



# Sacramento Insight Meditation

## **Sacramento Insight Meditation Board Meeting Minutes January 9, 2024**

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM)  
Board of Directors was convened at 6:00 PM on Tuesday, January 9, 2024  
via teleconferencing

### **Attendance**

<b>President</b>	Amy Kovak	<b>Member-At-Large</b>	Katie Stonebraker
<b>Vice President</b>	None	<b>Faculty Rep</b>	Rich Howard
<b>Treasurer</b>	Absent	<b>SDC Rep</b>	Diana Cassady
<b>Secretary</b>	Alice Carney	<b>YPS Rep</b>	Beth Hart
<b>Member-At-Large</b>	Jon Siiteri	<b>Recorder</b>	Christine Bitonti
<b>Member-At-Large</b>	Karen Tercho		

## **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 December 11, 2023 were reviewed and approved unanimously.

### **1. Fiscal**

#### 1.1 Financial Reports

#### **Financial Summary as of December 31, 2023 -- 2023 Year End**

Monthly/Year End Report:

Prior to this meeting, the Treasurer briefly reviewed SIM's Statement of Financial Position and Statement of Activity Reports for January 1, 2023 through December 31, 2023. Those reports are provided in the Meeting Materials.

SIM's finances stand as follows:

##### Statement of Financial Position

Total Liabilities and Equity through December 31, 2023: \$119,200.19: (previous total \$99,321.53)

##### Statement of Activity

Net Revenue through December 31, 2023: \$1,225.93 (previous total \$-19,090.41)

Notes:

Attached are the 2023 SIM year-end Statement of Activity and Financial Position reports. Due to a substantial increase in year-end giving SIM ended the year with a positive net revenue of \$1,225.93. Please bear in mind that this does not include the final quarterly payment to SIM's Legacy teachers. The 2024 SIM Budget will also need to include support for the Operations Manager position, full year funding of Dharma Center rent increases and other expenses. But it does mean that the 2024 fundraising effort starts from a strong base of giving. Of note are substantial charitable contributions from IRA Required distributions.

Discussion ensued regarding the accuracy of the report given that several year-end payments have yet to be made to Legacy teachers, and that there are a few outstanding invoices from contract staff to be paid. These expenditures, Amy said, once paid, will result in a negative net revenue position for SIM.

## 1.2 Approve payment to senior faculty (\$6,000 total) and SDC (\$2,500)

Amy proposed moving forward with the above noted end-of-year gifts as a gesture of gratitude to the six teachers who have guided and supported SIM for many years. The motion passed unanimously.

## **2.0. Board-Faculty Communication**

### 2.1 Faculty Report

Rich Howard, representing the Faculty, reported that there is not much new to discuss. He said that the Faculty is working to identify new teachers and courses and that more on this will be discussed at the upcoming Board-Faculty retreat.

## **3.0. Operations Issues**

### 3.1 Board approval to appoint Amy Kovak as President of the Board.

The motion to appoint Amy Kovak as President of the SIM Board passed unanimously with much enthusiasm. Amy expressed gratitude to Jon Siiteri for all he has done for SIM.

### 3.2 Operations Manager

Amy reported on David Guerrieri's activities as Operations Manager: he is fully on board with issues of registration for day-longs and classes as well as difficulties that have been encountered regarding payments/ reimbursements. He has worked with Diana Cassady on payment systems.

### 3.3 Teacher Liaison Crew Update

Karen reported that two upcoming Thursday evening openings have been filled by Seth Castleman, who will teach in person at the Dharma Center. A total of eight evenings remain unfilled through the end of the year, starting in late June and the August daylong is still open. She said that the faculty will schedule a meeting with the TLC to strategize issues of concern.

Rich said that he would like to do a Buddhist full moon ceremony in which participants are invited to stay until midnight. He is planning this ceremony for the next full moon on January 25 at the Thursday night sit. He will let SDC know that the Dharma Center would stay open late that night and will also put the event on the SDC calendar.

### 3.4 Action Item List Update

Amy and Jon said that the most important action item involves getting Greg and Sara, if available, to begin planning the 2024 budget. No other items were discussed.

### 3.5 Fundraising Committee Report

Amy reported that Jennifer is no longer a committee member, but is still willing to assist with tasks. Rich and Dennis remain as advisors. At the December 27th meeting, the committee decided to work on an effort to encourage more sangha members to become monthly donors or for existing donors to increase their monthly donation in the month of January. Amy said that an email regarding the effort will go out this month to sangha members.

Amy said that Dennis is in contact with individual from the Renaissance Society at Sac State who has fundraising experience and has expressed willingness to meet with the Fundraising Committee to share his expertise. Rich has looked into the “Big Day of Giving” that will occur on May 2. The deadline for registering is January 19. Rich will make sure SIM is registered and follow up with the various forms required. He did verify SIM’s eligibility for the event (as an educational, rather than religious, entity). One question raised concerned: whether the sponsoring organization will take a percentage of donations made to each group. Rich will inquire about that.

### 3.6 Board Members

Amy reported that two individuals are under consideration for two of the open Board positions. When Alice leaves in February, Karen will be taking over the position of Secretary, leaving a Member-At-Large opening along with the one vacated by Amy. Margaret Buss has expressed interest in one of those positions and will be interviewed by Amy and Karen.

Carmen Periera has submitted the application to join the Board. Amy said that she is the replacement for Treasurer position when Greg leaves the Board in April. Carmen will be interviewed by Jon and Amy.

## **4.0 Community Outreach**

### 4.1 YPS Update

Beth Hart reported that in 2024, YPS is changing its scheduling to every other week (rather than 1<sup>st</sup> and 3<sup>rd</sup> or 2<sup>nd</sup> and 4<sup>th</sup> weeks). The meetings will be from 7:00-8:30PM in the SCD Library. Recently, there have been 15 to 20 people in attendance. Currently, the group is reading “The Issue at Hand” by Gil Fronsdal. Jon mentioned that it is important for YPS to contact the SDC calendar manager regarding meeting dates.

Sho Kawano has conducted outreach in the community by placing fliers in strategic places and posting on Instagram. Katie stated that she also posts on Instagram for the sangha in general, including YPS, and has 262 followers. She will work with Sho and others who are posting on Instagram and other social media sites to share items. Amy said that Marc Ely and Jennifer Powers have expressed interest in sangha development. It was suggested that Katie might collaborate with them, given her success with using social media.

## **5.0 Retreat and Class Updates**

### **5.1 2024 Class Schedule Update**

The “Beginning Meditation” course is already full. The size was recently increased to 35, and there is now a waiting list. The first class will be held on February 13 in hybrid format and will continue for six weeks. Rich would like to consider conducting this course in the Fall for college students.

Dennis will be offering his “Other Side of Suffering” course (dates to be announced) and “Discovering Balance” in the Fall.

Diane’s “Year to Live” course started on December 17.

The three Legacy teachers have agreed to teach the next residential retreat scheduled for March 30 to April 6, 2025.

Discussion occurred regarding the possibility of a short retreat in August (either residential or “householder”) over the August weekend when no day-long retreat has been scheduled yet. Dennis intends to follow up with a retreat center in Sierra City for a residential retreat. The idea of a commuter retreat was also discussed.

## **6.0 Volunteer Updates**

### **6.1 Volunteer Update (written report from Margaret Buss)**

Margaret is transferring leadership responsibility for managing volunteers to Marc and Susan Ely. Jon noted that Margaret has done a wonderful job for many years in this capacity. Diana stated that it is difficult to get new people to make the commitment, but the small core of regular volunteers has been very reliable and coverage seems to be adequate at present. Discussion ensued regarding how best to acknowledge and reward Margaret's efforts. The board unanimously agreed to purchase a \$250 restaurant gift card for her. Karen and Diana will provide suggestions regarding which local restaurant or group card would be best.

Rich noted that SIM will also need a new leader for the St. John's monthly meal preparation as Mary Howard will be retiring in April after filling this post for eight years.

## **7.0 SDC**

### **7.1 Update from Diana**

Diana reported that there is one major SDC issue to share. The SDC mortgage pay down campaign resulted in \$87,000 from 58 donors, leaving \$212,000 remaining. By May 2026 when refinancing will be required, an estimated \$155,000 balance will remain (not taking into account additional fundraising efforts). She will ask the SCD Board about plans for fundraising in 2024 and beyond.

Amy reported that Sara O'Gara contacted her to ask that SIM Board members review the SDC web site and update SIM's description and other materials as needed.

Karen, who is a librarian, was asked to consult with a small volunteer group working to reorganize the SDC library. They will need more volunteers to catalog and rearrange all of the books with an end goal of enabling people to search online for reading materials. Karen will send out a message to the sangha once she has obtained a description of the project.

### **7.2 SDC Board Member from SIM as Director-at-Large**

This position will be vacant when Barbara Colton terms off the SDC Board. One SIM sangha member has been approached to consider filling the position, but has not yet responded.

Amy adjourned the meeting at 8:09 pm

## **8.0 Next Board Meeting**

February 12, 2024 from 6:00-8:30PM

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