



# Sacramento Insight Meditation

CONTINUING SUPPORT FOR THOSE  
PRACTICING IN THE INSIGHT/VIPASSANA TRADITION

## Minutes

### SIM Board Of Directors Meeting

Monday, May 22, 2017

A regularly scheduled meeting of the Board of Directors of Sacramento Insight Meditation was convened at 6:30 pm on Monday, April 24, 2017, at the Sacramento Dharma Center, 3111 Wissemann Drive. Dennis Warren, President; Renee Kunz, Treasurer; James Barnes, member-at-large; Catherine Vigran, member-at-large were present; Barbara Colton, Secretary, was on the phone. Barbara Briscoe, member-at large, and Sara Denzler, member-at-large were not present.

Following a sitting and the reading of Board Participation Guidelines, the Board meeting began at approximately 6:45 pm.

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## Minutes

Minutes for the March meeting and for the April meeting have not been reviewed by all Board members. The President has submitted his edits for both months' minutes; the other Board members agreed that they will submit their comments, edits, and changes to Barbara, who will incorporate all proposed changes and send revised versions via email. Board members will approve the minutes via email. Once approvals are obtained, the final approved version will be posted to the website.

The Board discussed briefly the reporting of closed sessions. The Secretary agreed to look into practices and requirements related to such reporting, and to provide information to the Board on this issue.

## **SDC**

The Secretary reported on recent issues at the SDC, including:

- fundraising/financial stability

The Secretary indicated that SDC financial reports are available for review; Cathy expressed an interest in seeing the SDC reports. The Secretary will bring some SDC financial report documents to the next Board meeting

- SDC scheduling, including coordination and sharing among the sustaining sangrias; requests from “outside” groups; the work on criteria for sponsorship; the counting of hours of all sponsored activities
- the nature of the SDC vis a vis identification as a “religious” organization; taking positions on issues of social justice/social action

The Secretary indicated the importance of SIM representation/participation in SDC activities such as the next Envisioning (June 18), and the Quarterly meetings.

## **Fiscal**

### **SIM Insurance**

The Board reviewed information about the current insurance policy with NIAC, and the decision to switch to Church Casualty. The change has not yet been made. Renee will contact Church to obtain a copy of the full policy and payment information. The Treasurer will make the payment for the new policy before the expiration of the current policy in June.

### **Recurring Monthly Contributions**

The Treasurer provided an update on Recurring Monthly Contributions; three (3) new contributors have joined the list since the last report. The Board had an extensive discussion about issues related to monthly contributions, including the need to accept such contributions via several different methods beyond the current PayPal/credit card . The Board also discussed other methods of collecting dana, and changes in amounts collected via the dana bowl. In the discussion of income, the President noted that SIM's

financial statements show the modest registration fees for one day retreats that began in January of this year are providing important additional income for SIM.

## Financial Reports

The Treasurer provided a number of financial reports generated from QuickBooks. Board member Cathy Vigran asked for clarification on several items, including the reconciliation of the different reports. Various Board members mentioned that inconsistencies among the reports make understanding them without an explanation challenging.

The President updated the Board on the status of the efforts of SIM's accountants, Tate and Associates, to prepare and file state tax returns and Annual Attorney General Registry of Charitable Trust Reports. An extension of time to file SIM's 2016 return will probably be obtained so the conversion to SIM's new formats for financial reporting can be completed.

## Volunteers

### Meiningers retire

Board member Cathy Vigran reported on the "retirement" of Carol & John Meininger after ten years as set up volunteers. The Board discussed recognition and gifts, decided to have a cake, and to present an engraved glass "trophy" similar to those that have been given to other volunteers as well as the cloth/sari necklaces that have also been given to others in recognition of service.

### Thursday evening set up crews

Board member Cathy Vigran reported on issues and the current status of Thursday Evening Set Up Crews. While the numbers of people needed for setup and takedown has increased substantially since the move from Friends, the number of volunteers has not increased to match the need. The situation was summarized as "too much to do, too few to do it." The Board discussed various possibilities for increasing the number of volunteers, and possible consequences of not enlisting sufficient numbers. One possibility would be to reduce the number of Thursdays for which set up is needed. After

extensive Board discussion on this issue, Dennis will speak to the sangha on this matter on June 1.

### **Collection of Visitor Contact Information**

The Board discussed issues related to Greeters' Collection of Visitor Contact Information. While a longer discussion will be put over to a future meeting, the Board decided to suspend the collection of information for the time being.

### **SDC Audio Committee**

After Board discussion, The President asked to represent SIM on an SDC Sound System Committee that is tasked with determining the needs of the sanghas with respect to amplification and other sound-related issues. The committee will determine both separate and collective needs, and make recommendations about the use of existing equipment, and the (potential) purchase and sharing of equipment.

### **Other**

The President reported that the manager of the Residential Retreat will be Todd Jones.

The next meeting of the Board will be on Monday, June 26, 2017, at 6:30 pm.

Respectfully submitted

Barbara Colton, Board Secretary

June 23, 2017