



Sacramento Insight Meditation

CONTINUING SUPPORT FOR THOSE
PRACTICING IN THE INSIGHT / VIPASSANA TRADITION

FINAL

Sacramento Insight Meditation Board Meeting Minutes, September 23, 2019

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6 pm on Monday, September 23, 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	Diane Wilde
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 August 26, 2019, was revised and approved by the Board and will be available in the SIM library.

1.0. Fiscal

1.1. August Financial Reports

The Treasurer provided a financial summary as of August 30, 2019.

Total Liabilities and Equity: \$131,842.35

Activity:

TOTAL Column:

Net Revenue for Jan - June: \$31,207.77 (+\$9,516.41)

Net Revenue for Jan - July: \$32,945.68 (+\$1,737.91)

Net Revenue for Jan - August: \$34,917.61 (+\$1,971.93)

General Column:

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)

Net Revenue for Jan - August w/o the Annual Retreat: \$8,017.01 (+\$262.23)

2.0. Retreat and Class Updates & Issues

2.1. 2019 SIM Residential Retreat: Wrap-Up, Financials

Registration:

The Treasurer reported that there were 39 retreatants with one vacancy which was covered by the donation of registration fees from a retreatant that had to cancel.

Scholarships:

Four Scholarships were awarded totaling \$1,450 which were covered by \$970 from 2018 designated scholarships and \$480 from 2019 donor level registrations.

Financial Summary as of 9/21/2019:

DIRECT EXPENSES:

Revenue:

Retreat Subsidy: \$4,000 (from Angela Ctr refund and 2018 registrations)

Directed Scholarships - \$970

Registration Fees - \$28,770 (after refunds to two retreatants that cancelled)

Teaching Initiative Funds - \$700 for Rich Howard (from 2019 general dana)

TOTAL of \$34,440

Expenditures:

Original Deposit to Auburn Mercy Center: \$2,659 (paid in 2018)

Final payment to Auburn Mercy Center: \$28,527

Bank Fees: \$629

Presenter Travel Costs: \$331 + \$500 (Kamala's estimated costs)

Supply Costs: \$14

TOTAL: est. \$32,660

2019 Balance: \$1,780

+\$6,800 (remainder of funds from Angela Ctr refund and 2018 reg fees)

TOTAL: \$8,580 for future retreats

DANA FOR TEACHERS:

\$12,990 + \$2,600 (estimate of outstanding checks)

STAFF TIPS:

\$1,960 (\$245/person for 8 people)

The Board approved an additional \$2,000 dana as a gift to Vipassana Metta Foundation on behalf of the SIM Board.

The vice-president, Jerry Simkins, reported that three of the retreat dharma talks were not recorded due to difficulties with the equipment.

2.2 Spring Beginning Meditation Class (BMC): Update

The current BMC is underway with thirty people enrolled. The Board agreed to be more involved in future classes so that teachers will have greater support.

2.3. Publicity Flyers for Upcoming Visiting Teachers: Vance Pryor and Greg Scharf

Member-at-large, Alice Carney, suggested a template for use in making future flyers. She will coordinate the tasks of copying and distributing flyers with Sabitre who posts the flyers in the E-News and on the SIM webpage. Other potential sources for distribution are Natural Foods Co-op, Whole Foods and Sac State University. A copy of each completed flyer will be held in "Template Folder" (under copy machine in SIM office) to be used to make additional copies as needed.

3.0. Board-Faculty Communication

3.1. Faculty Report

Faculty representative, Diane Wilde, reported that the MBSR course was cancelled due to low enrollment.

The Young-Person's Sangha is flourishing with anywhere from nine to twelve people attending meetings. Diane describes them as "self-defined" with an age range of 18-40 years of age. The group will be represented at the Volunteer Day, Sunday, September 29, with approximately ten members planning to attend. Matt Russell has expressed an interest in providing a dharma talk in the future and Vance Pryor is scheduled to teach, Tuesday, March 24, 2020.

Diane has also been in contact with Rabbi Seth Castleman from Davis who has expressed an interest in teaching at SIM. He is a rabbi and dharma teacher under Jack Kornfield and completed the CDL Program.

Diane reported that the Climate Sangha is scheduled for the first Sunday of each month through December then will move to the second Sunday. This information should be reflected in announcements on Thursday nights.

Diane informed the Board that she has been asked by Sacramento Buddhist Meditation Group (SBMG) to co-teach "The Precepts" class from October 23, 2019 to December 4, 2019. There are, apparently, 25 people signed-up and only one other teacher available.

3.2. November Board-Faculty Retreat - "Succession Planning"

Additional community members have been invited to join the Board-Faculty retreat, scheduled for November 16/17 at Community of the Great Commission in Foresthill, CA. Margaret Buss

and Phred Strickland have accepted the invitations. Sandra Sigrist and Laura Rosenthal are not able to commit at this time and Matt Russell will be unable to attend.

4.0. Community Outreach

4.1. Revision of Announcement Script

Member-at-large, Alice Carney, reported that the announcement script is continuing to be refined.

4.2. Security Concerns

From an extensive list of possible safety measures, member-at-large, Jon Siiteri, made the following suggestions for immediate safety considerations including:

- Purchase an AED device (\$1,200)

- Identify individuals who are certified to give CPR

- Identify a CPR course for board members

- Identify a police chaplain

- Educate the community about the locations for Exits, Fire Extinguisher and Fire Alarm

Jon did not think that a safety committee was necessary at this time. He will continue to refine the list of "Things To Do."

Board members were interested in completing a CPR course and information will be forthcoming.

Alice Carney will contact a personal friend who is a police chaplain for suggestions/recommendations.

Bob Jenne asked Jon Siiteri and Cathy Vigran to send him the link to a specific defibrillator which he will then present to the SDC Board for purchase.

Sara Denzler who was involved in the development of a Safety Committee with the State of California offered to assist Jon.

4.3. Year End Fundraising Letter

The President asked Board members to think about the Board focus for the coming year - 2020 - that will be highlighted in the letter. (Last year the focus was on expanding our list of available teachers and greater support for teachers.) President Cathy Vigran and Member-at-large, Alice Carney, have offered to draft the letter.

5.0. Volunteer Update

5.1. Volunteer Appreciation Event - Wrap-Up, Financials

The volunteer/donor appreciation event was held on September 15 at Plates Cafe with 31 individuals present. All Board members were present and reported positively about the event. Positive feedback was also received from community members.

The total cost of the event was approximately \$800. The final invoice has not been received.

5.2. Proposal for St John's Christmas Project

The President reported that Vicky Ruben who coordinated the St John's Christmas Project last year would like to collect donations from SIM again this year. The Board approved the project asking that Vicky give Board members information so that they can make an announcement on

appropriately timed Thursday evenings asking for cash donations that will be placed in a separate basket from dana. These donations will not be tax deductible and will not be managed by SIM. Vicky will be asked to be in attendance on those evenings to answer questions.

6.0. SDC

6.1. Building Report

Bob Jenne gave a verbal report about the need for two new roofs. An estimate for solar panels was obtained and quoted at \$52,000.

6.2. Policy Issues, Decisions, Developments

The SDC Board has asked that all three sanghas are represented at two SDC board meetings per year. The next such meeting will be held on October 13, 2019. Vice-President, Jerry Simkins, has offered to represent SIM. The treasurer, Sara Denzler, may also attend.

7.0. Operations Issues

7.1. Replacement Coverage for Alicia Patrice

Contractor, Alicia Patrice, who has provided assistance as registrar for classes/retreat, with dana deposits and E-News, has submitted her resignation (effective the end of September) as she will be relocating. The Board agreed that her position is of great value to the operations of SIM and discussed where and how to recruit a replacement. Diane Wilde offered to contact members of the Young Person's Sangha to let them know that we are recruiting for this position.

7.2. Contract Renewal for Sabitre Rodriquez

The Board agreed to renew the contract for Sabitre Rodriquez (bookkeeper and webpage manager) beyond the current contract end-date of December 1, 2019.

8.0. Executive Session

The Board went into Executive Session at 8:10 pm.

9.0. Next Board Meeting

Monday, October 28, 2019 @ 6:00 PM - 8:30 PM

Respectfully Submitted
Barbara Briscoe
SIM Board, Secretary