



# Sacramento Insight Meditation

## Minutes

### SIM Board of Directors' Meeting

Tuesday, June 21, 2016

A regularly scheduled meeting of the Board of Directors of Sacramento Insight Meditation was convened at 7:00 pm on Tuesday, June 21, 2016, via telephone conference call. Dennis Warren, President; Brian McKinsey, Vice President; Renee Kunz, Treasurer; Diane Wilde, Member-at-large; Catherine Vigran, Member-at-large, James Barnes, Member-at-large and Barbara Colton, Secretary, all 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 May meeting were approved with the adoption of changes and additions proposed by Renee.

## Fiscal

Treasurer Renee Kunz provided an update of SIM finances, supported by reports of SIM income, expenses, and expenditures through the date of the meeting. These included a report on dana, including non-cash donations; a report on income thus far from the Residential Retreat; the amount available for one or more scholarships to the Residential Retreat; and a report on expenditures that included the amounts paid to teachers from the dana collected. Dennis asked about details of the revenue stream and expenditures, including the St. John's program. The Board discussed the change in monthly expenditures for rent once SIM moves to the SDC. We will ask Linda Dekker, the current financial person at the SDC, to confirm both the start date of rent at the SDC as well as the amount agreed to in the lease. The need to have an accurate estimate of monthly income and monthly expenditures as we move into the SDC, with an increase in expenditure for rent, was reiterated.

During the report of finances, SIM financial support of the St. John's program was discussed. Some members of the Board recalled a request from Valley Streams Zen Sangha to participate/contribute to SIM's monthly meal service at St. John's, but the extent of their participation, if any, is unknown.

The Board agreed to discuss SIM's revenue stream, including funds donated or paid via PayPal, in July.

### **Residential Retreat**

Because the residential retreat is both the largest set of expenditures and the largest source of income in the SIM budget, the discussion of the retreat took place during the larger discussion of finances. As of the day of the meeting, June 21, fifteen (15) people have registered for the retreat, with thirteen openings. Renee pointed out that if the registration does not increase substantially, SIM will incur a loss of approximately \$800 for each number short of 28. The Board discussed possible reasons for the slow pace of registration, including insufficient advertising. Diane agreed to revise the retreat flyer; Barbara will publish the revised flyer in the eNews and will send it to SBMG and to Mt. Stream for publication in their electronic news.

### **SDC**

Barbara reported on the current status of the SDC; the SDC Board has begun to meet on the premises, and sangha Boards are welcome to meet there as well (SIM would have met there for this meeting, except that it was convened via conference call.)

Rich Howard is the SIM representative to the SDC Scheduling Committee, who are charged with working out initial scheduling when more than one sangha plans to meet at the SDC on the same evening.

The SDC has requested that each sustaining sangha file a "Property Tax Welfare Exemption" in order to support the actual exemption from property tax requested by SDC. Dennis explained how this works, including specific language needed in the documents that establish SIM as a 501(c)3 educational organization.

## Friends Grounds Project

James reported that the Friends have no current need for help with any aspect of landscaping. Other ways of expressing gratitude to the Friends—appropriate farewell dana, or perhaps a bench for the garden—were discussed

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### **Volunteer Efforts**

James provided an update on the Thursday Evening Greeters. The first greeters began on June 9, with the feedback that “serving as a greeter is a form of dharma practice.”

Dennis distributed the *Volunteer Opportunities Description* document. The Board discussed a format for the document that would be easy to read and to use, and would invite exploration and commitment. Diane volunteered to format the document as a four page 5x8.

Dennis requested that each Board member indicate for which of the volunteer opportunities/tasks he/she would be interested in serving as liaison/coordinator, and to send those interests to Dennis within the next ten days.

### **Other**

The Board discussed the BP3 PenPal Program that Jaana has begun, and how to solicit additional writers. Diane will request a description from Jaana so that SIM can support this activity.

James has prepared a rotation schedule for announcements, based on the Doodle poll. He will send the schedule to each of the Board members.

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The meeting was adjourned at approximately 9:00 pm.

The next meeting will be held on Tuesday, July 19, 2016, beginning at 6 pm, at the Sacramento Dharma Center, 3111 Wisseman Drive..

Respectfully submitted.

Barbara Colton, Secretary

July 18, 2016