

ROKUCHIJI MEETING

July 7, 1971

Present at 8:45 AM: Silas, Yvonne, Reb, Lew, Craig, Debbie, and Steve.

1. Minutes were read, corrected and approved.
2. 300 Page Street will provide a place for non-residents to leave Oryoki sets. Reb and Craig will formulate a general policy for care and storage of Zen Center's Oryoki sets.

At about 9:30 AM, Suzuki Roshi came.

3. Roshi asked the Rokuchiji and the Zen Center officers to explore ways of assigning seats in the Zendo. Silas, Yvonne, Reb, and Craig will discuss this problem in committee.
4. Roshi will now have a JIKO (incense-carrying attendant) in addition to a JISHA (personal attendant). The JIKO will offer a Buddha Tray in the Buddha Hall during Morning Service.
5. We will have a DOSHI (officiating priest) for Noon Service.
6. As a general policy, Guest Lecturers will be asked to speak at Zen Center on Tuesday evening.
7. There can be no dancing on the roof of 300 Page Street, because of possible structural damage.
8. We will plan a hike in the country for House residents on Sunday, July 18.

At 11:45 AM, Yogo Roshi arrived. The meeting then adjourned until after lunch. The meeting re-convened at 1:30 PM for a brief session during which no resolutions were passed.

ROKUCHIJI MEETING
28 July, 1971

Present: Claude, Reb, Steve, Yvonne, Debbie, Craig, Lew, Katagiri Roshi

1. The minutes were read, corrected and approved.
2. Yvonne suggested using strips of tinfoil in lieu of hanging plants in front of the Laguna Street courtyard windows to distract birds from the glass.
3. Craig, Steve, Debbie and Yvonne submitted the dates they will be away from Zen Center. It was approved that John Coonen will take a three day vacation following sesshin.
4. It was decided that Jerry Fuller can use the drafting table in the kitchen in exchange for building a new table to replace it. 300 Page will pay for the building materials.
5. Keys to 300 Page won't be given to people who eat here.
6. The remodeling progress in 310 Page was discussed.
7. The lighting in the second and third floor hallways was discussed. Because of the light cut off by the fire doors, a lamp will be added to Roshi's hall, and the wiring on the third floor will be studied to see if its possible to have daytime lighting, particularly in the hall near the women's bath.
8. With Katagiri Roshi's approval, it was decided to have a junko first period, of zazen, if there are ten or more students.
9. There will be a regularly scheduled zazen instruction on Wednesday afternoons for dorm students, visiting classes, and other interested people. Silas and Reb will coordinate this.
10. Servers during sesshin will be asked by the soku to be sure that their clothes are appropriate and neat.
11. Silas will be Ino for the sesshin.

Adjourned about 12:00

ROKUCHIJI MEETING

Minutes - August 18, 1971

Present: Silas, Yvonne, Reb, Steve, Debbie, Lew, Bill, Claude. Amy Richmond was invited to observe. Dan Welch arrived about 10:30

1. It was decided that Zen Center will pay for oryoki materials.
2. Regarding the garden:
 - a. A budget of thirty dollars a month, subject to review after six months, was suggested for meeting garden expenses.
 - b. Peter Geffin will prune the rubber tree in front of 310 Page Street. He will be paid in credit towards sesshin expenses at a rate of \$3.00 per hour.
 - c. Bill Shaw will do research to determine what supplies are needed for the garden and they will be bought by the buyer, Bill Lane.
3. Steve reported on progress at 310 Page Street. He estimated that the work will be finished in two-three weeks.
4. Possibilities for soundproofing the zendo were discussed.
5. Steve requested and was given a two day extension on his vacation. Reb asked to take a week's vacation in October.
6. A student's request to use the kitchen for baking bread to sell was discussed and denied.
7. Rent should be paid to the house treasurer, Claude, rather than to the Zen Center office.

ROKUCHIJI MEETING

Minutes - August 25

Present: Silas, Claude, Craig, Debbie, Reb, Lew, Yvonne, *Steve*
Also present were Dan Welch, and an observer,
Lynn Hesselbart

1. The minutes of August 18 meeting were read, corrected and approved.
2. The head cook will invite members from the Mill Valley and Berkeley zendos and other students in the neighborhood taking part in the lay ordination to bring some food for the lunch following the ceremony.
3. Debbie will be gone from August 25 to August 30.
4. Claude gave a treasurer's report in which he explained in part the financing of 300 Page Street.
5. Craig gave a report on the plumbing at 300 Page. ~~We will begin replacing the one-inch copper pipe throughout the building as it is old and in poor condition, leaking often and in a way, difficult to fix.~~
6. Yvonne and Van Vorhies will choose carpeting for the stairway in 310 Page.
7. In order to make the best use of large quantities of fruit that are given to us or that we pick, Debbie and Steve should be notified ahead of time so as to be able to plan work projects and work crew.

8. Concerning rooms at Page Street, when a person moves into the building he pays ninety dollars a month ~~for the privilege of living~~ in the building rather than for a particular room. Rooms, whether single or double, are assigned according to the space needs in the building. Then, space permitting, one person may live in one of the smaller double rooms; but should that space become needed, he should be prepared to take any available single room.

↓
To committee: Reb, Craig

Addendum to item #8 - minutes August 25, 1971.

Rooms, whether single or double, will be assigned according to the community's space needs.

There are seven rooms in the building which may be used as double rooms for dormitory students, or as single rooms for house residents. (These rooms are #s 9,10,11,12,33,34,36.)

The house residents assigned to these rooms should be prepared to move to another room if they should become needed for dormitory space.

ROKUCHIJI MEETING
September 1, 1971

Present at 8:40 a.m. Silas, Reb, Lew, Craig, Steve, Claude
Niels Holm, Richard Haspray.

1. The minutes were read, corrected and approved.

At about 8:50 a.m., Katagiri Roshi and Yvonne arrived. At 9:15 a.m., Suzuki Roshi arrived for a short stay of about 10 minutes.

2. Reb and Craig will formulate a general policy for room occupation at Page Street, to be presented at the next meeting.
3. Katagiri Roshi, Reb and Craig will meet to deal with problems arising from the new physical layout of the zendo, such as revision of serving procedures, lighting, etc.
4. Craig gave a plumbing report. No further progress has been made on the partial replacement of the cold water line with copper pipe. Hopefully a contractor will come and appraise the situation sometime this week.
5. The Tenzo and Shissui will formulate ideas for cutting down the amount of wasted tea after meals.
6. The Tsusu (Reb) asked permission to take a vacation either between September 13 and October sesshin, or after October sesshin. The Kansu (Lew) and Amy will take a one week vacation during the latter part of October.

The issue of a general policy for Page Street staff vacations was tabled for further discussion.

7. The Officer of the Day on Saturday and Sunday will oversee meal clean-ups.
8. The sand in the sandbox in front of 310 Page will be shifted, and a cover will be put on the box.

The meeting adjourned at about noon.

ROKUCHIJI MEETING
September 8, 1971

Present: Katagiri Roshi, Yvonne, Claude, Reb, Lew, Debbie
Craig

1. The minutes for September 1 were read, corrected and approved.
2. New house residents accepted for the waiting list are Russell Norton and Alan Klein.
3. Donnie Crockin will buy the centrifugal juicer from the house for fifteen dollars.
4. Debbie will attend the board meeting as an observer.
5. Topics for Thursday's house meeting were suggested and approved:

- Changing the Sunday morning breakfast schedule
- The plants on the roof
- A statement of meal policies

The meeting adjourned at about noon.

ROKUCHIJI MEETING
September 15, 1971

Present: Craig, Yvonne, Steve, Katagiri Roshi, Silas
Lew, Debbie, Reb, Claude

1. The minutes were read, corrected and approved.
2. Lighting in the zendo was discussed. It was felt that using the two middle lights was not altogether satisfactory as the lighting was dim and uneven. It was decided to install 25-watt bulbs in the four outside lights.

Lighting in the second and third floor hallways will be limited to every other light since all lights are not necessary for safety and vision.

3. The breadroom window should be kept closed and locked to discourage children and adults from using it as a doorway.
4. People leaving for Tassajara are:
Todd Sullivan, Sue Isaacson, Tina Leong
Paul Rosenblum, ~~Bill Smith~~
5. Craig announced his resignation as Ino as of the 15th of September.
6. The linen service was discussed. Since the minimum rate is \$4.50 for 50 towels we should try to keep our weekly returns to 50 or less and not accept more than 50 towels from the service.
7. Reb suggested two work projects, painting room 12 and the priest office.

The meeting adjourned about 11:00 a.m.

Minutes - Rokuchiji September 22, 1971

Present were Yvonne, Steve, Lou, Silas, Mel, Katherine, Claude
and Debbie

1. The minutes for the September 15 meeting were read, corrected and approved.
2. The thermophax machine will be put in the Windbell room until some further decision is reached as to what will be done with it.
3. Steve talked about work projects for the October sesshin. We will try to obtain material so that aprons for the kitchen can be sewn at this time.
4. Lou will inform the rokuchiji from week to week as to the names of students eating here on a regular basis.
5. Yvonne will leave for approximately a month's vacation around September 29.
6. Lou was given permission to leave for two weeks beginning around October 14.
7. Debbie will bring the previous weeks menu to rokuchimi meetings for review.

The meeting adjourned about noon.

Minutes: Rokuchiji - September 29, 1971

Present were Katagiri Roshi, Lew, Claude, Reb, Deb, Silas, Yvonne
Steve

1. The minutes for Sept.22 were read, corrected, and approved.
2. Claude gave a treasurer's report.
3. It was decided not to sell one of the raised tans from the Zendo to a student but to keep the set of three together.
4. Regarding the Laundry: Rather than publishing some policy, it was clarified among the rokuchiji that the people who should be able to use the laundry are house residents, residents of 310 Page, employees of Zen Center, and other people when emergency situations demand, with permission of an officer.
5. The question of the key deposit - whether to make it more meaningful by raising it or dropping it altogether - was raised again. Reb said that he felt the deposit helped, but that it would be better for him to handle the deposits along with the keys rather than Claude or the office. This would be more efficient and would also enable us to see if the two dollar deposit is effective. If it's not, then we can reconsider this policy.
6. It was decided to remount Tada Sensei's Bodhidaruma, but it wasn't decided who should do it, how it should be done, or how much we should pay to have it done.
7. Regarding sesshin:
 - a. there will be some modification in the schedule to accommodate the possibility of meals taking more time
 - b. people sitting sesshin shouldn't leave the building, but if they must, they should use the Laguna St. door. Other people coming to Zen Center can use the front door as usual. This will relieve some of the pressure on the desk.
8. Zories. Claude says Zories are no better than shoes; just because they're made in Japan Basically the discussion concerned the issue of inside and outside footwear and no conclusion was arrived at.
9. Yvonne suggested and other officers agreed to change the rokuchiji meetings from Wednesdays to Thursdays.
10. Regarding the kitchen:
 - a. the kitchen should do more to let people know when there's not enough or more than enough food
 - b. it was suggested that lunches consisting of gruel and salad should be supplemented by some proteing food and/or a third bowl. The tenzo will try to put more energy into this area.

Minutes: Rokuchiji - Sept.29, 1971

Present were: Katagiri Roshi, Ryuho-san, Claude, Steve, Reb, Deb and Silas

1. The minutes for Sept.22 rokuchiji were read, corrected and approved.
2. Claude gave the treasurer's report.
3. It was decided not to sell one of the raised tans from the Zendo, but to keep the set of three together.
4. It was decided to remount the Bodhidaruma that Tada Sensi gave to us (previously hanging in the dining room), but it wasn't decided who should do it or in what way it should be done.
5. Yvonne suggested and the other officers agreed to change the rokuchiji meetings from Wednesdays to Thursdays.
6. Regarding the kitchen:
 - a. the kitchen will make more effort to let people know when there is enough food for seconds (or not enough)
 - b. it was suggested that lunches of gruel and salad should be supplemented by some protein food and or a third bowl.

The meeting adjourned around noon.

ROKUCHIJI MEETING
October 7, 1971

Present: Katagiri-roshi, Steve, Bill Lane, Richard Haspray,
Yvonne, Reb, Debbie and Lew.

1. The minutes for September 29 were read, corrected and approved.
2. Regarding the Bodhidharma scroll of Tada Sensei's, Reb will find out the costs for having it remounted and present his findings to the Rokuchiji.
3. We reviewed our understanding of eating policies in the building. More people seem to be eating in the flop room (i.e., periodical room) but we should continue to encourage eating at non-meal times to take place in the dining room.
4. We will look into the possibility of making the former electrical shop into a zendo storeroom for zafus.
5. Some of the woodwork in the building was discussed. Regarding the glaze on some of the woodwork (i.e., window panes), whether we should try to strip it or leave it - no conclusions were reached. We will finish the firedoors with linseed oil, but Yvonne will continue to see if it's possible to eliminate them altogether. In the zendo we will continue to use water on the woodwork and see if it gets darker.
6. Yvonne said that she felt the office work during sesshin went much better with a sign on the door saying "Closed for Sesshin" than it did in the past when the office was open for one hour daily. We will try this next sesshin too.
7. To keep our bill at a minimum, it is necessary not to accept more than 50 towels from the linen service per week.
8. Craig will work for Page Street 2 1/2 days a week.
9. The question of students coming late to sesshin was brought up. One problem that's created by people coming late is that they miss instruction, and as there is no opportunity to get it once the sesshin is started, they may spend a good part of or all of the sesshin in some confusion. When there are possible exceptions, the Ino should be the person to make them. Another problem is that it is disturbing to other students in the sesshin, in particular newer students, when latecomers arrive.
10. The possibilities of a nursery next door in the basement involving about ten mothers, two of them from Zen Center, was discussed. It was decided that a trial period of 3-4 months would be good. There are still problems as to where to put the furniture that is presently being stored in the basement. One suggestion that will be looked into by Reb, Yvonne and Steve was cleaning out the 'luggage and baggage' room by the zendo and using that space.
11. Thumbtacks are being used on the front door for notices. Reb suggested that we use an adhesive rather than tacks as holes do get made in the woodwork.

The meeting was adjourned about noon.

ROKUCHIJI MEETING
October 7, 1971

Present were: Katagiri Roshi, Steve, Bill Lane, Richard Haspray,
Yvonne, Reb, Debbie, Lew

1. The minutes for September 29 were read, corrected and approved.
2. Regarding the Bodhidharma scroll of Tada Sensei's, Reb will fine out the costs for having it remounted and present his findings to the Rokuchiji.
3. We will look into the possibility of making the former electrical shop into a zendo storeroom for zafus.
4. To keep our bill at a minimum, it is necessary not to accept any more than 50 towels from the linen service per week.
5. Craig will work for Page Street 2 1/2 days a week.
6. The possibilities of a nursery next door in the basement involving about ten mothers, two of them from Zen Center, was discussed. It was decided that a trial period of 3-4 months would be good. There are still problems as to where to put the furniture that is presently being stored in the basement. One suggestion that will be looked into by Reb, Yvonne and Steve was cleaning out the 'luggage and baggage' room by the zendo and using that space.
7. Thumbtacks are being used on the front door for notices. Reb suggested that we use an adhesive rather than the puncture method, as holes do get made in the woodwork.

The meeting adjourned about noon.

Minutes - Rokuchiji - October 9, 1971

Present were Reb, Lew, Peter, Claude, Ryuho-san, Oichi-san,
David Chadwick, Yvonne, Steve, Mel and Debbie

1. The minutes for October 2 were read, corrected, and approved.
2. In attempt to solve the problems of what to do with the coffee extractor and how to make enough coffee for meetings in the meantime, Claude will buy a ten-cup drip pot today.
3. We discussed wedding receptions held at Zen Center. The policy arrived at was that the couple should be responsible financially for anything above and beyond the normal event of meals. They should ask the president beforehand to find out what he feels is appropriate before making final plans. The problems that receptions present have mostly to do with energy - in particular that which is required of the kitchen and clean-up crews. Generally, however, the question of wedding receptions has to be taken on a case by case basis.
4. With regards to Jim Morton and Sally Block's coming wedding and reception, we should first find out what their plans are before making any decisions.
5. Bob Woleburg asked to put on the waiting list. No one seemed to know what he's doing, and several didn't know who he is. Reb's inclination was to put him on the waiting list then postpone his entrance if necessary while we get to know him. Dick suggested that it would be better to tell the student what the situation is at the time rather than putting him on the waiting list with the possibility that others accepted after him might be allowed to move in earlier. Lew said that this situation has occurred and the party being put off has been aware of it. Reb said that he did explain before hand to prospective students that the waiting list isn't static, but that it is a way for us to get to know the student in question. Reb will talk to Bob, but it was suggested that Dick, as Chief Priest, should start talking to new students.
6. Peggy Cramer has asked to stay here on Wednesdays from evening service until 7:30 when her Japanese class begins. If we invite her to eat in the zendo, this will open the larger question of Peggy's coming to za-zen, and then at the risk of having to ask her to leave in six months. We decided that she can eat in the dining room rather than in the zendo. Dick doesn't think we should encourage her practicing here unless this is the only place that can help her; but that we should encourage her finding security elsewhere. Dick also suggested that we ask her to grow her hair as a requirement for coming here. He is available to talk with her.
7. Regarding Bob Halpern, because of his work outside, he hasn't been able to maintain minimum participation in zazen and work. Dick will talk to him.

8. Dick brought up the issue of book grants for certain students. Since this will be discussed at the next board meeting, it was not discussed further here.
9. Pat Lang has asked to move in for a month then go to Tassajara for winter training period. Reb talked to her and discourage her from moving in for a month since she'd be leaving so soon. Rather, maybe she should move in as a dorm student and not plan on going to Tassajara as she may possibly not be accepted because of her past difficulties with the cold. He didn't want to accept her as a house resident for just a month because of his feeling that being a regular resident should be contingent upon staying here for a longer period of time.
10. Henry Schaeffer wanted to move in for a month as a dorm student. Lew thought it was alright, but at the time he didn't have the money to do so. Now that Trungpa is coming Henry has asked to stay here for a few days. The officers thought that would be OK.
11. The issue of lending house and Zen Center articles to people was brought up because of someone's wanting to borrow kitchen equipment. We don't have a set policy; rather, it seems to be up to the person in charge of the area in question to decide, and then, on a case by case basis. The person who says "yess" to such a request should take responsibility for the article loaned and see that it's returned.
12. Reb asked to have the Buddha drum elevated so that a person of average height can hit it.
13. In collecting sutra cards, the front row will no longer hand their cards to the second row at the end of service since it doesn't seem to be necessary for time. Also, people passing out the cards will pass to the first row by walking directly in front of the rows, rather than reaching around from behind the person.
14. The larger question of Page Street practice was discussed. Reb said that he seemed to be the one to encourage more required participation in zendo and house activities while Dick doesn't feel we should force participation. It was suggested to consider the possibility of having something like a separate or different practice for some students - for example, maybe a separate wing for those students, or more requirements, more zendo meals, more attention given to posture, a special place in the zendo, etc. Silas objected to formalizing the opportunity for stricter practice when we already have the monastic form at Tassajara. Dick pointed out that the point at which students leave our practice is the point at which our practice will level out. Help should be available here for students so that they don't have to leave for some other place. If newcomers see that there is a place they can move towards in their practice, that encourages them. That's one reason for having a special area in the zendo, rather than having the whole zendo become tighter, which might be discouraging for newer students. In the latter case, students might be frightened away. Dick warned that we should be careful not to get into "samurai zen" as we become more strict. We will have to find our own way of being strict.

The meeting adjourned at 10:00.

ROKUCHIJI MEETING
October 13, 1971

Present: Lew, Claude, Steve, Reb, Silas and Debbie

1. The minutes for October 7 meeting were read, corrected and approved.
2. It was decided not to use the ex-electrical shop for zafu storage because of the building code regarding that space.
3. Silas gave a treasurer's report.
4. Debbie gave the tenzo's report.
5. We discussed the possibility of changing the schedule on Saturday mornings to eliminate the work period since so few people attend and having a period of zazen in its place. No decisions were made and Katagiri-roshi was not present to express an opinion.
6. Officers should be responsible for turning the heat on and off. Lew will look into the available thermostats and see if there is one that would help regulate the heat throughout the building, including the northern and southern exposures, which would thereby eliminate the problem of constantly turning the heat on and off.
7. The "Zen Center" sign which is still in the office will be hung over the Zendo door.
8. Dennis Marshall is now eating here.

The meeting adjourned about noon.

ROKUCHIJI MEETING
October 13, 1971

Present: Lew, Claude, Steve, Reb, Silas and Debbie

1. The minutes for October 7 meeting were read, corrected and approved.
2. It was decided not to use the electrical shop for zafu storage because of the building code regarding that space.
3. Silas gave a treasurer's report.
4. Debbie gave the tenzo's report.
5. Officers should be responsible for turning the heat on and off. Lew will look into the available thermostats and see if there is one that would help regulate the heat throughout the building, including the northern and southern exposures, which would thereby eliminate the problem of constantly turning the heat on and off.
6. The "Zen Center" sign which is still in the office will be hung over the Zendo door.

The meeting adjourned about noon.

Present at X 8:20: Yvonne, Steve, Reb, Deb and Dick

Discussed waterbed situation of Jack Elias, Alan Marlowe and Bob Halpern. No conclusions.

Minutes were read, corrected and approved. Talked about putting a cloth cover and egg yolk on the Buddha Drum.

Emiko Amori, a producer from Kqed would like to include us in a film she's doing. General agreement that unless she were to stay around here for some time, perhaps six months or more, the film might be misrepresenting. This has been the case in the past.

Reb asked if we should make Pat Herreshoff head chiden, no conclusions.

Discussed Maija Dremaine's situation briefly, and felt that a good way of seeing how she would relate to us now would be to have her take her meals with us.

Tim Buckley has been commissioned to make handles for our firedoors. They will cost about \$70.

Kitchen discussion. Deb would like to buy some things for the kitchen such as some big serving trays and some large baskets (Chinese strainers). Some discussion about whether we want to buy expensive items that will be in storage most of the time. Silas will look into getting us some coffee servers from Baker Hamilton. Deb will use the Filtron for this weekend's luncheon.

Waterbed question raised again by Reb. Yvonne will set up Jack, Bob and Alan to see Dick.

Discussed Installation ceremony. We'll make offset copies of the program. Pros and cons of having a speaker system discussed. Peter will act as general stage manager and, with Yvonne, help greet guests. Tassajara people will sleep in the Zendo and Buddha Hall and Zen Center will pay for their meals here.

Yvonne will find out where the hans which we were supposed to have ~~xx~~ received from Japan now are. She will also talk with Zack Stewart, the architect, about getting a variance from the city so that we can build a new wall in front of the 308 front garden.

Peter will have a key to the backcourtyard door.

Steve brought up possibility of having chosan earlier each day which led to general discussion of our various meetings, their duration, what kind of things we discuss where, etc. No conclusions reached except that since Dick felt we wouldn't have chosans generally that lasted more than half an hour we'd keep them at the same time. We'll see ~~xx~~ how it ~~xx~~ works out.

Discussed having Jane as Ino and various other Rokuchiji positions and possibilities.

Dick told us Suzuki-roshi would not be having any visitors until after the ceremony Sunday. We decided to rehearse Thursday, ~~xx~~ set up the altar and have a dress rehearsal on Saturday.

Meeting ended about noon.
RAM

ROKUCHIJI MEETING - 10/17/71

esent at 8:20: Yvonne, Steve, Reb, Deb and Baker-roshi. Claude came later.

Minutes were read, corrected and approved. Talked about putting a cloth cover and eggolk on the Buddha grum.

Tim Buckley has been commissioned to make handles for our firedoors. They will cost about \$70.

Kitchen discussion. Deb would like to buy some things for the kitchen, such as some big serving trays and some large baskets (chinese strainers). Some discussion about ~~xxxx~~ whether we want to buy expensive items that may be in storage for part of the year. Silas will look into getting us some coffee servers from Baker Hamilton. Deb will use the Filtron for this weekend's luncheon.

Discussed Installation Ceremony. We'll make offset copies ~~of~~ the program. Pros and cons of having a speaker system discussed. Peter will act as general stage manager and with Yvonne, help greet guests. Tassajara people will sleep in the Zendo and Buddha Hall and Zen Center will pay for their meals here.

Yvonne will find out where the hans which we were supposed to have received from Japan now are. She will also talk with Zack Stewart, the architect, about getting a variance from the city so that we can build a new wall in front of the 308 front garden.

We decided to rehearse the Installation Ceremony Thursday, then to set up the altar and ~~xxxx~~ have a dress rehearsal on Saturday.

Meeting ended at about noon.

Present at 9:15: Reb, Lou, Dick, Mel, Yvonne and Steve
Peter came at 9:30 and Bill at 11:15.

We began the meeting talking about robes and Dick explained the color and rhythm coding prevalent in the Japanese attitude toward clothing, i.e. the higher up one is in the hierarchy the more his clothes tend to hinder his movement. Dick will be getting various kinds of robes from Japan for us to look at and try.

The minutes of the last meeting were read, corrected and approved.

We decided to hang the Zen Center sign, given to us by Jim Bockhorst and the Portland Zendo above the Laguna Street entrance to the building. The idea of putting potted trees on either side of the door was also mentioned, but nothing was decided on this.

We'll move one of the desks out of the Priests' office and down to the corner room by Laguna entrance so that Lou might use this room as an office.

Dick, wondering what we all do here, asked and Steve, Deb, Lou and Claude briefly explained their jobs.

Reb stated that he would be in favor of having Angie be Ino.

We will not initiate anything, as the Rokuchiji, toward having a Halloween party, but rather wait and see if any grass roots enthusiasm and/or actions developed in that direction. It was suggested we might bring up the possibility of having a party at the next House Meeting.

Reb brought up a number of people for the waiting list:

---Frank Ferrel was accepted

---Maija Dremaine - the general feeling was expressed that Maija's tendency to move in and out of Zen Center (geographically) and the nature of her response to living here when she did a number of months ago raised some question as to whether she was actually willing and able to live here fully. We talked about whether to bring up this question in our minds to Maija or simply tell her there was no room. Dick suggested that we suggest to her living nearby.

---Bob Halpern - there was some question as to how long Bob will be here. He was accepted.

---Meg - we decided to hold off discussion till Dick and Meg had a chance to speak with each other.

Dick and Yvonne went to talk with Dr. Mackler, came back and told us that Mackler felt Suzuki-roshi was doing pretty well, and that no new factors had arisen in his illness.

Reb maintained that he has maintained that we set the dining room for 70 people on Tuesday nights. "Better to have leftovers than to turn away people" he said. Claude suggested the possibility of having 5:30 PM zazen on Tuesdays, dinner in the zendo, a break and then lecture. Nothing concluded though.

Peter briefly discussed his attitude about becoming the Ino here. And Claude explained to Dick that Rokuchiji might make some suggestion as to who would be a good person to fill an empty Rokuchiji spot but that it was more the Board's domain to create some new position. No conclusions reached.

Reb got estimates on mounting the Bodhidharma given to us by Tada-sensei. It would be about \$60-70 for mounting it in a glass frame. Dick said it would cost only \$20-30 to mount it as a scroll if we sent it to Japan. He will try to find someone to do it for us there.

We will collect a \$2 deposit from anyone to whom we give a front door key from now on. But we will not try and collect any money from those to whom we have already given a key, though they may not have paid a \$2 deposit.

Jerry Fuller has offered to finish the Zendo construction work and we discussed what remained to be done there. We decided we would build a meal board around the tatamis that don't have one but that we would not make any partitions dividing the nai-tan and gai-tan. Someone thought Silas and Jerry had made some arrangement in terms of payment/non-payment, but no one knew what it was. ~~M~~ Also re: Zendo: Mel suggested that we make the lower windows on Laguna St. opaque because of the glare caused by them.

Lou suggested and we will implement the policy that ~~anyone~~ anyone working at any great height should wear a safety belt and be tied in.

Regarding sessin rules, Reb suggested that we write up two separate sheets, one with the sesshin admonitions and the other with other information (e.g. that people who have much money should store it in the office). There should still be a meeting the night before sesshin begins to explain the feeling behind the written rules and some things which could not be sufficiently explained by writing them down. No conclusion reached but that Reb will write a rough draft of what he had in mind and present it to the Rokuchiji. We talked some about laying down in the courtyard during sesshin breaks and also the perhaps difference between American and Japanese attitudes in that sort of situation. Dick, ~~re:re~~ relating his sesshin experience at Antaiji, said that the Japanese attitude may be "when its a break do anything you want, when its zazen time do zazen. Reb feels that when people lay down in the courtyard during breaks its more difficult to get them back into the zendo when zazen begins. Also re: sesshin: we reclarified the policy that unless an individual was sick or had some emergency situation to take care of they would not get their money back if they left the sessin early.

Claude brought up a difficulty in considering people to move in, in that we say we want to know the person before we accept them for the waiting list yet while we encourage their practicing ~~a~~ zazen we discourage them from hanging around which would actually enable us to know them. Reb stated that in fact we have known those people who have been considered for the waiting list who have actually been practicing for 3 months or more.

We decided to practice chanting tomorrow after chosan.

The meeting ended at about noon.

ROKUCHIJI MEETING - 10/20/71

Present at 9:15: Reb, Lou, Dick, Deb, Mel, Yvonne and Steve.
Peter came at 9:30 and Bill Lane at 11:15.

The minutes of the last meeting were read, corrected and approved.

We decided to hang the Zen Center sign, given to us by Jim Bockhorst and the Portland Zendo, above the Laguna Street entrance to the building. The idea of putting potted trees on either side of the door was also mentioned, but nothing was decided on this.

Frank Ferrell and Bob Halpern were accepted for the waiting list.

Reb maintained that he has maintained that we set the dining room for 70 people on Tuesday nights. Claude suggested the possibility of having 5:30 PM zazen on Tuesdays, dinner in the Zendo, a break, then lecture. Nothing concluded though.

Reb got estimates on mounting the Bodhidharma given to us by Tada-sensei. It would be about \$60-70 for mounting it in a glass frame. Dick said it would cost only \$20-30 to mount it as a scroll if we sent it to Japan. He will try to find someone to do it for us there.

We will collect a \$2 deposit from anyone to whom we give a front door key from now on. But we will not try and collect any money from those to whom we have already given a key, though they may not have paid a \$2 deposit.

Jerry Fuller has offered to finish the Zendo construction work and we discussed what remained to be done there. We decided we would build a meal board around the tatamis that don't have one but that we would not make any partitions dividing the nai-tan from the gai-tan. Also regarding the Zendo: Mel suggested that we make the lower windows on Laguna Street opaque because of the glare caused by them.

Lou suggested and we will implement the policy that anyone working at any great height should wear a safety belt and be tied in.

Regarding sesshin, we reclarified the policy that unless an individual was sick or had some emergency situation to take of they would not get their money back if they left the sesshin early.

We decided to practice chanting tomorrow after cho-san.

The meeting ended at about noon.

ROKUCHIJI MEETING - 11/3/71

Present at 11AM were Silas, Lynn Hesselbart, Steve, Yvonne, Claude, Reb and Peter.

Tim Buckley will make a model of his design for the fire door handles.

Minutes were read, corrected and approved.

Pledge paying members of Zen Center are entitled to one free copy of each Windbell as it is published. All Page Street and Tassajara residents are automatically included in this group. All non-pledge payers must pay \$1.00 per copy for each Windbell.

Sally Block and Mike Jambold were accepted on the waiting list.

We'll begin having tea at #3:30 on Saturday afternoons same as Monday through Friday from now on.

Bruce Cutler is now taking his meals with us.

Meeting adjourned at about 3:30.

Present at 11AM - Silas, Lynn Desselbart, Steve, Yvonne, Claude, Reb and Peter
Tim Buckley will make a model of his design for the fire door handles.

Minutes were read, corrected and approved.

We discussed what items of the minutes should be posted and which not. And decided that when we felt it appropriate we would ask, on the posted minutes, for the students to "Please communicate your feelings about the following." Lou would try it with the minutes he'll be posting. Silas made point that we should be ~~xxxx~~ clear that what we post helps to involve people and invite their observations but does not have the effect of pre-setting or prejudicing a students' viewpoint in a certain direction.

Jack Weller and library. There was general agreement that to give Jack some position in the library, thus giving him a more defined relationship to it would be helpful. This is o.k. with Lynn, though, she says, things as they are now is o.k. also. Yvonne made the point that Jack had done and is doing much good work for the library. Silas will talk with him about becoming consultant to the library.

Lynn brought up the question whether we should give the Berkeley Zendo a discount. This led to a general discussion of book discounts for all students, other zendos, older students building libraries, etc. Claude made point that ZC bookstore is supported by the students paying ~~and~~ pledges and that any discount policy should reflect this support. Also that whatever discount arrangement we devise, it should not have the effect of ZC having to subsidize the library. After much discussion we decided that we should sell books to the Berkeley Zendo library for cost plus 10% (Claude ~~is~~ disagreed) until the next officers and/or board meeting when the ~~is~~ discount question can be more fully discussed. Some ideas brought up were: Peter's that we 1) have a 10% discount on all bookstore books for everybody. This would not, he felt, put us in competition with the Buddhist Bookstore or other bookstore (which ~~is~~ we don't want). and that we 2) define some second category of people including older students building libraries of their own and scuh groups as Berkeley Zendo and have some special discount arrangement with them. ~~Reb~~ Reb brought up the idea of giving a "book grant" to some students and possibly, Claude suggested, doing this by giving credit at the library to some students.

We decided to continue selling the older translation of the Zuimonki, even though it wasn't as good as the Masunaga one, because of the difference in price.

Pledge paying members of ZC are entitled to one free ~~copy~~ copy of each Windbell as it is published. All Page Street and Tassajara residents are automatically included in this ~~is~~ group. ~~All~~ All non-pledge payers must pay \$1.00 per copy for each Windbell.

Silas mentioned that some rethinking of the mailing list might be in order because presently those who ~~is~~ are on the mailing list but not on the donor list are not being asked for donations or help which they may be interested in giving.

We adjourned till the afternoon at 12:05

Started again at 1:15 with Claude, Lou, Steve, Silas, Reb, And Deb
Yvonne came at 1:30 and Katherine at 1:40

After some discussion of the various merits and demerits of the Filtron that Bill had purchased and of what we need it or another coffee maker ~~xx~~ for, we tabled the discussion to Chosan.

Yvonne told us she's spoken with Jim O'Donnell and that he's planning on leaving 12/15. Yvonne pointed out that Jim's situation was an example of the flaw in our making exceptions to the rule that we don't accept anyone to live here till they've practiced here or at another recognized zendo for 3months or more.

Reb brought up people for the waiting list:

Sally Block - wants to come in ~~xxx~~ just before Decembe sesshin and may not actually participate much in the house during the month she's staying here before returning to Japan. Accepted.

Mike Jamvold - Accepted.

Possibility of December sesshin being a seven day and open for partial participation. Decision was that its too late ~~x~~ now to change sesshin schedule for this year but we'd consider ~~xx~~ it for next year and following.

Regarding the wall holding in the front garden at 308. Silas made point that we could probably easily get a variance~~xx~~ from the city to build a stone wall a little out into the street. Reb said city official who had told him no had been pretty firm in that. No conclusion.

We'll begin having ~~xx~~ tea at 3:30 on Saturday afternoons same as ~~mof~~ m-f from now on.

Briefly discussed Beverly's andWilliam Shaw's situations.

Lou brought up space problems for couples living in the building. Discussed various points. Conclusion that we'd try and fix up the corner rooms on third floor as a possible couples space.

Discussed Mike Gilmore's situation and his recently more hanging around snack dining room. Silas will speak with him.

Stuart Shoemaker is eating dinners here and Bruce Cutler is now taking his meals with us.

Meeting adjourned at 3:30 pm.

Minutes: Rokuchiji - November 9, 1971

Present: Reb, Lew, Claude, Peter, Ryuho-san and Oichi-san, David Chadwick, Yvonne, Steve, Mel and Debbie

1. The minutes for Nov. 2 were read, corrected and approved.
2. In attempt to solve the problems of what to do with the coffee extractor and how to make enough coffee for meetings in the meantime, Claude will buy a ten-cup drip pot, today.
3. We discussed wedding receptions held at Zen Center. The policy arrived at was that the couple should be responsible financially for anything above and beyond the normal event of meals. They should first ask the President beforehand to find out what he feels appropriate before making final plans. The problems that receptions present havemostly to do with energy, in particular that required of the kithcen, set-up and clean-up crews. Generally, however, the question of receptions should be taken on a case by casebasis.
4. The issue of lending house and Zen Center articles to non-residents was brought up because of someone's wanting to borrow kitchen equipment. We don't have a set policy; rather, it seems to be up to the person in charge of the area in question to decide, and then, on a case by case basis. The person who says "yes" to such a request should take responsibility for seeing that the article loaned is returned.
5. Reb asked to have the Buddha Drum elevated so that a person of average height can hit it.
6. In collecting sutra cards at the end of service, the front row will no longer hand their cards to the second row, since it doesn't seem to be necessary for time. Also people passing out the cards will pass them to the first fow by walking directly in front rather than reaching around from behind.

The meeting adjourned at 10:00.

ROKUCHIJI MINUTES - 15 December 1971

1. Minutes of previous meeting were read. Correction made in regard to posting of minutes for house residents; i.e., that there was no resolution about not posting the minutes, and the issue is still undecided.
2. Situation of Heidi, Alan and Jack discussed. Decided to allow Heidi and Alan to continue their limited participation in house activities, feeling they will be straightforward with us about future changes. Jack has given notice to move out.
3. Wedding plans of Sally&Jim discussed. Alcohol for wedding OK.
4. House Christmas plans discussed. Similar schedule to last year will be followed, including tree decoration Christmas Eve and dinner Christmas afternoon.
5. Meg Brown's tea teacher, Hoeda Sensei, will have a tea ceremony dedicated to Suzuki Roshi on December 26 at 2 p.m. in the Buddha Hall.
6. Situation of Connie Carrecker discussed, including her having attended December sesshin. Her relatives will be contacted.
7. Departure of the librarian, Lynn Hesselbart, for Tassajara in April, brought up. A possible successor, Bill Benz, was mentioned for future consideration as a successor.
8. Shailesh, still at Sokoji, will be told that earliest/^{day} to move into house would be next Monday.
9. Dennis White. Steve will talk with him to further clarify his plans as regards Zen Center.
10. Lew reviewed present Dorm regulations. Possibilities of changes in dorm policies and program discussed.
11. Suggestion of a publication of our policy regarding a "guest student" category, which would allow pledge-paying members to stay in the house any Friday evening, eat with us, and stay overnight to participate in our Saturday schedule.
12. Visiting students, in general, should be advised of the necessity of their participating in our schedule as practicing students, and not as vacationers.
13. Baker-Roshi spoke of the need for a Founder's Hall as a memorial to Suzuki-Roshi.

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14. Peggy Cramer will be accepted as a pledge-paying member but there will be no change in her resident of Zendo status.

15. Evelyn's visiting privileges, or lack of them, were reviewed. She will be allowed more visits to the building, probably limited to one day a week.

Bill Lane