



Sacramento Insight Meditation

FINAL

Sacramento Insight Meditation Board Meeting Minutes October 9, 2023

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6:00 PM on Monday, October 9, 2023 via teleconferencing.

Attendance

President	Jon Siiteri	Member-At-Large	Amy Kovak
Vice President		YPS Rep	Absent
Treasurer	Greg Gollihur	Faculty Rep	Diane Wilde
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 September 11, 2023 were reviewed and approved unanimously.

1.0. Fiscal

1.1 Financial Reports

Financial Summary as of September 30, 2023

Monthly Report:

Prior to this meeting, the Treasurer briefly reviewed SIM's Statement of Financial Position and Statement of Activity Reports for January- September 30, 2023. Those reports are provided in the Meeting Materials.

SIM's finances stand as follows:

Statement of Financial Position

Total Liabilities and Equity through September 30, 2023: \$123,022.52: (previous total \$103,946.62)

Statement of Activity

Net Revenue through September 30, 2023: \$6,276.76 (previous total -\$12,143.14)

Notes:

The current SIM Financial reports are not reflective of SIM's overall financial position. Substantial revenue increases are due to residential retreat registrations that are obligated to cover retreat expenses. Subsequent Financial reports will reflect continued increases in SIM expenses and modest increases in revenues.

1.2 Fundraising logistics

Greg reported that the focus of SDC fundraising is the mortgage buy-down. The SDC Board is interested in what the three sanghas are doing so that campaigns can be coordinated in a way to avoid conflicts. SDC has decided not to participate in the local Day of Giving.

2.0. Board-Faculty Communication

2.1 Faculty Report

The written Faculty Report has been placed in Meeting Materials. Jon noted that Diane's last dharma talk will be October 28, after which she will be on sabbatical for six months. Diane expressed interest in the topics discussed at the recent Board-Faculty retreat, chiefly the issue of Board succession. Both Cathy Vigran and Sara Denzler, while offering support for the process, have stated that they will not assume Board roles even on an interim basis. An extensive discussion ensued, including Jon's report that his efforts to reach out to potential Board members has not been successful. The issue under consideration is how best to recruit—continuing to target and reach out to specific sangha members or to cast a wider net or asking everyone to consider serving. There was concern that the latter could result in some people coming forward who are new to the sangha and less prepared to serve in a particular position. Diane urged the Board to create a specific plan for recruitment.

At that point, Amy informed the Board that she has been considering volunteering to step into the role of President when Jon's term expires—at least in an interim fashion (perhaps for a year). Karen noted that she, too, would consider becoming the Secretary, particularly with support from Jon, Diane, and others. Various Board members expressed their appreciation to these two Board members for their generous offers.

3.0. Operations Issues

3.1 Website Committee Update

Jon reported that Sabitre will do the remaining file transfer work herself to preclude SIM from having to pay \$750 to Three29 for the transfer.

3.2 Discussion of creation of operations manager position and proposal to approve.

Karen provided some history regarding this proposal which would relieve Board members of specific time-consuming tasks. A three-month trial period has been proposed to see if the addition of a staff person would accomplish the intended results. Karen detailed some of the ways that the work of this person could reduce the stress on Board members, perhaps making recruitment for Board members easier. This individual would serve as a "point person" for many SIM activities. It was noted that nothing in the By-laws would preclude this person from being on the Board. Extensive discussion regarding the roles, hours, structure of the position, etc. ensued.

One sangha member, David G., was identified as a highly qualified potential candidate. Jon made a formal proposal to create the position on a trial basis and accept the job description, noting that changes could be made, if necessary. The motion passed unanimously.

3.3 Teacher Liaison Crew (TLC) Update

Karen reported that the TLC is in the process of scheduling teachers for 2024 with the first half of the year, both Thursdays and daylongs, already scheduled. Sho Kawano, a lead member of YPS, expressed interest in identifying teachers for YPS, so Karen invited him to join the Teacher Liaison Crew, which he plans to do.

3.4 Action Item List Update

Jon noted that the most critical item to be addressed is the need for 2024 budget preparation, a process requiring considerable review of financial documents and focused discussion. Amy, Greg, and Jon will meet with this purpose in mind. No specific date/time was established.

Katie noted that she has not been able to get permission to post on the SIM Facebook page, because she does not “own” it (Rich Howard does). She noted that it may not even be necessary because SIM’s Instagram posts (which she edits) appear on FaceBook. Board members commented that they are aware that many new attendees found SIM through Katie’s social media efforts.

4.0. Community Outreach

4.1 YPS Update

No update was available from Idris, but Karen noted that the group is meeting on two Wednesdays a month and inviting and scheduling teachers to present about every three months.

5.0. Retreat and Class Updates

5.1 Residential retreat 2023

Jon reported that registration for the retreat is now full with two people on the waiting list. Mary and Robin have gone to the Mercy Center to finalize the accommodations. Greg Scharf has made his travel plans and was sent the schedule for the first day of retreat.

6.0. Volunteer Updates

6.1 Volunteer Update

A written report by Margaret Buss has been placed in Meeting Materials. In that report, she noted that some volunteers expressed concern that they were not involved in discussions about returning to the original timeframe at Thursday sessions. Jon

suggested making an announcement to the sangha each week, requesting attendees to be sensitive to the needs of volunteers for adequate time to complete their evening tasks. Amy recommended encouraging people to leave by 9:15PM and to vacate the meditation hall right after the session so that volunteers could finish their work.

7.0. SDC

7.1 Update from Greg

Greg commented that he did not have much else to report from SDC beyond what was discussed earlier. He will talk with Sarah of SDC regarding how **they** are proceeding with fundraising.

7.2 SDC 2024 lease agreement with Shinnyo-en, Feb 1 & 3/23

Jon noted some potential conflicts with this group's requests and SIM's regularly scheduled activities, which should take precedence. They are a small group and could potentially meet on a Thursday night in another part of the Dharma Center without too many difficulties. Of greater concern is their request for space during SIM's silent daylong retreat. Greg will communicate with Sarah regarding SIM's concerns about the scheduling.

8.0. Next Board Meeting

November 14, 2023 6:00-8:30 PM

In-person SDC Board Room

Respectfully submitted

Alice Carney, Secretary

Christine Bitonti, Recorder