



Sacramento Insight Meditation

FINAL

Sacramento Insight Meditation

Board Meeting Minutes, May 8, 2023

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6:00 PM on Monday, May 8, 2023 via teleconferencing.

Attendance

President	Jon Siiteri	Member-At-Large	Amy Kovak
Vice President		YPS Rep	Idris Ahmed
Treasurer	Greg Gollihur	Faculty Rep	Rich Howard
Secretary	Alice Carney	SDC Rep	Absent
Recorder	Christine Bitonti	Member-At-Large	Karen Tercho
Member-At-Large	Katie Stonebraker		

Beginnings

The meeting began with a five-minute sitting, reading of the Board Participation Guidelines, and a personal check-in.

Meeting Minutes

The Board Minutes for April 10, 2023 were reviewed and approved unanimously.

1.0. Fiscal

1.1 Financial Reports

Prior to this meeting, the Treasurer briefly reviewed SIM's Statement of Financial Position and Statement of Activity Reports for January-April 31, 2023. Those reports are provided in the Meeting Materials.

SIM's finances stand as follows:

Statement of Financial Position

Total Liabilities and Equity: \$113,318.55 (previous total \$120,396.90)

Statement of Activity

Net Revenue through March 31, 2023: -\$6,491 (previous total) \$3,417

Notes:

Declines in net revenue and total Financial Position are reflective of increased expenditures for presenters as well as professional services.

Five SIM financial documents have been made available for review in Meeting Materials by the Treasurer, who reported a net negative balance due to the Legacy Project and other—mostly personnel—expenses. The Treasurer requested input from Board members and Faculty regarding the revised report by SDC that will be released soon concerning a number of issues that may impact SIM's financial picture directly.

1.1 Proposal to approve Three29 invoice for \$3,300 to complete website final changes.

Amy reported that the invoice that will be forthcoming from Three29 will be \$600 rather than the \$3300 expected since two of the requested changes will not be made—only a single “plug-in” will be done. Official Board approval is not required, since the item will be under \$1000.

1.2 Discuss increase in compensation for website manager/bookkeeper

This item was tabled until June pending a discussion between Jon and Sabitre regarding her duties and what she may consider fair compensation.

2.0. Board-Faculty Communication

2.1 Faculty Report

Rich reported that a detailed evaluation of the April online retreat is included in the Faculty report filed under Meeting Materials. Approximately 60 people registered for the event, and 30 or so were present at each of the six sessions over three days. While improved event advertising might bring in more participants, including those new to SIM, this retreat was considered a success with much positive feedback received from participants. Katie noted that working individuals might have been concerned that the retreat would take up their entire weekend, a time when many reset for the upcoming week. She suggested that for future events, wording be considered that would make clear that time for personal activities would be available. Rich is working with Sara Denzler to develop a schedule for the Beginning Meditation course. Karen noted that hybrid classes and retreats are more costly than either in-person only or exclusively virtual events due to the technical complexities involved. She suggested that the Board consider this factor when making decisions about how to structure courses. She added that she hopes fees can be kept nominal to increase accessibility for a broader audience.

2.2 Teacher Liaison Crew

Karen discussed the importance of letting teachers know about the change in SIM's Thursday night sessions so that they can prepare adequately for the shortened timeframe. She suggested stretching the ending time to 8:45PM for those teachers who need more time for dharma talks and discussion, especially since sangha members do not seem to be staying later than the closing time to socialize as predicted. Rich reported that the Faculty is working on a new dana structure based on experience levels of teachers.

3.0. Operations Issues

3.1 Website Committee Report

Amy reported that the intended launch date of May 17 may need to be reassessed due to the delay that will be caused by the "plug-in" addition. Also, a five-day freeze of the web site is required prior to launch.

3.2 Action Item List

The Action Item List can be reviewed by Board members in Meeting Materials.

4.0. Community Outreach

4.1 YPS Update

Idris noted that there are no pressing issues from YPS to discuss. He did mention that the meeting time has been changed from 6:30PM to 7:00PM to accommodate those who are working. This change may have facilitated an increase in attendance (10 people at the last session). At present, the group has mostly peer facilitation, although efforts to identify teachers continue.

4.2 Community Outreach Committee : Legacy Project Update

Jon expressed a wish for the Board to review fundraising ideas originally put forth for this project by Dennis. He also mentioned a sangha member who indicated some experience in developing and implementing “campaigns” (including fundraising) who might be helpful in this regard.

It was noted that there has yet to be a presentation to the SIM community of the Legacy Project—its intent, methods, and other issues—that would help members to understand the importance of this effort. Such a presentation would be critical prior to any fundraising activities. Karen suggested that the Board begin discussion of fundraising strategies now in order to be prepared for action once the Legacy Project “roll-out” has occurred. Ideas could be collected and documented to present to the Faculty for their input and collaboration.

5.0. Retreat and Class Updates

5.1 Residential retreat 2023-manager, registrar

Jon reported that he met with Jerry Simkins, last year’s retreat manager. Jerry is working on a manual for retreat managers including a timeline of activities and critical payment dates. Registrar duties are considerable, but Jon noted that a reliable system has been developed for this process.

5.2 Other

No additional issues were raised.

6.0. Volunteer Updates

6.1 Volunteer Update

Margaret continues to need volunteers for backup, but has two new recruits who work occasionally. The setup teams are working well and backing each other up when necessary.

7.0. SDC

7.1 SDC Report

See information in Section 1.1 regarding release of financial report from SDC.

7.2 Proposed SDC sangha leadership retreat

The SDC Board is proposing a leadership retreat involving all three sanghas similar to one which occurred when SDC was under development (to be facilitated by the same individual). Attendees at the first such retreat found it very useful. Jon would like to explore common goals and values among the three groups and how to work together to achieve them. Greg expressed concern that it may be premature to bring a consultant on board prior to the SDC financial report being reviewed and discussed.

8.0. Next Board Meeting

Discussion occurred regarding whether or not to hold Board meetings in-person or in hybrid form. A decision on the matter was tabled; the next meeting will be online.

June 12, 2023 6:00-8:30 PM

**Respectfully Submitted,
Alice Carney, Secretary
Christine Bitonti, Recorder**