



Sacramento Insight Meditation

CONTINUING SUPPORT FOR THOSE
PRACTICING IN THE INSIGHT / VIPASSANA TRADITION

FINAL

Sacramento Insight Meditation Board Meeting Minutes, August 26, 2019

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 1:30 pm on Monday, August 26, 2019, at the Sacramento Dharma Center (SDC), 3111 Wissemann Drive, Sacramento, CA 95826.

In Attendance

| | | | |
|-----------------------|-----------------|------------------------|--------------|
| President | Cathy Vigran- | Member-At-Large | Alice Carney |
| Vice President | Jerry Simkins | Member-At-Large | Jon Siiteri |
| Treasurer | Sara Denzler | Faculty Rep | Rich Howard |
| Secretary | Barbara Briscoe | SDC Rep | Bob Jenne |

Beginnings

The meeting was called to order by the President, Cathy Vigran, at 1:30 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 July 15, 2019, was revised and approved by the Board and will be available in the SIM library.

1.0. Fiscal

1.1. July Financial Reports

The Treasurer provided a financial summary as of July 31, 2019.

Total Liabilities and Equity: \$129,649.15

Activity:

TOTAL Column:

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 - July: \$32,945.68 (+\$1,737.91)

General Column:

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)

Net Revenue for Jan - July w/o the Annual Retreat: \$7,754.78 (-\$25.43)

Notes:

Total Equity:

Includes the following Residential Retreat funds:

\$5,000 credit from Angela Center 2017

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

~\$26,000 residential retreat registration fees 2019

Net Revenue (General Column):

July 2019 Compared to Monthly Averages Jan - July 2019:

Revenue - Down ~\$1,500 (May and June down some too)

Expenses - Down ~\$300

Jan - July 2019 Compared to Jan - July 2018:

Total Revenue in 2019 - lower by ~\$3,000

Mostly due to fewer Sr Guest Teachers (less dana and reg fees).

Total Expenditures in 2019 - lower by ~\$1,250

Due to fewer Sr Guest Teachers but offset by carpet & teacher subsidies

Monthly Donors: \$2,200/month currently:

Declined \$300/mo compared to January 2019

Increased \$100/mo compared to summer of 2018

The Treasurer suggested that we may want to contact those members that stopped their monthly donations to find out why.

2.0. Retreat and Class Updates & Issues

2.1. 2019 SIM Residential Retreat

Registration:

The Treasurer reported that we now have 38 registrants and 2 vacancies

38/38 paid by June 30 deadline

12/38 paid at donor level (\$770)

In August there were five cancellations and 3 new registrations.

Scholarships:

Four Scholarships were awarded totaling \$1,450

Available Scholarship Funds

Scholarship funds remaining from 2018 - \$975

Funds from donor level registrations in 2019 - \$900

Mercy Retreat Center:

Rooms - Five additional rooms were added in July costing \$708/room = \$3,540.

Food & Accommodations - Email was sent to determine who has food allergies and who may need a downstairs room.

Overall Financial Status:

Available Funds:

Registration Fees - \$27,100

Scholarships - \$970

Teaching Initiative Funds - \$1,400

TOTAL of \$29,470

Unpaid Current Commitment to Mercy Retreat Center - \$28,527

2.2 Spring Beginning Meditation Class (BMC) Dates

Rich Howard and Sandra Sigrist are scheduled to teach the Spring BMC class on Tuesday nights from 7-9pm starting February 25 through March 31, 2020. The Saturday daylong will be held on March 21, 2020. The Board agreed that it would be appropriate to advertise the class beginning at the end of October 2019.

2.3. MBSR Class

The Fall MBSR course was cancelled because interest in the course was low. Matt Russell will be asked to select dates for the summer class 2020 by January 1, 2020, so SDC space can be reserved. Rich also agreed to write up a brief description of the class for the Webpage to include how MBSR can be beneficial to people who already have a meditation practice.

3.0. Board-Faculty Communication

3.1. Faculty Report

Faculty representative, Rich Howard, reported that the SIM class schedule has been posted to the digital library.

Rich would like the Board to begin announcing Thursday night events on October 3, 2019, with Neesha Patel and on December 5, 2019, with Greg Scharf. The Board discussed whether flyers were being made on a regular basis. Alice Carney will confer with Sabitre on flyer production.

3.2. November Board-Faculty Retreat

The Board along with Rich Howard chose the theme of “Succession Planning” for the Board-Faculty retreat, scheduled for November 16/17 at Community of the Great Commission in Foresthill, CA. Rich Howard will write a summary, “Who Are We?” to use as a springboard for the retreat focus. Invitations will be extended to other pertinent individuals including Margaret Buss, Bob Jenne, Laura Rosenthal, Matt Russell and Sandra Sigrist.

4.0. Community Outreach

4.1. Revision of Announcement Script

The Board President and member-at-large, Alice Carney, are finishing their work on the script revisions. Board members are invited to send any additional input in the next week.

4.2. Security Concerns

Member-at-large, Jon Siiteri, researched how other non-profits are addressing security concerns. Topics that were addressed include:

- Establishing a Safety Committee

- Educating Community (Exits, Fire Extinguisher, Alarm)

- What to do in case of a “disruption.”

- Designating a sangha member as a security advisor (former law enforcement officer).

Jon will post his findings for discussion at our next Board meeting in September. As a part of the discussion, the Board will decide whether or not a safety committee should be established.

5.0. Volunteer Update

The volunteer/donor appreciation event is scheduled on September 15 at Plates Cafe. Final logistics were addressed.

6.0. SDC

6.1. RSO Communication/Update

The Board went into Executive Session at 3:25 pm and ended at 3:55 pm.

6.2. Building Report

Bob Jenne provided the August Building Report. Included topics are:

- Property Tax Exemption

- New Lavalier Microphone for the Meditation Hall

- New Microphone Outlets Behind the Altar

Detailed information on How to Use the New Microphone
Audio System Update
Art and Design Committee
Grounds Committee

6.3. Policy Issues, Decisions, Developments

Barbara Colton provided, "The SDC Report." Topics included:

Approval of the Altar Committee Recommendation
Reconvening the RSO Committee for re-evaluation
Safety Concerns
Outdoor Landscape Plans
Establishment of Monthly Gardening Service

6.4. Permanent Altar Committee (AC) Wrap-up

SIM representative, Barbara Briscoe, reported that upon SDC approval of the AC proposal, the woodworker, Robert Beauchamp, was contacted to submit a work order. His work on the altar will likely occur shortly thereafter.

7.0. Operations Issues

7.1. Wrap up of Possible Future Agenda Items

Was not covered.

8.0. Next Board Meeting

Monday, September 23, 2019 @ 6:00 PM - 8:30 PM

Respectfully Submitted
Barbara Briscoe
SIM Board, Secretary