



# Sacramento Insight Meditation

## FINAL

**SIM Board of Directors**  
**Monday, March 22, 2021**  
**Via Zoom**

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6:00 pm on Monday, March 22, 2021, via videoconferencing.

### In Attendance

<b>President</b>	Cathy Vigran	<b>Member-At-Large</b>	Tony Pruitt
<b>Vice President</b>	Jon Siiteri	<b>Member-At-Large</b>	Amy Kovak
<b>Treasurer</b>	Sara Denzler	<b>Faculty Rep</b>	Dennis Warren
<b>Secretary</b>	Alice Carney	<b>SDC Rep</b>	Absent
<b>Recorder</b>	Christine Bitonti	<b>YPS Rep</b>	Karen Tercho

### Beginnings

The meeting was called to order by the Vice-President, Jon Siiteri at 6:00 PM. Jon led the group in a brief period of meditation followed by a reading of the *Guidelines: Board Participation as Dharma Practice* and member check-in.

### Minutes

The draft of the Board of Directors' meeting minutes for February 22, 2021 was revised and approved by the Board and will be available in the SIM Library.

#### 1.0. Fiscal

##### 1.1. February Financial Reports

Total Liabilities and Equity: \$113,284.73

Activity:

TOTAL Column:

Net Revenue through January: \$4,370.35

Net Revenue through February: \$1,889.48 (-\$2,630.87)

Sara Denzler noted that taxes are due in May; documents will be sent to the tax preparer soon.

## **2.0. Community Outreach**

2.1 Update from Diversity/Inclusivity Committee. Moved to agenda for next month

2.2 YPS update: Karen Tercho reported that they have several teachers signed up for programs.

## **3.0. Retreat and Class Updates**

### **3.1. Residential Retreat 2021: Development of Managers' Guidance**

Sara continues to work on guidelines for planning the upcoming five-day retreat based on experiences from last year's retreat. She is currently updating target dates for completion of tasks. She suggested that a questionnaire might be sent to those who participated last year regarding participant willingness to be involved in a Zoom retreat again and any ideas they might have to make it better.

She also suggested that open registration for the event might begin in June following initial outreach to committed SIM members and donors. After that, the retreat could be publicized more broadly.

Another issue suggested by last year's experience involves developing a team of four Zoom hosts. Four potential volunteers include Jon, Amy, Alice, and Tony; however commitments from them are pending while they consider the responsibilities involved.

Dates for the retreat (within the September 3-10 window) are still under consideration with input being sought from younger sangha members who are working.

### **3.2 Planning for Residential Retreat 2021 (tabled until April)**

## **4.0. Board-Faculty Communication**

### **4.1. Faculty Report**

Dennis Warren represented the faculty and provided a thorough written report of faculty activities that can be found in the SIM Google Docs Library. In addition to the report, he noted that he has been working with the sangha in Benicia regarding organizational issues. He shared the SIM guidelines for Board participation with them which has helped increase their efficiency and self-care.

Dennis mentioned that negotiations are underway with Kamala Masters and Steve Armstrong to facilitate the annual retreat. (The dates, from Friday, September 3 through September 6, were

confirmed by email shortly after this March 22 Board meeting) (?) Kamala will also lead the Thursday evening meditation in August (date to be confirmed).

## **5.0. Volunteer Updates**

### **5.1. Audio Visual Committee for SDC**

Cathy reported that two SIM members have volunteered to be on this SDC committee. Jerry Simkins and Dave Guerreri will take on the role of representing SIM in decision making regarding the new audiovisual set-up at the SDC.

### **5.2. Registrar Volunteers**

Amy reported that Diana Cassady, Greg Golliher, David Guerreri, Connie Zupan, and Robin Primavera have volunteered to be one-day retreat registrars. One more volunteer will be needed to complete a six-person team (possibly Michael Paddy). Dennis will inform participants in his classes of this volunteer opportunity. Also, a registrar will be needed for the annual retreat. Sara suggested Greg since he performed in this capacity last year.

## **6.0. SDC**

### **6.1. Building Report**

Bob Jenne's building report is on file in the SIM Google Docs Library.

It was noted that there has been some delay in getting final operational clearance for the solar panels that have been installed due to delays on the part of SMUD.

The North Yard plans have been updated. The yard maintenance contractor, Raphael, will do most of the work which has been fully funded by donations.

SDC approved the fencing plan and created a formal "Grounds Committee" with responsibility for maintaining the grounds and making infrastructure decisions. Jerry Simkins and Bob Jenne will represent SIM on this committee. Additional information and photographs will be available in the SIM Library.

### **6.2. Policy Report**

Barbara Colton informed Jon that Josh Harbin, a participant in the Young Person's Sangha, is interested in serving on the SDC Board. He would not be officially representing SIM, which already has two Board positions filled by Barbara Colton and Bob Jenne. Josh's involvement would be as an at-large member of the SDC Board, and would not require SIM Board approval. Jon reported that volunteers are also needed to replace Linda Dekker, who has served as an office manager for the SDC and who will be stepping down in May. Linda has been doing many administrative tasks for the SDC, including keeping the calendar. The SDC acknowledges that some of Linda's tasks may need to be assumed by people in paid positions. Sara suggested that a list of potential volunteer tasks should be developed to help in recruitment.

### **6.3. SDC Re-Opening Committee.**

This committee will meet April 2 to discuss current plans and timeframe for reopening, which remain fluid due to external COVID circumstances.

## **7.0. Operations Issues**

### **7.2. Webpage Committee Report**

Alice reported that this committee has met with two website development companies so far to study options and compare costs (one or two more quotes may be needed). They believe that keeping the website in "Wordpress" and using a web designer may be useful, fiscally sound strategies.

### **7.3. Protocol Update**

"Submission of Items to eNews and Webpage" This protocol is still under development by Sara, who is waiting to hear back from Sabitre regarding a few items. Sara should have a report by next month's Board meeting.

Amy reported that protocol for setting up SIM classes has been updated in the SIM Google Docs Library.

Cathy noted that the Board meeting dates need to be updated on the calendar now that the Board meeting has shifted to the second Monday of every month. Alice will do this.

## **8.0. Next Board Meeting**

**April 12, 2021 @ 6pm - 8:30pm**

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Respectfully Submitted,  
Alice Carney, Secretary  
Christine Bitonti, Recorder