



Sacramento Insight Meditation

CONTINUING SUPPORT FOR THOSE
PRACTICING IN THE INSIGHT / VIPASSANA TRADITION

FINAL

Sacramento Insight Meditation Board Meeting Minutes, April 22, 2019

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 2 pm on Monday, April 22, 2019, 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
Faculty Representative	Diane Wilde

Beginnings

The meeting was called to order by The President, Cathy Vigran, at 2 pm. She led the group in a brief period of meditation followed by a reading of the *Guidelines: Board Participation as Dharma Practice* and a member check-in.

Minutes

The final draft of the meeting minutes for March 25, 2019, was approved by the Board and will be available in the SIM library.

1.0. Fiscal

1.1. March Financial Reports

The Treasurer reported that there are only minor changes to her report since the Board/Faculty meeting on April 8, 2019.

Total Liabilities and Equity: \$99,906.61

The total equity includes Annual Retreat funds (not shown as a separate class in reports) including a \$5,000 credit from Angela Center for reimbursement of deposit in 2017 and approximately \$5,800 in registration fees/deposits from the 2018 residential retreat (total = \$10,800).

Net Revenue for Jan - Feb: \$3,353.42 (+\$1,030.05)

Net Revenue for Jan - Mar: \$4,451.95 (+\$1,098.53)

Net Revenue for Jan - Feb w/o the Annual Retreat: \$3,353.42 (+\$1,030.05)

Net Revenue for Jan - Mar w/o the Annual Retreat: \$4,451.95 (+\$1,098.53)

The net revenue includes registration fees for the Beginning Meditation Class and Daylong Retreats. It also includes all registration and dana received for the Vance Pryor weekend but does not include dana or airfare payments to Vance. His expenses exceeded registration income by \$755.

1.2 Teaching and Development Initiative

The President presented the revisions to the *Teaching and Development Initiative* document for approval. A statement of intention was added as well as an additional item to authorize reimbursement for printing costs when approved by the Faculty. The Board unanimously voted to accept the new language and the final draft will be available in the SIM library (SIM Main Folder>Board>Organizational Documents>Teaching and Development Initiative).

1.3. Approval of Expenditure for Hearing Assistance Devices

Refer to item 7.1 below.

2.0. Retreat and Class Updates and Issues

2.1. 2019 Residential Retreat

The President reported that 24 people registered online and four people have requested a fee waiver since registration opened last week. The Board discussed whether to increase the maximum number of attendees from 35 to 40. Since there is a possibility that Kamala Masters could possibly need to cancel depending on developments relating to Steve Armstrong's health, the Treasurer expressed concern about increasing the financial commitment to Auburn Mercy Center. This concern will be lessened, somewhat, after May 24 when deposits will be retained in the event of a cancellation. The Board will revisit this issue, after the May 24 deadline, at our next Board meeting on May 27, 2019.

The Treasurer and the Vice-President are going to Auburn Mercy Center on June 30, 2019, for a final assessment of the space and to address other issues. While there,

they will also take measurements of the Dharma Hall as this may influence our decision to expand the number of attendees.

Sarabel Gonzalez, who was a member and volunteer for the SIM community has requested a fee waiver for the registration and for a portion of the deposit. Alicia Patrice will be asked to send her a scholarship application. The Board agreed that Sarabel can pay a partial deposit to hold a space.

A Scholarship Committee was identified and will include the Treasurer, Sara Denzler, the retreat manager, Michael Paddy and the President, Cathy Vigran.

2.2. Fall Beginning Meditation Class

Dennis Warren will teach the class which is scheduled for six weeks on Tuesday evenings from September 17 - October 22, 2019, (7-9 pm) with the daylong retreat on October 19, 2019.

Registrar - Alicia Patrice to be asked.

Webpage/Flyers - Sabitre Rodriguez

Audio - Phred Strickland

Upload Talks - Alicia Patrice to be asked.

2.3. Vote on Protocol for SIM Classes

Changes to the protocol have not been completed and a vote will be addressed at our next Board meeting on May 27, 2019.

2.4. Proposal for Tai Chi Class in May

The President reported that she had still not received a proposal from Sabitre Rodriguez for a Tai Chi Class to be held in May.

3.0. Community Outreach

3.1. Board Recruitment Process and Update

The Treasurer reported that a new folder has been created in the SIM digital library that includes all the necessary information and forms for recruitment and orientation of candidates and new Board members and can be found at SIM Main Folder>Board>Board Recruitment and Orientation.

The President will send applications to two candidates, Alice Carney and John Siiteri. The President, Treasurer and Secretary will interview them on Friday, April 26, if they are available.

3.2 Wendy Alger Support Group Update

Wendy Alger's support group was approved by the SDC and will therefore not need approval from the SIM Board.

3.3. Young Person's Group

The President will get an update from the group's contact person, Idris Ahmed.

4.0. Board/Faculty Communication

4.1. Faculty Report

Diane Wilde reported that the Faculty has not met since the April 8 Board/Faculty meeting.

4.2. April 8 Board/Faculty Meeting Review

All agreed that the Board/Faculty meeting was both productive and helpful in fostering communication between the Board and Faculty.

5.0. Volunteer Update

5.1. Volunteer Appreciation Event

Barbara Colton provided a written list of ideas about how to express appreciation to our volunteers. The Board decided to have a catered dinner for the volunteers right before the Thursday night event on September 19, 2019. The following initial steps were identified:

List of possible caterers: The Secretary will compile a list with Board input

List of volunteers: The Secretary will request from Margaret Buss

6.0. SDC

6.1. Update on RSO Documentation

Storage of confidential information is now available and hard copies of important documents will be collected at our next Board meeting in May. Jerry Simkins and Bob Jenne agreed to have a summary of the approval process available by the next meeting.

6.2. Building Report

Bob Jenne, building manager, provided a building report that is available in "Meeting Materials" for April 22, 2019. The issues he covered were the shoe cabinets, the gate remote, the garden raised beds, securing the ceilings, bookshelves and audio equipment.

6.3. Policy Issues, Decisions, Developments

Barbara Colton provided an SDC report that can be viewed in "Meeting Materials" for April 22, 2019.

6.4. Permanent Altar Committee

Barbara Briscoe reported that the SDC revisited its January approval for the Altar Committee recommendations. The SDC Board approved the following:

--to direct the Altar committee to continue working with the selected craftsman to design and fabricate an altar table.

--the Altar committee will request that the craftsman provide more refined drawings of the proposed table design(s) that can be shared with the sanghas

--to refer the issue of window coverings in the dharma hall for further discussion

The Altar Committee is meeting with the woodworker on May 19, 2019, to look at design options.

7.0. Operations Issues

7.1. Recording Equipment and Issues

The Vice-President, Jerry Simkins, tested the hearing assistance devices because of complaints about feedback. Jerry indicated that the devices were the original devices used at the Friends House. Bob Jenne would like the devices to be tested along with the speakers before any other changes are made; the advice from an expert may be necessary.

Jerry is asking that a single individual be identified to monitor the hearing assistance devices. He agreed to ask Phred Strickland if he would be willing to take-on this responsibility, in addition to researching the costs to replace the old devices. Bob Jenne and Diane Wilde agreed to add this issue to the SDC agenda as the devices are owned and operated by SIM but are used by all three sanghas.

7.2. 2019 Project and Task Tracking Spreadsheet

This item was not addressed.

7.3. SIM Bylaws

Bob Jenne provided a final copy of the revisions discussed at the March 25, 2019, Board meeting. Word changes were requested to clarify Section 3.10 Quorum. The Board agreed unanimously to adopt the Bylaws as presented.

7.4. Review of March Board Meeting Action Items

March Action Items were reviewed. The incomplete items will be transferred to *April Action Items*.

8.0. Next Board Meeting

The next meeting of the Board is scheduled for May 27, 2019, from 6-8:30 pm.

Respectfully Submitted
Barbara Briscoe
SIM Board, Secretary

