

ROCHESTER ZEN CENTER A BUDDHIST COMMUNITY

BOARD OF TRUSTEES MEETING May 17, 2020

Minutes recorded by the Secretary.

Unless otherwise noted, all actions of the Board at this meeting were by unanimous vote.

The following were present at the meeting, which was conducted via teleconference because of the continuing novel coronavirus pandemic:

- *Trustees:* Chris Pulleyn (Chair), Kathryn Collina, Betsy Friedman, Sensei Gerardo Gally, Jonathan Hager, M.D., Thomas Roberts, Esq.
- *Officers:* Roshi Bodhin Kjolhede, Abbot and President; Jeanette Prince-Cherry, Vice President; Scott Jennings, Esq., Secretary and Business Manager; Jefferson Scott, Treasurer
- *Others:* John Pulleyn, Head of Zendo, Emeritus (Ven. Trueman Taylor, Head of Zendo, was unable to attend.)
- The Board approved the minutes of its October 18-19, 2019, meeting, as submitted by the Secretary on February 19, 2020.
- Having previously determined that the Auckland Zen Centre (AZC) constitutes an "Approved Organization" within the meaning of the Rochester Zen Center's Guidelines for Funding Foreign Organizations, the Board ratified and confirmed its previous approval, via e-mail, of the Business Manager's recommendation that \$3,779 be disbursed from the monies donated to the Rochester Zen Center (RZC) to help support AZC projects and activities. The requested disbursement is to help the AZC support its three staff members for the fiscal year April 1, 2020 through March 31, 2021.

The Board also approved the Business Manager's recommendation that \$212.02 be disbursed as reimbursement from the AZC to Sangha member Kathryn Argetsinger for expenses she incurred in producing a meditation guide for the AZC. In taking these actions, the Board found that the requested disbursements fulfill the tax-exempt religious purposes of the Rochester Zen Center and satisfy the criteria set forth in the Guidelines. Accordingly, the Board accepted the Business Manager's recommendation that the disbursements be approved.

- The Board accepted the written reports of the Facilities and Sustainable Operations Committee and the Ethics and Advisory Committee, as submitted by the Chairs of those Committees, Bill Lindenfelser and Tom Roberts, respectively. The Board also accepted the two written reports of Tom Kowal, who serves both as the Chapin Mill Caretaker and as the Klava House Project Manager. Finally, the Board accepted the written report of Eryl Kubicka, who serves as the Chapin Mill Rental Coordinator. Those five reports are filed with these minutes as Appendices A through E. In addition, the Chair of the Workplace Safety Committee, Eryl Kubicka, reported through the Business Manager that no injuries or other reportable incidents had occurred since the last Trustees' meeting.
- Tom Roberts left the meeting. The Board thereupon re-elected Tom to a three-year term as Trustee beginning as of this year's annual corporate meeting of members. Tom returned to the meeting.
- The Center's Officers left the meeting. Upon their return, Chris Pulleyn reported that the Board had re-elected the following to serve until the Board next elects Officers:

President: Roshi Bodhin Kjolhede Vice President: Jeanette Prince-Cherry Secretary: Scott Jennings Treasurer: Jefferson Scott

- The Board confirmed that because of the COVID-19 pandemic, we will not be able to hold the Center's annual corporate meeting of members on Sunday, May 24, as previously scheduled. Article VII(A)(1) of the Center's by-laws provides as follows: "Unless otherwise determined for a particular year by the Board of Trustees, the annual meeting shall be held over the Memorial Day weekend, ... the exact time, date, and place of the meeting to be fixed each year by the Board of Trustees...." Accordingly, the Board determined that it will reschedule the annual meeting and associated Trustee election once we have worked through the logistics and legal issues involved in moving the meeting and election online. Regarding the election, the Secretary reported that the Center's Trustee Nominating Committee had chosen incumbent Trustee Sensei Gerardo Gally and Sangha member Eric Higbee as this year's candidates.
- The Board approved the Trustees' annual financial report for the year 2019, to be presented at the annual meeting. The Board authorized the Center's President and Treasurer to execute the report and affix the Center's seal thereto. A copy of that report is filed with these minutes as Appendix F.

The Business Manager reported that the Center's 2019 operating revenues were \$416,750, or 108 percent of the total budgeted. Operating expenses were \$441,768, or 95 percent of the total budgeted. Accordingly, after including as operating income a four-percent operating draw of \$59,755 from investments, the Center had an operating surplus of \$34,737 for 2019, rather than the \$19,500 deficit that had been projected when the 2019 budget was approved. If no operating draw had been taken from investments, there would have been an operating deficit of \$25,018 in 2019, representing operating revenues less operating expenses. The principal reasons for the 2019 operating surplus are the following: (1) There was a substantial increase in membership contributions in 2019, which followed on the heels of a substantial decrease in 2018. (The 2018 decrease was likely caused by a change in federal tax law that made it much more advantageous for many taxpayers to contribute to non-profit organizations in 2017, rather than in subsequent years.) (2) Overall operating expenses for the year were somewhat lower than anticipated.

Including the 2019 operating surplus, from 2009 (the year we instituted our current accounting procedures) through 2019, the Center has accumulated a total operating surplus of \$158,058, taking into account annual operating draws from investments. Without an annual operating draw from investments, there would be an accumulated operating deficit of some \$384,000.

On the expense side, Arnold Park staff salary and retirement plan expenses, as well as kitchen expenses, were lower than predicted because of the departure or transition to part-time status of several staff members. On the other hand, Chapin Mill staff salary expenses were higher than predicted because of the addition of a staff member. When the staff salary expense accounts for both Arnold Park and Chapin Mill are combined, total staff salary expense for the year was \$72,495, or 92 percent of the amount budgeted. Similarly, when the medical and health insurance expense accounts for both Arnold Park and Chapin Mill are combined, total medical, dental, and health insurance expenses for the year were \$74,003, or 107 percent of the amount budgeted. The increase in health insurance expense reflects the fact that two staff members, both of whom plan to remain on staff for many years, participate in a former employer's group health-insurance plan that will be expensive for several years, but will save the Center a substantial amount every year thereafter. Chapin Mill motor vehicle expenses were high, reflecting replacement of the transmission, rear brakes, and fuel pump in the cargo van that is used at Chapin Mill. Arnold Park repair-and-maintenance expenses were lower than expected, partly because the lack of a full-time repair-and-maintenance supervisor resulted in the deferral of several maintenance projects. On the other hand, repair-and-maintenance expenses at Chapin Mill were higher than budgeted because of major unexpected repairs to the emergency generator and the commercial dishwasher at the Retreat Center. Finally, garden-and-grounds expenses at both Arnold Park and Chapin Mill were lower than expected following a year in which we did considerable extra work on the gardens.

In 2019 the Investment Fund increased by \$312,671, or 22 percent, before subtracting an operating draw of \$59,755. The total increase after the operating draw was \$252,917, or 17 percent of the Fund's beginning balance. The increase was due to a substantial increase in the stock market during the year.

The Investment Fund received \$12,500 in extraordinary income, which includes a \$10,000 legacy from the estate of long-time Sangha member Kenneth Kraft. The Operating Fund received \$5,786 in

extraordinary income, which includes \$3,786 from the sale of an unused gravesite owned by the Center in the City of Rochester's Mt. Hope Cemetery. [*Secretary's note*: Under relevant municipal regulations, the Center could only sell the gravesite back to the City of Rochester.]

- Scott and Chris reported that they had prepared a set of rough projections regarding the major operating deficit that the Center will probably incur this year because of the pandemic, which is expected to cause very substantial decreases in rental and sesshin income, as well as possible decreases in membership contributions and other donations. Those projections are filed with these minutes as Appendix G. In particular, the Center is likely to incur an operating deficit of between \$87,000 and \$192,000 this year, rather than the previously-budgeted \$6,300 operating surplus. Fortunately, the Center's financial position is strong enough that it should be able to absorb a one-year operating loss of this magnitude, even though doing so will possibly impose some constraints on the Center's operations in future years.
- The Business Manager reported that the Finance Committee, which comprises Jonathan Hager, Scott Jennings, John Pulleyn, and Jeff Scott, had recently met with the Center's Merrill Lynch investment advisor in order to review the Center's investments. Since approximately 60 percent (the maximum permitted under the Center's investment guidelines) of the Center's investments were in equities, the Committee decided to sell the Center's \$59,000 position in an international mutual fund, in order to avoid becoming too heavily invested in equities if it proves necessary to transfer cash from the Investment Fund in order to cover part of this year's expected operating deficit.
- The Board discussed the question whether to charge a fee to those participating in the remote "athome" sesshins the Center is planning to conduct via videoconference during the coronavirus pandemic. Other possibilities would be to rely entirely or in part on voluntary donations, or to charge a fee but encourage those financially affected by the pandemic to request help from the Abbot's Fund. The Board delegated this decision to Roshi, Chris and John Pulleyn, Trueman Taylor, and Scott Jennings.

[*Secretary's note*: It was subsequently decided to treat financial arrangements for remote sesshin as follows: "We're leaving it up to each participant to contribute whatever they can afford. This year the Center could very much use an infusion of revenue to help compensate for the cancellations of sesshin and rental retreats at Chapin Mill, but then many members will also feel financially strapped. So just give what you can afford."]

• The Secretary reminded the trustees to complete their annual disclosure statements pursuant to section 715-a(c) of the New York Not-for-Profit Corporation Law. [Secretary's note: Each Trustee subsequently submitted a statement that to the best of his or her knowledge, there is no entity of which he or she is an officer, director, trustee, member, owner (either as a sole proprietor or a partner), or employee and with which the Center has a relationship, and no transaction in which the Center is a participant and in which the Trustee might have a conflicting interest.]

- Roshi and John noted that because of the coronavirus pandemic, the Center has suspended most of its "in-person" operations. In general, only residents of the Center are currently being allowed into the buildings. Accordingly, daily sittings, sesshin, the finding-your-seat program, and introductory workshops are no longer taking place on the premises. In addition, staff members who are not residents, such as Roshi and John, have been working from home. Roshi and John reported that the Center has responded to this situation by moving a number of functions online. The resident staff are broadcasting an online audio feed of their regular daily sittings, and the Center is hosting an online audio and video feed of a separate set of daily sittings using Zoom. John reported that these Zoom sittings have been very popular, with up to 50 Sangha members participating. We expect to continue the Zoom sittings even after the pandemic has been brought under control. John reported that the Center hopes to offer online versions of the finding-your-seat program, sesshin, and introductory workshops. John also reported that the Center will soon substantially upgrade its internet connection and the associated wireless network, both to support the Center's own online initiatives and to allow the yoga group that rents the Buddha Hall to offer online yoga classes.
- Chris and Scott mentioned that in addition to the technology upgrades discussed by John, we'll be looking into ways that we can upgrade and better integrate the computer systems and associated software used to maintain the Center's financial records, membership data, and the like. Several Sangha members with computer science expertise have offered to help with this project.
- Chris, who also serves as Chair of the Development Committee, reported to the meeting that Sangha member Barry Keesan, who is a professional business consultant, has started a strategic planning process, one goal of which is increasing members' engagement with the Center. In this connection, the Committee will be recommending to the trustees a Chair for the Sangha Engagement Committee, which is currently dormant. Chris also reported that at the appropriate time the Development Committee will conduct a targeted fundraising appeal to raise the approximately \$45,000 needed to finish paying for the Klava House, which is nearing completion at Chapin Mill. In addition, over the next few years the Committee plans to develop a comprehensive proposal to raise money for a suite of Chapin Mill projects, including landscaping for the Klava House and work to integrate buildings, landscape, signage, parking, roadways, and walkways in the area near the pond. Sangha member David Fernandez, who is a professional landscape architect, has generously offered to help with this project.
- Roshi reported to the meeting regarding spiritual affairs. Since the pandemic-related "lockdown" began, two of our resident trainees have left, and the more vulnerable remaining Arnold Park residents have been moved to Chapin Mill; as a result, we currently have more residents at Chapin Mill than at Arnold Park. Roshi also reported regarding several of our sister centers. The Berlin Zen Group in Germany, led by Sensei Robert Goldmann, is planning to resume in-person sittings with appropriate social distancing. Zenbuddhistiska Samfundet (Zen Buddhist Association) in Scandinavia, led by Roshis Sante Poromaa and Kanja Odland, is offering an online sesshin. Casa Zen, our sister center in

Mexico City led by Sensei Gerardo Gally, is offering a term intensive and has continued morning sittings.

- Finally, the board discussed the question of how to decide when, and to what extent, to resume inperson activities at the Center. The board determined that it will either make this decision itself or will delegate the decision to a group chosen by the board.
- The Board confirmed the weekend of October 17 and 18, as the dates for its fall 2020 meeting. The Board also tentatively set Saturday and Sunday, May 22 and 23, as the dates for its spring 2021 meeting. The Board thereupon adjourned the meeting.

Submitted to the Board of Trustees on October 16, 2020 by Scott Jennings, Secretary of the Center.

Appendix A

Facilities and Sustainable Operations Committee Report – May 2020

Tom Kowal initiated grant requests to the New York State Energy Research and Development Authority (NYSERDA) for Electric Vehicle (EV) charging stations both at Chapin Mill and at Arnold Park. Both requests were approved by NYSERDA just before the Authority stopped accepting new requests because of the coronavirus pandemic. Quotations from electrical contractors put the cost of the installation at each site under the grant amount, resulting in no net cost to the Zen Center. The Chapin Mill installation is well underway, and work at Arnold Park will follow.

The protracted process of contracting with Ampion as the provider of solar-generated electricity for Arnold Park is almost complete. However, there is still a problem with getting the signature line straight. It currently lists Scott Jennings as the "Buyer" instead of the Rochester Zen Center. I believe this is, finally, the last hurdle. It's not resolved as of this report, but is pending.

Bill Lindenfelser Chair

Appendix B

Ethics and Advisory Committee Report – May 2020

To: Rochester Zen Center Board of Trustees

From: Tom Roberts

Re: Rochester Zen Center Ethics and Advisory Committee

Date: May 4, 2020

The Ethics and Advisory Committee meets regularly during the course of the year to discuss issues relating to the Center, with its most recent meeting having taken place in late April. We're pleased to be able to report that no complaint has been received by the EAC in the period since its last report to the Board of Trustees.

Appendix C

Chapin Mill Caretaker's Report – May 2020

Plow Truck:

The 'new' plow truck (actually a 2008 Toyota Sequoia SUV with an attached snowplow) worked out very well this past winter. It made its way into Arnold Park three or four times to help with a few large storms.

Radiators:

The radiator replacement for the Phase One section of the Retreat Center went fairly smoothly. The new units seem to work very well and should last much longer than the originals. There are just a few remaining cosmetic touches that need to be made to dings and smudge marks on the walls, etc.

Courtyard:

The courtyard project has been on hold since the sculptures were installed. The snow started falling soon after, and then the coronavirus pandemic occurred. However, I have been in contact with the sculptor, Todd McGrain, and we identified a local landscape company to install the bluestone pavers, and a deposit has been made so that when work restrictions lift we can move forward.

Culvert:

No changes since the steel plates were set in place. The plates held the crane and truck traffic, and should suffice for the near future, but we should make plans for a long-term solution.

Electric Vehicle (EV) chargers:

The EV chargers have been installed at the kitchen entrance of the Retreat Center and are operational. The NYSERDA rebate check, which will cover the cost of the installation, should be on its way soon.

Neighbor:

Donna and I have been getting to know our new neighbor, Tad Gerace, who lives in the former Mason house (red house) along our driveway. He's in his mid-forties, and his family was good friends with the Masons, so he spent much of his childhood here and remembers Ralph and Laimons. His front yard is a bit of an eyesore at the moment but he's been doing a lot of work and clearing out the basement. It sounds like the house was left in pretty rough shape. He works for the Ontario County Soil & Water Conservation District, and has a deep appreciation for the outdoors. After a couple of casual conversations, it clear he will be a good neighbor and a useful source of information for our own property. Every spring he operates a 'tree sapling sale' at work and had a bunch of leftovers because of the pandemic holding up sales, so he gave us about 50 evergreens of various native species. I planted them in the former vegetable garden for the time being until we are ready to transplant them elsewhere.

Tom Kowal May 2020

Appendix D

Klava House Report – May 2020

Still plugging along and getting very close to being finished. Family health emergencies and the coronavirus pandemic have been distractions this year, but I'm expecting to get the final electrical inspection done in a week or two. Then we will probably need to figure out a temporary kitchen plan in order to pass inspection. We had a final design and went to a local kitchen/bath company, to Home Depot, and to IKEA. We decided on IKEA and put in our order just as the coronavirus was making its way into the country. Unfortunately several of the items were on back-order, so nothing was delivered (also not paid for, yet), and it's been impossible to get in touch with any customer-service representatives since.

The kitchen is the last major expense, but that's still well within budget. Everything else just involves labor and use of existing materials that we already had or that have already been purchased.

Onwards!!!

Tom Kowal May 2020

[Postscript from the Center's Business Manager:]

Klava House Finances as of March 30, 2020

Budget Spent to Date Remaining Budget	\$200,000.00 \$177,866.50 \$22,133.50	
Given to Date Outstanding Pledges	\$142,726.46 \$12,293.24	
Given + Outstanding	\$155,019.70	(\$200,000 - \$155,019.70)
COST TO ZETI CETILET	344,980.30	(3200,000 - 3133,013.70)

Appendix E

Chapin Mill Rental Report – May 2020

Due to the impact of the coronavirus, rental income losses for 2020 are predicted to have a serious impact on the 2020 Rental Budget. <u>The expected total loss is \$50,900</u>. The exception will be a possible 4-day University of Rochester rental in December that would bring in \$7,200. If that is able to take place, <u>the loss would be reduced to \$43,700</u>.

Total 2020 YTD Income is \$9,000:

- \$8,000 from a January rental to Jim Bedard's group.
- \$1,000 from a one day event in February with Dr Krasner.

The actual losses are as follows:

- Blooming Lilac \$10,200
- TM (2) \$9,600
- Yoga \$1,700
- UR (2) \$12,600
- Hazy Moon \$4,800
- SIMT(2) \$11,000
- Michael Krasner \$1,000

These losses account for previously-scheduled retreats and do not include rentals that typically get added to the schedule through inquiries during the year.

Scheduled for 2021:

- UR (2) May and October: \$12,600
- UCSD September: \$11,400
- +SIMT June and August: \$10,000
- +Jim Bedard February: \$9,000
- +Blooming Lilac (date TBD): \$10,300
- +Michael Krasner February and September: \$2,000

+ = not firmly scheduled but planned and expected before the coronavirus pandemic hit. We would typically expect Hazy Moon to schedule in October.

Eryl Kubicka May 11, 2020

Appendix F



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-Fourth Annual Corporate Meeting September 20, 2020

The record date for the Center's 2020 Annual Meeting was August 27, 2020. As of that date, the Center had 455 members. The record date for the Center's 2019 Annual Meeting was April 23, 2019. As of that date, the Center had 437 members. Accordingly, the Center's membership has increased by 18 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 2019 ANNUAL FINANCIAL RESULTS

	2019		2018		
	As of December 31, 2019	12/31/19 as % of 2019 Budget	As of December 31, 2018	12/31/18 as % of 2018 Budget	
Year-to-Date Operating Revenue Year-to Date Operating Expenses	\$416,750 \$441,768	108% 94%	\$353,173 \$435,661	84% 99%	
YTD Revenue Less Expenses YTD Operating Draw from Investments (4%)	<mark>(\$25,018)</mark> \$59,755		<mark>(\$82,488)</mark> \$56,184		
YTD Net Operating Surplus (Loss)	\$34,737		(\$26,304)		
Membership Contributions (included in operating revenue)	\$210,835	113%	\$175,472	89%	
Extraordinary Income (not included in operating revenue) Extraordinary expenses (not included in operating revenue)	\$5,786 \$0		\$31,716 <mark>(\$4,000)</mark>		
Accumulated Operating Surplus (Loss) including operating draw since 2009 Inception of Current System	\$158,058		\$123,321		
YTD Investment Gain (Loss) YTD Operating Draw from Investments (4%)	\$312,671 (\$59,755)		(\$21,101) (\$56,184)		
YTD Net Investment Gain (Loss) YTD Legacies and Special Donations	\$252,917 \$12,500	_	<mark>(\$77,285)</mark> \$2,500	_	
YTD Total Investment Fund Change	\$265,417		(\$74,785)		

Minutes, Board of Trustees Meeting, May 17, 2020

ROCHESTER ZEN CENTER BALANCE SHEET – December 31, 2019

	Operating Fund	Investment Fund	Held for Others	Realty and Art (Carried at Cost)	Total
ASSETS				(oumou at oool)	
CURRENT ASSETS					
Cash & Money Market	141,006.68	114,834.08	111,874.12	0.00	367,714.88
Inventories	12,005.85	0.00	0.00	0.00	12,005.85
Accounts Receivable	26,053.36	0.00	0.00	0.00	26,053.36
Prepaid Expenses	21,120.54	0.00	0.00	0.00	21,120.54
Earmarked Donations (Contra)	(10,362.24)	0.00	0.00	0.00	(10,362.24)
Total Current Assets	189,824.19	114,834.08	111,874.12	0.00	416,532.39
NON-CURRENT ASSETS					
Certificates of Deposit	0.00	444,000.00	168,000.00	0.00	612,000.00
Other Non-Equity Investments (At Book)	0.00	59,940.20	0.00	0.00	59,940.20
Equity Investments (At Market)	0.00	1,075,841.43	0.00	0.00	1,075,841.43
Mortgage Loans Outstanding	0.00	20,806.86	0.00	0.00	20,806.86
Depreciable Fixed Assets (Net)	237,082.06	0.00	0.00	0.00	237,082.06
Buildings & Land (At Cost)	0.00	0.00	0.00	5,405,380.41	5,405,380.41
Buddhist Art & Implements (At Cost)	0.00	0.00	0.00	123,419.07	123,419.07
– Total Non-Current Assets	237,082.06	1,600,588.49	168,000.00	5,528,799.48	7,534,470.03
= TOTAL ASSETS	426,906.25	1,715,422.57	279,874.12	5,528,799.48	7,951,002.42
LIABILITIES & EQUITY CURRENT LIABILITIES					
Taxes, Medicare, SS Payable	1,635.38	0.00	0.00	0.00	1,635.38
Prepaid Income	0.00	0.00	0.00	0.00	0.00
Other Current Liabilities	5,113.38	0.00	0.00	0.00	5,113.38
Total Current Liabilities	6,748.76	0.00	0.00	0.00	6,748.76
LONG-TERM LIABILITIES					
Auckland Zen Centre Fund	0.00	0.00	2,972.70	0.00	2,972.70
Louisville Zen Center Fund	0.00	0.00	260,783.19	0.00	260,783.19
Abbot's Scholarship Fund	0.00	0.00	16,118.23	0.00	16,118.23
Total Long-Term Liabilities	0.00	0.00	279,874.12	0.00	279,874.12
EQUITY					
»»Year-to-Date Revenues	416,749.85	312,671.45	0.00	0.00	729,421.30
»»(Less Year-to-Date Expenses)	441,767.92	0.00	0.00	0.00	441,767.92
»YTD Revenues Less Expenses	(25,018.07)	312,671.45	0.00	0.00	287,653.38
»YTD Investment Draw (4% per annum)	59,754.64	(59,754.64)	0.00	0.00	0.00
Year-to-Date Net Surplus (Loss)	34,736.57	252,916.81	0.00	0.00	287,653.38
Extraordinary Income & Expenses	5,785.73	12,500.00	0.00	0.00	18,285.73
Interfund Transfers In (Out)	(41,718.14)	2,500.00	0.00	39,218.14	0.00
Previous Year-End Fund Balances	421,353.33	1,447,505.76	0.00	5,489,581.34	7,358,440.43
– Total Equity (Current Fund Balances)	420,157.49	1,715,422.57	0.00	5,528,799.48	7,664,379.54
= TOTAL LIABILITIES & EQUITY	426,906.25	1,715,422.57	279,874.12	5,528,799.48	7,951,002.42

ROCHESTER ZEN CENTER

Income and Expense Statement for the Year Ended December 31, 2019

Account		4Q2019 Actual	2019 Budget	% of Budget	4Q2018 Actua
GENERAL	OPERATING FUND - INCOME ACCOU	NTS			
	Net Item Sales Income	\$855	\$800	107%	\$1,166
	Net Special Events Income	\$0	\$0		\$533
40143G	Royalty Income	\$13,247	\$7,000	189%	\$11,506
40150G	Zen Bow Income	\$300	\$500	60%	\$730
40151G	Membership Contributions	\$210,835	\$187,100	113%	\$175,472
4C151G	CM Operating Donations	\$26,430	\$35,000	76%	\$19,635
40152G	Workshop Income	\$11,901	\$12,000	99%	\$11,198
40153G	Training Program Income	\$5,150	\$4,000	129%	\$3,620
4C153G	CM Training Program Income	\$0	\$100	0%	\$0
40159G	Buddha Hall Rental Income	\$16,101	\$14,800	109%	\$14,555
4C159G	Net CM Rental Income	\$57,431	\$50,000	115%	\$32,168
40160/2G	Misc. Income & Contributions	\$13,719	\$12,500	110%	\$18,165
4C160G	CM Miscellaneous Income	\$0	\$200	0%	\$0
40161G	Sesshin Income	\$60,780	\$63,000	96%	\$64,425
	Total Operating Revenue	\$416,750	\$387,000	108%	\$353,173
GENERAL	OPERATING FUND - EXPENSE ACCO	UNTS			
60170G	Charity Expenses	\$420	\$500	84%	\$0
60171G	Zen Bow Expenses	\$8,349	\$8,500	98%	\$8,275
60172G	Teaching Expenses	\$7,027	\$7,500	94%	\$8,488
6C172G	CM Teaching Expenses	\$94	\$200	47%	\$25
60175G	Medical & Health Insurance	\$54,368	\$50,000	109%	\$45,407
6C175G	CM Medical & Health Insurance	\$19,635	\$19,100	103%	\$9,117
60176G	Staff Salary Expense	\$56,876	\$65,900	86%	\$62,392
6C176G	CM Staff Salary Expense	\$15,619	\$13,100	119%	\$10,433
60177G	Kitchen Expenses	\$33,961	\$41,000	83%	\$44,204
6C177G	CM Kitchen Expenses	\$8,782	\$9,600	91%	\$9,967
60178G	Housekeeping Expenses	\$5,526	\$5,500	100%	\$6,708
6C178G	CM Housekeeping Expenses	\$3,154	\$2,300	137%	\$2,108
60179G	To Staff Departure Fund	\$16,748	\$27,500	61%	\$19,452
6C179G	CM Staff Departure Fund	\$7,210	\$7,200	100%	\$6,655
60180G	Misc Administrative Expenses	\$931	\$1,500	62%	\$1,084
6C180G	CM Misc Administrative Expense	\$76	\$100	76%	\$0
60181G	Office Expenses	\$4,601	\$4,400	105%	\$3,163
6C181G	CM Office Expenses	\$446	\$500	89%	\$198
60182G	Telecommunications Expenses	\$5,418	\$6,600	82%	\$6,495
6C182G	CM Telecommunications Expenses	\$4,955	\$4,500	110%	\$4,678
60183G	Gas & Electricity Expenses	\$9,135	\$8,200	111%	\$8,979
6C183G	CM Utility Expenses	\$14,516	\$12,000	121%	\$12,879
60184G	Repair & Maintenance Expenses	\$7,152	\$18,000	40%	\$12,899
6C184G	CM Rep & Maintenance Expenses	\$26,622	\$22,000	121%	\$18,353
60186G	Insurance Expenses	\$40,308	\$39,500	102%	\$39,438
6C186G	CM Insurance Expenses	\$22,916	\$22,600	101%	\$22,415
60187G	Fundraising & Advertising Exp.	\$500	\$1,500	33%	\$1,400
60188G	Garden & Grounds Expenses	\$2,332	\$5,000	47%	\$4,253
6C188G	CM Garden & Grounds Expenses	\$743	\$3,500	21%	\$1,456
60189G	Library Expenses	\$324	\$300	108%	\$213
60190G	Automobile Expenses	\$8,296	\$9,000	92%	\$13,995
6C190G	CM Automobile Expenses	\$8,493	\$3,000	283%	\$3,904
60191G	Taxes & Municipal Fees	\$7,216	\$7,400	98%	\$6,717
6C191G	CM Tax & User Fee Expenses	\$6,682	\$5,500	121%	\$6,848
60192G	Computer Expenses	\$3,869	\$4,000	97%	\$3,702
60193G	Banking, PayPal & Crdt Crd Fees	\$1,020	\$1,000	102%	\$934

ROCHESTER ZEN CENTER

Income and Expense Statement for the Year Ended December 31, 2019

Account		4Q2019 Actual	2019 Budget	% of Budget	4Q2018 Actual
6C192G	CM Computer Expenses	\$218	\$1,000	22%	\$782
60300G	Bad Debt Expense	¢210 \$0	\$0	2270	\$0
60389G	Depreciation Expense	\$19,880	\$20,300	98%	\$21,172
6C389G	CM Depreciation Expense	\$7,349	\$6,900	107%	\$6,473
	Total Operating Expenses	\$441,768	\$466,200	95%	\$435,661
Operating	Revenue Less Expenses	(\$25,018)	(\$79,200)		(\$82,488)
40168G	Operating Draw from Investments	\$59,755	\$59,700	100%	\$56,184
Total Net C	Operating Surplus (Loss)	\$34,737	(\$19,500)		(\$26,304)
Extraordin	ary Income & Expenses	\$5,786			\$31,716
CAPITAL E	EXPENDITURES				
15000G	Furniture and Fixtures	\$1,712			\$9,042
15100G	Equipment and Computers	\$0			\$7,880
15200G	Motor Vehicles	\$0			\$0
	Non-CM Capital Expenditures	\$1,712	\$5,000	34%	\$16,922
1C500G	CM Capital Expenditures	\$30,137	\$31,000	97%	\$18,223
Total Capit	tal Expenditures	\$31,848	\$36,000	88%	\$35,145
INVESTME	ENT FUND				
40167I	ML Equity YTD Gain (Loss)	\$301,218			(\$25,651)
401681	Interest Income (IF)	\$11,454			\$4,784
401701	Other Income (IF)	\$0			(\$234)
	Gross Investment Income	\$312,671			(\$21,101)
601681	Operating Draw from Investments	(\$59,755)			(\$56,184)
	Investment Income Less Draw	\$252,917			(\$77,285)
401551	Legacies & Special Donations	\$12,500			\$2,500
T - 4 - 1 N - 4 1	nvestment Fund Gain (Loss)	\$265,417			(\$74,785)

Minutes, Board of Trustees Meeting, May 17, 2020

ROCHESTER ZEN CENTER Past-Year Comparison – December 31, 2019

Het Special Events Income 0 (2.760) 533 (8.091) (6.24) 0 0 7.082 4015G Applity Income 300 3247 9.383 115.06 11.922 7.304 220 420 9.333 4015G Applity Expension 11.901 12.447 9.333 11.508 11.910 11.922 7.304 12.407 11.918 10.980 9.31,67 13.470 13.484 13.847 13.444 13.484 13.484 13.484 13.484 13.484 13.484 13.484 13.484 13.446 13.446 13.446 13.446 13.446 13.446 13.446 13.446 13.446 13.446 13.446			31-Dec-19	Average 2014-2018	31-Dec-18	31-Dec-17	31-Dec-16	31-Dec-15	31-Dec-14
Het Special Events Income 0 (2.769) 533 (6.081) (6.24) 0 0 7.225 0113G Methods (Contributions 2103 224 9.233 11.506 11.822 7.904 220 420 533 0113G Methods (Contributions 2103 210 420 533 760 740 220 420 533 0113G Methods (Contributions 210380 761.81 762.81 762.81 762.81 762.81 762.81 762.81 762.81 762.81 762.81 762.81 762.81 762.81	GENERAL								
401433 Poysip income 13.247 17.268 11.606 10.859 11.220 7.004 7.025 4015G Zm Bow Income 200.858 166,183 175,472 210,483 108,693 117,728 100,000 4015G Membership Continuum 11.011 12.497 11.1989 10.895 33,734 11.2101 11.1919 10.895 11.77,728 100,000 4015G Membership Continuum 11.011 12.497 11.1989 10.895 11.4276 13.844 13.2471 11.799 13.248 13.248 13.248 13.248 13.248 13.248 13.248 13.248 13.248 13.248 13.248 13.248 12.348 13.248 12.348 13.248 12.348 13.248 12.348 13.248 12.348 13.248 12.348 13.249 12.342 12.447.79 39.247 53.649 12.247 54.645 12.755 63.65 12.347 63.647 12.341 12.348 12.344 12.344 12.344 12.344									1,565
40150 G See 730 740 720 420 430 40151G Memberlik Contributions 20.035 736 19.635 35.855 36.73 17.746 180.000 40150 G Michae Income 11.01 12.447 11.198 10.855 35.768 35.855 36.77 39.518 30.644 40150 G Michae Income 5.150 4.488 3.550 3.220 4.20 3.788 7.308 40150 G Michae Infante Income 57.431 57.078 32.166 18.044 14.543 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.143 15.144 15.144 15.144 15.144 15.143 15.143 15.143 15.143 15.144 15.145 15.242 15.15 15.143 15.144 15.145 15.144 15.145 15.144 15.144 15.145 <td>101100</td> <td>•</td> <td></td> <td>1 State 1 Stat</td> <td></td> <td>1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1</td> <td>1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1</td> <td></td> <td>0</td>	101100	•		1 State 1 Stat		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		0
40151G Membership Contributions 210,833 176,472 210,483 186,873 389,150 386,473 40152G Workship Income 11,001 12,487 11,198 10,880 13,167 13,470 13,707 40153G Training Program Income 0 9 0 0 0 0 48 7,878 7,838 7,838 7,838 7,838 14,829 13,814 14,834 14,847 14,847 14,447,79 398,275 40,854 398,275 40,854 14,447 14,447,79 398,275 40,854 14,458 14,475 546								,	
4C151G CM Operating Domations 28,430 37,666 19,635 53,855 38,744 38,844 40155G Worksing Program Income 5,150 4,464 3,820 3,220 4,200 3,788 7,393 40150G Mining Program Income 5,150 4,464 3,820 3,220 4,200 3,788 7,393 40160G Budth Hall Render Income 15,711 5,707 52,168 56,614 66,114 67,848 60,830 40161G Sessitin Income 60,780 63,547 64,425 72,699 57,005 63,715 59,694 40161G Sessitin Income 60,780 359,170 0 250 0 435 0 6017G Tealwork Departing Dome 7,027 3,966 64,495 1,375 4,497 3,442 5,446 6017G Tealwork Departing Dome 7,027 3,966 4,857 1,375 4,967 3,756 0 0 2,55 0 0 0 0 0 <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>									
40152G Workingo Income 11,101 12,467 11,188 10,880 13,170 13,770 14,770 <t< td=""><td></td><td>•</td><td></td><td>,</td><td></td><td></td><td></td><td></td><td></td></t<>		•		,					
401536 Training Program Income 5,150 4,444 3,820 3,220 4,200 3,788 7,600 401596 Minishing Program Income 15,101 7,40,42 14,555 14,276 13,844 13,847 13,844 13,847 13,844 13,847 13,848 13,847 13,848 13,847 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 13,848 14,855 14,257 14,855 14,257 14,855 14,258 12,229 0 0 0,823 12,229 12,229 12,229 12,229 0 0 6,324 13,375 443,72 5,845 14,229 13,75 443,75 5,845 13,75 443,72 5,845 14,229 12,729 13,866 14,353 44,472 5,845 14,229 12,729 12,744 12,75 44,845 14,742 14,742 14,745									
CH Training Program Income 0 9 0 0 0 45 0 01956 Buddha Hall Pinetli Income 57,431 57,073 32,168 58,694 66,114 67,844 60,524 011015 Sestim Income 57,431 57,073 32,168 58,694 66,114 67,844 66,347 011015 Sestim Income 60,780 66,427 72,699 57,203 63,715 58,694 Total YTD Operating Income 416,750 399,150 358,173 444,773 398,275 403,546 395,575 GeneRal OperArting Expenses 8,349 5,681 8,275 6,055 2,68 4,27 5,484 General Application Expenses 3,366 5,837 4,547 4,518 1,242 5,445 General Application Expenses 3,366 5,837 4,547 4,518 4,242 5,458 General Application Expenses 5,478 6,578 6,778 6,778 6,778 6,778 6									
401560 Buddha Hali Findi Income 16,101 14,422 14,555 14,276 13,844 13,847 13,844 401602 CM Misc, Income & Contributions 13,719 14,831 18,165 16,024 13,085 14,338 12,328 40161G Sasshin Income 0 0 0 0 0 232 98 40161G Sasshin Income 0 0 0 0 0 0 232 98 40161G Sasshin Income 416,750 399,150 353,173 444,779 396,277 403,544 336,277 403,544 336,275 403,544 259,945 601760 Charly Expenses 5,647 8,275 6,555 2,859 4,472 57,442 2,457 3,444 2,457 6,547 8,276 6,314 4,472 3,464 4,472 3,456 9,377 6,2477 3,444 2,457 3,444 2,437 7,544 4,442 4,4204 4,4204 4,442 4,4204 4,442			,						
Net CM Find Bit Noome 57,073 32,168 58,694 67,141 67,884 60,233 12,342 010103 Sessimi Income 0 13,379 14,433 0 0 0 53,31 59,000 010103 Sessimi Income 0 14,33 0 0 0 53,31 59,000 010103 CM Miscellancous Income 0 16,780 359,173 444,779 396,275 403,546 356,975 CSNPRAL OPERATING FUND - EXPENSES 0 137 0 250 0 455 0 001726 TaceIning Expenses 7,027 3,966 8,275 6,655 2,288 4,472 5,498 001726 CM Medical R Health Insurance 15,656 6,293 5,676 6,292 5,704 6,403 6,294 6,717 13,179 14,147 7,422 14,139 14,149 14,439 4,1294 14,397 4,213 14,149 14,439 4,143 14,439 4,143 14,431					-				
401602C Misc, Income & Contributions 13,719 14,637 18,165 16,024 13,085 14,538 12,23 Collog Miscellanceus Income 0 123 0 0 0 523 59,94 Collog GM Miscellanceus Income 416,750 359,150 353,173 444,779 398,275 403,544 398,556 Campy Expenses 123 0 0 0 0 0 352,375 59,664 Coll Campy Expenses 1230 0 250 2.0 435,167 366,175 50,665 2.0 435,167 366,175 50,666 50,756 63,757 64,778 44,779 398,275 403,14 44,772 50,867 62,775 64,778 44,477 398,275 403,14 44,772 50,876 62,775 64,778 44,411 12,720 156,868 11,717 11,742 11,742 11,742 11,742 11,742 11,742 11,742 11,742 11,742 11,742 11,744 11,711 <td>401000</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	401000								
C4C160G CM Miscelaneous income 0 122 0 0 0 0 523 1223 Call VTD Operating income 416,750 359,150 353,173 444,779 396,275 403,546 395,975 GENERAL OPERATING FUND - EXPENSES 0 0 250 0 0 250 0 403,556 0 403,556 0 403,556 0 403,556 0 403,556 0 0 0 0 0 0 0 0 403,556 0 403,556 0 403,556 40,757 406,66 442,77 0 250 0 443,55 0	40160/2G				,				
40.161G Sessinin Income 60.780 63.547 64.425 72,699 57,205 63.715 59,694 Total YTD Operating Income 416,750 399,150 353,173 444,779 398,275 403,546 399,570 GENERAL OPERATING FUND - EXPENSES 5,007 Charling Expenses 5,007 6,875 4,567 3,286 4,472 5,646 60171G Camera Expenses 9,44 9,25 8,275 4,567 3,286 4,472 5,646 60175G Medical A Health Insurance 19,835 7,439 9,117 12,141 12,262 2,2,10 15,686 60177G Kithem Expenses 8,297 8,265 9,967 7,714 8,607 12,731 13,17 60177G Kithem Expenses 8,276 8,269 9,967 7,714 8,607 2,230 15,524 12,807 12,829 2,210 15,524 13,99 14,99 14,99 14,283 10,484 10,481 14,283 10,481 2,807 14,204 <t< td=""><td></td><td></td><td>,</td><td></td><td>,</td><td></td><td></td><td></td><td>92</td></t<>			,		,				92
GENERAL OPERATING FUND - EXPENSES 0 137 0 250 0 435 0 60171G Censing Expenses 8.3,49 5,687 8.2,75 6,955 2,856 4,472 5,846 60172G CM reaching Expenses 7,027 3,866 8,488 1,375 4,587 3,244 2,135 60172G Medical & Health Insurance 54,368 59,937 45,407 44,314 47,342 78,672 19,498 60176G Staff Salary Expense 15,619 17,444 10,433 10,444 10,337 12,711 13,17 60176G Staff Salary Expense 15,619 17,142 41,204 41,266 37,379 42,258 1,706 60176G Kitchen Expenses 5,526 5,268 6,708 5,631 5,442 4,327 4,434 60176G Mice Administrative Expenses 311 1,403 1,044 1,368 6,173 6,170 6,224 5,324 5,324 5,324 5,324 5,324 <td< td=""><td>40161G</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>59,694</td></td<>	40161G								59,694
60170G Chartly Expenses 420 137 0 250 0 435 0 60170G Cenching Expenses 7.027 3,966 8.478 1.375 4.587 4.577 5.566 5.528 6.708 5.531 5.432 4.327 5.546 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.522 5.526 <t< th=""><th></th><th>Total YTD Operating Income</th><th>416,750</th><th>399,150</th><th>353,173</th><th>444,779</th><th>398,275</th><th>403,546</th><th>395,975</th></t<>		Total YTD Operating Income	416,750	399,150	353,173	444,779	398,275	403,546	395,975
60170G Chartly Expenses 420 137 0 250 0 435 0 60170G Cenching Expenses 7.027 3,966 8.478 1.375 4.587 4.577 5.566 5.528 6.708 5.531 5.432 4.327 5.546 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.528 5.526 5.522 5.526 <t< td=""><td>GENERAL</td><td>OPERATING FUND – EXPENSES</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>	GENERAL	OPERATING FUND – EXPENSES							
60171G Zen Evor Expenses 8.349 5.647 8.275 6.955 2.858 4.472 5.645 601726 Teaching Expenses 70.27 3.966 8.488 1.375 4.857 3.244 2.135 601756 Medical & Health Insurance 19.635 14.359 9.117 12.141 12.629 82.210 15.968 601766 Staff Salary Expense 15.619 11.422 10.433 10.444 10.0377 42.268 41.760 601776 Kitchen Expenses 83.961 41.432 10.444 10.0377 42.268 41.760 601776 Kitchen Expenses 8.762 8.457 9.967 7.111 7.43 9.801 7.374 601766 CM Staff Salary Expenses 3.154 2.159 2.108 2.1656 2.261 1.180 2.393 601766 CM Housekkeping Expenses 9.91 1.040 1.044 1.139 1.462 3.345 5.244 5.234 5.324 5.244 6.2155 2.2651	60170G		420	137	0	250	0	435	0
601726 Teaching Expenses 7,027 3,966 8,488 1,375 4,587 3,244 2,135 601726 CM reaching Expenses 94 49 25 82 10 66 156 601756 CM Medical & Health Insurance 19,635 14,335 9,117 12,141 12,289 22,210 15,698 601766 CM Staff Salary Expense 15,619 11,443 10,433 10,484 10,387 12,731 13,175 601776 CM Kitchen Expenses 33,961 11,443 44,204 41,266 379,794 42,258 41,733 601766 Housekeeping Expenses 5,526 5,287 6,708 5,531 5,342 4,337 4,433 601760 To Staff Departure Fund 16,748 20,771 19,452 21,655 5,224 5,234 5,324 5,324 5,324 5,324 5,324 5,324 5,324 5,324 5,324 5,324 5,324 5,324 5,324 5,324 5,324 5,324 <td>60171G</td> <td>, ,</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>5,845</td>	60171G	, ,							5,845
CC1720 CM Teaching Expenses 94 49 25 82 10 66 82 601756 Medical & Health Insurance 54,365 59,397 45,407 46,314 47,342 78,672 81,948 601766 Staff Salary Expense 15,619 11,442 10,433 10,444 10,387 12,731 13,175 601776 Mitchen Expenses 55,65 5,282 67,060 5,631 5,942 4,225 4,470 601776 Mitchen Expenses 5,756 5,759 2,165 2,2405 2,1185 1,840 2,2405 2,1185 2,2405 2,1185 2,2405 2,1185 2,2405 2,1185 3,244 3,234 3,163 4,041 3,834 3,240 2,324 5,	60172G			,	,		,		2,135
60175G Medical & Health Insurance 54.368 59.937 45.407 46.314 47.342 78.672 81.945 60176G OM Medical & Health Insurance 19.635 14.359 9.117 12.141 12.629 32.2210 15.668 60176G Staff Salary Expense 15.6619 11.442 10.433 10.484 10.387 12.721 13.175 60177G Kitchen Expenses 8.782 8.467 9.967 7.711 7.433 9.801 7.334 60176G CM Kitchen Expenses 3.154 2.159 2.106 2.155 2.2401 1.8856 60176G Maidexelpring Expenses 3.154 2.071 19.452 2.165 2.2405 2.118 1.8865 60176G Mist Departure Fund 16.748 2.0711 19.452 1.364 4.324 4.241 4.241 4.241 60180 Mist Aministrative Expenses 9.61 3.943 3.163 4.041 3.364 4.341 4.241 4.241 4.241 4.241	6C172G								62
CC175G CM Medical & Health Insurance 19.635 14.359 9.117 12.141 12.629 22.210 15.669 60176G Staff Salary Expense 15.619 11.442 10.433 10.387 12.731 13.17 60176G CM Staff Salary Expenses 33.861 41.442 44.240 41.266 37.973 42.258 47.708 60176G CM Kitchen Expenses 8.782 8.457 9.967 7.711 7.433 9.801 7.374 60176G CM Housekeeping Expenses 3.154 2.971 2.168 2.245 2.1185 2.384 60176G CM Housekeeping Expenses 3.154 2.071 1.9.452 21.656 2.324 5.324 3.325 60176G Misc Administrative Expenses 9.31 1,034 1,139 1.468 2.939 911 60180 C Office Expenses 4.401 3.844 3.163 4.041 3.863 4.4241 60180 C Office Expenses 5.418 5.833 6.495 6.098 <td>60175G</td> <td>v .</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>81,948</td>	60175G	v .							81,948
60176G Staff Salary Expense 56.876 62.972 62.392 57.604 64.403 66.294 64.113 60177G Kinchen Expenses 33.861 41.442 10.433 10.444 10.387 12.731 175 60177G Kinchen Expenses 33.861 41.443 44.204 41.266 37.979 42.258 41.707 60176G Housekeeping Expenses 5.526 5.289 6.708 5.611 5.342 4.327 4.33 60176G ON Staff Departure Fund 16.748 20.711 18.452 21.656 2.2451 1.880 2.393 60180G Mic Administrative Expenses 931 1.403 1.094 1.139 1.486 2.993 911 60180G Mic Administrative Expenses 4.61 3.94 3.163 4.041 3.884 4.64 3.94 1.83 4.64 4.241 60181G Office Expenses 9.15 5.61 1.3,43 3.866 4.864 4.967 5.926 6.622 <t< td=""><td>6C175G</td><td></td><td>,</td><td></td><td>,</td><td></td><td>,</td><td></td><td>15,696</td></t<>	6C175G		,		,		,		15,696
601770 Kitchen Expenses 33.961 41.483 44.204 41.266 37.979 42.258 41.706 60178G Housekeeping Expenses 5.526 5.288 6.707 7.711 7.433 9.901 7.774 60178G CM Housekeeping Expenses 3.154 2.155 2.261 1.880 2.393 60179G To Staff Departure Fund 7.714 9.743 2.155 2.261 1.880 2.393 60170G CM Staff Departure Fund 7.714 7.433 9.01 3.779 9.725 5.224 5.325 5.324 5.324 5.324 5.324 5.324 5.324 5.324 5.324	60176G	Staff Salary Expense	56,876	62,973	62,392	57,604	64,403	66,294	64,170
6C177G CM Kitchen Expenses 8.782 8.457 9.967 7.711 7.433 9.901 7.274 60178G Housekeeping Expenses 5.526 5.288 6.708 5.51 5.241 5.828 5.782 5.288 6.708 5.55 2.261 1.800 2.393 60179G To Staft Departure Fund 7.210 5.790 6.655 6.522 5.244 5.344 5.325 5.612 5.613 5.614 6.6130 0 0 975 575 561 5.612 6.1303 6.413 3.564 4.368 6.164 3.031 7.829	6C176G	CM Staff Salary Expense	15,619	11,442	10,433	10,484	10,387	12,731	13,175
60178G Housekeeping Expenses 5.226 5.286 6.708 C.708 C.7186 C.7186 C.7186 C.7185 2.261 1.800 2.303 60179G To Staff Departure Fund 16.748 20.711 19.452 21.655 2.2.405 21.185 18.856 60170G CM Staff Departure Fund 7.210 5.790 6.655 6.322 5.324 5.324 60180 Misc Administrative Expenses 931 1.403 1.084 1.133 1.446 2.393 911 60180 Misc Administrative Expenses 76 64 0 0 0 975 5526 601810 Office Expenses 4461 3.944 198 17 203 975 575 601820 Grate Communications Expenses 4.151 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.463 1.4	60177G	Kitchen Expenses	33,961	41,483	44,204	41,266	37,979	42,258	41,706
6C178G CM Housekeeping Expenses 3,154 2,159 2,165 2,261 1,880 2,839 60179G To Staff Departure Fund 7,210 5,790 6,655 6,322 5,324 5,324 5,324 60180G Misc Administrative Expenses 931 1,403 1,084 1,139 1,466 2,333 911 60181G Office Expenses 4601 3,934 3,163 4,041 3,683 4,541 4,245 60181G Office Expenses 4,46 394 198 17 203 975 575 60182G CM Housekministrative Expenses 9,135 8,511 8,979 9,777 6,008 6,273 4,957 5,642 60183G Gas & Electricity Expenses 9,135 8,511 3,943 3,768 41,506 15,22 11,799 60184G Repair & Maintenance Expenses 2,155 12,809 13,688 11,506 15,22 11,799 60184G Graepair & Maintenance Expenses 2,2667	6C177G	CM Kitchen Expenses	8,782	8,457	9,967	7,711	7,433	9,801	7,374
60179G To Staff Departure Fund 16,748 20,711 19,452 21,656 22,405 21,185 18,824 60170G CM Staff Departure Fund 7,210 5,790 6,655 6,322 5,324 5,324 5,324 60180G Misc Administrative Expenses 931 1,403 1,084 1,139 1,486 2,393 911 6C100G CM Misc Administrative Expenses 76 64 0 0 0 975 575 60181G Office Expenses 4,461 3,944 1,8979 9,777 6,088 4,395 5,642 60182G Telecommunications Expenses 9,135 8,511 8,979 9,777 1,971 13,080 17,209 60183G Gas & Electricity Expenses 7,152 13,003 12,899 12,177 11,971 13,080 17,209 60184G Insurance Expenses 2,2916 22,267 22,415 21,435 23,814 22,032 20,320 20,320 20,300 1,400 500 <td>60178G</td> <td>Housekeeping Expenses</td> <td>5,526</td> <td>5,288</td> <td>6,708</td> <td>5,631</td> <td>5,342</td> <td>4,327</td> <td>4,434</td>	60178G	Housekeeping Expenses	5,526	5,288	6,708	5,631	5,342	4,327	4,434
6C179G CM Staft Departure Fund 7.210 5.790 6.655 6.322 5.324 5.324 5.324 60180G Misc Administrative Expenses 931 1,403 1,084 1,139 1,486 2,393 911 60180G Misc Administrative Expenses 4,601 3,934 3,163 4,041 3,663 4,541 4,241 60181G Office Expenses 4,461 3,934 3,163 4,041 3,663 4,514 4,241 60182G Telecommunications Expenses 5,418 5,893 6,495 6,098 6,273 4,957 5,642 60183G Gas & Electricity Expenses 9,135 8,511 8,979 9,777 6,008 7,622 10,028 60184G Repair & Maintenance Expenses 2,152 13,003 12,899 13,688 11,606 15,122 11,799 60186G CM Insurance Expenses 20,308 8,113 39,438 37,769 41,622 37,634 40,622 23,633 4,666 1,822	6C178G	CM Housekeeping Expenses	3,154	2,159	2,108	2,155	2,261	1,880	2,393
60180G Misc Administrative Expenses 931 1,403 1,084 1,139 1,486 2,393 911 6C180G CM Misc Administrative Expenses 76 64 0 0 0 97 225 6D181G CM Office Expenses 4.601 3,934 1183 4,041 3,683 4,541 4,241 6C181G CM Office Expenses 4.46 394 198 17 203 975 575 6D182G CM Telecommunications Expenses 5,418 5,897 9,777 6,008 7,762 10,028 6C183G CM Ultility Expenses 7,152 13,003 12,899 13,688 11,506 151,22 11,799 60184G Repair & Maintenance Expenses 26,622 18,003 16,543 21,562 3466 60186G Insurance Expenses 22,916 22,057 22,415 21,435 23,814 22,032 20,590 60186G Graden & Grounds Expenses 2,332 104 4,253 3,331	60179G	To Staff Departure Fund	16,748	20,711	19,452	21,656	22,405	21,185	18,856
6C180G CM Misc Administrative Expenses 76 64 0 0 0 97 225 60181G Office Expenses 4,601 3,934 3,163 4,041 3,683 4,541 4,241 60181G Office Expenses 5,418 5,893 6,495 6,098 6,273 4,957 5,75 60182G Telecommunications Expenses 5,418 5,893 6,495 6,098 6,273 4,957 5,642 6C182G CM Utility Expenses 9,135 8,511 8,979 9,777 6,008 7,762 10,028 6C183G CM Utility Expenses 1,516 13,463 12,899 12,177 11,971 13,000 17,209 60184G Repair & Maintenance Expenses 26,622 18,008 18,353 18,904 16,543 21,562 18,678 60186G Insurance Expenses 22,916 22,057 22,415 21,433 23,814 22,032 20,590 60186G Garden & Grounds Expenses 0	6C179G	CM Staff Departure Fund	7,210	5,790	6,655	6,322	5,324	5,324	5,324
60181G Office Expenses 4,601 3,934 3,163 4,041 3,683 4,541 4,241 6C181G CM Office Expenses 4,46 3,94 1,98 1,7 203 975 5,755 6C182G CM Telecommunications Expenses 4,955 4,140 4,678 3,916 4,134 3,586 4,388 6C183G Gas & Electricity Expenses 9,135 8,511 8,979 9,777 6,006 7,762 10,028 6C183G CM Utilly Expenses 14,516 13,463 12,879 12,177 11,971 13,080 17,209 6C184G CM Insurance Expenses 26,622 18,608 18,353 18,904 41,652 37,053 34,680 6C186G CM Insurance Expenses 22,917 22,415 21,435 23,314 22,025 20,503 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	60180G	Misc Administrative Expenses	931	1,403	1,084	1,139	1,486	2,393	911
6C181G CM Office Expenses 446 394 198 17 203 975 575 60182G Telecommunications Expenses 5,418 5,893 6,495 6,098 6,273 4,957 5,64 60182G CM Telecommunications Expenses 9,135 8,511 8,979 9,777 6,008 7,762 10,028 60183G CM Utility Expenses 9,135 8,511 12,879 9,777 6,008 7,762 10,028 60184G Repair & Maintenance Expenses 7,152 13,003 12,899 13,688 11,506 15,122 11,799 60186G Insurance Expenses 26,622 18,608 18,353 18,904 16,543 21,662 36,460 60186G CM Insurance Expenses 22,916 22,057 22,415 21,435 23,814 22,032 20,590 60187G CM Fundraising & Adv Expenses 0 0 0 0 0 0 0 0 0 0 0 0 0	6C180G	CM Misc Administrative Expense	76	64	0	0	0	97	225
60182G Telecommunications Expenses 5,418 5,893 6,495 6,098 6,273 4,957 5,642 6C182G CM Telecommunications Expenses 4,955 4,140 4,678 3,916 4,134 3,586 4,388 6C183G Gas & Electricity Expenses 9,135 8,511 8,979 9,777 6,008 7,762 10,028 6C183G CM Hight Expenses 14,516 13,463 12,879 12,177 11,971 13,080 17,209 6C184G CM Rep & Maintenance Expenses 26,622 18,808 18,353 18,904 16,543 21,562 18,678 6C186G CM Insurance Expenses 20,308 38,113 39,438 37,769 41,622 37,053 34,680 6C186G CM Insurance Expenses 20,916 22,015 24,152 21,435 23,814 22,032 20,590 6C186G CM Fundraising & Advertising Exp. 500 1,251 1,400 500 1,300 1,800 1,255 6C186G	60181G	Office Expenses	4,601	3,934	3,163	4,041	3,683	4,541	4,241
6C182G CM Telecommunications Expenses 4.955 4.140 4.678 3.916 4.134 3.586 4.388 60183G Gas & Electricity Expenses 9.135 8.511 8.979 9.777 6.008 7.762 10.028 60184G Multity Expenses 14.516 13.463 12.879 12.177 11.971 13.080 17.209 60184G Insurance Expenses 26.622 18.808 18.353 18.904 16.543 21.562 18.678 60186G Insurance Expenses 20.916 22.057 22.415 21.435 23.814 22.032 20.590 60187G Fundraising & Advertsing Exp. 500 1,251 1.400 500 1,300 1.800 1.255 60186G CM Fundraising & Advertsing Exp. 500 1,251 1.400 500 1,301 3.433 3.101 3.210 3.101 3.210 3.101 3.547 60187G CM Fundraising & Advertsing Exp. 500 1,255 13.995 1.157 8.297<	6C181G	CM Office Expenses	446	394	198	17	203	975	575
60183G Gas & Electricity Expenses 9,135 8,511 8,979 9,777 6,008 7,762 10,028 60183G CM Uility Expenses 14,516 13,463 12,879 12,177 11,971 13,080 17,229 60184G Repair & Maintenance Expenses 26,622 18,808 18,353 18,904 16,543 21,562 18,678 60186G Insurance Expenses 22,012 22,415 21,435 23,814 22,032 20,590 60186G Garden & Grounds Expenses 0	60182G	Telecommunications Expenses	,	,	,				5,642
6C183G CM Utility Expenses 14,516 13,463 12,879 12,177 11,971 13,080 17,209 60184G Repair & Maintenance Expenses 7,152 13,003 12,899 13,688 11,506 15,122 11,799 60184G CM Rep & Maintenance Expenses 26,622 18,808 18,533 18,904 16,543 21,562 18,678 60186G CM Insurance Expenses 22,916 22,057 22,415 21,435 23,814 22,032 20,590 60187G Fundraising & Advertsing Exp. 500 1,251 1,400 500 1,300 1,800 12,556 60186G CM Fundraising & Advertsing Exp. 500 1,251 1,400 500 1,300 1,800 12,556 60186G CM Garden & Grounds Expenses 7,43 2,893 1,456 3,151 3,210 3,101 3,547 60189G Library Expenses 8,296 10,855 13,995 11,157 8,297 8,671 12,157 60190G Automobile Expenses 8,439 6,202 3,904 11,152 5,461									
60184G Repair & Maintenance Expenses 7,152 13,003 12,899 13,688 11,506 15,122 11,799 60184G CM Rep & Maintenance Expenses 26,622 18,808 18,353 18,904 16,543 21,562 18,678 60186G CM Insurance Expenses 22,916 22,057 22,415 21,435 23,814 22,032 20,590 60187G Fundraising & Advertsing Exp. 500 1,251 1,400 500 1,300 1,800 1,255 60186G CM Fundraising & Advertsing Exp. 500 20,032 20,932 20,933 1,151 3,210 3,101 3,510 3,511 3,210 3,101 <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>									
6C184G CM Rep & Maintenance Expenses 26,622 18,808 18,353 18,904 16,543 21,562 18,678 60186G Insurance Expenses 40,308 39,438 37,769 41,622 37,053 34,680 60186G CM Insurance Expenses 22,916 22,057 22,415 21,435 23,814 42,032 20,590 60187G Fundraising & Advertising Exp. 500 1,251 1,400 500 1,300 1,800 1,255 60188G Garden & Grounds Expenses 2,332 3,104 4,253 3,331 2,109 2,266 3,563 60190G Automobile Expenses 743 2,893 1,456 3,151 3,210 3,101 3,547 60190G Automobile Expenses 8,296 10,855 13,995 11,157 8,297 8,671 12,157 60191G Tax & Sumicipal Fees 7,216 6,791 6,717 6,448 7,007 7,006 6,780 60191G Tax & User Fee Expenses 6,682<									
60186G Insurance Expenses 40,308 38,113 39,438 37,769 41,622 37,053 34,680 60186G CM Insurance Expenses 22,916 22,057 22,415 21,435 23,814 22,022 20,590 60187G Fundraising & Advertising Exp. 500 1,251 1,400 500 1,300 1,800 1,255 60188G Garden & Grounds Expenses 2,332 3,104 4,253 3,331 2,109 2,266 3,563 60188G Garden & Grounds Expenses 743 2,893 1,456 3,151 3,210 3,101 3,547 60189G Library Expenses 324 134 213 0 29 139 287 60190G Automobile Expenses 8,493 6,202 3,904 11,152 5,461 6,134 4,358 60191G Taxes & Municipal Fees 7,216 6,791 6,717 6,448 7,007 7,006 6,780 60191G CM Tax & User Fee Expenses 6,682 6,015 6,848 6,350 5,797 5,732 5,347									
6C186G CM Insurance Expenses 22,916 22,057 22,415 21,435 22,814 22,032 20,590 60187G Fundraising & Advertising Exp. 500 1,251 1,400 500 1,300 1,800 1,255 60187G CM Fundraising & Advertising Exp. 500 0 <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>									
60187G Fundraising & Advertising Exp. 500 1,251 1,400 500 1,300 1,800 1,255 6C187G CM Fundraising & Adv Expenses 0		•							
6C187G CM Fundraising & Adv Expenses 0		•							
60188G Garden & Grounds Expenses 2,332 3,104 4,253 3,331 2,109 2,266 3,563 60188G CM Garden & Grounds Expenses 743 2,893 1,456 3,151 3,210 3,101 3,547 60189G Library Expenses 324 134 213 0 29 139 287 60190G Automobile Expenses 8,296 10,855 13,995 11,157 8,297 8,671 12,157 6C190G CM Automobile Expenses 8,493 6,202 3,904 11,152 5,461 6,134 4,358 60191G Taxes & Municipal Fees 7,216 6,791 6,717 6,448 7,007 7,006 6,780 60192G Computer Expenses 3,869 3,106 3,702 3,429 2,855 2,532 3,041 60192G CM Computer Expenses 218 713 782 623 904 379 877 60192G CM Computer Expenses 1,020 700 934 1,052 807 503 203 203 20 303									
6C188G CM Garden & Grounds Expenses 743 2,893 1,456 3,151 3,210 3,101 3,547 60189G Library Expenses 324 134 213 0 29 139 287 60190G Automobile Expenses 8,296 10,855 13,995 11,157 8,297 8,671 12,157 6C190G CM Automobile Expenses 8,493 6,202 3,904 11,152 5,461 6,134 4,358 6C191G Taxes & Municipal Fees 7,216 6,791 6,717 6,448 7,007 7,006 6,780 6C192G Computer Expenses 3,869 3,106 3,702 3,429 2,855 2,532 3,014 6C192G CM Computer Expenses 218 713 782 623 904 379 877 60193G Banking, PayPal & Crdt Crd Fees 1,020 700 934 1,052 807 503 203 203 203 203 203 203 203 203 203 203 203 203 203 203 203 <td< td=""><td></td><td>•</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>		•							
60189G Library Expenses 324 134 213 0 29 139 287 60190G Automobile Expenses 8,296 10,855 13,995 11,157 8,297 8,671 12,157 6C190G CM Automobile Expenses 8,493 6,202 3,904 11,157 8,297 8,671 12,157 6C191G Taxes & Municipal Fees 7,216 6,791 6,717 6,448 7,007 7,006 6,780 6C191G Computer Expenses 6,682 6,015 6,848 6,350 5,797 5,732 5,347 60192G Computer Expenses 2,855 2,532 3,014 3,702 3,429 2,855 2,532 3,014 60193G Banking, PayPal & Crdt Crd Fees 1,020 700 934 1,052 807 503 203 60389G Depreciation Expense 0 9 0 (53) 0 100 0 60389G Depreciation Expense 19,880 21,614 21,172 21,813 23,168 21,385 20,532 6C389G		•							
60190G Automobile Expenses 8,296 10,855 13,995 11,157 8,297 8,671 12,157 6C190G CM Automobile Expenses 8,493 6,202 3,904 11,152 5,461 6,134 4,358 60191G Taxes & Municipal Fees 7,216 6,791 6,717 6,448 7,007 7,006 6,780 6C191G CM Tax & User Fee Expenses 6,682 6,015 6,848 6,350 5,797 5,732 5,347 60192G Computer Expenses 218 713 782 623 904 379 877 60193G Banking, PayPal & Crdt Crd Fees 1,020 700 934 1,052 807 503 203 60300G Bad Debt & Theft Expense 0 9 0 (53) 0 100 0 60389G Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 62389G CM Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 40168G		•		,	,	,	,	,	,
6C190G CM Automobile Expenses 8,493 6,202 3,904 11,152 5,461 6,134 4,358 60191G Taxes & Municipal Fees 7,216 6,791 6,717 6,448 7,007 7,006 6,780 6C191G CM Tax & User Fee Expenses 6,682 6,015 6,848 6,350 5,797 5,732 5,347 60192G Computer Expenses 3,869 3,106 3,702 3,429 2,855 2,532 3,014 6C192G CM Computer Expenses 218 713 782 623 904 379 877 60193G Banking, PayPal & Crdt Crd Fees 1,020 700 934 1,052 807 503 203 60300G Bad Debt & Theft Expense 0 9 0 (53) 0 100 0 60389G Depreciation Expense 19,880 21,614 21,172 21,813 23,168 21,385 20,532 6C389G CM Depreciation Expenses (25,018) (44,261) (82,488) 20,139 (21,670) (71,457) (65,830)		2 1							
60191G Taxes & Municipal Fees 7,216 6,791 6,717 6,448 7,007 7,006 6,780 6C191G CM Tax & User Fee Expenses 6,682 6,015 6,848 6,350 5,797 5,732 5,347 60192G Computer Expenses 3,869 3,106 3,702 3,429 2,855 2,532 3,014 60193G Banking, PayPal & Crdt Crd Fees 1,020 700 934 1,052 807 503 203 60300G Bad Debt & Theft Expense 0 9 0 (53) 0 100 0 60389G Depreciation Expense 19,880 21,614 21,172 21,813 23,168 21,385 20,532 60389G CM Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 Total YTD Operating Expenses 40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371 Total Net Operating Surplus (Loss) 34,737 16,655 (26,304) 87,542		•							
6C191G CM Tax & User Fee Expenses 6,682 6,015 6,848 6,350 5,797 5,732 5,347 60192G Computer Expenses 3,869 3,106 3,702 3,429 2,855 2,532 3,014 6C192G CM Computer Expenses 218 713 782 623 904 379 877 60193G Banking, PayPal & Crdt Crd Fees 1,020 700 934 1,052 807 503 203 60300G Bad Debt & Theft Expense 0 9 0 (53) 0 100 0 60389G Depreciation Expense 19,880 21,614 21,172 21,813 23,168 21,385 20,532 6C389G CM Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 Total YTD Operating Expenses 441,768 443,411 435,661 424,640 419,945 475,003 461,804 40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371									
60192G Computer Expenses 3,869 3,106 3,702 3,429 2,855 2,532 3,014 6C192G CM Computer Expenses 218 713 782 623 904 379 877 60193G Banking, PayPal & Crdt Crd Fees 1,020 700 934 1,052 807 503 203 60300G Bad Debt & Theft Expense 0 9 0 (53) 0 100 0 60389G Depreciation Expense 19,880 21,614 21,172 21,813 23,168 21,385 20,532 6C389G CM Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 Total YTD Operating Expenses 441,768 443,411 435,661 424,640 419,945 475,003 461,804 YTD Operating Income Less Expenses (25,018) (44,261) (82,488) 20,139 (21,670) (71,457) (65,830 40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371									
6C192G CM Computer Expenses 218 713 782 623 904 379 877 60193G Banking, PayPal & Crdt Crd Fees 1,020 700 934 1,052 807 503 203 60300G Bad Debt & Theft Expense 0 9 0 (53) 0 100 0 60389G Depreciation Expense 19,880 21,614 21,172 21,813 23,168 21,385 20,532 6C389G CM Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 Total YTD Operating Expenses (25,018) (44,261) (82,488) 20,139 (21,670) (71,457) (65,830 40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371 Total Net Operating Surplus (Loss) 34,737 16,655 (26,304) 87,542 41,164 (10,668) (8,458)		•							
60193G Banking, PayPal & Crdt Crd Fees 1,020 700 934 1,052 807 503 203 60300G Bad Debt & Theft Expense 0 9 0 (53) 0 100 00 60389G Depreciation Expense 19,880 21,614 21,172 21,813 23,168 21,385 20,532 6C389G CM Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 Total YTD Operating Expenses 441,768 443,411 435,661 424,640 419,945 475,003 461,804 YTD Operating Income Less Expenses (25,018) (44,261) (82,488) 20,139 (21,670) (71,457) (65,830 40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371 Total Net Operating Surplus (Loss) 34,737 16,655 (26,304) 87,542 41,164 (10,668) (8,458)									
60300G Bad Debt & Theft Expense 0 9 0 (53) 0 100 0 60389G Depreciation Expense 19,880 21,614 21,172 21,813 23,168 21,385 20,532 6C389G CM Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 Total YTD Operating Expenses 441,768 443,411 435,661 424,640 419,945 475,003 461,804 YTD Operating Income Less Expenses (25,018) (44,261) (82,488) 20,139 (21,670) (71,457) (65,830) 40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371 Total Net Operating Surplus (Loss) 34,737 16,655 (26,304) 87,542 41,164 (10,668) (8,458)									
60389G Depreciation Expense 19,880 21,614 21,172 21,813 23,168 21,385 20,532 6C389G CM Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 Total YTD Operating Expenses 441,768 443,411 435,661 424,640 419,945 475,003 461,804 YTD Operating Income Less Expenses (25,018) (44,261) (82,488) 20,139 (21,670) (71,457) (65,830) 40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371 Total Net Operating Surplus (Loss) 34,737 16,655 (26,304) 87,542 41,164 (10,668) (8,458)			,						
6C389G CM Depreciation Expense 7,349 7,810 6,473 6,782 8,798 9,197 7,800 Total YTD Operating Expenses 441,768 443,411 435,661 424,640 419,945 475,003 461,804 YTD Operating Income Less Expenses (25,018) (44,261) (82,488) 20,139 (21,670) (71,457) (65,830 40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371 Total Net Operating Surplus (Loss) 34,737 16,655 (26,304) 87,542 41,164 (10,668) (8,458)		•							
YTD Operating Income Less Expenses (25,018) (44,261) (82,488) 20,139 (21,670) (71,457) (65,830) 40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371 Total Net Operating Surplus (Loss) 34,737 16,655 (26,304) 87,542 41,164 (10,668) (8,458)	6C389G						,		7,800
40168G Operating Draw from Investments 59,755 60,916 56,184 67,403 62,834 60,788 57,371 Total Net Operating Surplus (Loss) 34,737 16,655 (26,304) 87,542 41,164 (10,668) (8,458)		Total YTD Operating Expenses	441,768	443,411	435,661	424,640	419,945	475,003	461,804
Total Net Operating Surplus (Loss) 34,737 16,655 (26,304) 87,542 41,164 (10,668) (8,458)	-	•		· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·				(65,830)
Extraordinary Income & Expenses 5,786 10,643 33,216 10,000 10,000 0 0	Total Net C	Operating Surplus (Loss)	34,737	16,655	(26,304)	87,542	41,164	(10,668)	(8,458)
	Extraordin	ary Income & Expenses	5,786	10,643	33,216	10,000	10,000	0	0

Minutes, Board of Trustees Meeting, May 17, 2020

ROCHESTER ZEN CENTER Past-Year Comparison – December 31, 2019

		31-Dec-19	Average 2014-2018	31-Dec-18	31-Dec-17	31-Dec-16	31-Dec-15	31-Dec-14
CAPITAL	EXPENDITURES							
15000G	Furniture and Fixtures	1,712	13,519	9,042	9,251	16,250	33,053	0
15100G	Equipment and Computers	0	3,219	7,880	975	6,285	0	953
15200G	Motor Vehicles	0	1,636	0	0	0	0	8,179
1C500G	CM Capital Expenditures	30,137	8,537	18,223	0	5,010	5,017	14,433
	Total YTD Capital Expenditures	31,848	26,910	35,145	10,226	27,545	38,070	23,565
INVESTM	ENT FUND							
40167I	ML Equity YTD Gain (Loss)	301,218	68,098	(25,651)	206,582	59,822	10,651	89,085
40168I	Interest Income (IF)	11,454	9,504	4,784	9,025	9,919	10,841	12,950
40170I	Other Income (IF)	0	(42)	(234)	0	14	0	10
401811	W&R YTD Gain (Loss)	0	0	0	0	0	0	0
	Gross YTD Investment Fund Income	312,671	77,560	(21,101)	215,607	69,755	21,493	102,045
60168I	Operating Draw from Investments	(59,755)	(60,916)	(56,184)	(67,403)	(62,834)	(60,788)	(57,371)
Net Invest	ment Fund Gain (Loss)	252,917	16,643	(77,285)	148,204	6,920	(39,296)	44,674
40155I	Legacies and Special Donations	12,500	14,517	2,500	83	70,000	0	0
Total YTD	Investment Fund Change	265,417	31,160	(74,785)	148,287	76,920	(39,296)	44,674

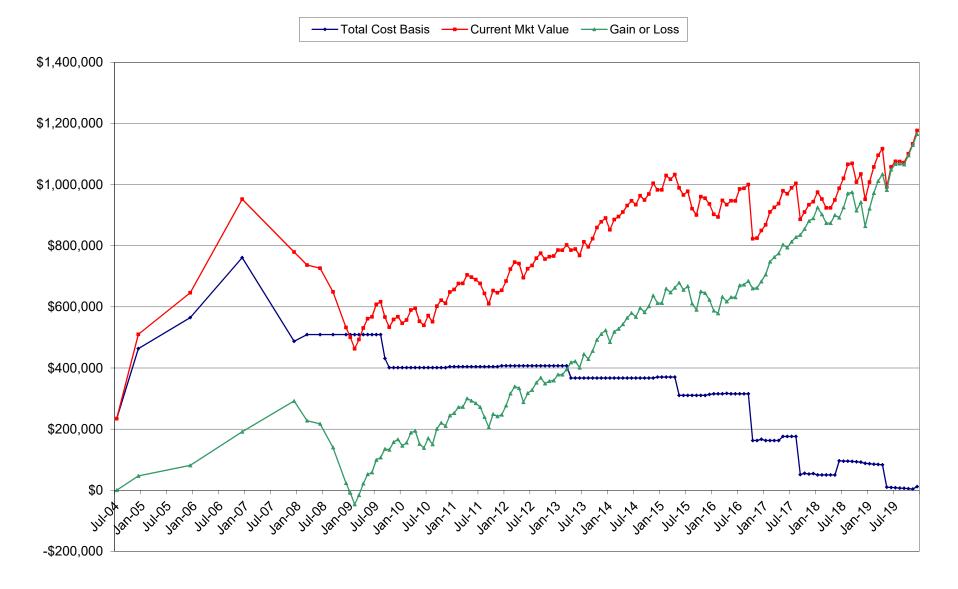
ROCHESTER ZEN CENTER INVESTMENT FUND – December 31, 2019

Instrument	As Carried on Balance	e Sheet	Market Value	Cost Basis	Gain (Loss)	Annual Return on Basis	Est. Annual Fixed Income
Equity Investments*	At Market		, and c				
Stocks & Mutual Funds	\$1,075,841	63%	\$1,075,841				
Cash Awaiting Equity Investment	\$101,239	6%	\$101,239				
Total Equities	\$1,177,081	69%	\$1,177,081	\$11,991	\$1,165,090		
Cash & Money Market	T					Current Int Rate	
IF Share of Money Market Funds & Cash in Main ML Account	t (\$10,617)		(\$10,617)	(\$10,617)		1.31%	(\$139)
IF Cash & Money Market	(\$10,617)	-1%	(\$10,617)	(\$10,617)		1.31%	(\$139)
Fixed-Income Investments	Cost Basis					Crrnt Rtrn on Basis	
Certificates of Deposit		26%	\$444,000	\$444,000		1.99%	\$8,857
Bonds	\$59,940	3%	\$60,338	\$59,940	\$398	2.61%	\$1,565
Cash Awaiting Fixed-Income Investment	\$24,212	1%	\$24,212	\$24,212		1.26%	\$306
Total Fixed-Income Investments	\$528,152	31%	\$528,550	\$528,152	\$398	2.03%	\$10,728
Loans	Outstanding			Original		Loan Rate	
Mdsn ZC Mtg Loan 3.34% 2/29/32	\$20,807			\$24,287		3.34%	\$674
Total Loans	\$20,807	1%		\$24,287			\$674
Investment Fund Total	\$1,715,423	100%				=	\$11,263

* 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	Rate
Operating Fund Money Market Funds & Cash	\$141,007 0.76%
Operating Fund Certificates of Deposit	\$0
Total Additional	\$141,007
Grand Total "Investment-Like Assets"	\$1,856,429
IF Equities** as Percentage of Grand Total	63.4%
**Including Cash Awaiting Equity Investment	
IF Equities*** as Percentage of Grand Total	58.0%
***Excluding Cash Awaiting Equity Investment	

Merrill Lynch Equity Account



Peter (Bodhin) Kjolhede President, Rochester Zen Center

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

On the day of in the year 2020, 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.

Treasurer, Rochester Zen Center

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

On the day of in the year 2020, before me personally came Jefferson Scott, to me known, who, being by me duly sworn, did depose and say that he resides at 11 Dryer Avenue, Victor, NY 14564; 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.

Appendix G

2020 Operating Deficit Projections May 11, 2020

Income Source	2020 Budget	Most Likely	Possibly Better	Possibly Worse	Comments
Membership Contributions	\$186,200	\$139,650 (75% of budget)	\$185,642 (92% of 2019)	\$93,100 (50% of budget)	As of April 30, donations were 92% of same period in 2019
Chapin Mill Rental Income	\$62,800	\$9,200 (year to date+ farmland)	\$9,200 (year to date+ farmland)	\$9,200 (year to date+ farmland)	Very unlikely that rentals can take place for the rest of 2020
Buddha Hall Rental Income	\$14,800	\$8,666 (½ rent Mar-Dec)	\$8,666 (½ rent Mar-Dec)	\$4,333 (none past May)	Very unlikely that classes can take place for the rest of 2020
Sesshin Income	\$63,000	\$8,699 (year to date)	\$8,699 (year to date)	\$8,699 (year to date)	Very unlikely that sesshin can take place for the rest of 2020
Workshop Income	\$11,200	\$3,453 (year to date)	\$3,453 (year to date)	\$3,453 (year to date)	Very unlikely that workshops can take place for rest of 2020
Training Program Income	\$3,500	\$1,620 (year to date)	\$1,620 (year to date)	\$1,620 (year to date)	Very unlikely that new trainees can train for the rest of 2020
Investment Draw	\$61,800	\$61,300 (stocks average 25% lower than in Sep 2019)	\$62,800 (stocks average same as in Sept 2019)	\$60,300 (stocks average 50% lower than in Sep 2019)	2020 budget was based on stock prices in September 2019, which are about the same as now
CARES Act PPP Forgivable Loan	\$0	\$19,710 (90% of loan forgiven)	\$21,900 (100% of Ioan forgiven)	\$16,425 (75% of loan forgiven)	Loan is eligible for forgiveness if all requirements satisfied
Total for Listed Income Sources	\$403,300	\$252,298	\$301,980	\$197,130	
Total Decrease in 2020 Income Less Decrease in Sesshin Expense Less Decrease in Housekeeping Expense Less Budgeted Operating Surplus	\$0 \$0 \$0 -\$6,300	\$151,002 -\$6,600 -\$1,000 -\$6,300	\$101,320 -\$6,600 -\$1,000 -\$6,300	\$206,170 -\$6,600 -\$1,000 -\$6,300	
Total Projected Operating Deficit	-\$6,300	\$137,102	\$87,420	\$192,270	