place with insulation on each side of the concrete, providing for a tight, energy-efficient foundation.

Chris reported that the Development Committee's fund-raising strategy has been (1) first to raise \$50,000 from initial donors, including the Center's Trustees and Officers, (2) then to raise an additional \$50,000 from several dozen potential major donors, and (3) finally to solicit the Center's entire membership in order to raise the final \$50,000. We have completed the first two steps of this three-step process and have already raised exactly \$150,000 in donations. Since the \$150,000 represents the estimated cost for just a bare-bones version of the house, the Committee will now proceed to the third step with a postcard solicitation to the entire Sangha. In conjunction with the solicitation, a webpage about the Klava House project will be added to the Center's website. This webpage will include a list of enhancements that would be possible with additional donations: for example, furnishings, landscaping, a lavatory in the basement, and an enclosed garage. [*Secretary's note:* The Klava House webpage is located at <https://www.rzc.org/klava/>.]

- ◆ Chris Pulleyn reported to the meeting regarding other initiatives of the Development and Outreach Committee. "Hello Pain" is a wellness initiative of the Center's Community Mindfulness Outreach Program. This eight-week program helps participants deal with chronic pain. The meetings are led by Chris, who is a practicing psychotherapist, Jonathan Hager, M.D., and the Center's Head of Zendo, John Pulleyn. There are currently fourteen participants in the group, which has met four times. The program has been very successful so far, with participants reporting that the program has afforded them real help. Roshi added that the Center will also be engaging with the local community this spring through participation in the Landmark Society of Western New York's forty-seventh annual House and Garden Tour, which takes place on the weekend of June 3 and 4. [*Secretary's Note:* Some 2,200 visitors, most of whom had likely never before visited a Zen center or temple, came through the Center as part of the Tour.]
- ◆ Tom Kowal reported to the meeting on behalf of the Committee on Facilities and Sustainable Operations. Tom reported that the two furnaces in 7 Arnold Park have been replaced with much more efficient units that are expected to pay for themselves through energy savings within a few

years. Although the upper portion of the flat Link roof between 5 and 7 Arnold Park was replaced several years ago, there is reason to believe that the lower portion of that roof has been leaking into the back wall of the Link. We'll likely need to replace the lower portion at a cost of perhaps \$3,500-\$5,500, depending on the extent of damage to the framing below.

- ◆ Wayman Kubicka, who serves as Chapin Mill Caretaker and Head of Zendo, reported on developments at Chapin Mill. The four-person Chapin Mill staff has mainly been focused on maintenance of the buildings and dealing with various repair issues as they arise. A Sangha member who is a professional arborist recently helped remove a dead tree by the barn and plans to provide further help during the Chapin Mill Work Retreat. We now have internet access in all the houses at Chapin Mill, in addition to the Retreat Center. Future projects include rebuilding the access drive where it passes over the culvert through the mill pond dam, so that trucks can pass over it safely during construction of Klava House. Wayman reported that we have been successfully working at preventing the further spread of cattails into the pond and that the pond is not currently in danger of silting up, since it is fed by clear-water springs, rather than by a silt-laden stream. Wayman also reported that there have been water-quality problems in the pond related to algae growth accelerated by acidification from rotting tree leaves. This problem has been successfully addressed through the use of dolomite gravel to de-acidify water in the area where leaves collect. Dan Esler and Dené Granger have been managing the Chapin Mill vegetable garden this year, and Dan recently led a Sangha workday focused on the garden. Finally, Wayman reported that, in his role as a Zen Buddhist priest, he has been working with a group of Chinese detainees at the Buffalo Federal Detention Facility, an immigration detention center located in Batavia.
- ◆ Eryl Kubicka, who serves as Chapin Mill Rental Coordinator, reported regarding the Chapin Mill rental program. The rental program has been doing well. Our goal is to rent out the Retreat Center for 60 days per year, which strikes a good balance between generating rental income, on the one hand, and avoiding interference with the Center's own use of Chapin Mill, on the other. We are currently renting to about 15 groups, and so far this year we have 55 days of rentals confirmed with the possibility of five additional rental days.
- ◆ Roshi reported to the meeting regarding spiritual affairs. The Center's staff remains smaller than it has been for some time. Accordingly, we've been simplifying operations and events where appropriate. For example, we had only two special altars at Temple Night this spring, and we may also simplify Great Jukai this fall. Sesshin have also been somewhat smaller than in the past, but the Center's membership has been slowly increasing. Roshi reported that our broadcasting a live online audio feed of teisho, daily sittings, and all-day sittings via the Center's website has been very well received by Center members. The broadcasts have attracted 35 to 40 listeners per week, and listeners report that they feel included in formal sittings even when they are unable to be physically present in the zendo. Finally, Roshi encouraged everyone to attend this year's annual Ralph Chapin Memorial Work Retreat, which will take place at Chapin Mill from June 27 to July 1.

Roshi next reported regarding affiliates, sitting groups, and sister centers. Our sole formal affiliate, the Madison Zen Center (MZC), continues on a steady and stable course. The Rochester Zen Center recently made a \$20,000 mortgage loan to the MZC principally for the purpose of updating the MZC's aging electrical system. Roshi recently made his annual visit to the Cleveland Zazen Group and led a weekend of intensive practice there. The Louisville Zen Center, a sitting group that Center Vice President Jeanette Prince-Cherry leads in Louisville, Kentucky, now has eight formal members; Jeanette is working to strengthen the Group and increase its membership. Our European sister organizations, the Berlin Zen Group in Germany, led by Sensei Robert Goldmann, the Glasgow Cloud Water Zen Group in Scotland, led by Sensei Karl Kaliski, and Zenbuddhistiska Samfundet (Zen Buddhist Association) in Scandinavia, led by Roshis Sante Poromaa and Kanja Odland, continue on a steady course. Zenbuddhistiska Samfundet has invited Roshi to visit Sweden for a week in August at the Association's expense. The Auckland Zen Centre, our sister center in New Zealand led by Sensei Amala Wrightson, owns its own building but faces difficulties caused by Auckland's very high cost of living and the inability to use the building for sesshin. Roshi also reported that Amala-sensei will be leading a sesshin at Chapin Mill this summer. Casa Zen, our sister center in Mexico City led by Sensei Gerardo Gally, continues on a stable course, but will unfortunately have to move from the space that it has been renting.

- ◆ Roshi gave special thanks to all those who volunteer at the Center. With the Center's staff currently rather small, the support of volunteers is particularly appreciated. Even an hour or two of volunteer work can be a real help to the Center.
- ◆ Roshi introduced those Zen Center Trustees and Officers who were present at the meeting and mentioned that Sangha members who have questions or comments regarding the Center's finances or governance should always feel free to discuss such matters with any of the Center's Trustees or Officers.
- ◆ The Center's Secretary announced that the polls, which had been open for more than one hour, were about to close and that any member as of the May 3, 2017, record date who had not yet turned in his or her ballot should do so.

The results of the election for Trustee were as follows:

Sensei Gerardo Gally	60
Peter Greulich	46
Spoilt ballot	1

Total: 107 members present and voting in person or by written proxy; 467 members eligible to vote as of the record date.

Quorum: Under Article VII(E) of the Center's by-laws = lesser of 100 or one-tenth of the members eligible to vote = 47.

Accordingly, Roshi announced that Sensei Gerardo Gally had been re-elected to a three-year term as Trustee.

Submitted to the Board of Trustees on August 16, 2017
by Scott Jennings, Secretary of the Center.

Appendix A



ROCHESTER ZEN CENTER
A BUDDHIST COMMUNITY

Annual Report of Trustees

Pursuant to
New York Not-for-Profit Corporation Law
Section 519

Presented at the Fifty-First
Annual Corporate Meeting
May 28, 2017

The record date for the Center's 2017 Annual Meeting was May 3, 2017. As of that date, the Center had 467 members. The record date for the Center's 2016 Annual Meeting was April 28, 2016. As of that date, the Center had 445 members. Accordingly, the Center's membership has increased by 22 during this period.

The names and places of residence of the Center's current members may be found in the records of the Center's Secretary.

ROCHESTER ZEN CENTER
SUMMARY OF 2016 ANNUAL FINANCIAL RESULTS

	2016		2015	
	As of December 31, 2016	12/31/16 as % of 2016 Budget	As of December 31, 2015	12/31/15 as % of 2015 Budget
Year-to-Date Operating Revenue	\$398,275	97%	\$403,546	102%
Year-to Date Operating Expenses	<u>\$419,945</u>	83%	<u>\$475,003</u>	98%
YTD Revenue Less Expenses	(\$21,670)		(\$71,457)	
YTD Operating Draw from Investments (5%)	<u>\$62,834</u>		<u>\$60,788</u>	
YTD Net Operating Surplus (Loss)	\$41,164		(\$10,668)	
Membership Contributions (included in operating revenue)	\$186,953	102%	\$177,426	96%
Extraordinary Income (not included in operating revenue)	\$10,000		\$0	
Accumulated Operating Surplus (Loss) at 5% draw since 2009 Inception of Current System	\$62,083		\$20,919	
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YTD Investment Gain (Loss)	\$69,755		\$21,493	
YTD Operating Draw from Investments (5%)	<u>(\$62,834)</u>		<u>(\$60,788)</u>	
YTD Net Investment Gain (Loss)	\$6,920		(\$39,296)	
YTD Legacies and Special Donations	<u>\$70,000</u>		<u>\$0</u>	
YTD Total Investment Fund Change	\$76,920		(\$39,296)	

	Operating Fund	Investment Fund	Held for Others	Realty and Art (Carried at Cost)	Total
ASSETS					
CURRENT ASSETS					
Cash & Money Market*	111,541.61	263,640.25	268,350.93	0.00	643,532.79
Inventories	6,356.59	0.00	0.00	0.00	6,356.59
Accounts Receivable	8,959.27	0.00	0.00	0.00	8,959.27
Prepaid Expenses	24,389.71	0.00	0.00	0.00	24,389.71
Earmarked Donations (Contra)	(16,048.03)	0.00	0.00	0.00	(16,048.03)
<i>Total Current Assets</i>	<u>135,199.15</u>	<u>263,640.25</u>	<u>268,350.93</u>	<u>0.00</u>	<u>667,190.33</u>
NON-CURRENT ASSETS					
Non-Equity Investments (At Book)	0.00	184,529.89	0.00	0.00	184,529.89
Equity Investments (At Market)	0.00	810,407.72	0.00	0.00	810,407.72
Mortgage Loans Outstanding	0.00	67,926.00	0.00	0.00	67,926.00
Depreciable Fixed Assets (Net)	248,345.89	0.00	0.00	0.00	248,345.89
Buildings & Land (At Cost)	0.00	0.00	0.00	5,366,162.27	5,366,162.27
Buddhist Art & Implements (At Cost)	0.00	0.00	0.00	118,419.07	118,419.07
<i>Total Non-Current Assets</i>	<u>248,345.89</u>	<u>1,062,863.61</u>	<u>0.00</u>	<u>5,484,581.34</u>	<u>6,795,790.84</u>
TOTAL ASSETS	383,545.04	1,326,503.86	268,350.93	5,484,581.34	7,462,981.17
LIABILITIES & EQUITY					
CURRENT LIABILITIES					
Taxes, Medicare, SS Payable	2,742.35	0.00	0.00	0.00	2,742.35
Prepaid Income	1,000.00	0.00	0.00	0.00	1,000.00
Other Current Liabilities	3,903.00	0.00	0.00	0.00	3,903.00
<i>Total Current Liabilities</i>	<u>7,645.35</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,645.35</u>
LONG-TERM LIABILITIES					
Auckland Zen Centre Fund	0.00	0.00	2,744.95	0.00	2,744.95
Louisville Zen Center Fund	0.00	0.00	250,302.26	0.00	250,302.26
Abbot's Scholarship Fund	0.00	0.00	15,303.72	0.00	15,303.72
<i>Total Long-Term Liabilities</i>	<u>0.00</u>	<u>0.00</u>	<u>268,350.93</u>	<u>0.00</u>	<u>268,350.93</u>
EQUITY					
»»Year-to-Date Revenues	398,275.33	69,754.52	0.00	0.00	468,029.85
»»(Less Year-to-Date Expenses)	419,945.36	0.00	0.00	0.00	419,945.36
»YTD Revenues Less Expenses	(21,670.03)	69,754.52	0.00	0.00	48,084.49
»YTD Investment Draw (5% per annum)	62,834.12	(62,834.12)	0.00	0.00	0.00
Year-to-Date Net Surplus (Loss)	41,164.09	6,920.40	0.00	0.00	48,084.49
Extraordinary Income & Expenses	10,000.00	70,000.00	0.00	0.00	80,000.00
Interfund Transfers In (Out)	0.00	0.00	0.00	0.00	0.00
Previous Year-End Fund Balances	324,735.60	1,249,583.46	0.00	5,484,581.34	7,058,900.40
<i>Total Equity (Current Fund Balances)</i>	<u>375,899.69</u>	<u>1,326,503.86</u>	<u>0.00</u>	<u>5,484,581.34</u>	<u>7,186,984.89</u>
TOTAL LIABILITIES & EQUITY	383,545.04	1,326,503.86	268,350.93	5,484,581.34	7,462,981.17

*Adjusted to consolidate all Investment Fund money market & cash into single account

ROCHESTER ZEN CENTER
Income and Expense Statement for the Quarter Ended December 31, 2016

Account	4Q2016 Actual	2016 Budget	% of Budget	4Q2015 Actual	
GENERAL OPERATING FUND - INCOME ACCOUNTS					
	Net Item Sales Income	\$1,290	\$1,000	129%	\$468
	Net Special Events Income	(\$6,244)	\$0		\$0
40143G	Royalty Income	\$11,622	\$7,000	166%	\$7,904
40150G	Zen Bow Income	\$220	\$500	44%	\$420
40151G	Membership Contributions	\$186,953	\$184,000	102%	\$177,426
4C151G	CM Operating Donations	\$36,779	\$40,000	92%	\$39,518
40152G	Workshop Income	\$13,167	\$14,000	94%	\$13,470
40153G	Training Program Income	\$4,200	\$5,000	84%	\$3,788
4C153G	CM Training Program Income	\$0	\$100	0%	\$45
40159G	Buddha Hall Rental Income	\$13,884	\$13,700	101%	\$13,847
4C159G	Net CM Rental Income	\$66,114	\$69,000	96%	\$67,884
40160/2G	Misc. Income & Contributions	\$13,085	\$12,500	105%	\$14,538
4C160G	CM Miscellaneous Income	\$0	\$200	0%	\$523
40161G	Sesshin Income	\$57,205	\$63,000	91%	\$63,715
	Total Operating Revenue	\$398,275	\$410,000	97%	\$403,546
GENERAL OPERATING FUND - EXPENSE ACCOUNTS					
60170G	Charity Expenses	\$0	\$500	0%	\$435
60171G	Zen Bow Expenses	\$2,858	\$6,000	48%	\$4,472
60172G	Teaching Expenses	\$4,587	\$5,500	83%	\$3,244
6C172G	CM Teaching Expenses	\$10	\$200	5%	\$66
60175G	Medical & Health Insurance	\$47,342	\$77,100	61%	\$78,672
6C175G	CM Medical & Health Insurance	\$12,629	\$27,500	46%	\$22,210
60176G	Staff Salary Expense	\$64,403	\$63,400	102%	\$66,294
6C176G	CM Staff Salary Expense	\$10,387	\$15,100	69%	\$12,731
60177G	Kitchen Expenses	\$37,979	\$43,000	88%	\$42,258
6C177G	CM Kitchen Expenses	\$7,433	\$10,500	71%	\$9,801
60178G	Housekeeping Expenses	\$5,342	\$5,500	97%	\$4,327
6C178G	CM Housekeeping Expenses	\$2,261	\$2,300	98%	\$1,880
60179G	To Staff Departure Fund	\$22,405	\$23,300	96%	\$21,185
6C179G	CM Staff Departure Fund	\$5,324	\$5,300	100%	\$5,324
60180G	Misc Administrative Expenses	\$1,486	\$1,500	99%	\$2,393
6C180G	CM Misc Administrative Expense	\$0	\$100	0%	\$97
60181G	Office Expenses	\$3,683	\$4,400	84%	\$4,541
6C181G	CM Office Expenses	\$203	\$500	41%	\$975
60182G	Telecommunications Expenses	\$6,273	\$4,900	128%	\$4,957
6C182G	CM Telecommunications Expenses	\$4,134	\$4,000	103%	\$3,586
60183G	Gas & Electricity Expenses	\$6,008	\$8,900	68%	\$7,762
6C183G	CM Utility Expenses	\$11,971	\$14,600	82%	\$13,080
60184G	Repair & Maintenance Expenses	\$11,506	\$19,000	61%	\$15,122
6C184G	CM Rep & Maintenance Expenses	\$16,543	\$22,800	73%	\$21,562
60186G	Insurance Expenses	\$41,622	\$39,200	106%	\$37,053
6C186G	CM Insurance Expenses	\$23,814	\$23,100	103%	\$22,032
60187G	Fundraising & Advertising Exp.	\$1,300	\$1,500	87%	\$1,800
60188G	Garden & Grounds Expenses	\$2,109	\$2,700	78%	\$2,266
6C188G	CM Garden & Grounds Expenses	\$3,210	\$5,500	58%	\$3,101
60189G	Library Expenses	\$29	\$300	10%	\$139
60190G	Automobile Expenses	\$8,297	\$7,800	106%	\$8,671
6C190G	CM Automobile Expenses	\$5,461	\$4,200	130%	\$6,134
60191G	Taxes & Municipal Fees	\$7,007	\$6,700	105%	\$7,006
6C191G	CM Tax & User Fee Expenses	\$5,797	\$4,800	121%	\$5,732
60192G	Computer Expenses	\$2,855	\$3,000	95%	\$2,532
60193G	Banking, PayPal & Crdt Crd Fees	\$807	\$500	161%	\$513

ROCHESTER ZEN CENTER
Income and Expense Statement for the Quarter Ended December 31, 2016

Account	4Q2016 Actual	2016 Budget	% of Budget	4Q2015 Actual
6C192G CM Computer Expenses	\$904	\$500	181%	\$379
60300G Bad Debt Expense	\$0	\$0		\$100
60389G Depreciation Expense	\$23,168	\$23,700	98%	\$21,385
6C389G CM Depreciation Expense	\$8,798	\$9,500	93%	\$9,197
60500G Contingency (Budget Use Only)		\$5,000		
Total Operating Expenses	\$419,945	\$503,900	83%	\$475,013
Operating Revenue Less Expenses	(\$21,670)	(\$93,900)		(\$71,467)
40168G Operating Draw from Investments	\$62,834	\$61,400	102%	\$60,788
Total Net Operating Surplus (Loss)	\$41,164	(\$32,500)	-127%	(\$10,678)
Extraordinary Income & Expenses	\$10,000			\$0
CAPITAL EXPENDITURES				
15000G Furniture and Fixtures	\$16,250			\$33,053
15100G Equipment and Computers	\$6,285			\$0
15200G Motor Vehicles	\$0			\$0
Non-CM Capital Expenditures	\$22,535	\$40,000	56%	\$33,053
1C500G CM Capital Expenditures	\$5,010	\$10,000	50%	\$5,017
Total Capital Expenditures	\$27,545	\$50,000	55%	\$38,070
INVESTMENT FUND				
40167I ML Equity YTD Gain (Loss)	\$59,822			\$10,651
40168I Interest Income (IF)	\$9,919			\$10,841
40170I Other Income (IF)	\$14			\$0
Gross Investment Income	\$69,755			\$21,493
60168I Operating Draw from Investments	(\$62,834)			(\$60,788)
Investment Income Less Draw	\$6,920			(\$39,296)
40155I Legacies & Special Donations	\$70,000			\$0
Total Net Investment Fund Gain (Loss)	\$76,920			(\$39,296)

ROCHESTER ZEN CENTER
Past-Year Comparison – December 31, 2016

	31-Dec-16	Average 2011-2015	31-Dec-15	31-Dec-14	31-Dec-13	31-Dec-12	31-Dec-11	
GENERAL OPERATING FUND – INCOME								
	Net Item Sales Income	1,290	1,228	468	1,565	821	1,251	2,035
	Net Special Events Income	(6,244)	(927)	0	0	601	316	(5,551)
40143G	Royalty Income	11,622	7,021	7,904	7,025	7,323	5,662	7,189
40150G	Zen Bow Income	220	447	420	535	377	627	277
40151G	Membership Contributions	186,953	179,349	177,426	180,600	182,649	180,040	176,032
4C151G	CM Operating Donations	36,779	39,323	39,518	38,644	38,800	39,141	40,514
40152G	Workshop Income	13,167	14,537	13,470	13,707	13,213	16,145	16,150
40153G	Training Program Income	4,200	5,018	3,788	7,593	5,280	4,605	3,825
4C153G	CM Training Program Income	0	72	45	0	0	300	15
40159G	Buddha Hall Rental Income	13,884	13,378	13,847	13,646	13,544	12,941	12,912
	Net CM Rental Income	66,114	55,336	67,884	60,532	58,507	49,269	40,490
40160/2G	Misc. Income & Contributions	13,085	13,200	14,538	12,342	12,448	12,930	13,745
4C160G	CM Miscellaneous Income	0	303	523	92	800	100	0
40161G	Sesshin Income	57,205	63,246	63,715	59,694	65,447	63,715	63,659
	Total YTD Operating Income	398,275	391,533	403,546	395,975	399,810	387,041	371,293
GENERAL OPERATING FUND – EXPENSES								
60170G	Charity Expenses	0	319	435	0	719	0	442
60171G	Zen Bow Expenses	2,858	6,140	4,472	5,845	6,368	4,452	9,561
60172G	Teaching Expenses	4,587	2,686	3,244	2,135	4,059	2,071	1,924
6C172G	CM Teaching Expenses	10	142	66	62	137	153	292
60175G	Medical & Health Insurance	47,342	71,560	78,672	81,948	78,102	66,426	52,654
6C175G	CM Medical & Health Insurance	12,629	15,594	22,210	15,696	13,153	13,725	13,189
60176G	Staff Salary Expense	64,403	60,169	66,294	64,170	63,210	55,481	51,688
6C176G	CM Staff Salary Expense	10,387	11,591	12,731	13,175	12,732	9,931	9,388
60177G	Kitchen Expenses	37,979	39,828	42,258	41,706	43,424	38,401	33,349
6C177G	CM Kitchen Expenses	7,433	7,708	9,801	7,374	8,754	5,906	6,705
60178G	Housekeeping Expenses	5,342	4,823	4,327	4,434	4,896	6,853	3,605
6C178G	CM Housekeeping Expenses	2,261	2,033	1,880	2,393	1,372	2,585	1,936
60179G	To Staff Departure Fund	22,405	18,364	21,185	18,856	21,629	17,081	13,070
6C179G	CM Staff Departure Fund	5,324	4,814	5,324	5,324	5,324	3,549	4,548
60180G	Misc Administrative Expenses	1,486	1,439	2,393	911	1,471	1,206	1,212
6C180G	CM Misc Administrative Expense	0	115	97	225	155	0	100
60181G	Office Expenses	3,683	4,576	4,541	4,241	3,012	5,638	5,447
6C181G	CM Office Expenses	203	435	975	575	14	371	238
60182G	Telecommunications Expenses	6,273	5,470	4,957	5,642	6,733	5,233	4,786
6C182G	CM Telecommunications Expenses	4,134	3,805	3,586	4,388	3,479	3,731	3,842
60183G	Gas & Electricity Expenses	6,008	8,713	7,762	10,028	8,901	6,414	10,460
6C183G	CM Utility Expenses	11,971	14,552	13,080	17,209	13,621	12,207	16,641
60184G	Repair & Maintenance Expenses	11,506	20,045	15,122	11,799	21,294	27,527	24,482
6C184G	CM Rep & Maintenance Expenses	16,543	18,503	21,562	18,678	18,386	16,969	16,919
60186G	Insurance Expenses	41,622	32,795	37,053	34,680	28,387	31,112	32,743
6C186G	CM Insurance Expenses	23,814	19,671	22,032	20,590	16,405	17,873	21,456
60187G	Fundraising & Advertising Exp.	1,300	1,421	1,800	1,255	1,589	1,400	1,060
6C187G	CM Fundraising & Adv Expenses	0	0	0	0	0	0	0
60188G	Garden & Grounds Expenses	2,109	3,722	2,266	3,563	2,586	2,941	7,256
6C188G	CM Garden & Grounds Expenses	3,210	4,294	3,101	3,547	5,675	6,298	2,851
60189G	Library Expenses	29	114	139	287	142	0	0
60190G	Automobile Expenses	8,297	12,981	8,671	12,157	16,004	14,152	13,921
6C190G	CM Automobile Expenses	5,461	3,658	6,134	4,358	2,956	2,351	2,492
60191G	Taxes & Municipal Fees	7,007	6,754	7,006	6,780	6,649	6,645	6,690
6C191G	CM Tax & User Fee Expenses	5,797	4,892	5,732	5,347	4,946	4,296	4,137
60192G	Computer Expenses	2,855	2,340	2,532	3,014	2,512	2,697	944
6C192G	CM Computer Expenses	904	426	379	877	446	338	89
60193G	Banking, PayPal & Crdt Crd Fees	807		503	203			
60300G	Bad Debt & Theft Expense	0	130	100	0	385	163	0
60389G	Depreciation Expense	23,168	18,422	21,385	20,532	19,190	17,008	13,996
6C389G	CM Depreciation Expense	8,798	8,422	9,197	7,800	7,820	9,183	8,111
	Total YTD Operating Expenses	419,945	443,607	475,003	461,804	456,637	422,366	402,225
	YTD Operating Income Less Expenses	(21,670)	(52,074)	(71,457)	(65,830)	(56,827)	(35,326)	(30,932)
40168G	Operating Draw from Investments	62,834	55,033	60,788	57,371	54,795	51,861	50,347
	Total Net Operating Surplus (Loss)	41,164	2,958	(10,668)	(8,458)	(2,033)	16,536	19,415
	Extraordinary Income & Expenses	10,000	2,000	0	0	0	0	10,000

ROCHESTER ZEN CENTER
Past-Year Comparison – December 31, 2016

	31-Dec-16	Average 2011-2015	31-Dec-15	31-Dec-14	31-Dec-13	31-Dec-12	31-Dec-11
CAPITAL EXPENDITURES							
15000G Furniture and Fixtures	16,250	19,969	33,053	0	938	61,746	4,111
15100G Equipment and Computers	6,285	3,300	0	953	746	5,209	9,589
15200G Motor Vehicles	0	2,373	0	8,179	3,684	0	0
1C500G CM Capital Expenditures	5,010	13,336	5,017	14,433	6,963	32,831	7,436
Total YTD Capital Expenditures	27,545	38,978	38,070	23,565	12,332	99,786	21,136
INVESTMENT FUND							
40167I ML Equity YTD Gain (Loss)	59,822	75,783	10,651	89,085	164,376	112,076	2,726
40168I Interest Income (IF)	9,919	11,975	10,841	12,950	7,772	13,941	14,369
40170I Other Income (IF)	14	32	0	10	14	87	46
40181I W&R YTD Gain (Loss)	0	18	0	0	0	73	18
Gross YTD Investment Fund Income	69,755	87,808	21,493	102,045	172,162	126,178	17,160
60168I Operating Draw from Investments	(62,834)	(55,033)	(60,788)	(57,371)	(54,795)	(51,861)	(50,347)
Net Investment Fund Gain (Loss)	6,920	32,775	(39,296)	44,674	117,368	74,317	(33,187)
40155I Legacies and Special Donations	70,000	3,300	0	0	6,500	10,000	0
Total YTD Investment Fund Change	76,920	36,075	(39,296)	44,674	123,868	84,317	(33,187)

ROCHESTER ZEN CENTER INVESTMENT FUND – December 31, 2016

Account	Instrument	As Carried on Balance Sheet		Market Value	Cost Basis	Gain (Loss)	Annual Return on Basis	Est. Annual Fixed Income
	Equity Investments*	<i>At Market</i>						
14052I	Merrill Lynch Equities Account**	\$810,408		\$810,408	\$127,466	\$682,941		
	IF Equities	\$810,408	61%	\$810,408	\$127,466	\$682,941		
	Cash & Money Market						<i>Current Int Rate</i>	
10006I	IF Share of Money Market Funds & Cash**	\$263,640		\$263,640	\$263,640		0.09%	\$237
	IF Cash & Money Market	\$263,640	20%	\$263,640	\$263,640		0.09%	\$237
	Fixed-Income Investments	<i>Cost Basis</i>					<i>Crrnt Rtrn on Basis</i>	
13200I	Merrill Lynch Fixed-Income Account**	\$184,530		\$179,929	\$184,530	(\$4,601)	3.55%	\$6,551
	Total Fixed-Income Investments	\$184,530	14%	\$179,929	\$184,530	(\$4,601)	3.55%	\$6,551
	Loans	<i>Outstanding</i>			<i>Original</i>		<i>Loan Rate</i>	
14100I	Zengården Mtg Loan (variable %) 3/31/25	\$63,155			\$135,637		3.48%	\$2,111
14106I	Mdsn ZC Mtg Loan 5.08% 7/31/18	\$4,771			\$35,739		5.08%	\$174
	Total Loans	\$67,926	5%		\$171,376			\$2,284
	Investment Fund Total	\$1,326,504	100%					\$9,073

* Donated equities that do not meet the Center's ethical investment criteria must be sold by the Center's Finance Committee within one year

**Adjusted to report all Investment Fund money market & cash as residing in account 10006

Peter (Bodhin) Kjolhede
President, Rochester Zen Center

State of New York)
) ss.
County of Monroe)

On the day of June in the year 2017, before me personally came Peter (Bodhin) Kjolhede, to me known, who, being by me duly sworn, did depose and say that he resides at 308 San Gabriel Drive, Rochester, NY 14610; that he is the President of the Rochester Zen Center, the corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Trustees of said corporation, and that he signed his name thereto by like order.

In Witness Whereof, I have hereunto set my hand and affixed my official seal.

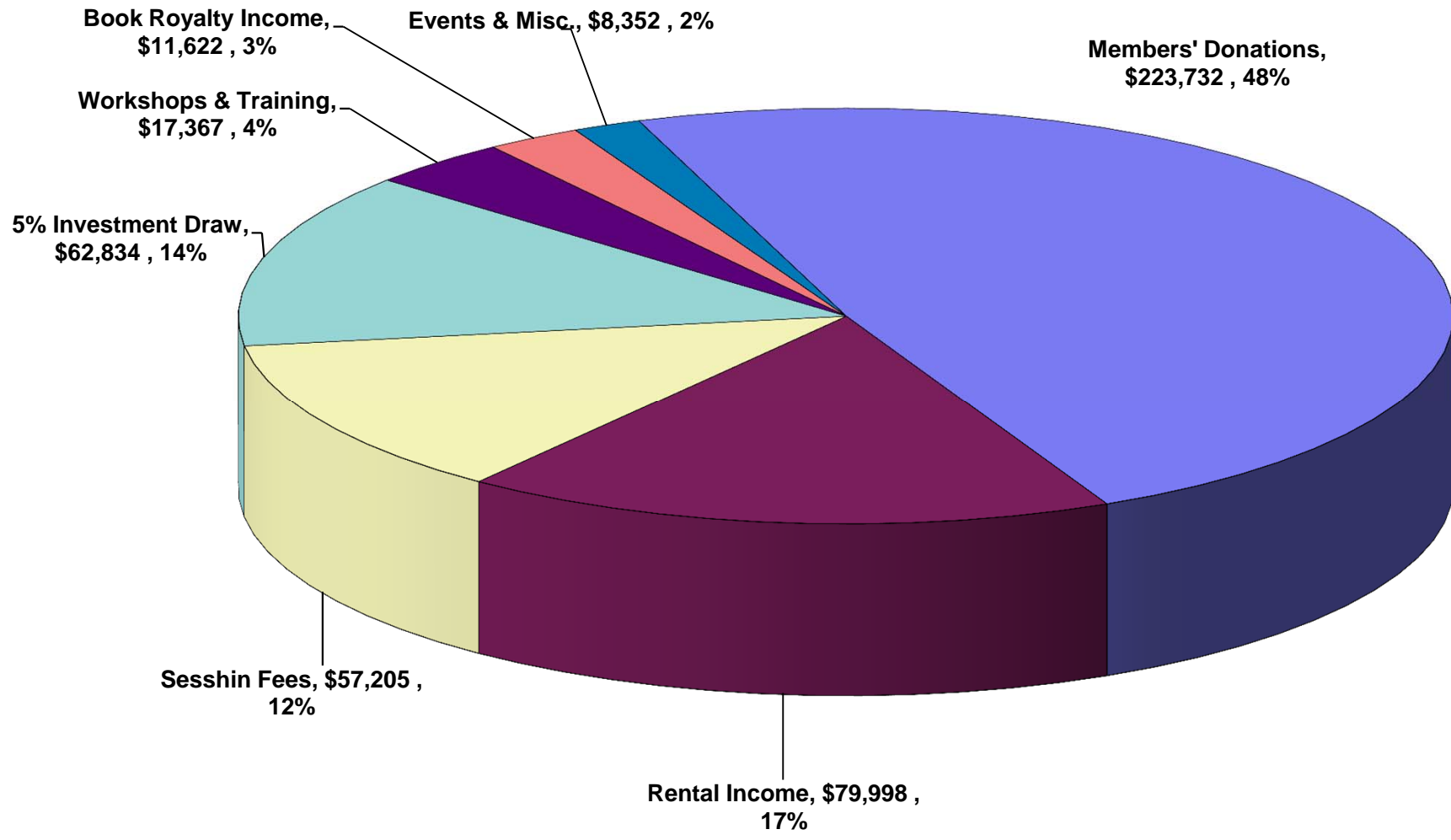
Colleen O'Brien
Treasurer, Rochester Zen Center

State of New York)
) ss.
County of Monroe)

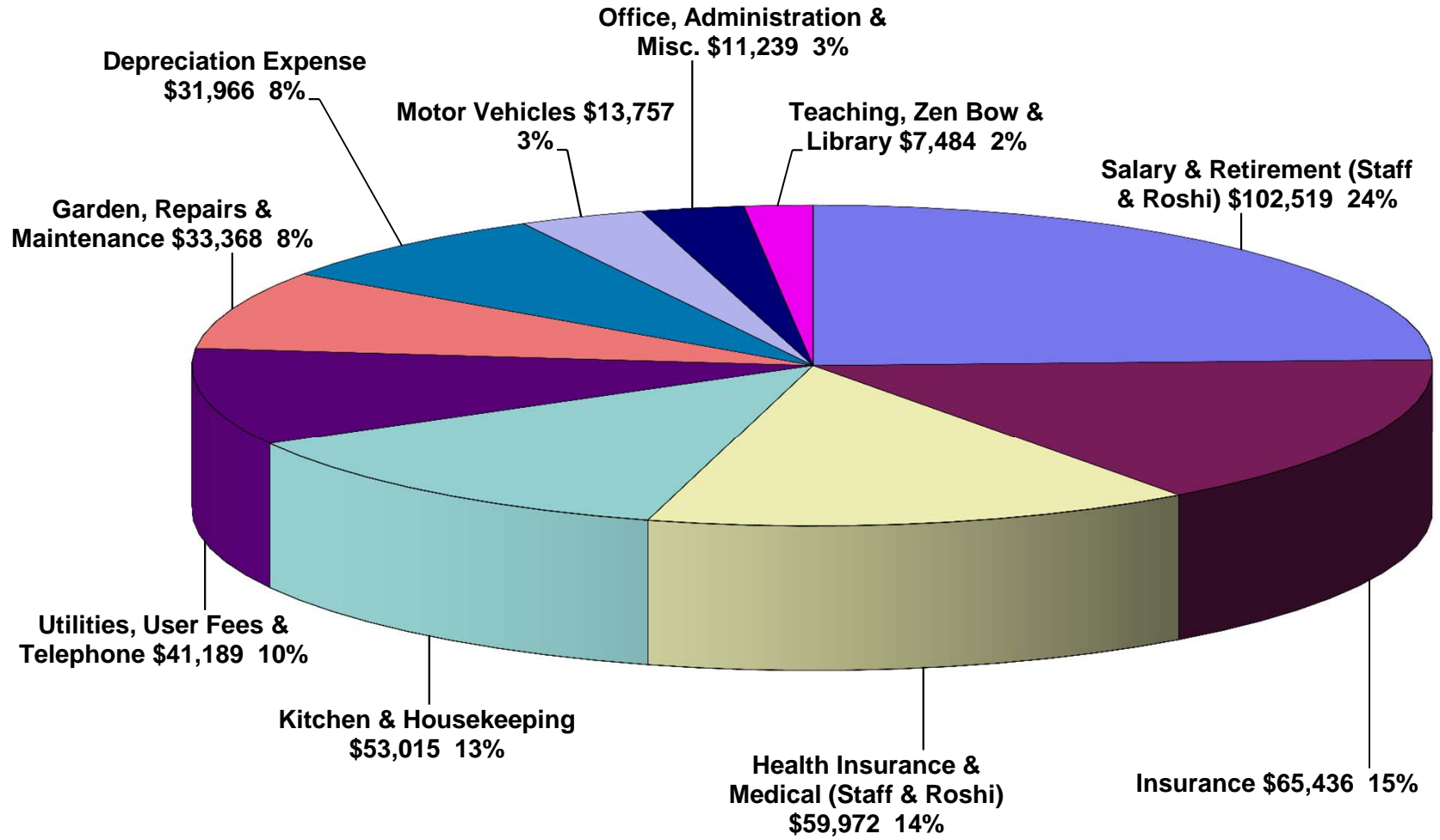
On the day of June in the year 2017, before me personally came Colleen O'Brien, to me known, who, being by me duly sworn, did depose and say that she resides at 11 Park Place, New Rochelle, NY 10801; that she is the Treasurer of the Rochester Zen Center, the corporation described in and which executed the above instrument; that she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Trustees of said corporation, and that she signed her name thereto by like order.

In Witness Whereof, I have hereunto set my hand and affixed my official seal.

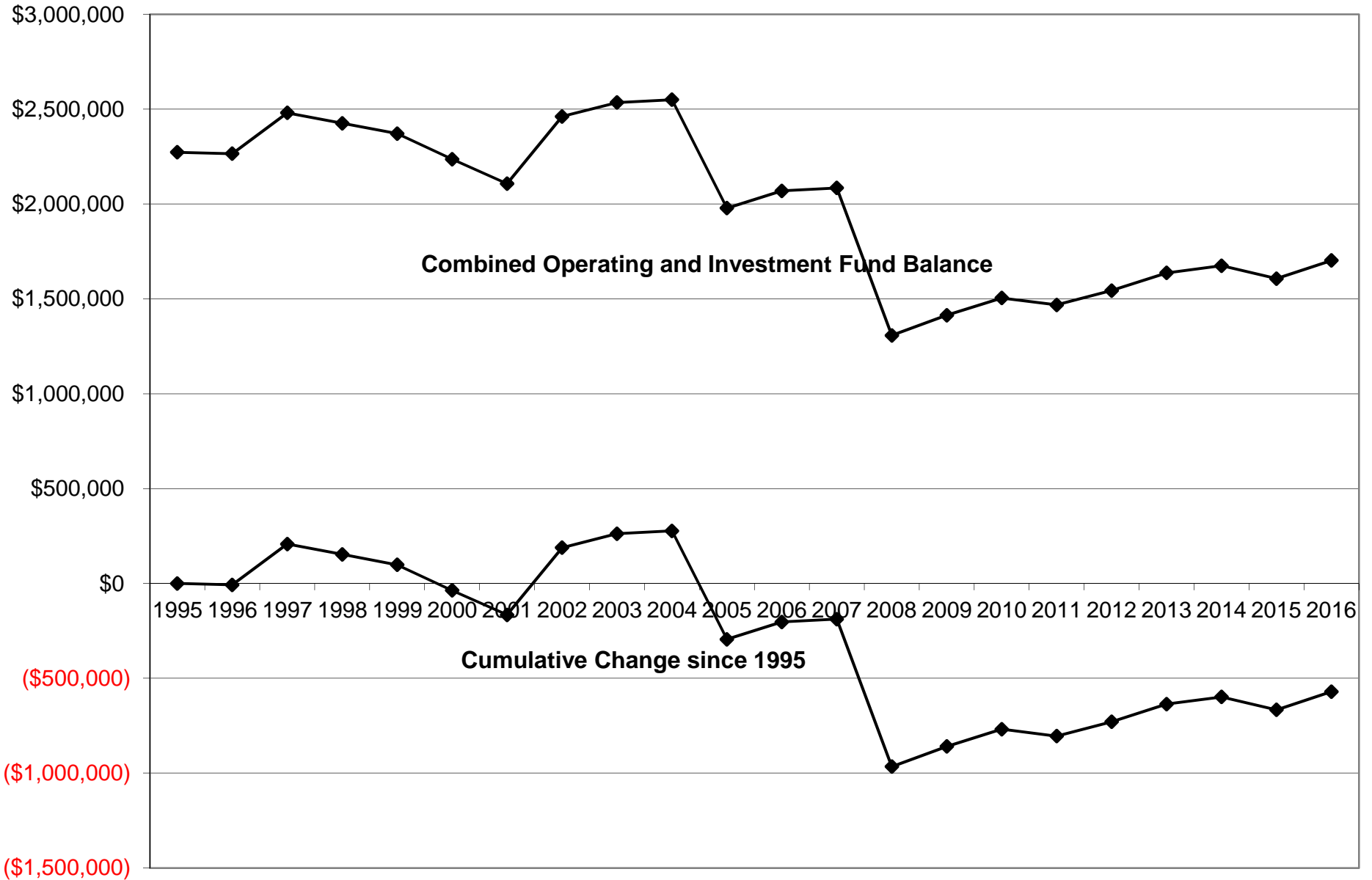
ROCHESTER ZEN CENTER 2016 Operating Revenue (\$461,109 Total)



ROCHESTER ZEN CENTER 2016 Operating Expenses (\$419,945 Total)



ROCHESTER ZEN CENTER Combined Operating and Investment Funds 1995-2016 (All Amounts Are Stated in Constant 2016 Dollars)



ROCHESTER ZEN CENTER
Total Operating Income and Expense 1995-2016
(All Amounts Are Stated in Constant 2016 Dollars)

