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-Third
Annual Corporate Meeting
May 26, 2019

The record date for the Center's 2018 Annual Meeting was April 23, 2019. As of that date, the Center had 437 members. The record date for the Center's 2018 Annual Meeting was May 6, 2018. As of that date, the Center had 449 members. Accordingly, the Center's membership has decreased by 12 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 2018 ANNUAL FINANCIAL RESULTS

	2018		2017	
	As of December 31, 2018	12/31/18 as % of 2018 Budget	As of December 31, 2017	12/31/17 as % of 2017 Budget
Year-to-Date Operating Revenue	$353,173	84%	$444,779	107%
Year-to Date Operating Expenses	$435,661	99%	$424,640	97%
YTD Revenue Less Expenses	($82,488)		$20,139	
YTD Operating Draw from Investments (2018 at 4%; 2017 at 5%)	$56,184		$67,403	
YTD Net Operating Surplus (Loss)	**($26,304)**		**$87,542**	
Membership Contributions (included in operating revenue)	$175,472	89%	$210,463	111%
Extraordinary Income (not included in operating revenue)	$33,216		$10,000	
Extraordinary expenses (not included in operating revenue)	($4,000)			
Accumulated Operating Surplus (Loss) including operating draw since 2009 Inception of Current System	$123,321		$149,625	
YTD Investment Gain (Loss)	($21,101)		$215,607	
YTD Operating Draw from Investments (2018 at 4%; 2017 at 5%)	($56,184)		($67,403)	
YTD Net Investment Gain (Loss)	($77,285)		$148,204	
YTD Legacies and Special Donations	$0		$83	
YTD Total Investment Fund Change	**($77,285)**		**$148,287**	

ROCHESTER ZEN CENTER BALANCE SHEET – December 31, 2018

	Operating Fund	Investment Fund	Held for Others	Realty and Art (Carried at Cost)	Total
ASSETS					
CURRENT ASSETS					
Cash & Money Market	173,381.26	140,400.17	109,809.72	0.00	423,591.15
Inventories	11,754.81	0.00	0.00	0.00	11,754.81
Accounts Receivable	(692.73)	0.00	0.00	0.00	(692.73)
Prepaid Expenses	14,073.92	0.00	0.00	0.00	14,073.92
Earmarked Donations (Contra)	(5,506.03)	0.00	0.00	0.00	(5,506.03)
Total Current Assets	*193,011.23*	*140,400.17*	*109,809.72*	*0.00*	*443,221.12*
NON-CURRENT ASSETS					
Certificates of Deposit	0.00	312,000.00	168,000.00	0.00	480,000.00
Other Non-Equity Investments (At Book)	0.00	21,066.70	0.00	0.00	21,066.70
Equity Investments (At Market)	0.00	951,890.73	0.00	0.00	951,890.73
Mortgage Loans Outstanding	0.00	22,148.16	0.00	0.00	22,148.16
Depreciable Fixed Assets (Net)	235,222.49	0.00	0.00	0.00	235,222.49
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	123,419.07	123,419.07
Total Non-Current Assets	*235,222.49*	*1,307,105.59*	*168,000.00*	*5,489,581.34*	*7,199,909.42*
TOTAL ASSETS	*428,233.72*	*1,447,505.76*	*277,809.72*	*5,489,581.34*	*7,643,130.54*
LIABILITIES & EQUITY					
CURRENT LIABILITIES					
Taxes, Medicare, SS Payable	2,027.01	0.00	0.00	0.00	2,027.01
Prepaid Income	0.00	0.00	0.00	0.00	0.00
Other Current Liabilities	4,853.38	0.00	0.00	0.00	4,853.38
Total Current Liabilities	*6,880.39*	*0.00*	*0.00*	*0.00*	*6,880.39*
LONG-TERM LIABILITIES					
Accrued Staff Departure Fund	0.00	0.00	110.92	0.00	110.92
Auckland Zen Centre Fund	0.00	0.00	5,101.94	0.00	5,101.94
Louisville Zen Center Fund	0.00	0.00	255,631.07	0.00	255,631.07
Abbot's Scholarship Fund	0.00	0.00	16,965.79	0.00	16,965.79
Total Long-Term Liabilities	*0.00*	*0.00*	*277,809.72*	*0.00*	*277,809.72*
EQUITY					
»»Year-to-Date Revenues	353,172.92	(21,100.77)	0.00	0.00	332,072.15
»»(Less Year-to-Date Expenses)	435,661.26	0.00	0.00	0.00	435,661.26
»YTD Revenues Less Expenses	(82,488.34)	(21,100.77)	0.00	0.00	(103,589.11)
»YTD Investment Draw (4% per annum)	56,184.44	(56,184.44)	0.00	0.00	0.00
Year-to-Date Net Surplus (Loss)	(26,303.90)	(77,285.21)	0.00	0.00	(103,589.11)
Extraordinary Income & Expenses	29,215.53	0.00	0.00	0.00	29,215.53
Capitalized from Building Fund	0.00	0.00	0.00	0.00	0.00
Interfund Transfers In (Out)	(55,000.00)	50,000.00	0.00	5,000.00	0.00
Previous Year-End Fund Balances	473,441.70	1,474,790.97	0.00	5,484,581.34	7,432,814.01
Total Equity (Current Fund Balances)	*421,353.33*	*1,447,505.76*	*0.00*	*5,489,581.34*	*7,358,440.43*
TOTAL LIABILITIES & EQUITY	*428,233.72*	*1,447,505.76*	*277,809.72*	*5,489,581.34*	*7,643,130.54*

ROCHESTER ZEN CENTER

Income and Expense Statement for the Year Ended December 31, 2018

Account		4Q2018 Actual	2018 Budget	% of Budget	4Q2017 Actual
GENERAL OPERATING FUND - INCOME ACCOUNTS					
	Net Item Sales Income	$1,166	$800	146%	$1,151
	Net Special Events Income	$533	$0		($8,091)
40143G	Royalty Income	$11,506	$7,000	164%	$10,859
40150G	Zen Bow Income	$730	$500	146%	$740
40151G	Membership Contributions	$175,472	$198,000	89%	$210,463
4C151G	CM Operating Donations	$19,635	$38,600	51%	$53,855
40152G	Workshop Income	$11,198	$12,000	93%	$10,890
40153G	Training Program Income	$3,620	$4,000	91%	$3,220
4C153G	CM Training Program Income	$0	$100	0%	$0
40159G	Buddha Hall Rental Income	$14,555	$14,000	104%	$14,276
4C159G	Net CM Rental Income	$32,168	$69,000	47%	$58,694
40160/2G	Misc. Income & Contributions	$18,165	$12,500	145%	$16,024
4C160G	CM Miscellaneous Income	$0	$200	0%	$0
40161G	Sesshin Income	$64,425	$63,000	102%	$72,699
	Total Operating Revenue	**$353,173**	**$419,700**	**84%**	**$444,779**
GENERAL OPERATING FUND - EXPENSE ACCOUNTS					
60170G	Charity Expenses	$0	$500	0%	$250
60171G	Zen Bow Expenses	$8,275	$6,500	127%	$6,955
60172G	Teaching Expenses	$8,488	$8,100	105%	$1,375
6C172G	CM Teaching Expenses	$25	$200	12%	$82
60175G	Medical & Health Insurance	$45,407	$43,800	104%	$46,314
6C175G	CM Medical & Health Insurance	$9,117	$21,800	42%	$12,141
60176G	Staff Salary Expense	$62,392	$56,700	110%	$57,604
6C176G	CM Staff Salary Expense	$10,433	$12,500	83%	$10,484
60177G	Kitchen Expenses	$44,204	$37,000	119%	$41,266
6C177G	CM Kitchen Expenses	$9,967	$9,500	105%	$7,711
60178G	Housekeeping Expenses	$6,708	$5,000	134%	$5,631
6C178G	CM Housekeeping Expenses	$2,108	$2,300	92%	$2,155
60179G	To Staff Departure Fund	$19,452	$24,800	78%	$21,656
6C179G	CM Staff Departure Fund	$6,655	$6,700	99%	$6,322
60180G	Misc Administrative Expenses	$1,084	$1,500	72%	$1,139
6C180G	CM Misc Administrative Expense	$0	$100	0%	$0
60181G	Office Expenses	$3,163	$4,400	72%	$4,041
6C181G	CM Office Expenses	$198	$500	40%	$17
60182G	Telecommunications Expenses	$6,495	$6,100	106%	$6,098
6C182G	CM Telecommunications Expenses	$4,678	$4,500	104%	$3,916
60183G	Gas & Electricity Expenses	$8,979	$8,200	109%	$9,777
6C183G	CM Utility Expenses	$12,879	$13,700	94%	$12,177
60184G	Repair & Maintenance Expenses	$12,899	$18,000	72%	$13,688
6C184G	CM Rep & Maintenance Expenses	$18,353	$22,000	83%	$18,904
60186G	Insurance Expenses	$39,438	$38,800	102%	$37,769
6C186G	CM Insurance Expenses	$22,415	$22,200	101%	$21,435
60187G	Fundraising & Advertising Exp.	$1,400	$1,500	93%	$500
60188G	Garden & Grounds Expenses	$4,253	$2,700	158%	$3,331
6C188G	CM Garden & Grounds Expenses	$1,456	$3,500	42%	$3,151
60189G	Library Expenses	$213	$300	71%	$0
60190G	Automobile Expenses	$13,995	$9,400	149%	$11,157
6C190G	CM Automobile Expenses	$3,904	$3,000	130%	$11,152
60191G	Taxes & Municipal Fees	$6,717	$6,600	102%	$6,448
6C191G	CM Tax & User Fee Expenses	$6,848	$5,300	129%	$6,350
60192G	Computer Expenses	$3,702	$3,500	106%	$3,429
60193G	Banking, PayPal & Crdt Crd Fees	$934	$1,000	93%	$1,052

ROCHESTER ZEN CENTER

Income and Expense Statement for the Year Ended December 31, 2018

Account		4Q2018 Actual	2018 Budget	% of Budget	4Q2017 Actual
6C192G	CM Computer Expenses	$782	$1,000	78%	$623
60300G	Bad Debt Expense	$0	$0		($53)
60389G	Depreciation Expense	$21,172	$21,200	100%	$21,813
6C389G	CM Depreciation Expense	$6,473	$6,100	106%	$6,782
	Total Operating Expenses	**$435,661**	**$440,500**	**99%**	**$424,640**
Operating Revenue Less Expenses		**($82,488)**	**($20,800)**		**$20,139**
40168G	Operating Draw from Investments	$56,184	$54,800	103%	$67,403
Total Net Operating Surplus (Loss)		**($26,304)**	**$34,000**		**$87,542**
Extraordinary Income & Expenses		**$29,216**			**$10,000**
CAPITAL EXPENDITURES					
15000G	Furniture and Fixtures	$9,042			$9,251
15100G	Equipment and Computers	$7,880			$975
15200G	Motor Vehicles	$0			$0
	Non-CM Capital Expenditures	$16,922	$25,542	66%	$10,226
1C500G	CM Capital Expenditures	$18,223	$21,800	84%	$0
Total Capital Expenditures		**$35,145**	**$47,342**	**74%**	**$10,226**
INVESTMENT FUND					
40167I	ML Equity YTD Gain (Loss)	($25,651)			$206,582
40168I	Interest Income (IF)	$4,784			$9,025
40170I	Other Income (IF)	($234)			$0
	Gross Investment Income	($21,101)			$215,607
60168I	Operating Draw from Investments	($56,184)			($67,403)
	Investment Income Less Draw	($77,285)			$148,204
40155I	Legacies & Special Donations	$0			$83
Total Net Investment Fund Gain (Loss)		**($77,285)**			**$148,287**

ROCHESTER ZEN CENTER
Past-Year Comparison – December 31, 2018

		31-Dec-18	*Average 2013-2017*	31-Dec-17	31-Dec-16	31-Dec-15	31-Dec-14	31-Dec-13
GENERAL OPERATING FUND – INCOME								
	Net Item Sales Income	1,166	*1,059*	1,151	1,290	468	1,565	821
	Net Special Events Income	533	*(2,747)*	(8,091)	(6,244)	0	0	601
40143G	Royalty Income	11,506	*8,947*	10,859	11,622	7,904	7,025	7,323
40150G	Zen Bow Income	730	*459*	740	220	420	535	377
40151G	Membership Contributions	175,472	*187,618*	210,463	186,953	177,426	180,600	182,649
4C151G	CM Operating Donations	19,635	*41,519*	53,855	36,779	39,518	38,644	38,800
40152G	Workshop Income	11,198	*12,889*	10,890	13,167	13,470	13,707	13,213
40153G	Training Program Income	3,620	*4,816*	3,220	4,200	3,788	7,593	5,280
4C153G	CM Training Program Income	0	*9*	0	0	45	0	0
40159G	Buddha Hall Rental Income	14,555	*13,839*	14,276	13,884	13,847	13,646	13,544
	Net CM Rental Income	32,168	*62,346*	58,694	66,114	67,884	60,532	58,507
40160/2G	Misc. Income & Contributions	18,165	*13,687*	16,024	13,085	14,538	12,342	12,448
4C160G	CM Miscellaneous Income	0	*283*	0	0	523	92	800
40161G	Sesshin Income	64,425	*63,752*	72,699	57,205	63,715	59,694	65,447
	Total YTD Operating Income	**353,173**	***408,477***	**444,779**	**398,275**	**403,546**	**395,975**	**399,810**
GENERAL OPERATING FUND – EXPENSES								
60170G	Charity Expenses	0	*281*	250	0	435	0	719
60171G	Zen Bow Expenses	8,275	*5,300*	6,955	2,858	4,472	5,845	6,368
60172G	Teaching Expenses	8,488	*3,080*	1,375	4,587	3,244	2,135	4,059
6C172G	CM Teaching Expenses	25	*71*	82	10	66	62	137
60175G	Medical & Health Insurance	45,407	*66,476*	46,314	47,342	78,672	81,948	78,102
6C175G	CM Medical & Health Insurance	9,117	*15,166*	12,141	12,629	22,210	15,696	13,153
60176G	Staff Salary Expense	62,392	*63,136*	57,604	64,403	66,294	64,170	63,210
6C176G	CM Staff Salary Expense	10,433	*11,902*	10,484	10,387	12,731	13,175	12,732
60177G	Kitchen Expenses	44,204	*41,327*	41,266	37,979	42,258	41,706	43,424
6C177G	CM Kitchen Expenses	9,967	*8,215*	7,711	7,433	9,801	7,374	8,754
60178G	Housekeeping Expenses	6,708	*4,926*	5,631	5,342	4,327	4,434	4,896
6C178G	CM Housekeeping Expenses	2,108	*2,012*	2,155	2,261	1,880	2,393	1,372
60179G	To Staff Departure Fund	19,452	*21,146*	21,656	22,405	21,185	18,856	21,629
6C179G	CM Staff Departure Fund	6,655	*5,524*	6,322	5,324	5,324	5,324	5,324
60180G	Misc Administrative Expenses	1,084	*1,480*	1,139	1,486	2,393	911	1,471
6C180G	CM Misc Administrative Expense	0	*95*	0	0	97	225	155
60181G	Office Expenses	3,163	*3,904*	4,041	3,683	4,541	4,241	3,012
6C181G	CM Office Expenses	198	*357*	17	203	975	575	14
60182G	Telecommunications Expenses	6,495	*5,940*	6,098	6,273	4,957	5,642	6,733
6C182G	CM Telecommunications Expenses	4,678	*3,901*	3,916	4,134	3,586	4,388	3,479
60183G	Gas & Electricity Expenses	8,979	*8,495*	9,777	6,008	7,762	10,028	8,901
6C183G	CM Utility Expenses	12,879	*13,612*	12,177	11,971	13,080	17,209	13,621
60184G	Repair & Maintenance Expenses	12,899	*14,682*	13,688	11,506	15,122	11,799	21,294
6C184G	CM Rep & Maintenance Expenses	18,353	*18,814*	18,904	16,543	21,562	18,678	18,386
60186G	Insurance Expenses	39,438	*35,902*	37,769	41,622	37,053	34,680	28,387
6C186G	CM Insurance Expenses	22,415	*20,855*	21,435	23,814	22,032	20,590	16,405
60187G	Fundraising & Advertising Exp.	1,400	*1,289*	500	1,300	1,800	1,255	1,589
6C187G	CM Fundraising & Adv Expenses	0	*0*	0	0	0	0	0
60188G	Garden & Grounds Expenses	4,253	*2,771*	3,331	2,109	2,266	3,563	2,586
6C188G	CM Garden & Grounds Expenses	1,456	*3,737*	3,151	3,210	3,101	3,547	5,675
60189G	Library Expenses	213	*119*	0	29	139	287	142
60190G	Automobile Expenses	13,995	*11,257*	11,157	8,297	8,671	12,157	16,004
6C190G	CM Automobile Expenses	3,904	*6,012*	11,152	5,461	6,134	4,358	2,956
60191G	Taxes & Municipal Fees	6,717	*6,778*	6,448	7,007	7,006	6,780	6,649
6C191G	CM Tax & User Fee Expenses	6,848	*5,634*	6,350	5,797	5,732	5,347	4,946
60192G	Computer Expenses	3,702	*2,868*	3,429	2,855	2,532	3,014	2,512
6C192G	CM Computer Expenses	782	*646*	623	904	379	877	446
60193G	Banking, PayPal & Crdt Crd Fees	934		1,052	807	503	203	
60300G	Bad Debt & Theft Expense	0	*86*	(53)	0	100	0	385
60389G	Depreciation Expense	21,172	*21,217*	21,813	23,168	21,385	20,532	19,190
6C389G	CM Depreciation Expense	6,473	*8,079*	6,782	8,798	9,197	7,800	7,820
	Total YTD Operating Expenses	**435,661**	***447,606***	**424,640**	**419,945**	**475,003**	**461,804**	**456,637**
YTD Operating Income Less Expenses		**(82,488)**	***(39,129)***	**20,139**	**(21,670)**	**(71,457)**	**(65,830)**	**(56,827)**
40168G	Operating Draw from Investments	56,184	*60,638*	67,403	62,834	60,788	57,371	54,795
Total Net Operating Surplus (Loss)		**(26,304)**	***21,509***	**87,542**	**41,164**	**(10,668)**	**(8,458)**	**(2,033)**
Extraordinary Income & Expenses		**29,216**	***4,000***	**10,000**	**10,000**	**0**	**0**	**0**

ROCHESTER ZEN CENTER INVESTMENT FUND – December 31, 2018

Instrument	*As Carried on Balance Sheet*		*Market Value*	*Cost Basis*	*Gain (Loss)*	*Annual Return on Basis*	*Est. Annual Fixed Income*
Equity Investments*	*At Market*						
Merrill Lynch Equities Account	$951,891		$951,891	$88,018	$863,872		
Total Equities	$951,891	66%	$951,891	$88,018	$863,872		
Cash & Money Market						*Current Int Rate*	
IF Share of Money Market Funds & Cash	$140,400		$140,400	$140,400		2.00%	$2,808
Total IF Cash & Money Market	$140,400	10%	$140,400	$140,400		2.00%	$2,808
Fixed-Income Investments	*Cost Basis*					Crrnt Rtrn on Basis	
Certificates of Deposit	$312,000		$312,000	$312,000		2.48%	$7,729
Bonds	$10,083		$10,112	$10,083	$29	8.18%	$825
Cash Awaiting Fixed-Income Investment	$10,984		$10,984	$10,984		0.60%	$66
Total Fixed-Income Investments	$333,067	23%	$333,096	$333,067	$29	2.59%	$8,620
Loans	*Outstanding*			*Original*		*Loan Rate*	
Mdsn ZC Mtg Loan 3.34% 2/29/32	$22,148			*$24,287*		3.34%	$712
Total Loans	$22,148	2%		*$24,287*			$712
Investment Fund Total	**$1,447,506**	**100%**					**$12,140**

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

Additional "Investment-Like" Assets	
Operating Fund Money Market Funds & Cash	$173,381
Operating Fund Certificates of Deposit	$0
Total Additional	**$173,381**
Grand Total "Investment-Like Assets"	**$1,620,887**
IF Equities as Percentage of Grand Total	58.7%

ROCHESTER ZEN CENTER
Past-Year Comparison – December 31, 2018

		31-Dec-18	*Average 2013-2017*	31-Dec-17	31-Dec-16	31-Dec-15	31-Dec-14	31-Dec-13
CAPITAL EXPENDITURES								
15000G	Furniture and Fixtures	9,042	*11,898*	9,251	16,250	33,053	0	938
15100G	Equipment and Computers	7,880	*1,792*	975	6,285	0	953	746
15200G	Motor Vehicles	0	*2,373*	0	0	0	8,179	3,684
1C500G	CM Capital Expenditures	18,223	*6,285*	0	5,010	5,017	14,433	6,963
	Total YTD Capital Expenditures	**35,145**	***22,348***	**10,226**	**27,545**	**38,070**	**23,565**	**12,332**
INVESTMENT FUND								
40167I	ML Equity YTD Gain (Loss)	(25,651)	*106,103*	206,582	59,822	10,651	89,085	164,376
40168I	Interest Income (IF)	4,784	*10,102*	9,025	9,919	10,841	12,950	7,772
40170I	Other Income (IF)	(234)	*7*	0	14	0	10	14
40181I	W&R YTD Gain (Loss)	0	*0*	0	0	0	0	0
	Gross YTD Investment Fund Income	**(21,101)**	***116,212***	**215,607**	**69,755**	**21,493**	**102,045**	**172,162**
60168I	Operating Draw from Investments	(56,184)	*(60,638)*	(67,403)	(62,834)	(60,788)	(57,371)	(54,795)
Net Investment Fund Gain (Loss)		**(77,285)**	***55,574***	**148,204**	**6,920**	**(39,296)**	**44,674**	**117,368**
40155I	**Legacies and Special Donations**	**0**	***15,317***	**83**	**70,000**	**0**	**0**	**6,500**
Total YTD Investment Fund Change		**(77,285)**	***70,891***	**148,287**	**76,920**	**(39,296)**	**44,674**	**123,868**

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Peter (Bodhin) Kjolhede
President, Rochester Zen Center

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

On the day of in the year 2019, 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.

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Treasurer, Rochester Zen Center

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

On the day of in the year 2019, before me personally came Jefferson Scott, to me known, who, being by me duly sworn, did depose and say that he resides at 393 Bonnie Brae Avenue, Rochester, NY 14618; that he is the Treasurer 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.

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