



Sacramento Insight Meditation

CONTINUING SUPPORT FOR THOSE
PRACTICING IN THE INSIGHT/VIPASSANA TRADITION

Minutes

SIM Board Of Directors Meeting

Monday, June 26, 2017

A regularly scheduled meeting of the Board of Directors of Sacramento Insight Meditation was convened at 6:30 pm on Monday, June 26, 2017, at the Sacramento Dharma Center, 3111 Wissemann Drive. Dennis Warren, President; Barbara Colton, Secretary; Barbara Briscoe, member-at large, and Sara Denzler, member-at-large were present. Catherine Vigran, member-at-large, was absent.

Following a sitting and the reading of Board Participation Guidelines , the Board meeting began at 6:49 pm. The Board discussed the agenda items as noted below.

Minutes

The minutes of the March meeting were approved. Barbara will send the final version to Sabitre for posting to the website.

Board members will review the draft minutes for April and May and send comments, changes, edits to Barbara by mid July. Barbara will send revised minutes once all corrections, additions, and changes are incorporated.

Executive Session

The Board entered into Executive Session at 6:55. The Executive Session concluded at 7:15. Documentation related to the Executive Session will be placed in a Confidential file.

SDC

Bob Jenne, SIM SDC Board Member, and SDC Building Manager joined the meeting at 7:15. He provided a report on various building issues including new lighting and related ceiling board replacements; the newly repaired and functional pedestrian gate; the security keypads.

SIM's Secretary, who is also a SIM SDC Board member, reported that the three sessions sponsored by the SDC in April, May, and June, with Alan Senauke on Bhikku Bodhi's new book, *Social and Communal Harmony*, were very well received. Several SIM members participated in one or more sessions. The President suggested that SIM might seek to jointly sponsor a one day retreat with SBMG with Alan Senauke, to provide an opportunity for additional sangha members and others in the community to study the book and its implications for the SDC sangha.

The Secretary indicated that SIM representation is requested on three different SDC committees. The President will represent SIM on the SDC Altar committee; Rich Howard will represent SIM on the audio committee that will explore audio equipment that will meet the needs of all three sanghas. A SIM representative is needed for the SDC Art and Design Committee. After some discussion, Board members suggested Demetra Orfanos; Sara Denzler will call Demetra to see if she is interested/able to serve.

Fiscal

The President reported on a number of fiscal items that are under development. SIM's Webmaster will consult with the Board's recently resigned treasurer to obtain existing financial records and files. The President will also obtain information about making necessary signature changes in bank accounts and PayPal. The President and our Webmaster are collaborating with SIM's Quick Books consultant to design custom financial report formats that will provide the Board with timely, useable and relevant financial information for its decision making.

A report on Recurring Monthly Contributions was deferred.

New Chart of Accounts & Report Formats

The President will continue discussions ~~meet~~ with SIM's Quick Books consultant and accountant ~~regarding~~ the SIM's deposit process and deposit tracking system. He will provide the Board with an updated chart of members of the deposit teams as well as the written procedures for deposits.

According to a report from the Treasurer, the bill/invoice from Church insurance had not been received or paid. The insurance from the previous company has lapsed, and concern was expressed over coverage. The Secretary will contact Church to obtain the invoice.

The Board briefly discussed the late filing of various tax documents, and steps taken to assure timely filing in the future. Board member Barbara Brisco will assist in the preparation of a schedule of filings.

SIM E News

The President presented ~~the~~ proposed new format for SIMS eNews. This format is the product of four months work including review of draft formats by twenty members of the SIM community. The Board adopted the new eNews format. Sara Denzler will serve as Board liaison with Sabitre, SIM's Webmaster, who will become the new editor/publisher of the eNews.

Events

Holiday Potluck

After some discussion, the Board voted to have the December Holiday Potluck Dinner on Thursday, December 14. The Secretary will contact Linda Franklin to ask her to coordinate the event this year; Linda has coordinated the past two years.

The Board discussed the requirement to hold an annual corporate meeting; prior to 2015 (?) the meeting was held on the same evening as the Holiday Potluck. The Board voted to hold the meeting in March 2018, with a tentative date of March 1, pending availability of Board members. A Board member will check with Cathy Vigran when she returns from vacation.

SIM Residential Retreat

The President provided a report on the current enrollment for the September residential retreat, and on efforts to encourage additional enrollment. Members of the Senior Faculty contacted everyone who had previously attended a SIM residential retreat, everyone listed on SIM's volunteer list and other potential candidates for attending the retreat. Despite these efforts, the current enrollment is less than half the number needed to "break even" in terms of cost, and the prospects for substantially more enrollment seems very small. The Board discussed various reasons before voting to follow (approve) the recommendation of the Senior Faculty that the retreat be cancelled for this year. The cancellation will occur past the four months' notice required by the Angela Center in order for the \$5000 deposit to be returned. The Secretary offered to call the Angela Center to cancel the retreat, and to see what possibilities there might be for return of the deposit.

The Board discussed the residential retreats planned for 2018 and 2019. The President will not be available to teach at the 2018 retreat. Steve Armstrong has agreed to teach the 2018 retreat and may use a second teacher or teacher in training. The President will be conferring with John Travis about his availability in to teach and/or co-teach the 2019 retreat. The Board adopted the recommendation of the Senior Faculty that the retreat return to seven (7) days.

Volunteers

Barbara Briscoe reported on response to the Volunteer form. Six people have responded; those people need to be contacted/followed up.

The following items were put over for discussion at the next meeting:

- James Barnes - Appreciation
- Report on Thursday Evening Set Up Crew Issues

- Re-Assignment and New Liaison, Project & Committee Positions Re-Assignment from Barnes Resignation
- 2018 Residential Retreat Liaison
- Current Master List

Next Board Meeting

The President recommended that because of the number of issues facing the Board, and the likelihood that some Board members will not be able to attend upcoming Board meetings, that the Board schedule a half day retreat at a time that all Board members could attend. The President proposed meeting at 1 pm, before the next Board meeting on July 24. The Secretary volunteered to host the meeting. Pending confirmation by all Board members, the Board will hold a half day retreat

The next regularly scheduled Board meeting will be Monday, July 24, 6:30 pm.

Respectfully submitted

Barbara Colton, Board Secretary

July 28, 2017