



Sacramento Insight Meditation

FINAL Minutes Board of Directors Meeting Monday, July 16, 2018

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 2:00 pm on Monday, July 16, 2018, at the Sacramento Dharma Center (SDC), 3111 Wissemann Drive, Sacramento, CA 95826.

In Attendance

Presiding President	Cathy Vigran
Vice President	Jerry Simkins
Treasurer	Sara Denzler
Secretary	Barbara Briscoe
Member-At-Large	Barbara Colton - absent
Mentor	Diane Wilde

Beginnings

The President, Cathy Vigran, led the group in a brief period of meditation followed by a reading of the *Guidelines: Board Participation as Dharma Practice*.

Meeting Minutes

The Board approved the minutes of the June 18, 2018, meeting which will be available on the SIM website.

1.0 FISCAL

1.1. June Financial Reports

The Treasurer reviewed the June 2018 financial reports highlighting the points below:

Total Liabilities and Equity: \$100,772.54

Net Revenue:

Jan - May: \$26,600.69

Jan - June: \$31,046.78

The *Net Revenue* total from January through June, reflected an increase of \$4,446.09 as compared to the *Net Revenue* total from January through May due to slight increases in *Event Contributions* and *Registration Fees*.

Net Revenue without Annual Retreat:

Jan - May: \$5,868.89

Jan - June: \$8,660.18

The *Net Revenue* **excluding the annual retreat** (\$8,660.18) shows that revenues now exceed expenses.

General Fund contributions:

Jan - May: \$2,412

Jan - June: \$2,401

The *General Fund Contributions* have remained steady.

January - June

	General	Residential	Total
Total Revenue	\$39,132.50	\$26,670.00	\$65,802.50
Total Expenditures	\$30,472.32	• \$4,283.40	\$34,755.72
Net Revenue	\$8,660.18	\$22,386.60	\$31,046.78

1.2 Posting of Financial Information on the Webpage

The Treasurer and Webmaster, Sabitre Rodriguez, will meet to discuss how best to convey the financial picture on the SIM webpage.

1.3. Tax Documents

Tate and Associates has completed SIM tax documents, which will be reviewed by the Treasurer and sent to the Finance Committee for approval prior to submittal.

2.0. RETREAT UPDATES AND ISSUES

2.1 2018 - September Residential Retreat

The Treasurer reported that retreat funding looks good with current revenue at \$22,386.60. Based on our cancellation policy, no additional refunds will be distributed (as of July 15). A final facility payment (\$8,778) is due in mid-August and a deposit for food expenses is due to the retreat cook, Michelle Reynolds, at the end of August.

There are currently 35 committed retreatants with no one on the waiting list. The President announced that longtime SIM participant, Chris Bitonti, cancelled several weeks ago because of her partner's declining health. In the interim, Chris' partner, Marie, has passed. The President would like to ask Chris if she would be interested in attending the retreat. The mentor in attendance, Diane Wilde, will discuss with the Faculty whether it is possible to increase the retreatant total to 36 and will report their decision back to the Board.

2.2. 2019 - September Residential Retreat

The Treasurer reported that the contract for the 2019 September Residential Retreat has been signed and sent to Mercy Center Auburn with a 10% deposit of \$2,659. According to the contract, no further payments are due to Mercy Center Auburn until after the retreat. The policy covers costs for 35 retreatants. We will need to clarify whether the 35 includes the teacher.

The President reported that in spite of Steve Armstrong's declining health, Kamala Masters is still planning to be the Senior Teacher for the 2019 Residential Retreat. She has asked, however, to be removed from the schedule for the Senior Teacher Weekend usually planned for January (2019). Kamala would like to have Vance Pryor, a student from her (and Steve's) teacher training program, accompany her on the retreat to support her need for flexibility around Steve's health status.

2.3 2019 Senior Teacher Weekend Update

The President reported that our Founding Teacher, Dennis Warren, also suggested Vance Pryor as a possible candidate for the 2019 Senior Teacher Weekend. His biographical information follows:

Vance Pryor began practicing Insight Meditation in 1998. He has previously ordained under Sayadaw U. Tejaniya and continues to make regular trips to Myanmar. He is cur-

rently engaged in the teacher training program with Steve Armstrong and Kamala Masters. He earned his PsyD in clinical psychology from the California Institute of Integral Studies.

Diane Wilde will discuss this possibility further with the Faculty at their next meeting.

3.0. Volunteer Update

The President stressed the importance of the Audio Dharma and E-News as community teaching and outreach. She outlined the difficulties in consistently having these available, especially when there is only one volunteer who may at times not be available. The President suggested that we hire Alicia Patrice, who has experience with E-News, for an additional one to four hours/week to begin to add E-News and then Audio Dharma uploads to her current responsibilities. The Board agreed and will re-evaluate in six months. Assuming Alicia agrees to take on additional responsibilities, the Treasurer and Sabitre Rodrigues will meet to discuss the implementation of this plan.

4.0. Community Outreach

4.1 Veteran Women's Voices Proposal

As a follow-up to last month's Board Meeting, members voted on whether or not SIM would provide NPO Sponsorship to the Veteran Women's Voices (VWV) project for female military veterans. Due to her participation in the project, the secretary, Barbara Briscoe chose to abstain from voting. The Board voted unanimously not to provide NPO Sponsorship to VWV due to a combination of concerns regarding a mission/vision inconsistent with SIM and an already full workload.

4.2. Thank-You Note Completion

The President raised the concern that new monthly donors are not receiving thank-you notes. The Treasurer will contact Sabitre Rodrigues who maintains a report of *Monthly Donors* to arrange to have the report available to the President so that thank-you notes can be sent in a timely fashion.

4.3. Update on Google Communication System

Not discussed.

5.0. Board-Faculty Communication

5.1. Faculty Report

5.2. Meg Gawler's Class

The President reviewed the sequence of events that led to a change of decision from the June Board Meeting regarding Meg Gawler's class. In summary, the Faculty met subsequent to the Board Meeting and revised the decision without contacting The Board. Meg Gawler was contacted directly by the Faculty with new conditions on the class that she was not willing to accept. The President proposes that we learn from this situation regarding Board-Faculty communication and operations which will be one item to discuss at the August Board-Faculty retreat noted below.

Meg Gawler has sent a flyer regarding her online class asking that SIM distribute it to its participants. Diane Wilde, Faculty mentor in attendance, agreed on behalf of the Faculty, to have the flyer distributed in the SIM E-News and newsletter. Diane Wilde will also discuss with the Faculty their interest in an on-going teaching relationship with Meg Gawler.

5.3. August Board-Faculty Retreat

August Board-Faculty retreat is scheduled for August 27 from 9:30 am to 12 noon.

6.0. SDC

6.1. RSO Policy Update and Implementation

The Vice-President and RSO representative, Bob Jenne, presented the current status and the next steps regarding RSO policy and implementation of policy with current RSO participant. Their report follows:

All sanghas have adopted the RSO policy as developed by the Policy Committee. There are minor, non-substantial differences in at least one of the three policies.

The selected sangha representatives met on July 14, 2018, and developed three sub-groups for implementing the policy.

1. A *listening group* for sangha individuals with concerns, fears and questions regarding RSO's attending sangha functions.

2. A group of three *to approach the current RSO* to inform him of the policy, gain his cooperation with the process, answer questions he may have, and gain his permission to interview his current parole officer.

3. A group of three *to interview the parole officer and other individuals with personal knowledge* of the RSO.

The next meeting of the implementation committee is scheduled for August 12, 2018.

There was considerable discussion as to whether the request by the current RSO to attend the September residential retreat should be addressed immediately or should wait until after the RSO Policy Committee completes their investigation. The Board decided to wait on this issue until after the meeting has occurred to engage him in the RSO policy process.

6.2. Sex Abuse Survivor Support Group

Discussion deferred

6.3. Building Report, Art and Design Committee Report

A brief update on the remodeling project was provided by Bob Jenne.

6.4. Policy Issues, Decisions, Developments

None discussed

6.5. Permanent Altar Committee

Discussion deferred

7.0. Operations Issues

7.1. Review of June 18 Board Meeting Action Items

Board members to review individually and update their own items

7.2. Record Retention

Discussion deferred

8.0. Next Board Meeting

August 27, 2018 at 6:00pm - 8:30pm.

Respectfully Submitted

Barbara Briscoe

SIM Secretary