



Sacramento Insight Meditation

Minutes

SIM Board of Directors' Meeting

Tuesday, March 15, 2016

A regularly scheduled meeting of the Board of Directors of Sacramento Insight Meditation was convened at 7:00 pm on Tuesday, March 15, 2016 at the Sacramento Friends' Meeting House, 890 57th Street, Sacramento. Dennis Warren, President; Brian McKinsey, Vice President; Renee Kunz, Treasurer; James Barnes, Member-at-large; Member-at-large Diane Wilde and Catherine Vigran, Member-at-large, were present in person. Barbara Colton, Secretary, participated via phone.

The meeting began with a sitting and the reading of "Board participation as Dharma Practice." Following the sitting, the Board discussion followed the previously distributed agenda.

Minutes

The minutes of the February meeting were approved with the corrections proposed.

Fiscal

Renee provided an update of the implementation of the new bookkeeping and accounting systems using Quickbooks. The use of Quickbooks allows a variety of reports and analyses to be generated with relative ease and much greater accuracy than has been available to SIM in the past. Renee provided a Quickbooks report for January as an example.

Renee gave a report of income and expenditures through mid March. There was agreement that Renee should be added to the Paypal account, and a long discussion of how to accomplish that.

The Board authorized Renee to hire a bookkeeper recommended by Diane on an occasional basis. The assistance of the bookkeeper will be phased in once Renee and Jaana are comfortable using Quickbooks themselves.

Barbara inquired whether it would be possible to obtain a count of the number of people attending each Thursday, and to include those numbers on the Quickbooks report. A discussion ensued.

A full summary discussion of the Kamala Masters retreat was deferred. Renee reported that a check for \$5000 has been sent to Kamala, covering dana, reimbursement for expenses, and an additional contribution from SIM.

The changes in banking signatures, including the addition of Jaana to the B of A account, have been accomplished.

Outstanding Items

A list of SIM members willing to serve as Thursday "greeters" is needed, as well as someone willing to serve as point person/coordinator for this volunteer activity. James has prepared a set of instructions for "greeters." In the absence of the "point person," Board members will send names of possible greeters to James.

A draft of a Handout For First Time Visitors will be available by the April Board meeting.

Dennis is working on a Master Calendar that he hopes to have available in April.

Related to the Master Calendar, various details of the SIM Residential Retreat were discussed. Terri Townsend has agreed to be the manager for 2016; Brian will again serve as registrar and will begin advance announcements about the retreat.

Volunteer Mobilization Effort

Brian and Pat Long, a current participant in Dennis' course on service, will prepare a list of Potential Volunteer Opportunities that includes a description of the tasks under each opportunity.

Brian will be the SIM Coordinator for SDC Volunteer Efforts. An item in eNews will be published when more details are clear about the various volunteer activities and when volunteers are needed.

SDC

Barbara reported on her attendance at the SDC Board meetings, both as an observer and for the first time as an SDC Board member on March 8.

There was a discussion of the time line for the acquisition of the Wisseman property, the repairs needed, and a potential occupancy date.

SIM Board members would like to give the Friends as much notice as possible about when SIM will give up its tenancy at Friends, and SIM also would like to provide dana to Friends in the form of services, and possibly payments, in appreciation for all that the Friends have provided over the years of SIM tenancy. Dennis will discuss possible preferences with Friends.

Dennis described a new SAFE (the potential lender for the mortgage) requirement, a CPA Compilation, which is two steps below an audit in terms of complexity, but still requires submission of substantial data and the services of a CPA. Dennis proposed that SIM use its own CPA and pay the difference in cost between what the SDC accountant would charge and our accountant would charge. The Board agreed with Dennis' proposal. Dennis will collect the data/records and will provide those to the accountant.

Dennis explained the meaning of each (sustaining) sangha providing a "Corporate Guarantee," another requirement from the SAFE Credit Union.

Barbara Colton is currently the only SIM representative on SDC Board, with the resignation of Brian Mckinsey effective in March. The urgent need for a second SIM SDC Board member was discussed, along with several possible candidates. Neither of the potential candidates is able to take on that responsibility. Barbara will publish a request for candidates that will include an estimate of the time commitment, in the eNews.

A discussion of fund raising at SIM was deferred.

In terms of continued fund raising for SDC, Diane suggested an appeal to Spirit Rock Meditation Center, pointing out that Spirit Rock had made a substantial donation to East Bay Meditation Center when it was forming.

The next regularly scheduled meeting of the SIM Board will take place on Tuesday, April 19, 2016.

Respectfully submitted,

Barbara Colton, Secretary

April 18, 2016