



Sacramento Insight Meditation

FINAL

Sacramento Insight Meditation Board Meeting Minutes, February 17, 2020

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6 pm on Monday, February 17, 2020, at the home of Bob Jenne.

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 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 individual check-ins.

Minutes

The draft of the Board of Directors' meeting minutes from January 20, 2020, were revised and approved by the Board and will be available in the SIM library. *Action Items* were reviewed and updated.

1.0. Fiscal

1.1. Financial Summary as of January 31, 2020

Total Liabilities and Equity: \$103,384.00

Activity:

TOTAL Column:

Net Revenue for Jan – \$3,532.78

General Column:

Net Revenue for Jan w/o the Annual Retreat - \$3,532.78

The above amounts include several 2019 year-end contributions (\$650) that were posted in January.

Total Equity includes \$1,000 remaining credit from Angela Center 2017 and \$5,800 in registration fees/deposits from 2018 residential retreat.

**Increasing SR expected hours still looking at past dates.

1.2. Tax Donor Letters

All donors of greater than \$250 were sent a tax donor letter. All 1099's have gone out. Tax information will be sent to Tate Associates for completion of SIM tax documents.

1.3. SIM Computer Purchase

The Board approved the purchase of a computer and back-up hard drive for the SIM office. Member-at-large, Jon Siiteri, agreed to make the purchase of a PC laptop that will be useful in copying flyers, uploading audio talks, streamlining on-site registration including the acceptance of credit cards. The payment of approximately \$500 will be coordinated with the Treasurer, Sara Denzler.

2.0. Retreat and Class Updates and Issues

2.1. Senior Teacher Weekend - Vance Pryor (March 28, 2020)

Vice-President, Jerry Simkins, provided the following updates:

Advertisement - Flyer has been updated and distributed. The information has also been made available for entry in the E-News.

Transportation - Jerry will circulate a schedule for Vance's transport needs. Jerry will take him to the airport for his departure flight and Bob Jenne has offered to take him to and from the events that he will also be attending.

Schedule - Jerry will be in contact with Vance to discuss his arrival and departure times, his interest in a "Friday Tea" for the community and how he would like to use his free-time.

2.2. Residential Retreat

2.21. Manager Recruitment

The Board unanimously voted to compensate the residential retreat manager by paying registration fees for an alternative retreat, in the amount equal to the SIM residential retreat. Vice-President, Jerry Simkins, agreed to ask Geri Elkins and Phred Strickland if they would be interested in being the 2020 residential retreat manager. Amy Kovak, who was present at the meeting, will consider the retreat manager position if the above two individuals are not interested.

2.22. Registration

This item was not discussed.

2.3. SIM Classes - Board Liaison Protocol

Member-at-large, Jon Siiteri, circulated the *Board Liaison Protocol* (pertaining to 4-6 week classes) which was approved by the Board with no revisions. Jon will send a copy to the Faculty for review and will place the final copy in the *Policies and Procedures* folder under *Organizational Documents*.

3.0. Board-Faculty Communication

Faculty representative, Rich Howard, reported the following:

3.1. David Loy Event at SDC (April 17-20, 2020)

David Loy, author of *Ecodharma: Buddhist Teachings for the Ecological Crisis*

~Friday Public Talk

April 17, 7-9pm

Personal Transformation/Social Transformation in a Time of Eco-Crisis

The Board agreed to the following:

Sponsors - SIM and Climate Sangha of the Sacramento Dharma Center

Registration - Handled by SIM

Dana - SIM portion of dana to be donated to the SDC solar roof project.

~Weekend Retreat

April 18-19, 9-4pm

Ecodharma: Buddhist Teachings and the Ecosattva Path

Sponsors - SBMG and VSZC

3.2. Thursday Dharma Talk Schedule

Teachers for the Thursday dharma talks have been scheduled through September. The Faculty is considering a new teacher, Rabbi Seth Castleman, who offers a weekly mindfulness group in Davis.

The SDC sanghas have been discussing how to support their communities after the November 3, 2020 Presidential Election. Following the election in 2016, the teacher offered a space for people to express their thoughts/feelings related to the election results. The SIM Faculty would like to once again provide this space for “sharing” instead of a formal dharma talk on Thursday, November 5. Heather Sundberg, the teacher scheduled for that evening, is considering whether she would like to facilitate the process or to reschedule.

3.3. Mindfulness Based Stress Reduction (MBSR)

Matt Russell will be offering the next course before the residential retreat in September.

4.0. Community Outreach

4.1. Diversity Presentation

SIM member, Amy Kovak, presented the summary of a course she recently completed through Aloka Vihara, *White Awareness Insight Curriculum for Uprooting Privilege (Waic Up!): A Dharma and Racism Study Program* offered by Spirit Rock Community Dharma Leader 5 participants to Sanghas everywhere.

WAIC UP! Is an online, self-administered course which includes eight teaching modules with readings, videos and articles to review in preparation for a two hour group, online discussion. Amy estimates that the course requires an ~ 4 hour/module commitment.

Amy presented three important areas for Board consideration:

- 1) SIM Board to complete the WAIC UP! course
- 2) Development of a diversity statement
- 3) Actions that are necessary individually and collectively to demonstrate a real commitment to welcoming diversity into the SIM community

The discussion that followed affirmed the Board's and Faculty's interest in developing a diversity statement.

Rich Howard agreed to identify a 1/2 day diversity awareness class to be attended by the Board. Local trainings may be available through Showing Up for Racial Justice, Salam Center or PICO California.

Amy Kovak was asked to stay involved in the Board's efforts toward greater diversity awareness.

4.2. Safety Committee

Jon Siiteri and Alice Carney will meet with Mike Kerrick to determine the focus for a safety presentation for the SIM Board and other interested SDC Boards.

Jon reported that all AED's contain a prompt to initiate CPR. The AHA will come to teach CPR and the Heimlich maneuver with 6-8 participants.

5.0. Volunteer Update

The President, Cathy Vigran, reported that the thank-you notes to year-end donors are complete. Sabitre Rodriguez has provided a list of contact names and information for future reference. Bob Jenne's report on California privacy laws was appreciated.

6.0. SDC

6.1. Building Report

Bob Jenne provided a report that is available in the digital library under *Meeting Materials*.

6.2. Policy Issues, Decisions, Developments

Cathy Vigran reported from a conversation with SDC President, Barbara Colton, that there is a preliminary discussion about renting space to Diamond Light Tibetan Buddhist Group.

7.0. Operations Issues

7.1. 2020 Meeting Dates and Venues

There are no changes at this time.

7.2. Operations Protocol Drafts

The following workflow protocols are to be addressed over the next several months:

Development of online document to maintain a list of updated announcement items: DONE

Protocol and timetable for preparing, printing and distributing flyers for SIM classes and events: The Board reviewed the three drafts for “flyers” protocol and procedures which included a timeline for the daylong retreat flyers only. Flyer timelines for courses, residential retreat and Sr. Teacher weekend will also be developed for review at the March Board meeting. (Barb, Alice)

Protocol and timetable for recording talks, editing them, and posting them to the SIM website
To review at March Board meeting. (Bob, Jerry)

Protocol and timetable for submission of information describing weekly Dharma talks, monthly day-longs and other SIM events to the SIM e-news and webpage: To review at March Board meeting. (Sara, Sabitre)

Development of a protocol and checklist for course registrars: To review at March Board meeting. (Sara, Rich)

Protocol/checklist for hosting guest teachers (*including having faculty present to introduce visiting teachers): To review at March Board meeting. (Dennis)

Protocol/checklist for the class liaison role:
Approved by Board. Jon Siiteri will send to Faculty for review and resubmit. (Jon)

8.0. Next Board Meeting

We will meet at the SDC on Monday, March 23, 2020 at 6:00 PM-8:30 PM.

Respectfully Submitted
Barbara Briscoe
SIM Board, Secretary

