



Sacramento Insight Meditation

CONTINUING SUPPORT FOR THOSE
PRACTICING IN THE INSIGHT / VIPASSANA TRADITION

FINAL

Sacramento Insight Meditation Board Meeting Minutes, July 15, 2019

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6 pm on Monday, July 15, 2019, at the Sacramento Dharma Center (SDC), 3111 Wissemann Drive, Sacramento, CA 95826.

In Attendance

| | | | |
|-----------------------|-----------------|------------------------|-------------------------|
| President | Cathy Vigran- | Member-At-Large | Alice Carney (by phone) |
| Vice President | Absent | Member-At-Large | Jon Siiteri |
| Treasurer | Sara Denzler | Faculty Rep | Dennis Warren |
| Secretary | Barbara Briscoe | SDC Rep | Bob Jenne |

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 June 17, 2019, was revised and approved by the Board and will be available in the SIM library.

1.0. Fiscal

1.1. June Financial Reports

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

Total Liabilities and Equity: \$126,662.43

Includes the following Residential Retreat funds:

\$5,000 credit from Angela Center 2017

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

~ \$23,000 residential retreat registration fees 2019

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 - June: \$31,207.77 (+\$9,516.41)

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)

Net Revenue for Jan - June w/o the Annual Retreat: \$7,780.12 (+\$672.06)

The Treasurer noted that the June financial reports indicated a net revenue increase of \$672.06, the lowest since the beginning of the year.

1.2. Head-Count Tally

Member-at-large, Jon Siiteri, asked about the process of counting the number of people at our events. He suggested that a hand-held tally counter would be helpful and offered to make the purchase. The tally counter will be left in the dana bowl.

In the future, the Board member making announcements and counting dana for the evening, will now record the head count on the dana envelope. Our Treasurer will ask Sabitre Rodriguez to record the head count on the spreadsheet in the digital library, SIM Main Folder>Practice Events>Thursday Night Materials.

1.3. Teaching Development and Initiative (TD&I) Funds Update

The Treasurer reported that the comparison of projected dana subsidies versus actual expenditures over the last six months looks good. The actual expenditures were only 30-40% of the projected amounts, averaging about \$46/teacher. A subsidy was needed for only one of the Daylong Retreats.

One guest presenter was eligible to receive reimbursement for mileage/lodging (\$380) which was equal to only one-half of the amount projected.

In the first half of 2019, \$2,369 has been used from the TD&I fund. In the second half of 2019, other expenses will include scholarships offered to faculty who wish to attend the residential retreat and the annual gift to our Faculty and Sr. Teachers (~\$6,000). The Treasurer suggested that we may consider increasing the Faculty subsidy cut-off for Daylong Retreats from the current \$250 to \$350 and perhaps even to \$500.

TD&I Dana Subsidies

| | Thursday Night | Daylong Retreat |
|------------------|----------------|-----------------|
| Faculty | \$200 | \$250 |
| Guest Presenters | \$200 | \$500 |

1.3. Taxes

The Treasurer reported that the tax forms were mailed and the annual update to the Secretary of State was also completed and mailed.

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 to four people are on the wait list. All that registered paid in full by the deadline of June 30th. Twelve people paid at the donor level (\$900).

Scholarships have been awarded to two registered people and to two people on the wait list totaling \$1,450 which will be covered by scholarship donations from 2018 (\$975) and donor level funds (\$900).

Financial Status:

Registration Fees: \$23,825 (without scholarships)

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

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

SIM has reserved 35 single rooms with a 'tentative hold' on five additional rooms to allow more people to attend the retreat. The cost for the additional rooms is \$708 each. The Treasurer will confirm with Mercy Auburn Retreat Center that we will add the five rooms to the retreat total. Alicia Patrice will inform individuals on the wait list so they can plan accordingly.

The email was sent to retreatants explaining the dietary restrictions at Mercy Auburn Retreat Center and possible accommodations that can be made. Retreatants were asked to contact the registrar by mid-July if these dietary issues prevent them from attending the retreat.

2.2. Mindfulness Based Stress Reduction (MBSR) Dates

MBSR Class instructor, Matt Russell, has confirmed dates for the next MBSR class. They are August 21 – October 9, 2019 Wednesday mornings 9:30-noon, with a Saturday, September 21 Daylong and an August 7 free introductory class. Concerns were raised about whether there was enough time to publicize the class and for interested persons to plan ahead for an eight week course. We also discussed how to increase interest in the class. Bob Jenne recommended educating the community about how an MBSR course is helpful when someone already has an established practice. The Secretary will reach out to Matt Russell to suggest advertising in therapistexchange.com.

Faculty member, Dennis Warren, suggested a face-to-face meeting (including a representative member of the Board) to check-in with Matt about his teaching relationship with SIM. Dennis will discuss this possibility with Rich Howard.

2.3. Fall Beginning Meditation Class: Registration Update

There are only six slots remaining for the BMR Course which begins September 17, 2019.

3.0. Community Outreach

3.1. Revision of Announcement Script

Member-at-large, Alice Carney, is working on the script and will report back when she has a draft ready to review. The input she received from Board members suggested only minor changes to the existing script.

3.2. Appreciation for Monthly Donors

The Treasurer raised the possibility of including monthly donors in our Appreciation Event with service volunteers scheduled for September 15, 2019. (See below 5.0)

4.0. Board-Faculty Communication

4.1. Faculty Report

The Faculty Representative, Dennis Warren, informed the Board that Vance Pryor is being groomed to take over the directorship at Vipassana Metta on Maui. The Faculty would like to foster an on-going relationship with Vance and hope to invite him to teach at SIM four times a year.

Dennis discussed how the new generation of teachers is not as likely to accept dana “given freely” but instead are asking for greater financial assurances which confirms that the newly formed Teachers Development and Initiative fund at SIM is in line with current needs of younger teachers.

5.0 Volunteer Update - Volunteer Appreciation Event

We received two proposed menus and a contract from Erin Landreth at Plate’s Cafe at 14 Business Parkway #149 for our event scheduled for September 15, 2019, at 10 am. The “quiche” menu was chosen by the Board. After considerable discussion, the Board voted to invite monthly donors as well as service volunteers.

Member-at-large, Alice Carney, will create an Evite invitation for Board review.

6.0. SDC

6.1. Building Report

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

6.2. Policy Issues, Decisions, Developments

There has not been an SDC Board meeting since our last meeting and therefore a report was not submitted.

6.3. Permanent Altar Committee

The SDC has a display in the West Lobby with sketches of the recommended altar and the woodworker, Robert Beauchamp. Notices have been in the SIM ENews and announcements have been made on Thursday nights. All interested members are invited to attend the July 21, 2019, Altar Committee meeting at the SDC at 5 pm for further discussion. Barbara Briscoe, SIM Altar Committee representative will make a brief presentation on Thursday night addressing questions from the community, particularly about financial commitments from the three sustaining sanghas.

7.0. Operations Issues

7.1. Posting of June 13 Dharma Talk

The Vice President contacted all persons, except one, who made comments during the June 13, 2019, dharma question and answer period. They were all comfortable with their comments being made public on the SIM webpage. The Board agreed that the talk should be posted to the SIM webpage.

7.2. 2019 Project and Task Tracking Spreadsheet

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

7.3. Review of June Board Meeting Action Items

June Action Items were reviewed by Board members. Any incomplete items will be transferred to *July Action Items*.

8.0. Board Meeting Dates

The next meeting of the Board is scheduled for August 26, 2019, from 6-8:30 pm.

The December Board meeting was changed from December 23 to December 16, 2019.

Respectfully Submitted
Barbara Briscoe
SIM Board, Secretary

