



# Sacramento Insight Meditation

## FINAL

### Sacramento Insight Meditation Board Meeting Minutes, November 8, 2021

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM)  
Board of Directors was convened at 6:00 PM on Monday, November 8, 2021  
via teleconferencing

#### 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>	Rich Howard
<b>Secretary</b>	Alice Carney	<b>SDC Rep</b>	Bob Jenne
<b>Recorder</b>	Christine Bitonti	<b>YPS Rep</b>	Karen Tercho
<b>Guest</b>	Barbara Briscoe		

#### 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**

Review and Approval (unanimous) of September and October Meeting Minutes.

Jon Siiteri reviewed current Action Items, including the Caring (now Listening) Council; SIM retreat issues; and the Faculty/Board retreat (all of which were discussed at length later in the meeting). With regard to the latter issue, a Doodle Poll will be sent out to all involved to identify a date.

### **1. Fiscal**

#### 1.1 October Financial Reports

#### Financial Summary as of October 31, 2021

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

SIM's finances stand as follows:

Total Liabilities and Equity: \$128,088.38

Activity (TOTAL Column):

Net Revenue through July: \$9,949.52 (+\$2,041.11)

Net Revenue through August: \$10,904.02 (+\$954.50)

Net Revenue through September: \$8,383.58 (-\$2,520.44)

Net Revenue through October: \$ 11,910.16 (+\$3,526.58)

Notes: Net revenue includes \$6,611.44 in revenue for the annual retreat related income and expenses.

#### 1.2 Annual fundraising letter

Annual SIM fundraising letter was unanimously approved for distribution. Bob Jenne made Board members aware of a similar fundraising campaign by SDC ("Pay Down the Mortgage") that is occurring now as well.

Web page concerns were discussed (having to do with links not working properly). Sabitre has already addressed the issues. Tony brought up the need for teachers at upcoming events to be identified as remote or on site.

#### 1.3 Finance Committee Update

As Cathy Vigran steps off this committee, Tony Pruitt will join in her place.

#### 1.4 Banking assistance

Sara noted that Diana Cassidy will take over the task of making dana payments through the SIM bank account (she has been added as a User for the account).

## **2.0. Community Outreach**

### 2.1 YPS Update

Karen Tercho reported that YPS has changed its schedule as noted on the SIM calendar. The first Tuesday session will be online only and is for planning. The second Tuesday is for visiting teachers and will be in hybrid form as before. The fourth Tuesday will be peer-led and will now be in hybrid mode due to equipment that is easier to use, allowing more individuals to assist with this task.

### 2.2 Update from Diversity/Inclusivity Committee

Amy will have a full report next month.

### 2.3 Caring Council

A written update from this committee is on file. The name has been changed to "Listening Council." Research completed by Barbara Briscoe (who joined this discussion), based on strategies developed by Spirit Rock, IMS, IMC, Common Ground, SBMG and other dharma groups, was utilized to inform the suggested policies and procedures contained in the document.

An extensive discussion ensued as everyone present had an opportunity to speak. Some of the questions raised included: "How will members of the Council be chosen?" "How will the protocol concerning "Difficult People" on which Sara and Diane Wilde have been working interface with the Listening Council procedures?" "What are the differences between formal and informal grievances and how will they be handled?" Rich Howard, Faculty representative in attendance, agreed to suggest some revisions in writing and additional Faculty input will be obtained when the draft is discussed at their upcoming meeting on November 27. Cathy and Barb will consider all suggestions and work on revising this draft before the Listening Council document is presented to the Board for a vote at our December meeting. Sara will also participate in this process by helping to coordinate the Listening Council and "Difficult People" proposals. Board members praised the work of this committee and also thanked Amy for her assistance in reconfiguring the section headings to make reading it easier.

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

### 3.1 Monthly daylong retreat update

There will be no daylong retreat in November. Due to the Christmas holiday, December's daylong will occur one week earlier than usual on December 18 with Dennis Warren teaching.

A discussion of in-person versus remote teaching ensued. Board members agreed that emphasizing in-person teaching (even in a hybrid environment) is important so that SIM can retain its focus on community-building. Support will be provided to teachers to offset travel expenses (gas, plane, hotel, etc.) when needed.

### 3.2 Annual retreat

Sara suggested that we consider reducing the number of retreatants for the annual in-person week-long retreat. She noted that a decision must be made soon as the deposit is due to Mercy Center in January. Reducing the number of participants from 40 to 32 would lower costs and allow for more physical distancing, allaying some COVID concerns. Sara will request information from Mercy Center regarding costs prior to the December Board meeting to assist in the decision-making process.

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

### 4.1. Faculty Report

Rich Howard indicated that the Faculty report is on file. He reported that much discussion among the Faculty members has taken place regarding the future of SIM and its legacy. He shared the upcoming teaching schedule and the Faculty's efforts to accommodate Greg Scharf's schedule to allow him to participate in the Senior Teacher weekend, shifting the date from the fourth to the third weekend in April.

## **5.0. Volunteer Updates**

### 5.1 Dana team

Sara requested that whoever is announcing at a SIM Thursday night session take the lead on counting the dana and, during announcements, request a volunteer to assist in that regard.

### 5.2 Daylong registrars

Amy reported that more volunteers for this position are needed so that the burden does not fall on one individual.

## **6.0. SDC**

### 6.1. Building Report

Bob Jenne's written report is on file.

## 6.2. Policy Report

Cathy reported that she has been informed by Barbara Colton, SIM representative to SDC, of the mortgage pay down campaign, which will include a request to each sangha to contribute.

## 7.0. Operations Issues

### 7.1. Website Committee Report

An extensive discussion took place regarding the progress of the Website Committee in identifying potential contractors for this project. Elevation's proposal was helpful in identifying key components of a proposal. Kevin Howe from Three 29 is willing to conduct a presentation for the committee, which will be scheduled soon. Amy will talk with two other potential contractors regarding their willingness to participate. The committee is preparing a table that will compare elements of the proposals in a side-by-side fashion to facilitate the Board's understanding of all proposal options.

### 7.2. Protocol Approval

Hosting for monthly Introduction to Meditation--tabled

Difficult Person's Protocol--tabled

## 8.0. Next Board Meeting

**December 13, 2021 @ 6pm - 8:30pm**