The Board of Directors of Sacramento Insight Meditation, Inc. (SIM) held its scheduled in-person Board meeting on Tuesday, September 15, 2015, at the Sacramento Friends Meeting House, 890 57th Street, Sacramento, California. Board members in attendance were Dennis Warren (President), Brian McKinsey (Vice President), Lynelle McNiel (Treasurer), Barbara Colton (Secretary), Renee Kunz and Diane Wilde, members-at-large, and Jaana Elina, Financial Coordinator. Board President Dennis Warren, who presided at the meeting, distributed an agenda. A record of the important actions taken during the meeting follows.

Prior to discussion of the agenda, the meeting began with a five-minute sitting, followed by oral review of *Board Participation as Dharma Practice* with the reading aloud of the “*Statement of Principles*.”

Agenda Revision:

Two items, both related to the SIM website, were added to the agenda: details of PayPal; and a means to sign up for the eNews (on the website.) Brian will work with Robin to make the minor changes necessary to improve PayPal utility, and to make the sign-up for the eNews easily accessible.

Minutes  
The minutes of the August meeting were approved. Barbara will send the final version to Brian to be posted to the website.

Board Mentors Retreat  
A Board member retreat will be held on Sunday, November 15 from 9 until 4. Dennis, Rich, and Diane (the mentors) will meet separately on a date prior to the meeting. Dennis encouraged all Board members to suggest topics for the retreat.

Difficult Person Policy

The Board entered into executive session to discuss this item. The Board resumed open discussion following the conclusion of the executive session.

Volunteers – Master List of Coordinators & Board Liaisons

Renee has prepared a revised list of coordinators and Board liaisons that she will send each Board member electronically. Board members are asked to review the list, make any changes, additions, or deletions, and return to Renee, who will consolidate the changes and prepare an updated list.

Fiscal - (Lynelle)

Treasurer’s Report

Lynelle reported on balances in SIM accounts, and noted that the current bank balance does not reflect payments for the retreat, which will reduce it considerably. She had not received a statement from the Angela Center, whose charges will be the largest retreat expense. Michelle, the retreat cook, has been paid for food and services; the dana collected for her has not yet been sent. The amounts collected for dana for teachers, for the cook, and for the (Angela Center) staff were reported. The checks should go out to each person within the next few days. Lynelle also reported the amount collected in the PayPal account.

Bookkeeping / Accounting Search – Request To Community

The search for an accountant/bookkeeper is continuing, with a request in the eNews and contact with candidates suggested by some Board members.

Bank of America account changes

The account signatories will be changed once the new roster of fiscal personnel (SIM Board treasurer; SIM financial coordinator; bookkeeper/accountant) is in place.

Insurance Expense Reimbursement – Mentors

The Board approved reimbursement to Rich Howard for the expense of insurance related to his service as a SIM Community Mentor.

Post Office Box (this item was added to the agenda)

Board members approved changes in the responsibilities for collecting and opening SIM (USPS) mail. Jerry Simkins formerly collected the mail from the PO Box at the Post Office on J Street. Diane offered to collect the mail, as she lives closest to the post office. Renee gave a key to the PO Box that she has had, to Diane. Diane will give the mail to Jaana, who as financial coordinator will handle both checks and bills, in coordination with the treasurer. Jaana will give any mail not related to finances to Dennis or another Board member.

Venue Issues

Alternative venue search

Dennis reported that the alternative venue that had been identified, with which certain issues remained before a decision could be made, could not in the end accept SIM’s proposal. While parking was a concern, in the end the problem lay with a possible tax liability for the owners of the facility.

SDC Relationship

Dennis reported on a note he had received from one of our SDC representatives. The Board approved a donation of $5,000 to the Dharma Center. SDC has requested that each of the member sanghas become “sustaining” members of SDC. In their note, SDC also indicated that parking is likely to be limited at most sites within city limits (as it has become at our current site at Friends.) The SDC Board is considering how to meet the challenge of finding a suitable location, at an affordable cost, with adequate parking.

Residential Retreats

2015 Report

By all accounts, the 2015 retreat, the first to run ten days, went very well. Two medical situations were handled, including an injury to the cook. The yogis came together to prepare the final meals. Dennis asked Lynelle to notify the Angela Center that SIM will pay for the crystal tray that was broken, and will replace the Angela Center’s foil that was used.

The Board approved a full refund of retreat fees/tuition to the two community members who had paid in full, but who had received a very serious medical diagnosis immediately prior to the start of the retreat (the members are husband and wife; the wife had received the diagnosis.)

Follow Up Pot Luck – October 26, 2015

A follow-up potluck meeting for 2015 retreatants will be held, possibly October 26, once a venue is identified (The Beginning Meditation class meets at SFM through the end of October; once the class has concluded, SFM might be a possibility on a Monday.)

2016 Planning – September 2-11, 2016

Planning for the 2016 Retreat, to be held September 2-11 at the Angela Center, will begin soon. Dennis, Rich, and Diane will be the teachers, with Dennis as the senior teacher. Michelle Reynolds, the cook this year, is available for next year, and the Board approved offering her the position.

Next Meeting – Tuesday, October 20, 2015

The next meeting will be on Tuesday, October 20, 2015. The September meeting was adjourned at 8:55 PM.

Respectfully submitted,

Barbara Colton

Secretary