



# Sacramento Insight Meditation

CONTINUING SUPPORT FOR THOSE  
PRACTICING IN THE INSIGHT / VIPASSANA TRADITION

## FINAL

### Sacramento Insight Meditation Board Meeting Minutes, June 17, 2019

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6 pm on Monday, June 17, 2019, at the Sacramento Dharma Center (SDC), 3111 Wissemann Drive, Sacramento, CA 95826.

#### In Attendance

<b>President</b>	Cathy Vigran-	<b>Member-At-Large</b>	Alice Carney
<b>Vice President</b>	Jerry Simkins	<b>Member-At-Large</b>	Jon Siiteri
<b>Treasurer</b>	Sara Denzler	<b>Faculty Rep</b>	Rich Howard
<b>Secretary</b>	Barbara Briscoe		

#### Beginnings

The meeting was called to order by the President, Cathy Vigran, at 6 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 draft of the Board of Directors' meeting minutes for May 27, 2019, was revised and approved by the Board and will be available in the SIM library.

#### 1.0. Fiscal

##### 1.1. May Financial Reports

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

Total Liabilities and Equity: \$117,146.02

Total Equity Includes the following Annual Retreat funds:

\$5,000 credit from Angela Center 2017

~\$5,800 in registration fees/deposits 2018

\$14,925 in registration fees for 2019

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

Net Revenue for Jan - April: \$19,175.65 (+\$14,723.70)\*

Net Revenue for Jan - May: \$21,691.36 (+\$2,515.71)

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)

Net Revenue for Jan - May w/o the Annual Retreat: \$7,108.06 (+\$1,246.51)

\*These amounts were listed in error in the May 27, 2019 BOD Meeting Minutes

## **1.2. Church Insurance Policy**

The Secretary will email Church Mutual, as per their request, to remove Barbara Colton and Renee Kunz and to add Sara Denzler to the policy. She will bring a summary of the policy to the next board meeting on July 15, 2019, for each of the Board members.

## **2.0. Retreat and Class Updates and Issues**

### **2.1. 2019 Residential Retreat: Registration and Wait-List Update**

Registration is full with 35 attendees (two of 35 are faculty members who will be supported by TD&I funds) and three 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 30, 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.

The Board agreed to have Alicia Patrice announce, in the ENews, that additional space may be available for new registrants. The Board will decide in July whether to make a financial commitment to reserve the five additional rooms that are being tentatively held. Our Thursday night announcements will also reflect the above change.

Mercy Auburn Retreat Center has their own cooking staff and therefore Michelle Reynolds will not be the cook at this year's retreat. The retreat manager, Michael Paddy, and Sara Denzler will send an email to inform the retreatants and to explain the diet accommodations that can be made. Retreatants will be requested to contact us by mid-July if these dietary accommodations prevent them from attending the retreat.

Approximately two weeks prior to the "balance due" deadline (June 30, 2019), Alicia Patrice will send a final email reminder to retreatants who have not already paid in full.

## **2.2. Future Mindfulness Based Stress Reduction (MBSR) Dates**

Faculty representative, Rich Howard, informed the board that MBSR teacher, Matt Russell, has not, as yet, determined a date for the next MBSR Class though a class that would begin at the end of August through mid-November is being considered. Rich agreed to confer with Matt to finalize dates for the fall class.

Rich Howard and Matt Russell will discuss ways to advertise the MBSR Class in the wider community. The TherapistExchange Newsletter will be considered.

## **2.3. Fall Beginning Meditation Class: Registration Update**

Twenty-three people have registered for the September class with fourteen slots remaining.

The support staff include:

Registrar - Alicia Patrice  
Sound System - Phred Strickland  
Set-Up - Phred S and David G

## **3.0. Community Outreach**

### **3.1. Young Person's Sangha Update**

The President was enthusiastic about the interest in the Young Person's Sangha and shared a picture of the twelve members of the group.

The Treasurer reported that Sue Taylor has donated her dana of ~ \$400 to the sangha which will be tracked and reported separately in financial reports.

### **3.2. Revision of Announcement Script**

The President and Member-At-Large, Alice Carney, will be working on a new announcement script. They have provided a list of questions that will help them in developing the script and have asked that board members respond to the questions if interested in having input.

## **4.0. Board-Faculty Communication**

### **4.1. Faculty Report**

The Faculty Representative, Rich Howard, reviewed the teachers who are currently scheduled and those being considered. The schedule can be viewed on the digital calendar at *SIM Main Folder>Practice Events>Schedules*.

*Future highlights include:*

Thursday Night Events

Neesha Patel (from Davis) - October 2019  
Meg Gawler - October 10, 2019  
Greg Scharff - December 5, 2019  
Heather Sundberg - 2020

Daylong Retreats

Vance Pryor - October 2019  
Heather Sundberg - May 2020

Senior Teacher Weekends

Greg Scharff - 2021

Residential Retreats

John Travis - 2020

The President suggested that it is not too early to begin thinking about the 2021 Residential Retreat. In addition, Rich reported on Steve Armstrong's improved health and that he is considering offering retreats again at some point in the future.

Member-At-Large, Alice Carney, addressed her concern that during the Daylong Retreat with Walt Opie there was no one there to introduce him or to address the idea of dana. Rich indicated that the faculty member who invited the speaker would most appropriately introduce the speaker and will address this issue at the next faculty meeting.

**4.2. Board/Faculty Retreat (November 16/17, 2019): Ideas, Intentions**

Rich Howard confirmed the dates reserved for the retreat at Community of The Great Commission in Forest Hill and is requesting input regarding the agenda.

**4.3. Proposal for a Sunday Morning "Dharmette"/Social Time**

The Board reviewed the proposal from the SDC Program Committee to provide a monthly, Sunday morning "dharmette"/social time with responsibilities to be rotated among the three sanghas. After considerable discussion, the Board concluded that the necessary resources to support the proposal were not available. Rich will invite the author, Diane Wilde, to resubmit the proposal if new ideas emerge or if the plan becomes more fully developed.

**5.0 Volunteer Update - Volunteer Appreciation Event**

The President and Secretary are meeting with Erin Landreth at Plate's Cafe at 14 Business Parkway #149 on Friday, June 21, to learn more about their catering options. The President proposed that the Board consider including monthly donors which would raise the total invitees to ~50. Some Board members expressed concern about the size of the group and the difference between a service volunteer and a financial donor.

The proposed date for the event is Sunday, September 15, 2019. Once a date is secured with Plate's Cafe, a "Save The Date" email will be sent to invitees followed by written invitations asking for an RSVP.

## **6.0. SDC**

### **6.1. Building Report**

Building Manager, Bob Jenne, provided a written report available in the “Meeting Materials.”

While SIM audio volunteer, Phred Strickland, was away, volunteers who stepped-up had no written instructions for reference. Phred Strickland will be asked to create a “cheat sheet” for future reference.

### **6.2. Policy Issues, Decisions, Developments**

The Board discussed the SDC request for SIM members to participate on SDC committees. The President referred to an email that she wrote (May 11, 2019) in response to this issue which was raised in a meeting of the three sangha presidents in April. In the email she stated that additional committee assignments to Board members was not appropriate at this time. She asked for additional information about the purpose of each committee, a reasonable estimate of the total time required and any necessary qualifications. No further communication has been received. The President will follow-up with the SDC President, Barbara Colton.

The Vice-President, Jerry Simkins, provided a historical vision of the SDC and the three sustaining sanghas. He encouraged the Board to continue open discussions regarding future collaborations.

### **6.3. Permanent Altar Committee**

The Secretary reported that the Altar Committee is asking the woodworker, Robert Beauchamp, to send a sketch of his original design without the drawers, which have been removed as a cost cutting measure. A display will be available in the West Lobby and at the Interdependence All Sangha Social on July 13, 2019, for all sangha members to see and to make written comments. A notice will also be placed in the SIM ENews. All interested members are invited to attend the July 21, 2019, Altar Committee meeting at the SDC at 5 pm for further discussion.

## **7.0. Operations Issues**

### **7.1. Posting of June 13 Dharma Talk**

The Treasurer, Sara Denzler, expressed concern about posting the June 13, 2019, dharma talk to the SIM webpage since members had not been informed that their comments during the question/answer period would be made public. The Vice-President volunteered to contact the members that spoke, to determine if edits were necessary.

### **7.2. 2019 Project and Task Tracking Spreadsheet**

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

### **7.3. Review of May Board Meeting Action Items**

*May Action Items* were reviewed by Board members prior to the meeting. Any incomplete items will be transferred to *June Action Items*.

### **8.0. Next Board Meeting**

The next meeting of the Board is scheduled for July 15, 2019, from 6-8:30 pm.

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Respectfully Submitted  
Barbara Briscoe  
SIM Board, Secretary