

DRAFT – Subject
to Approval by
Board of Trustees



ROCHESTER ZEN CENTER
A BUDDHIST COMMUNITY

Minutes of the Fiftieth Annual Corporate Meeting of Members May 28, 2016

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

Scott reported that the Center's 2015 operating revenues were \$403,546, or 102 percent of the total budgeted. Operating expenses were \$475,003, or 98 percent of the total budgeted. Accordingly, after including as operating income a five-percent operating draw of \$60,788 from investments, the Center had an operating deficit of \$10,668 for 2015, rather than the \$27,900 deficit that had been predicted when the 2015 budget was approved. Viewed alternatively, for 2015 the percentage operating draw from the Investment Fund required for no operating surplus or deficit was 5.9

percent, rather than our target of five percent. From 2009 (the year we instituted our current accounting procedures) through 2015, the Center has accumulated an operating surplus of \$20,919, based on a five percent lagged-average operating draw from investments.

Looking at revenues, although 2015 membership contributions (\$177,426) were slightly lower than in 2014 (\$180,600), Chapin Mill net rental income reached an all-time high of \$67,884 in 2015. On the expense side, utility costs were lower than anticipated for both Arnold Park and Chapin Mill. These savings can likely be attributed both to declining natural gas prices and to the high-efficiency insulation that we installed over the past few years in a number of our buildings.

Scott noted that in 2015 the cost of providing medical and dental coverage for the Center's employees was \$100,882, substantially more than the \$79,025 paid as salary to the entire staff, including Roshi. However, with help both from an attorney who has expertise in employer health benefits and from the Center's health-insurance broker, six of the Center's current 16 employees have transferred from the Center's employer group health-insurance policy to New York State's Medicaid program, which provides substantially equivalent coverage at virtually no cost to the Center or the covered participants. This change is expected to save the Center some \$30,000 per year.

In 2015 the Center's Investment Fund increased by \$21,493, or 1.7 percent, before subtracting an operating draw of \$60,788. The net decrease after the operating draw was \$39,296, or three percent of the Fund's beginning balance. Much of the poor performance of the Investment Fund during 2015 may be attributed to the generally poor performance of the stock market.

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

- ◆ Chris Pulleyn, who serves as Chair both of the Center's Board of Trustees and of the Development and Outreach Committee, and Donna Kowal, who serves as Chair of the Special Events Committee, reported to the meeting regarding plans for the Center's fiftieth anniversary celebrations. The celebrations will have two components: The main anniversary events will take place on the weekend of July 1-4, and the second component will be a lecture on October 15 by noted researcher and author Dr. Jon Kabat-Zinn, the originator of mindfulness-based stress reduction. All those currently or formerly affiliated with the Center have been invited to participate in the July commemorative weekend free of charge. Some 350 have so far registered for the events at Arnold Park on Saturday, July 2, and at Chapin Mill the following day. Our hope is that participants will be able both to form new connections and to re-connect with those from the past. The Center has placed advertisements

about the celebrations in major Buddhist periodicals and has also publicized the events locally. The weekend will be celebratory and will include displays regarding the Center's history, live music, two catered lunches. Most of Kapleau's Dharma descendants will be here to participate. Dr. Kabat-Zinn's lecture will take place on October 15 at the Hochstein Performance Hall in Rochester. Ticket revenues from Dr. Kabat-Zinn's lecture will be available to help cover the costs of the commemorative weekend, since the expenses of presenting Dr. Kabat-Zinn's lecture will be paid from the Center's Community Mindfulness Outreach Fund. That Fund consists of monies that have been given to the Center in the form of matching grants to help sponsor lectures, demonstrations, and similar outreach activities informing the Rochester community about the uses of meditation for health, stress-reduction, and similar secular, non-religious purposes. In addition, we're very grateful to have already received several unsolicited donations to help defray the costs of the commemorative weekend.

- ◆ The Chair of the Center's Facilities and Sustainable Operations Committee, Tom Kowal, reported to the meeting on behalf of the Committee. Tom first noted that the Committee is charged with making recommendations regarding management and operation of the Center's buildings, motor vehicles, and equipment, with a particular emphasis on how the Center's operations can be conducted in ways that are energy efficient, environmentally sustainable, and cost effective. A major project to be undertaken this summer is replacement of the last original section of the slate roof on 5 Arnold Park, which was built in the 1880's. We began replacing sections of this roof in 1997, starting with the most deteriorated area. This work has been done by a slate roofing specialist who also does slate work for a number of churches here in Rochester. For the roof replacement on 5 Arnold Park, he has been using Vermont slate with an expected life of 150-200 years in the Rochester climate. Tom also reported that although the Buddha Hall's slate-roofed cupola was not repaired when the deteriorated asphalt shingles covering the remainder of the building's roof were replaced last year, the Center has been working with roofing contractors and with the City of Rochester Preservation Board to find a cost-effective and aesthetically appropriate way to make the necessary repairs to the cupola.

Tom reported that the Committee also continues to assess security needs at Chapin Mill, particularly now that construction has begun on a large housing development of more than 100 units located on former farmland across Seven Springs Road from the entrance to Chapin Mill. Among other possibilities, the Committee is looking into installing security cameras and also better securing potentially vulnerable buildings and property. The Committee continues to monitor technological, financial, and legal developments in the solar energy industry in order to determine the feasibility of installing a photovoltaic array at Chapin Mill.

Finally, Tom reported that the Committee has been assessing the Center's vehicle fleet in light of our current needs and will likely recommend that the Center sell one or two of its automobiles. Roshi commented that the Committee has proven to be a valuable resource for helping the Center manage its resources effectively.

- ◆ Eryl Kubicka, who serves as Chapin Mill Rental Coordinator, reported regarding Chapin Mill. The Seven Springs Country Club, which adjoins Chapin Mill, has been conducting a major logging operation involving the harvesting of large hardwood trees; this appears to have caused a considerable amount of mud to wash into our pond. Fortunately, we have good relationships both with the Club and with our other neighbors. Eryl also reported that the Chapin Mill rental program has been doing well and that our goal of renting out the Retreat Center for 60 days per year seems to strike a good balance between generating rental income, on the one hand, and avoiding interference with the Center's own use of Chapin Mill, on the other. Eryl commented that – in addition to providing income for the Center – the rental program constitutes a significant resource for the community. Rental groups, which include a number of medical organizations, very much appreciate the building, surroundings, and general experience of Chapin Mill. Finally, Eryl reported that the expanded vegetable garden at Chapin Mill has proven to be a real asset for the Center.
- ◆ Roshi reported to the meeting regarding spiritual affairs. Roshi first reported regarding affiliates and sister Cloud-Water Centers. The Auckland Zen Centre in New Zealand, Zenbuddhistika Samfundet (Zen Buddhist Association) in Scandinavia, Casa Zen in Mexico City, and the Berlin Zen Group in Germany – all sister Centers of the Rochester Zen Center – continue on steady courses. In addition, our sole remaining formal affiliate center, the Madison Zen Center in Madison, Wisconsin, has a stable membership and is doing well. Roshi noted that the Berlin Zen Group has been growing slowly, and the Auckland Zen Centre continues to work on making its facilities more suitable for practice and training. Roshi also reported that Karl Kaliski, the leader of the Cloud Water Zen Group in Glasgow, Scotland, has been sanctioned as a Zen teacher by Senseis Sante Poromaa and Kanja Odland, the teachers at Zenbuddhistika Samfundet. Karl is the first fourth-generation teacher in the Kapleau-roshi lineage.

In other news, Roshi reported that the Center's staff is currently somewhat smaller than it has been in the recent past. Attendance at sesshins has been stable in the range of 50 to 60 participants. The Center has recently undertaken two new initiatives: First, we've been broadcasting formal sittings (including teisho) live online; Sangha members have responded enthusiastically to this innovation. Second, we have been allowing sitters who feel either unable to sit for full rounds of zazen without moving, or unable to sit for three consecutive rounds, to sit in the Center's dining room during formal sittings; however, very few people have chosen to exercise this option. Finally, Roshi thanked the many Sangha volunteers for all of their efforts over the past year and noted that the help of volunteers is vital to the effective functioning of the Center.

- ◆ The Center's Head of Zendo, John Pulleyn, reported that we're making an earnest effort to keep the Center's website current. He asked that members let him know about broken links on the website, anything that appears to be out of date, or any other problems. Cecily Fuhr, who has been overseeing the Center's social media presence, requested that members "like" the Center's Facebook posts.

- ◆ Roshi introduced those Zen Center Trustees and Officers who were present at the meeting and mentioned that Sangha members who have questions or comments regarding the Center's finances or governance should always feel free to discuss such matters with any of the Center's Trustees or Officers.
- ◆ The Center's Secretary announced that the polls, which had been open for more than one hour, were about to close and that any member as of the April 28, 2016, record date who had not yet turned in his or her ballot should do so.

The results of the election for Trustee were as follows:

Jonathan Hager	81
Betsy Freidman	57
Chris Curry	54
Allen Broadman	31

Total: 112 members present and voting in person or by written proxy; 444 members eligible to vote as of the record date.

Quorum: Under Article VII(E) of the Center's by-laws = lesser of 100 or one-tenth of the members eligible to vote = 45.

Accordingly, Roshi announced that Jonathan Hager had been elected to a three-year term as Trustee and Betsy Friedman had been elected to a two-year term.

Submitted to the Board of Trustees on August 23, 2016
by Scott Jennings, Secretary of the Center.



ROCHESTER ZEN CENTER
A BUDDHIST COMMUNITY

Annual Report of Trustees

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

Presented at the Fiftieth
Annual Corporate Meeting
May 28, 2016

The record date for the Center's 2016 Annual Meeting was April 28, 2016. As of that date, the Center had 445 members. The record date for the Center's 2015 Annual Meeting was April 16, 2015. As of that date, the Center had 441 members. Accordingly, the Center's membership has increased by four 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 2015 ANNUAL FINANCIAL RESULTS

	2015		2014	
	As of December 31, 2015	12/31/15 as % of 2015 Budget	As of December 31, 2014	12/31/14 as % of 2014 Budget
Year-to-Date Operating Revenue	\$403,546	102%	\$395,975	100%
Year-to Date Operating Expenses	<u>\$475,003</u>	98%	<u>\$461,804</u>	99%
YTD Revenue Less Expenses	(\$71,457)		(\$65,830)	
YTD Operating Draw from Investments (5%)	<u>\$60,788</u>		<u>\$57,371</u>	
YTD Net Operating Surplus (Loss)	(\$10,668)		(\$8,458)	
Membership Contributions	\$177,426	96%	\$180,600	99%
Accumulated Operating Surplus (Loss) at 5% draw since 2009 Inception of Current System	\$20,919		\$31,587	
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YTD Investment Gain (Loss)	\$21,493		\$102,045	
YTD Operating Draw from Investments (5%)	<u>(\$60,788)</u>		<u>(\$57,371)</u>	
YTD Net Investment Gain (Loss)	(\$39,296)		\$44,674	
YTD Legacies and Special Donations	<u>\$0</u>		<u>\$0</u>	
YTD Total Investment Fund Change	(\$39,296)		\$44,674	

ROCHESTER ZEN CENTER BALANCE SHEET – December 31, 2015

	Operating Fund	Investment Fund	Held for Others	Realty and Art (Carried at Cost)	Total
ASSETS					
CURRENT ASSETS					
Cash & Money Market*	156,373.53	173,619.30	268,359.41	0.00	598,352.24
Inventories	5,421.87	0.00	0.00	0.00	5,421.87
Accounts Receivable	22,735.79	0.00	0.00	0.00	22,735.79
Prepaid Expenses	28,268.93	0.00	0.00	0.00	28,268.93
Earmarked Donations (Contra)	(109,027.51)	0.00	0.00	0.00	(109,027.51)
<i>Total Current Assets</i>	<i>103,772.61</i>	<i>173,619.30</i>	<i>268,359.41</i>	<i>0.00</i>	<i>545,751.32</i>
NON-CURRENT ASSETS					
Non-Equity Investments (At Book)	0.00	197,781.83	0.00	0.00	197,781.83
Equity Investments (At Market)	0.00	800,479.79	0.00	0.00	800,479.79
Mortgage Loans Outstanding	0.00	77,702.54	0.00	0.00	77,702.54
Depreciable Fixed Assets (Net)	255,319.69	0.00	0.00	0.00	255,319.69
Buildings & Land (At Cost)	0.00	0.00	0.00	5,366,162.27	5,366,162.27
Buddhist Art & Implements (At Cost)	0.00	0.00	0.00	118,419.07	118,419.07
<i>Total Non-Current Assets</i>	<i>255,319.69</i>	<i>1,075,964.16</i>	<i>0.00</i>	<i>5,484,581.34</i>	<i>6,815,865.19</i>
TOTAL ASSETS	359,092.30	1,249,583.46	268,359.41	5,484,581.34	7,361,616.51
LIABILITIES & EQUITY					
CURRENT LIABILITIES					
Taxes, Medicare, SS Payable	2,353.70	0.00	0.00	0.00	2,353.70
Prepaid Income	28,600.00	0.00	0.00	0.00	28,600.00
Other Current Liabilities	3,393.00	0.00	0.00	0.00	3,393.00
<i>Total Current Liabilities</i>	<i>34,346.70</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>34,346.70</i>
LONG-TERM LIABILITIES					
Accrued Staff Departure Fund	0.00	0.00	1,109.89	0.00	1,109.89
Auckland Zen Centre Fund	0.00	0.00	243.40	0.00	243.40
Louisville Zen Center Fund	0.00	0.00	250,064.60	0.00	250,064.60
Abbot's Scholarship Fund	0.00	0.00	16,941.52	0.00	16,941.52
<i>Total Long-Term Liabilities</i>	<i>0.00</i>	<i>0.00</i>	<i>268,359.41</i>	<i>0.00</i>	<i>268,359.41</i>
EQUITY					
»»Year-to-Date Revenues	403,546.19	21,492.69	0.00	0.00	425,038.88
»»(Less Year-to-Date Expenses)	475,002.81	0.00	0.00	0.00	475,002.81
»YTD Revenues Less Expenses	(71,456.62)	21,492.69	0.00	0.00	(49,963.93)
»YTD Investment Draw (5% per annum)	60,788.32	(60,788.32)	0.00	0.00	0.00
Year-to-Date Net Surplus (Loss)	(10,668.30)	(39,295.63)	0.00	0.00	(49,963.93)
Previous Year-End Fund Balances	335,413.90	1,288,879.09	0.00	5,484,581.34	7,108,874.33
<i>Total Equity (Current Fund Balances)</i>	<i>324,745.60</i>	<i>1,249,583.46</i>	<i>0.00</i>	<i>5,484,581.34</i>	<i>7,058,910.40</i>
TOTAL LIABILITIES & EQUITY	359,092.30	1,249,583.46	268,359.41	5,484,581.34	7,361,616.51

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

ROCHESTER ZEN CENTER
Income and Expense Statement for the Quarter Ended December 31, 2015

Account	4Q2015 Actual	2015 Budget	% of Budget	4Q2014 Actual	
GENERAL OPERATING FUND - INCOME ACCOUNTS					
	Net Item Sales Income	\$468	\$1,000	47%	\$1,565
	Net Special Events Income	\$0	\$0		\$0
40143G	Royalty Income	\$7,904	\$6,500	122%	\$7,025
40150G	Zen Bow Income	\$420	\$600	70%	\$535
40151G	Membership Contributions	\$177,426	\$185,000	96%	\$180,600
4C151G	CM Operating Donations	\$39,518	\$40,000	99%	\$38,644
40152G	Workshop Income	\$13,470	\$15,000	90%	\$13,707
40153G	Training Program Income	\$3,788	\$6,000	63%	\$7,593
4C153G	CM Training Program Income	\$45	\$200	23%	\$0
40159G	Buddha Hall Rental Income	\$13,847	\$13,500	103%	\$13,646
4C159G	Net CM Rental Income	\$67,884	\$52,000	131%	\$60,532
40160/2G	Misc. Income & Contributions	\$14,538	\$12,500	116%	\$12,342
4C160G	CM Miscellaneous Income	\$523	\$300	174%	\$92
40161G	Sesshin Income	\$63,715	\$63,000	101%	\$59,694
	Total Operating Revenue	\$403,546	\$395,600	102%	\$395,975
GENERAL OPERATING FUND - EXPENSE ACCOUNTS					
60170G	Charity Expenses	\$435	\$500	87%	\$0
60171G	Zen Bow Expenses	\$4,472	\$6,000	75%	\$5,845
60172G	Teaching Expenses	\$3,244	\$3,500	93%	\$2,135
6C172G	CM Teaching Expenses	\$66	\$200	33%	\$62
60175G	Medical & Health Insurance	\$78,672	\$83,800	94%	\$81,948
6C175G	CM Medical & Health Insurance	\$22,210	\$18,500	120%	\$15,696
60176G	Staff Salary Expense	\$66,294	\$68,300	97%	\$64,170
6C176G	CM Staff Salary Expense	\$12,731	\$12,500	102%	\$13,175
60177G	Kitchen Expenses	\$42,258	\$43,000	98%	\$41,706
6C177G	CM Kitchen Expenses	\$9,801	\$7,000	140%	\$7,374
60178G	Housekeeping Expenses	\$4,327	\$6,000	72%	\$4,434
6C178G	CM Housekeeping Expenses	\$1,880	\$2,300	82%	\$2,393
60179G	To Staff Departure Fund	\$21,185	\$21,200	100%	\$18,856
6C179G	CM Staff Departure Fund	\$5,324	\$5,300	100%	\$5,324
60180G	Misc Administrative Expenses	\$2,393	\$1,500	160%	\$911
6C180G	CM Misc Administrative Expense	\$97	\$100	97%	\$225
60181G	Office Expenses	\$4,541	\$4,400	103%	\$4,241
6C181G	CM Office Expenses	\$975	\$500	195%	\$575
60182G	Telecommunications Expenses	\$4,957	\$5,300	94%	\$5,642
6C182G	CM Telecommunications Expenses	\$3,586	\$4,400	81%	\$4,388
60183G	Gas & Electricity Expenses	\$7,762	\$9,700	80%	\$10,028
6C183G	CM Utility Expenses	\$13,080	\$16,100	81%	\$17,209
60184G	Repair & Maintenance Expenses	\$15,122	\$17,000	89%	\$11,799
6C184G	CM Rep & Maintenance Expenses	\$21,562	\$15,300	141%	\$18,678
60186G	Insurance Expenses	\$37,053	\$37,200	100%	\$34,680
6C186G	CM Insurance Expenses	\$22,032	\$22,300	99%	\$20,590
60187G	Fundraising & Advertising Exp.	\$1,800	\$1,500	120%	\$1,255
60188G	Garden & Grounds Expenses	\$2,266	\$3,200	71%	\$3,563
6C188G	CM Garden & Grounds Expenses	\$3,101	\$5,500	56%	\$3,547
60189G	Library Expenses	\$139	\$300	46%	\$287
60190G	Automobile Expenses	\$8,671	\$9,000	96%	\$12,157
6C190G	CM Automobile Expenses	\$6,134	\$3,000	204%	\$4,358
60191G	Taxes & Municipal Fees	\$7,006	\$6,700	105%	\$6,780
6C191G	CM Tax & User Fee Expenses	\$5,732	\$4,200	136%	\$5,347
60192G	Computer Expenses	\$2,532	\$3,000	84%	\$3,014
60193G	Banking, PayPal & Crdt Crd Fees	\$503	\$500	101%	\$203

ROCHESTER ZEN CENTER
Income and Expense Statement for the Quarter Ended December 31, 2015

Account	4Q2015 Actual	2015 Budget	% of Budget	4Q2014 Actual	
6C192G	CM Computer Expenses	\$379	\$500	76%	\$877
60300G	Bad Debt Expense	\$100	\$0		\$0
60389G	Depreciation Expense	\$21,385	\$21,200	101%	\$20,532
6C389G	CM Depreciation Expense	\$9,197	\$8,400	109%	\$7,800
60500G	Contingency (Budget Use Only)		\$5,000		
Total Operating Expenses		\$475,003	\$483,900	98%	\$461,804
Operating Revenue Less Expenses		(\$71,457)	(\$88,300)		(\$65,830)
40168G	Operating Draw from Investments	\$60,788	\$60,400	101%	\$57,371
Total Net Operating Surplus (Loss)		(\$10,668)	(\$27,900)	38%	(\$8,458)
Extraordinary Income & Expenses		\$0			\$0
CAPITAL EXPENDITURES					
15000G	Furniture and Fixtures	\$33,053			\$0
15100G	Equipment and Computers	\$0			\$953
15200G	Motor Vehicles	\$0			\$8,179
Non-CM Capital Expenditures		\$33,053	\$36,278	91%	\$9,132
1C500G	CM Capital Expenditures	\$5,017	\$5,000	100%	\$14,433
Total Capital Expenditures		\$38,070	\$41,278	92%	\$23,565
INVESTMENT FUND					
40167I	ML Equity YTD Gain (Loss)	\$10,651			\$89,085
40168I	Interest Income (IF)	\$10,841			\$12,950
40170I	Other Income (IF)	\$0			\$10
Gross Investment Income		\$21,493			\$102,045
60168I	Operating Draw from Investments	(\$60,788)			(\$57,371)
Investment Income Less Draw		(\$39,296)			\$44,674
40155I	Legacies & Special Donations	\$0			\$0
Total Net Investment Fund Gain (Loss)		(\$39,296)			\$44,674

ROCHESTER ZEN CENTER
Past-Year Comparison – December 31, 2015

	31-Dec-15	Average 2010-2014	31-Dec-14	31-Dec-13	31-Dec-12	31-Dec-11	31-Dec-10	
GENERAL OPERATING FUND – INCOME								
	Net Item Sales Income	468	1,310	1,565	821	1,251	2,035	878
	Net Special Events Income	0	(2,356)	0	601	316	(5,551)	(7,148)
40143G	Royalty Income	7,904	7,109	7,025	7,323	5,662	7,189	8,348
40150G	Zen Bow Income	420	530	535	377	627	277	835
40151G	Membership Contributions	177,426	178,175	180,600	182,649	180,040	176,032	171,554
4C151G	CM Operating Donations	39,518	40,187	38,644	38,800	39,141	40,514	43,835
40152G	Workshop Income	13,470	14,761	13,707	13,213	16,145	16,150	14,590
40153G	Training Program Income	3,788	4,999	7,593	5,280	4,605	3,825	3,690
4C153G	CM Training Program Income	45	66	0	0	300	15	15
40159G	Buddha Hall Rental Income	13,847	13,145	13,646	13,544	12,941	12,912	12,681
	Net CM Rental Income	67,884	50,218	60,532	58,507	49,269	40,490	42,290
40160/2G	Misc. Income & Contributions	14,538	13,074	12,342	12,448	12,930	13,745	13,904
4C160G	CM Miscellaneous Income	523	198	92	800	100	0	0
40161G	Sesshin Income	63,715	62,313	59,694	65,447	63,715	63,659	59,049
	Total YTD Operating Income	403,546	383,728	395,975	399,810	387,041	371,293	364,520
GENERAL OPERATING FUND – EXPENSES								
60170G	Charity Expenses	435	496	0	719	0	442	1,321
60171G	Zen Bow Expenses	4,472	6,033	5,845	6,368	4,452	9,561	3,939
60172G	Teaching Expenses	3,244	4,391	2,135	4,059	2,071	1,924	11,768
6C172G	CM Teaching Expenses	66	145	62	137	153	292	80
60175G	Medical & Health Insurance	78,672	66,602	81,948	78,102	66,426	52,654	53,878
6C175G	CM Medical & Health Insurance	22,210	13,417	15,696	13,153	13,725	13,189	11,323
60176G	Staff Salary Expense	66,294	57,489	64,170	63,210	55,481	51,688	52,896
6C176G	CM Staff Salary Expense	12,731	10,847	13,175	12,732	9,931	9,388	9,007
60177G	Kitchen Expenses	42,258	37,601	41,706	43,424	38,401	33,349	31,125
6C177G	CM Kitchen Expenses	9,801	6,870	7,374	8,754	5,906	6,705	5,611
60178G	Housekeeping Expenses	4,327	5,085	4,434	4,896	6,853	3,605	5,639
6C178G	CM Housekeeping Expenses	1,880	2,058	2,393	1,372	2,585	1,936	2,004
60179G	To Staff Departure Fund	21,185	16,700	18,856	21,629	17,081	13,070	12,866
6C179G	CM Staff Departure Fund	5,324	4,548	5,324	5,324	3,549	4,548	3,993
60180G	Misc Administrative Expenses	2,393	1,633	911	1,471	1,206	1,212	3,366
6C180G	CM Misc Administrative Expense	97	116	225	155	0	100	100
60181G	Office Expenses	4,541	4,654	4,241	3,012	5,638	5,447	4,929
6C181G	CM Office Expenses	975	317	575	14	371	238	387
60182G	Telecommunications Expenses	4,957	5,468	5,642	6,733	5,233	4,786	4,946
6C182G	CM Telecommunications Expenses	3,586	3,780	4,388	3,479	3,731	3,842	3,462
60183G	Gas & Electricity Expenses	7,762	9,486	10,028	8,901	6,414	10,460	11,627
6C183G	CM Utility Expenses	13,080	15,734	17,209	13,621	12,207	16,641	18,993
60184G	Repair & Maintenance Expenses	15,122	22,363	11,799	21,294	27,527	24,482	26,712
6C184G	CM Rep & Maintenance Expenses	21,562	16,010	18,678	18,386	16,969	16,919	9,097
60186G	Insurance Expenses	37,053	30,649	34,680	28,387	31,112	32,743	26,322
6C186G	CM Insurance Expenses	22,032	18,262	20,590	16,405	17,873	21,456	14,988
60187G	Fundraising & Advertising Exp.	1,800	1,106	1,255	1,589	1,400	1,060	225
6C187G	CM Fundraising & Adv Expenses	0	18	0	0	0	0	90
60188G	Garden & Grounds Expenses	2,266	3,791	3,563	2,586	2,941	7,256	2,610
6C188G	CM Garden & Grounds Expenses	3,101	4,756	3,547	5,675	6,298	2,851	5,409
60189G	Library Expenses	139	137	287	142	0	0	256
60190G	Automobile Expenses	8,671	15,164	12,157	16,004	14,152	13,921	19,584
6C190G	CM Automobile Expenses	6,134	3,156	4,358	2,956	2,351	2,492	3,626
60191G	Taxes & Municipal Fees	7,006	6,677	6,780	6,649	6,645	6,690	6,620
6C191G	CM Tax & User Fee Expenses	5,732	4,319	5,347	4,946	4,296	4,137	2,871
60192G	Computer Expenses	2,532	2,206	3,014	2,512	2,697	944	1,861
6C192G	CM Computer Expenses	379	390	877	446	338	89	200
60193G	Banking, PayPal & Crdt Crd Fees	503		203				
60300G	Bad Debt & Theft Expense	100	110	0	385	163	0	0
60389G	Depreciation Expense	21,385	16,749	20,532	19,190	17,008	13,996	13,018
6C389G	CM Depreciation Expense	9,197	8,140	7,800	7,820	9,183	8,111	7,784
	Total YTD Operating Expenses	475,003	427,513	461,804	456,637	422,366	402,225	394,531
	YTD Operating Income Less Expenses	(71,457)	(43,785)	(65,830)	(56,827)	(35,326)	(30,932)	(30,011)
40168G	Operating Draw from Investments	60,788	52,142	57,371	54,795	51,861	50,347	46,336
	Total Net Operating Surplus (Loss)	(10,668)	8,357	(8,458)	(2,033)	16,536	19,415	16,324
	Extraordinary Income & Expenses	0	2,000	0	0	0	10,000	0

ROCHESTER ZEN CENTER
Past-Year Comparison – December 31, 2015

	31-Dec-15	Average 2010-2014	31-Dec-14	31-Dec-13	31-Dec-12	31-Dec-11	31-Dec-10
CAPITAL EXPENDITURES							
15000G Furniture and Fixtures	33,053	23,274	0	938	61,746	4,111	49,575
15100G Equipment and Computers	0	3,513	953	746	5,209	9,589	1,068
15200G Motor Vehicles	0	3,140	8,179	3,684	0	0	3,838
1C500G CM Capital Expenditures	5,017	13,568	14,433	6,963	32,831	7,436	6,178
Total YTD Capital Expenditures	38,070	43,495	23,565	12,332	99,786	21,136	60,659
INVESTMENT FUND							
40167I ML Equity YTD Gain (Loss)	10,651	89,209	89,085	164,376	112,076	2,726	77,784
40168I Interest Income (IF)	10,841	13,123	12,950	7,772	13,941	14,369	16,582
40170I Other Income (IF)	0	47	10	14	87	46	77
40181I W&R YTD Gain (Loss)	0	69	0	0	73	18	252
Gross YTD Investment Fund Income	21,493	102,448	102,045	172,162	126,178	17,160	94,694
60168I Operating Draw from Investments	(60,788)	(52,142)	(57,371)	(54,795)	(51,861)	(50,347)	(46,336)
Net Investment Fund Gain (Loss)	(39,296)	50,306	44,674	117,368	74,317	(33,187)	48,359
40155I Legacies and Special Donations	0	12,523	0	6,500	10,000	0	46,113
Total YTD Investment Fund Change	(39,296)	62,829	44,674	123,868	84,317	(33,187)	94,472

ROCHESTER ZEN CENTER INVESTMENT FUND – December 31, 2015

Account	Instrument	As Carried on Balance Sheet		Market Value	Cost Basis	Gain (Loss)	Annual Return on Basis	Est. Annual Fixed Income
	Equity Investments*	<i>At Market</i>						
14052I	Merrill Lynch Equities Account**	\$800,480		\$800,480	\$177,361	\$623,119		
	IF Equities	\$800,480	64%	\$800,480	\$177,361	\$623,119		
	Cash & Money Market						<i>Current Int Rate</i>	
10006I	IF Share of Money Market Funds & Cash**	\$173,819		\$173,819	\$173,819		0.07%	\$122
	IF Cash & Money Market	\$173,819	14%	\$173,819	\$173,819		0.07%	\$122
	Fixed-Income Investments	<i>Cost Basis</i>					<i>Crrnt Rtrn on Basis</i>	
13200I	Merrill Lynch Fixed-Income Account**	\$197,782		\$190,499	\$197,782	(\$7,283)	4.03%	\$7,978
	Total Fixed-Income Investments	\$197,782	16%	\$190,499	\$197,782	(\$7,283)	4.03%	\$7,978
	Loans	<i>Outstanding</i>			<i>Original</i>		<i>Loan Rate</i>	
14100I	Zengården Mtg Loan (variable %) 3/31/25	\$70,110			\$135,637		2.92%	\$2,246
14106I	Mdsn ZC Mtg Loan 5.08% 7/31/18	\$8,276			\$35,739		5.08%	\$321
	Total Loans	\$78,386	6%		\$171,376			\$2,566
	Investment Fund Total	\$1,250,467	100%					\$10,666

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

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

Peter (Bodhin) Kjolhede
President, Rochester Zen Center

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

On the day of May in the year 2016, before me personally came Peter (Bodhin) Kjolhede, to me known, who, being by me duly sworn, did depose and say that he resides at 308 San Gabriel Drive, Rochester, NY 14610; that he is the President of the Rochester Zen Center, the corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Trustees of said corporation, and that he signed his name thereto by like order.

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

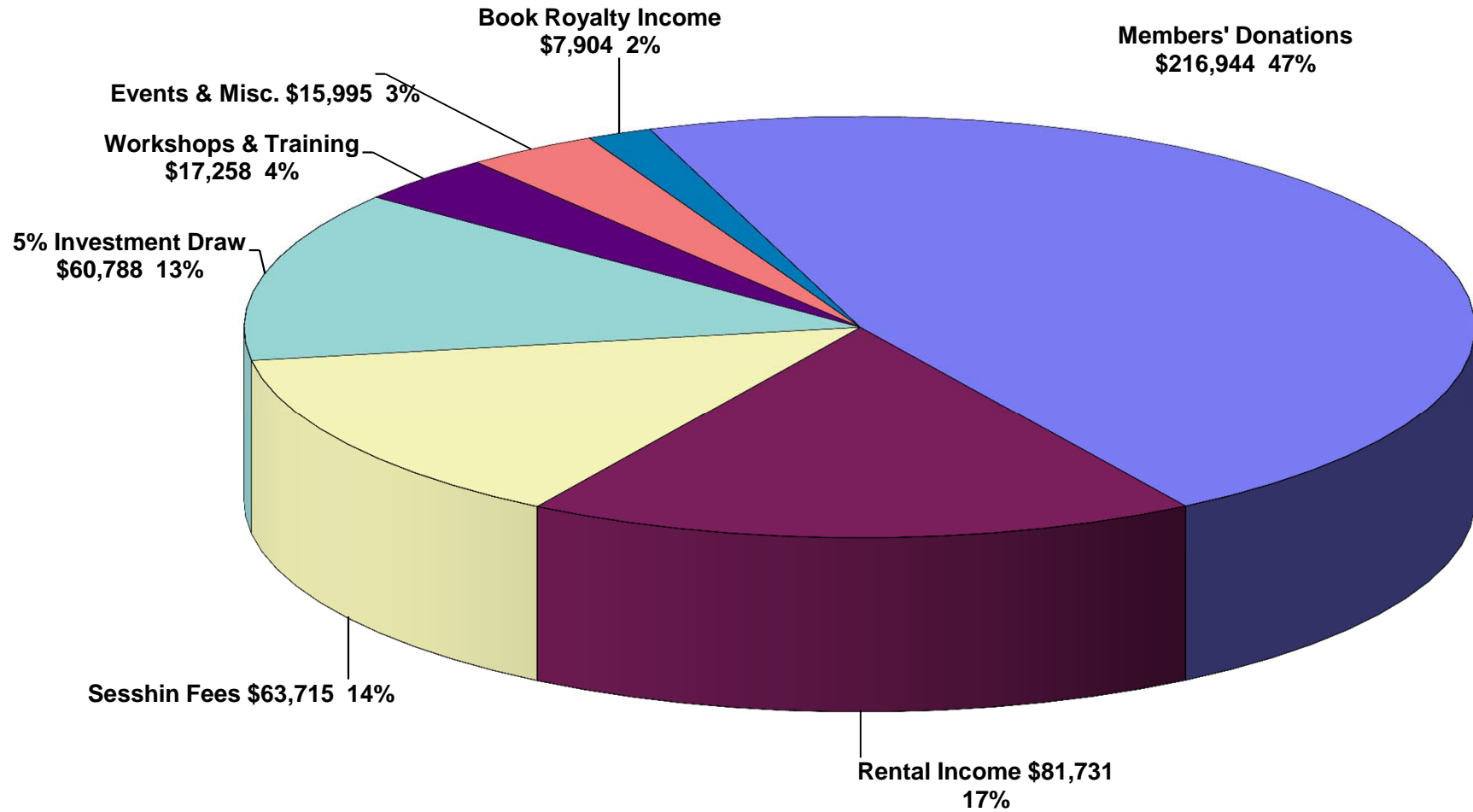
Colleen O'Brien
Treasurer, Rochester Zen Center

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

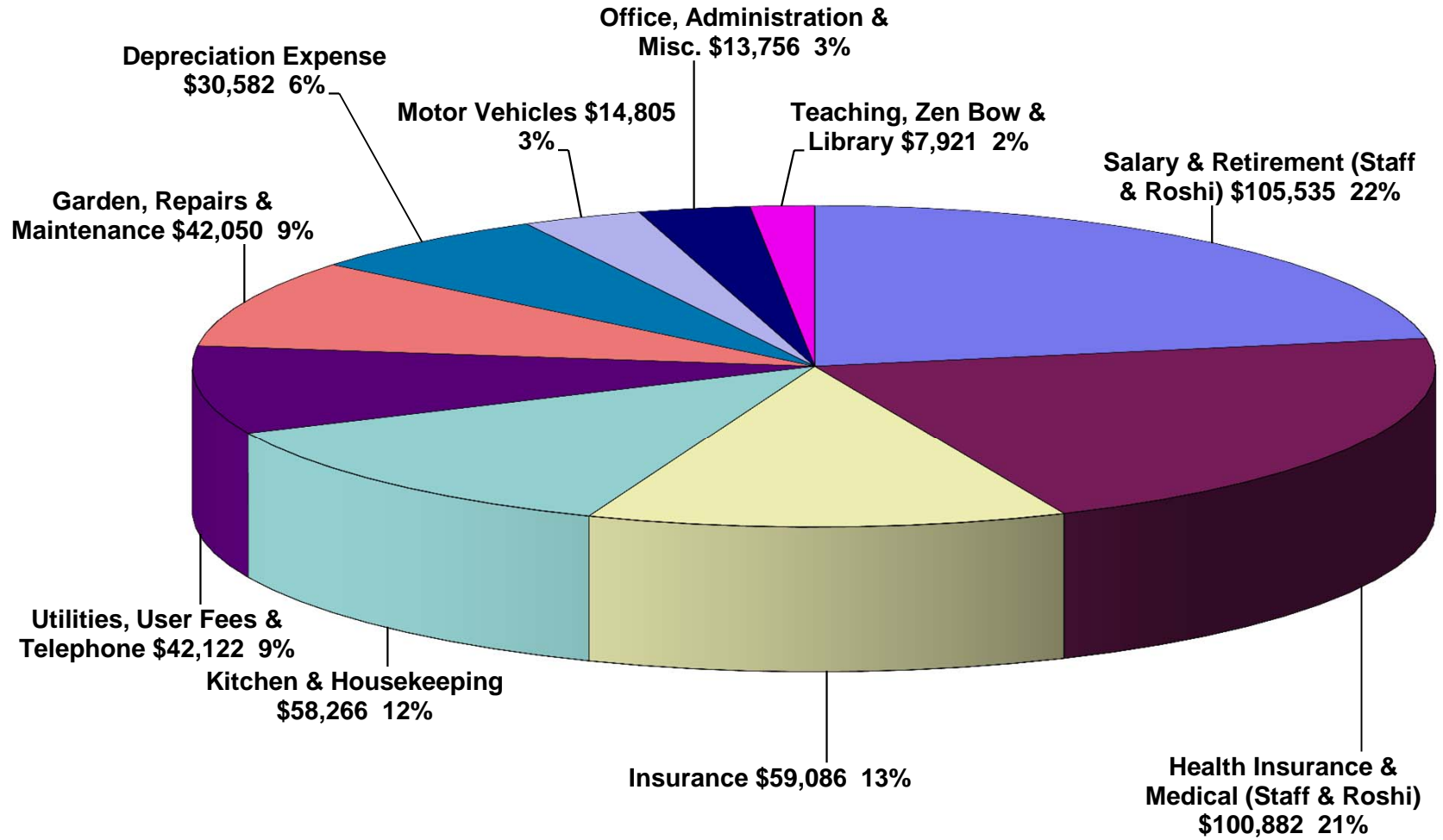
On the day of May in the year 2016, before me personally came Colleen O'Brien, to me known, who, being by me duly sworn, did depose and say that she resides at 100 7th Street, Apartment 1009, Pittsburgh, PA 15222; that she is the Treasurer of the Rochester Zen Center, the corporation described in and which executed the above instrument; that she knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Trustees of said corporation, and that she signed her name thereto by like order.

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

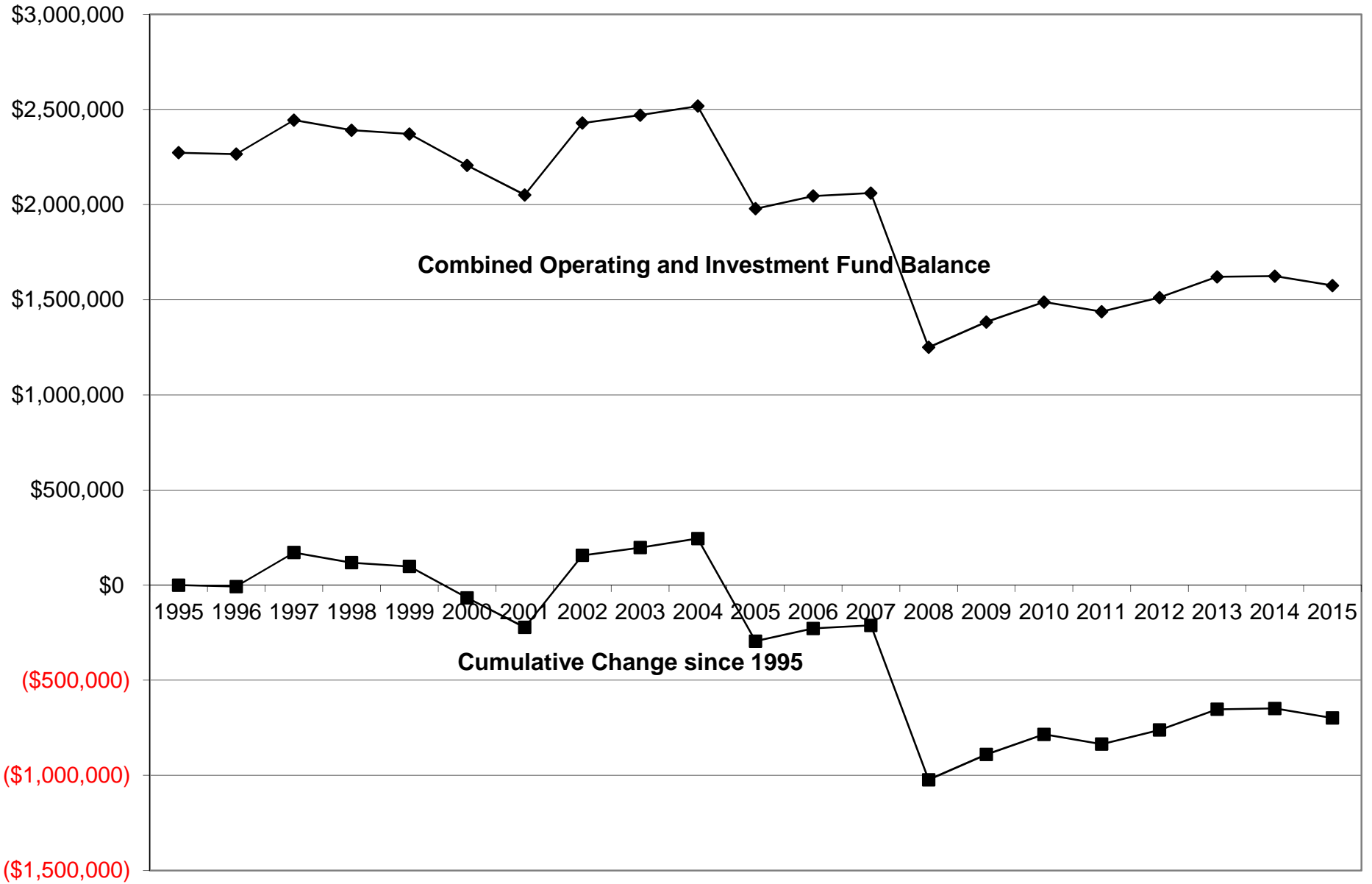
**ROCHESTER ZEN CENTER
2015 Operating Revenue
(\$464,335 Total)**



ROCHESTER ZEN CENTER 2015 Operating Expenses (\$475,003 Total)



ROCHESTER ZEN CENTER Combined Operating and Investment Funds 1995-2015 (All Amounts Are Stated in Constant 2015 Dollars)



ROCHESTER ZEN CENTER
Total Operating Income and Expense 1995-2015
(All Amounts Are Stated in Constant 2015 Dollars)

