



Sacramento Insight Meditation

Final

Sacramento Insight Meditation

Board Meeting Minutes, July 12, 2021

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6:00 PM on Monday, July 12, 2021 via teleconferencing

In Attendance

President	Cathy Vigran	Member-At-Large	Tony Pruitt
Vice President	Jon Siiteri	Member-At-Large	Amy Kovak
Treasurer	Sara Denzler	Faculty Rep	Diane Wilde
Secretary	Absent	SDC Rep	Bob Jenne
Recorder	Christine Bitonti	YPS Rep	Karen Tercho
Volunteer Coord.	Margaret Buss	Guest	Jerry Simpkins

Beginnings

The meeting was called to order by President Catherine Vigran at 6:00 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

Minutes from the Board of Directors meeting on June 9, 2021 were approved as well as the minutes from Executive Sessions for April and May, 2021.

1.0. Fiscal

1.1. July Financial Reports

Sara reported that prior to this meeting, the Treasurer reviewed SIM's Statement of Financial Position and Statement of Activity Reports for January – June, 2021. Those reports are provided in the Meeting Materials.

SIM's finances stand as follows:

Total Liabilities and Equity: \$124,638.66

Activity (TOTAL Column):

Net Revenue through April: \$4,045.43 (-\$673.73)

Net Revenue through May: \$7,517.70 (+\$3,472.27)

Net Revenue through June: \$7,908.41 (+\$390.71)

Notes:

June income includes \$1463.40 in Retreat registrations (minus fees).

Expenses do not include dana or graduation gifts to IMS graduates.

2.0. Community Outreach

2.1 Reopening SIM

Audiovisual coverage—Jerry Simkins reported that he has a team of four volunteers on rotation to handle the A/V equipment and hosting on Thursday nights (Jerry, Karen Tercho, David Guerrieri, Kelly Fitzgerald). A fifth likely volunteer is Conor (**NEED CONNOR'S LAST NAME**); Teams of two people will share audiovisual coverage and Zoom hosting for the next several months while technical problems are worked out. The Zoom hosts will be drawn from the pool of A/V volunteers. Jerry will continue scheduling the teams and would like to recruit two additional volunteers. The idea of paying hosts was tabled until Jerry can discuss the issue with the team. He will work with Margaret Buss, Volunteer Coordinator, to put the schedule on Convoy.

Which events will be hybrid/remote/in-person only? A lengthy discussion ensued regarding which SIM events can be supported technically in hybrid mode given our current level of resources. It has already been determined that Thursday night meditation sessions will be supported in a hybrid mode. For daylong retreats the Faculty favors a hybrid mode, switching to remote only if few people sign up to attend in-person. Given our current level of volunteer AV support, no commitment was made to provide hybrid coverage for daylongs at this point. Jerry will communicate with the Board further about this after conferring with his A/V team and assessing feasibility. Concerns were also raised that switching daylongs from a hybrid model to remote at the last minute could disappoint those who were planning to attend in person and create the need for refunds. The July daylong will be remote only. Tony suggested the possibility of making daylong events in-person only pending further input from Jerry. Members of the faculty agree there is no need for hybrid staffing for classes; the teachers will provide their own Zoom support as needed. For July, the Introduction to Meditation class will be remote only, and the possibility of hybrid support for this monthly event will be discussed again in August pending further input from Jerry regarding the availability of AV volunteers.

Volunteer coverage (set-up, greeters, dana counters, tea service, others?)

Margaret reported that she has three fully-staffed teams of experienced and new volunteers for Thursday nights and currently has adequate staffing for the fourth (and occasional fifth) weeks, as well as daylongs. Tea service has been cancelled for the present to make set-up easier. She also reported a concern about an individual who has repeatedly expressed interest in volunteering, but has never actually attended a SIM event. Tony Pruitt moved and the Board approved a motion that new volunteers must be ongoing SIM participants or must be recommended by a SIM member. (Note: This motion was subsequently put on hold via email and will be re-visited at the August Board meeting.)

Mask requirements--how to present, enforcement, when to review—Greeters will remind attendees to wear masks and provide them, if needed. A table will be placed outside (where masks will not be required) so that greeters may show their faces and help attendees get comfortable with the protocol. Jon will add a mask reminder to the announcer's script that includes the suggestion that visiting be limited to outside the building. Enforcement of the mask-wearing requirement was not discussed.

How to handle maximum capacity issue? After discussion about how SBMG has handled this issue, Board members agreed it would not likely be a problem as about 40 chairs can be placed in the meditation hall with three feet or more distance between them. This should be enough to accommodate those who show up in person.

2.2 YPS Update

Karen reported that Neesha Patel will be teaching at YPS on Tuesday, July 13. The group will continue meeting remotely for now until A/V issues have been resolved and the process is better understood by YPS participants.

Donation discussion—Karen and several other YPS participants believe that any YPS donations (those directly connected to SIM) should be consistent with the organization's mission

and approved by the Board. They would like to be able to “pass the hat” at meetings for more informal donations. This issue was tabled until August when there will be more time for discussion.

2.3 Update from Diversity/Inclusivity Committee

This committee is planning to meet next week; there are no updates at the moment.

2.4 Caring Council

Discussion about this proposal was tabled until August or September. Cathy has been in touch with Barbara Briscoe who is interested in working with her on development of this project.

3.0. Retreat and Class Updates

3.1 Residential Retreat planning 2021

Sara reported that there are 19 individuals registered for the retreat. The event is being promoted in SIM's e-news, at YPS, through Kamala Masters and SBMG, Mountain Stream and Dharma Zephyr. Alicia **Patrice** will be the registrar. The retreat letter has been completed per Tony and communication has been sent by Rich Howard to Kamala regarding the issue of how to handle questions. The committee will meet again in early August.

3.2 Class Updates

Alicia **Patrice** will be the registrar for Dennis' OSOS class.

4.0. Board-Faculty Communication

4.1. Faculty Report

Diane Wilde noted that a full written report from the Faculty has been placed in the Meeting Materials folder. In addition to that report, she noted a problem with people not showing up for Zoom Introduction to Meditation classes for which they have registered, as an additional factor in deciding whether this event should be hybrid or in-person.

As a follow-up to the Board's executive session discussion in May, Diane volunteered to work with Sara to review and revise the SIM protocol for working with difficult sangha members.

The Faculty will try to submit articles to the E-news and will encourage visiting teachers to submit their topics in advance. A follow-up **class** to the Introduction to Meditation **class** has been suggested and will be further discussed by Faculty. They suggest that an intermediate class is needed for new meditation students to ask questions and receive support to keep them involved. Faculty will be meeting again on July 19.

5.0. Volunteer Updates

Amy noted that she needs to know in advance if registrars will be required to show up in-person at daylong retreats. Amy has lost two volunteers recently to other SIM activities. Margaret will make a request on her behalf for additional volunteers in this capacity. Amy and Cathy will discuss the duties of daylong registrars to see if the process can be simplified in the interest of requiring less volunteer support.

6.0. SDC

6.1. Building Report

Bob Jenne has submitted a written report with photos of the North yard that can be found in Meeting Materials.

6.2. Policy Report

Per Cathy, no issues were reported this month by Barbara Colton.

7.0. Operations Issues (8:10-8:30)

7.1. Webpage Committee—tabled until September meeting

7.3. Protocol Approval—tabled until August meeting.

7.4 Planning for future Board meetings—Board agreed to continue meeting remotely for the foreseeable future.

8.0. Next Board Meeting

August 9, 2021 @ 6pm - 8:30pm

Respectfully Submitted,
Catherine Vigran, President
Christine Bitonti, Recorder