



Sacramento Insight Meditation

CONTINUING SUPPORT FOR THOSE
PRACTICING IN THE INSIGHT / VIPASSANA TRADITION

FINAL

Sacramento Insight Meditation Board Meeting Minutes, May 27, 2019

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6 pm on Monday, May 27, 2019, at the Sacramento Dharma Center (SDC), 3111 Wissemann Drive, Sacramento, CA 95826.

In Attendance

President	Cathy Vigran- Absent	Member-At-Large	Alice Carney
Vice President	Jerry Simkins	Faculty Rep	Dennis Warren- Absent
Treasurer	Sara Denzler	Bldg Mgr/SDC Rep	Bob Jenne
Secretary	Barbara Briscoe	SDC Rep	Barbara Colton

Beginnings

The meeting was called to order by the Vice-President, Jerry Simkins, at 6 pm. He 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 draft of the Board of Directors' meeting minutes for April 22, 2019, and the Board-Faculty meeting for April 8, 2019, were revised and approved by the Board and will be available in the SIM library.

1.0. Fiscal

1.1. April Financial Reports

The Treasurer reviewed the financial reports, January through April, which reflect a positive financial picture.

Total Liabilities and Equity: \$114,630.31

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 - April: \$5,861.55 (+\$1,409.60)

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)

Net Revenue for Jan - April w/o the Annual Retreat: \$5,861.55 (+\$1,409.60)

1.2. 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: Registration and Wait-List Update, Mercy Retreat Center visit update.

Registration is full with 35 attendees (two of 35 are faculty members who will be supported by TD&I funds) and four on the wait list.

Financial Status:

Non-refundable Deposits (33 x \$350) + \$11,550

Registration for faculty members, Rich and Diane, through TD&I funds + \$1,400

Unpaid commitment to Mercy Retreat Center **-\$23,646**

Balance Needed **-\$10,696** (\$23,646-\$12,950)

Balance due from 33 attendees = \$11,550 (at the non-donor level).

SIM has reserved 35 single rooms with a 'tentative hold' on five additional rooms to allow more people to attend the retreat. To avoid paying for rooms that may not be used due to future cancellations, the Board decided that the best time to make a financial commitment to additional rooms would be after June 30th* when refunds are no longer given for both deposits and balances (except in cases of financial hardship). Mercy Retreat Center has agreed to contact SIM if they receive another request for the rooms. If they need a commitment from SIM prior to June 30, 2019, Jerry Simkins, was authorized to make the decision while our treasurer, Sara Denzler, is on retreat.

*Deadlines:

Through May 24th - Full refund if requested by this date.

May 25th through June 30th - Deposit not refundable, balance is refundable.

On or after July 1st : Deposit not refundable. Balance refundable if the spot is filled.

Michael Paddy, Rich Howard, Sara Denzler and Jerry Simkins made a site-visit to Mercy Retreat Center on April 30, 2019, focusing specifically on the Dharma Hall size (deemed adequate for an additional five people), food provisions and their existing sound system.

2.2. Fall Beginning Meditation Class: Registrar and Audio Follow-up

Registrar - Alicia Patrice

Sound System - Phred Strickland

Alicia will contact those individuals on the wait-list from the spring class to determine their interest in the Fall Class.

3.0. Community Outreach

3.1. Board Recruitment Update, Welcome to New Members

The Treasurer gave a warm welcome to our newest board member, Alice Carney. Jon Siiteri has also joined the board and will be attending our next board meeting on June 17, 2019.

4.0. Board-Faculty Communication

4.1. Faculty Report

The Faculty Representative, Dennis Warren, was not able to attend today's meeting.

4.2. Approval for Revisions to *Protocol for Setting Up SIM Classes*

The Board unanimously agreed to adopt the *Protocol for Setting Up SIM Classes* with the addition of a suggested timeline. The document is available at SIM Main Folder>Organizational Docs.

5.0 Volunteer Update - Volunteer Appreciation Event

The Secretary provided a list of possible volunteers to be invited to the event, compiled from suggestions made by SIM Volunteer Coordinator, Margaret Buss. The Board is suggesting an off-site, fully catered event, on a Sunday afternoon in September or October 2019. The Secretary agreed to contact *Plates* for costs, space and date availability. A committee has not yet been established.

6.0. SDC

6.1. Update of Completion of RSO Documentation

The Vice-President, Jerry Simkins, collected hard copies of pertinent, confidential documents and will place them in the designated secure location.

6.2. Building Report

Building Manger, Bob Jenne, provided a verbal report of the progress to the changes in the West Lobby. Margaret Buss has asked for approval to purchase an easel to display the SIM Mission Statement that has been displaced by the current changes. An easel may be available at the SDC for use and she will be asked to use her own judgement regarding placement of the statement.

6.3. Policy Issues, Decisions, Developments

SDC President and SIM's SDC representative, Barbara Colton, was present to answer any questions regarding the three SDC documents that were available to review.

1. Draft Timeline for SDC Decisions With Sangha Input

Bob Jenne had responded by email to this draft suggesting that while the proposed timeline might work for some larger decisions, that it would be cumbersome for more immediate, smaller decisions like replacing dead plants. He suggested that the SDC representatives be authorized to make judgements about which decisions would require the process proposed by the draft item and which do not. The SIM Board members agreed with Bob's comments and suggestions.

2. Communication with SDC Board to/from Sangha Boards including to/from Individual Sangha members - DRAFT

3. Sangha Boards and SDC Presidents Meeting

Barbara Colton reviewed the above document especially the need for sangha members to participate in new, reactivated and existing SDC committees. Jerry Simkins postponed further discussion of this matter until the return of the SIM President at our next meeting in June.

6.4. Meditation Hall: Default Set-Up

Finally, Valley Streams has requested a change to the default set-up in the Meditation Hall. SDC President indicated that a solution to the problem has likely been found without changing the current set-up protocol. The discussion will be continued in the future, if necessary.

6.5. Permanent Altar Committee

The Permanent Altar Committee met on May 19, 2019, with woodworker, Robert Beauchamp, to discuss design and wood options. Once his design options are received, Julia Mullen will create a display in the West Lobby for all sangha members to review and make written comments. The Secretary will also put a notice in the SIM ENews to let members know about the display. The Altar Committee would like the display to be available for several weeks so that a more "robust" discussion can be continued at their June 23, 2019, meeting when all are invited to attend.

7.0. Operations Issues

7.1. Recording Equipment Follow-Up

Bob Jenne reported that Phred Strickland's inventory showed no need for additional hearing devices. Bob is donating two headsets and will check on-line for the "spongy" ear protectors. No expenditures are expected at this time. Set-up changes to the sound system have been made without feedback issues so far. Speakers should be reminded to wear the mic up at lapel level.

7.2. Daylong Retreat May 25, 2019 with Walt Opie

Member-At-Large, Alice Carney attended the retreat and had positive comments regarding Walt Opie's teaching, particularly during question and answer periods. As is typical on Daylong Retreats, there wasn't an announcer available to introduce him or to thank him at the end of the day which meant he also had to introduce the idea of "dana," which all agree is not ideal. Jerry Simkins will ask Diane Wilde to follow-up with Walt. This issue will be raised next month to the Faculty representative, Rich Howard. The script used for announcements will be made available in the dana bowl, for future use.

7.3. 2019 Project and Task Tracking Spreadsheet

The spreadsheet was not reviewed nor were revisions/additions suggested.

7.4. Review of April Board Meeting Action Items

April Action Items were reviewed. Any incomplete items will be transferred to *May Action Items*.

8.0. Next Board Meeting

The next meeting of the Board is scheduled for June 17, 2019, from 6-8:30 pm.

Respectfully Submitted
Barbara Briscoe
SIM Board, Secretary