



Sacramento Insight Meditation

FINAL **Sacramento Insight Meditation** **Board Meeting Minutes, September 28, 2020**

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6:00 pm on Monday, September 28, 2020, via videoconferencing.

In Attendance

President	Cathy Vigran	Member-At Large	Alice Carney
Vice President	Jerry Simkins	Member-At-Large	Jon Siiteri
Treasurer	Sara Denzler	Faculty Rep	Dennis Warren
Secretary	Barbara Briscoe	SDC Rep	Bob Jenne
Recorder	Christine Bitonti		

Beginnings

The meeting was called to order by the Vice-President, Jerry Simkins, at 6:00 pm. He 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 24, 2020, was revised and approved by the Board and will be available in the SIM library.

The August 24, 2020, *Action Items* were reviewed.

1.0. Fiscal

1.1. Financial Summary as of August 31, 2020

Total Liabilities and Equity: \$114,681.78

TOTAL Column:

Net Revenue through June: \$13,817.25 (-\$2,926.88)

Net Revenue through July: \$14,686.72 (+\$869.47)

Net Revenue through August: \$14,364.12 (-\$322.60)

Total Equity (includes past annual retreats):

\$1,000 remaining credit from Angela Center, 2017

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

Note: Expenses include \$2,000 given to SDC for solar panels

2020 Retreat -- as of September 28, 2020

Registration: \$3,600; 32 registrants and 4 auditors

Finance Committee decided to refund 2 people \$100 each for registration due to pandemic-related circumstances.

Per Teaching and Development Initiative approved in 2019, \$100 in registration fees will be refunded to each SIM teacher (Warren, Wilde, Howard).

\$3,100 in registration fees remain.

Retreat dana: \$6,620 received (expecting approximately \$1,130 more in checks) for total of \$7,750

Taxes and required state filings were submitted to IRS and State in late August.

1.2. Possible Dana to John Travis from SIM Registration Income

Board unanimously approved request by Financial Committee to add \$3,000 to dana for retreat teacher, John Travis.

1.3. Purchase of SIM Computer

Sara and Jon reported that a computer has been donated to SIM which may or may not be adequate for intended use, requiring the purchase of a new computer. Issue tabled until the donated equipment can be tested for capacity and function.

1.4. Year-End Fundraising 2020

Tabled until October meeting

2.0. Community Outreach

2.1. Inclusivity Subcommittee Report

Jerry, Barb, and Dennis reported on their experiences with the subcommittee. Time will be set aside at next month's BOD meeting to discuss the inclusivity statement recommended by the faculty: *Everyone interested in the teachings of the Historical Buddha is welcome at our events.*

We support the efforts of all people seeking equity and justice in American life. The recorder recommended a book that might be useful to the subcommittee and the BOD: Awakening Together: The Spiritual Practice of Inclusivity and Community by Larry Yang.

2.2. Young Persons Sangha (YPS) - Facebook Request

Sara presented a request by Joshua Harbin from the Young Persons' Sangha (YPS) to launch a Facebook page. Discussion ensued about the relationship of the YPS to SIM and the appropriateness of using social media to educate and recruit members. Board reviewed a statement provided by Joshua regarding the intent of the page and unanimously approved allowing YPS to move forward on this project with oversight from the BOD. Decision tabled regarding who will monitor from the Board.

3.0. Retreat and Class Updates

3.1. Residential Retreat 2020: Review and Development of Manager's Handbook

The need to archive the experiences of SIM members who developed and conducted the 2020 virtual (Zoom) residential retreat was discussed. No conclusion was reached regarding whether a handbook should be developed, although BOD members agreed that the collective experiences of this group should be retained. Jerry will create a folder on the G-drive where individuals may place their notes for review by others.

3.2 Status of courses

Dennis reported that, "The Other Side of Suffering" course has 20 registered students with up to 15 people on a wait-list. He shared that calling each registrant to discuss their participation ahead of time greatly facilitates the class experience. "Beginning Meditation" course is full with 20 registrants.

4.0. Board-Faculty Communication

4.1. Faculty Report

Dennis noted that his report is on file, particularly focused on applications for teachers. He added that there has not been a faculty meeting since our last report from Rich Howard in August. Cathy reminded him about the availability of the "Teaching and Development" fund for use by the faculty to attract new teachers.

5.0. Volunteer Updates

5.1. Holiday Event Coordinator

After a lengthy discussion of options for conducting a holiday event (which meeting attendees supported wholeheartedly), Jon agreed to contact Margaret Buss and Karen Tercho (YPS) regarding collaborating to plan and conduct a virtual experience. Both of these SIM members had expressed enthusiasm for the idea. Jerry agreed to contact Terri Townsend, Robin Primavera, and Vicki Reuben whom he had approached for the task to see if they would like to work with the other two recruits.

5.2. St. John's Holiday Event

Barb reported that Vicki Reuben may need tech support for this event (with advertising and setting up a donation button online). Vicki will contact Sabitre Rodriguez and Sara Denzler for this assistance. She also asked for Board input regarding when to launch fundraising efforts. Board agreed with her suggestion of early November.

5.3 St. John's Dinners

Jerry reported that SIM is still supporting the dinners with checks for food or food delivery (with reimbursement to volunteer) as circumstances dictate. Staff are very happy when the food can be purchased and delivered to them. Jerry will continue to provide this support as a SIM volunteer.

6.0. SDC

6.1. Building Report

Bob Jenne asked if any Board member had questions regarding his report which can be found in the meeting materials, September 28, 2020. No questions were posed.

6.2. Policy Report

Barbara Colton (SDC President) reported that the majority of their focus has been on guidelines for re-opening the SDC for outdoor events (see 6.3)

6.3. Re-Opening SDC Committee

Jon reported on the work of the Re-opening Committee which has made extensive recommendations (e.g., no more than 24 participants and required training of event coordinators). Traffic cones may be needed to restrict certain parking places to enable safe distancing. Barbara Colton has offered to conduct this training, although others may be needed as well. The Committee will continue to meet to finalize a training protocol. Any SIM-affiliated group (e.g. YPS, Recovery Group) must request a board-appointed representative in order to plan an outside event at the SDC. If a request is made, the requestor should be informed that we are not approving outdoor activities for at least another month.

Documents outlining the re-opening guidelines include:

Guidelines for Outdoor Use

Outdoor Coordinator Responsibilities

SDC Allowable Use and Conditions

SDC Covid Bathroom Protocol

These documents can be found in the SIM library:

SIM Main Folder>SDC>Guidelines for Outdoor Use

7.0. Operations Issues

7.1. Board Recruitment Update

Discussion occurred about increasing the BOD size to seven members, but no decision was made on this issue. Jerry indicated that he would be leaving the Board after October. Amy Kovak has expressed interest in joining. An interview committee has been formed with Jon,

Alice, Sara and/or Cathy participating to determine her suitability. The Board agreed that the decision to invite her to join, if the committee so recommends, can be handled via email.

7.2. Webpage Committee Report

Dennis and Alice reported on the effort to create a new website design. The Board supported both the approach and style (patterned after the Florida website referenced and Mountain Stream's simplicity) being investigated by the Webpage Committee. The Board unanimously approved moving forward with engaging a website designer in discussions about SIM's needs. The committee will recruit two more members, either Board members or designees. Their efforts will be reported to the Board on an ongoing basis.

7.3. Protocol Updates

Online Recordings

Online Class Liaison

Submission of items to eNews and webpage

Online Guest Teacher

These items were tabled until October, 2020.

8.0. Next Board Meeting

October 26, 2020 @ 6pm - 8:30pm

Respectfully Submitted
Recorder, Christine Bitonti

