



# Sacramento Insight Meditation

## FINAL

### Sacramento Insight Meditation

#### Board Meeting Minutes, January 10, 2022

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6:00 PM on Monday, January 10, 2022 via teleconferencing

#### In Attendance

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

#### Beginnings

The meeting was called to order by President Jon Siiteri 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

Minutes of the December, 2021 Board of Directors meeting were reviewed and approved unanimously by the Board.

#### 1. Fiscal

##### 1.1 Financial Summary as of December 31, 2021

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

SIM's finances stand as follows:

Total Liabilities and Equity: \$128,181.95

Activity (TOTAL Column):

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

Net Revenue through November: \$11,479.19 (-\$430.97)

Net Revenue through December: \$11,214.73 (-\$264.47)

Sara reported that income and expenditures continue to remain relatively stable despite the unsettled year.

### 1.2 Year-End Fundraising Update:

Sara reported that year-end donations totaled \$5,664, slightly less than the amount received at year-end in 2020. We had 22-25 donors (similar to 2019) with

7 households @ \$500-1000

3 households @ \$200-499

12 households @ < \$200

### 1.3 2021 Financial Summary Update:

The Treasurer prepared a 2021 year-end analysis of income and expenditures for 2021, which was reviewed by the Finance Committee prior to this meeting.

Income: SIM's income was down approximately \$5,000 from 2020 but higher than in 2019. More specifically, we had:

- A modest decrease in dana from Thursday Dharma Talks, One Day Retreats and Affinity Groups,
- A larger decrease in dana from Classes (there was only one Beginning Meditation class; no YTL class; and a decrease in OSOS class dana),
- An increase in Special events dana (OSOS, Rocklin, Rock Steady)

Expenses: Overall, SIM's expenses were approximately \$900 higher than in 2020. We were right on budget for giving dana to teachers this year and most other costs stayed within budget, with the following exceptions:

- SIM Webmaster costs were over budget, primarily because of a new cost for an A/V support person.

- Fees and Subscriptions costs were also over budget, mostly because of consolidating website and Zoom related fees with other fees as part of this line item.

#### 1.4 2022 Proposed Budget:

Based on the 2021 year-end analysis, the Finance Committee is proposing a similar budget for 2022. The changes proposed include:

- Decreasing Dana Event Subsidies based on 2 years of data
- Eliminating the Gifts to Graduating Teachers line item
- Adding a line item for Audiovisual Support
- Increasing Fees and Subscriptions to consolidate and reflect current costs
- Slightly increasing Miscellaneous

Total Proposed Budget: \$107,450 (down slightly from \$108,350 in 2021).

This budget may be subject to changes if the Board later approves a new Faculty Legacy Initiative.

The motion to adopt the proposed 2022 Budget for Sacramento Insight Meditation was approved unanimously.

#### 1.5 SDC Mortgage Paydown Donation:

The motion to provide a donation of \$2,500 to the SDC to be used toward paying down the mortgage on 3111 Wissemann Drive was unanimously approved.

## **2.0. Operations Issues**

### 2.1 Website Committee

A meeting has been set up for Wednesday at 1:00 PM with a website design group that is interested in bidding on the project. The Website Committee will report back to the Board with its impressions.

### 2.2 Fraudulent Disability Claim

On December 16, Sara Denzler (SIM Treasurer) discovered that a fraudulent disability claim was filed with the State Employment Development Department using her name and social security number as an “employee” at SIM. She filed fraud reports with EDD and Sacramento County Sheriff’s Department. The Sheriff’s office told her that they consider her the victim rather than SIM for the investigation. No further action by SIM needed at this point.

### 2.3 COVID Safety Protocol

After considerable discussion about options for keeping SIM events in person or moving back to online only, the Board voted unanimously to require meetings and events to be

held virtually at least until February 8, 2022. Various strategies for informing the sangha were discussed, including notices on the website, in an e-news bulletin, and posted on the fence at SDC. Cathy encouraged members to reach out personally to those who attend in person regularly. Sara volunteered to co-host on Thursday night with David Guerrieri.

### **3.0. Community Outreach**

#### **3.1 YPS Update**

Filling in for Idris Ahmed, Karen Tercho reported that YPS continues to meet three times a month plus once for a planning meeting each month. YPS planners are working on filling the monthly visiting teacher schedule for 2022, including a visit from Eric Clark (Diane's contact) on Jan. 11. YPS will follow SIM COVID protocols and meet only online until at least February 8, 2022.

#### **3.2 Update from Diversity/Inclusivity Committee**

Amy reported that the committee is waiting for an upcoming meeting with faculty to address issues with the Land Acknowledgement statement.

#### **3.3 Listening Council/ Board-Faculty Response documents for approval**

Both documents are on file in Meeting Materials, and Board members had an opportunity to review and comment on them. Cathy Vigran (along with other Board members) expressed appreciation to Bob Jenne for the considerable effort he made to help clarify and revise the statements in a professional manner.

Alice moved that both documents be adopted by the Board. Motion was approved unanimously. Cathy agreed to begin the process of recruiting members for The Listening Council.

### **4.0. Retreat and Class Updates**

#### **4.1 Residential retreat, 2022**

Sara reported that the Mercy Center has reduced the number of participants to 32 plus teachers for the August 28 to September 4 residential retreat. The total estimated cost is \$25,658 with a nonrefundable down payment of \$2566 to hold the dates. The motion to sign and return the contract to secure the dates was passed unanimously.

Discussion was held regarding future payment deadlines and financial liability associated with them. Sara suggested that outreach to the sangha may be necessary to assess interest in the in-person retreat amid the continuing COVID concerns.

#### **4.2 Contract with Mercy Center for approval**

See 4.1 above.

#### 4.3 Residential retreat, 2023

Sara noted that dharma teachers are scheduling their events about 12 to 18 months in advance, suggesting SIM should not delay in beginning this aspect of planning for 2023. Diane agreed to discuss with faculty whom they might approach in the near future.

#### 4.4 Update on Classes

Amy reported that Josh Harbin is taking over registrar duties for daylong retreats and classes. Amy has been working with him regarding procedures. In the future, the Board may approach him with a request to serve in this capacity for the 2022 residential retreat—once he is comfortable with the process.

Sara plans to discuss registration processes with Dennis Warren regarding his classes.

### **5.0. Board-Faculty Communication**

#### 5.1 Faculty Report

Diane Wilde reported that the faculty had no formal meeting in December. A report from Diane, Rich, and Dennis is on file in Meeting Materials. Diane will start her “Year To Live” course online until it is safe to meet in person. She noted that the faculty will be discussing with Board members the possibility of Legacy Planning as Gil Fronsdal has conceptualized it.

#### 5.2 Senior Faculty Legacy Proposal - Financial Scenarios

Regarding Legacy Planning, Sara developed three financial scenarios that might ensue in the funding of such an effort. She explained them to Board members. A document detailing them is on file in Meeting Materials. Tony Pruitt will reach out to a staff member of the Mountain Stream sangha to discuss their successful fundraising efforts.

### **6.0. Volunteer Updates**

#### 6.1 Acknowledgement - Thank you notes to Teachers and Volunteer

Several Board members have been writing “Thank You” notes to faculty, senior teachers, and others. Margaret routinely thanks her volunteer group members in a monthly email (she does not have their physical addresses). Alice will send email thank you from the Board to the volunteers. Cathy reiterated her belief in the importance of showing gratitude and expressing appreciation to those who are supporting the organization. Board members agreed wholeheartedly.

## **7.0. SDC**

### **7.1 Building Report**

Bob noted that he has nothing new to report this month regarding the SDC building.

### **7.2 Donation to SDC Mortgage Paydown for approval**

See Section 1.5 above.

### **7.3 Policy Report**

Jon noted there is nothing to report regarding SDC policy issues this month.

## **8.0. Next Board Meeting**

**February 14, 2022 @ 6pm - 8:30pm**

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Respectfully Submitted,  
Alice Carney, Secretary  
Christine Bitonti, Recorder