



Sacramento Insight Meditation

CONTINUING SUPPORT FOR THOSE
PRACTICING IN THE INSIGHT / VIPASSANA TRADITION

FINAL

Sacramento Insight Meditation Board Meeting Minutes, November 25, 2019

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6 pm on Monday, November 25, 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 -Absent
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 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 October 28, 2019, was revised and approved by the Board and will be available in the SIM library.

1.0. Fiscal

1.1. Financial Summary as of October 31, 2019

Total Liabilities and Equity: \$97,911.16

Activity:

TOTAL Column:

Net Revenue for Jan – August: \$34,917.61

Net Revenue for Jan – Sept: \$1,550.32 (-\$36,467.93)

Net Revenue for Jan – Oct: \$1,614.30 (+\$3,164.62)

General Column:

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

Net Revenue for Jan – Sept w/o the Annual Retreat: \$1,918.06 (-\$6,098.95)

Net Revenue for Jan – Oct w/o the Annual Retreat: \$3,613.43 (+\$1,695.37)

Notes:

September 30, 2019, “Total Activity” includes large amounts in income from retreat dana and large amounts in expenditures for retreat dana, retreat facility and SIM donation for altar.

Retreat Net Revenue (-\$1,999.13) reflects the activity under the Residential Retreat as of Oct 31, but not the total assets SIM has to work with. It does not reflect \$970 in directed scholarships (from 2018), the \$4,000 subsidy (from past years) or \$700 from Teaching Initiative (under General Class). It also does not yet include the expenses for 2nd dana payment for retreat (\$2,650) or Kamala’s expenses (\$500).

Retreat Net Revenue as of 10/31 = - \$1,999.13

Additional resources = \$970 + 4000 + 700 = \$5670

Additional costs = \$2650 +500 = \$3150

Additionally, \$2,000 in additional retreat teacher dana approved by Board in Sept will be paid from the General Class.

Total Equity:

- Includes Past Annual Retreats
 - o \$5,000 remaining credit from Angela Center 2017
 - o ~\$5,800 in registration fees/deposits 2018

1.2. 2020 Budget

The Treasurer, Sara Denzler, will have a proposed 2020 budget for approval at our next board meeting in December. She reported that our actual budget to-date is “very close” to and within \$1,000- \$2,000 of our projected budget for year 2019.

1.3 Amazon Smile Program

The Treasurer, Sara Denzler proposed and received Board approval to place an explanation for the Amazon Smile Program in the E-News. When a consumer designates SIM as a donor for their purchase, 1/2% of their purchase amount will be sent to SIM.

2.0. Retreat and Class Updates and Issues

2.1. Greg Scharf - Publicity and Planning for December 5 visit

Faculty representative, Rich Howard, will contact the sanghas in Rocklin, Davis and Grass Valley to announce Greg Scharf's visit on December 5, 2019.

A reservation has been made for dinner with Greg Scharf at the Lemon Grass at 5 pm on December 5.

SIM Founder, Dennis Warren, will introduce Greg to the community.

2.2. Dennis Warren's Class Proposal Approval

Founding teacher, Dennis Warren, sent a proposal to offer the following class, "Living & Practicing On The Other Side of Suffering" to be offered on Wednesday evenings from 7 pm to 9:15 pm, beginning April 22 through May 27, 2020. This class will also include a one day retreat. The Board approved the proposal unanimously. Jon Siiteri has agreed to be the Board liaison for the class.

2.3. Beginning Meditation Class (BMC) Update

Faculty representative, Rich Howard, is requesting that registration open in mid-December to early January. Jay Patel will be registrar for the class with back-up from Rich Howard when Jay is on retreat.

Rich Howard is in agreement that SIM eliminate a waiting-list that carries over from one class to the next.

Spring BMC teachers, Rich Howard and Sandra Segrist, are recommending that the class maximum be reduced to below 35.

2.4. Mindfulness Based Stress Reduction

Rich Howard will contact Matt Russell in early January to determine dates for the next course in May 2020.

3.0. Board-Faculty Communication

3.1. Faculty Report

Faculty representative, Rich Howard, received positive feedback from the community regarding Neesha Patel's Thursday night talk (11/21/19). The Board's feedback was also positive. While Rich would like to include her in the SIM schedule going forward, he is waiting for all faculty members to listen to a taped talk which is a requirement for on-going teacher status.

The President suggested that the Faculty discuss how to honor the speaker's request not to have a talk recorded and made public on the SIM webpage, but to have a recording available for faculty review.

Rich provided the schedule for the faculty representative assigned to the Board meetings for January through March.

3.2. Board-Faculty Retreat Review

Board and Faculty members shared their impressions of the Board-Faculty Retreat. Positive responses included:

- Information learned that would not have otherwise been learned
- Enjoyed the camaraderie of the time together and location
- Benefited from having other community members present (Margaret Buss and Phred Strickland)
- Community members benefited from the information/camaraderie shared.
- The importance of collective understanding regarding succession planning
- The benefit of an overnight event versus a local two-day event

Future Considerations:

- Reassess the need for the next Board-Faculty retreat in 6 months
- Consider inviting different community members to each future retreat

4.0. Community Outreach

4.1. Year End Fundraising Letter

The draft of the year-end fundraising letter was reviewed and revised. The Treasurer will make changes and the final draft will be sent to the President and member-at-large, Alice Carney, for approval.

4.2. Outreach to Individual Donors

Vice-President, Jerry Simkins, has agreed to reach out, directly by phone, to possible year-end donors.

4.3. Announcement Script - Revisions

The "Announcement Script" has been finalized and is available in the SIM digital library.

4.4. Safety Committee

Member-at-Large, Jon Siiteri, is absent and therefore this discussion was deferred until the December board meeting. Member-at-Large, Alice Carney has contacted her friend, Michael Kerrick, who has experience in law enforcement and is an Anglican priest. He is willing to help with the SIM Safety Committee.

4.5. HART Program

Vice-President, Jerry Simkins, who is promoting the HART Program, has decided that the original proposal for the SDC and three sustaining sanghas to house and feed the homeless over a one week period may be too much for this year. He may propose that a group of SIM sponsored volunteers go to an established location in January, to cook a meal or two for the participants. More information will follow.

4.6. Young Persons' Sangha (YPS)

The President proposes that the Daylong Retreat registration fees are waived for members of the YPS. The Board unanimously agreed.

The Treasurer is asking for clarification regarding teacher donations to YPS.

5.0. Volunteer Update

5.1. Holiday Potluck

The President reported that according to organizer, Barbara Colton, the plans for the Holiday Potluck are going smoothly. Miriam Greenberg has agreed to coordinate the “community dana” presentations.

5.2. St John’s Christmas Project

Vicki Rueben reported to the President that the St John’s Christmas Project is going well having received plenty of financial donations from the community.

6.0. SDC

6.1. Altar

The SDC altar has arrived and a small ceremony was performed on Sunday, November 24, 2019, with members from each of the sanghas present. The woodworker, Robert Beauchamp, was paid in full from donations from each of the sustaining sanghas, VSZC, SIM and SBMG.

6.2. Building Report

Bob Jenne provided a November Building Report that is available in 11 25 2019 Meeting Materials. The topics addressed were as follows:

Speaker placement in Meditation Hall

Sealing the flat part of our roof

Investigating dry rot

Seats on our raised garden beds.

New SDC mailbox

New chair cart for the Meditation Hall

6.3. Policy Issues, Decisions, Developments

The SDC President, Barbara Colton, provided a written summary of their meeting. The pertinent topics included:

Scheduling space at the SDC when more than one request for same space is

received

Jizo Statue donation for the outdoors

Acquiring regular professional house cleaning service

7.0. Operations Issues

7.1. 2020 Board Meeting Dates

The Board reviewed the usual 4th Monday dates for 2020 board meetings and made some changes. The revised schedule will be available in the SIM digital library.

7.2. Protocols

The President would like to have “work flow” protocols for the following:

7.21. Event Flyers - Protocol for duplication and distribution of hard copy event flyers

7.22. Audio Dharma - Protocol and timeline for uploading Audio Dharma materials

7.23. Webpage/ENews/Facebook - Protocol for submissions and posting on Webpage, E-News and Facebook

The Treasurer, Sara Denzler, will work with Sabitre Rodriguez to consider how and when to address the above protocols. Sabitre will be asked about picking up additional responsibilities. As mentioned above, Board members approved an increase of one hour/month to complete added responsibilities if she is interested in doing so. Jay Patel may also be interested in added responsibilities though he is only at the SDC two times per month.

The Board is asking that the Faculty be responsible for protocols related to talk topics and how soon they should be available to SIM administration. In addition, the Faculty will address protocols for determining when a presenter wants and does not want a talk to be recorded and uploaded to the Webpage.

8.0. Executive Session

The Board entered an Executive Session at 8:23 pm which ended at 8:28 pm.

9.0. Next Board Meeting

The next Board Meeting will be held on Monday, December 16, 2019 (6pm - 8:30pm) at the home of Bob Jenne.

Respectfully Submitted
Barbara Briscoe
SIM Board, Secretary

