



# Sacramento Insight Meditation

## Sacramento Insight Meditation Board Meeting Minutes February 12, 2024

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM)  
Board of Directors was convened at 6:00PM on Tuesday, February 12, 2024  
via teleconferencing

### Attendance

<b>President</b>	Amy Kovak	<b>Member-At-Large</b>	Carmen Pereira
<b>Vice President</b>	Vacant	<b>Member-At-Large</b>	Margaret Buss (absent)
<b>Treasurer</b>	Greg Gollihur	<b>Faculty Rep</b>	Dennis Warren
<b>Secretary</b>	Alice Carney (outgoing)  Karen Tercho (incoming)	<b>SDC Rep</b>	Diana Cassady
<b>Member-At-Large</b>	Katie Stonebraker	<b>YPS Rep</b>	Beth Hart
<b>Member-At-Large</b>	Jon Siiteri	<b>Recorder</b>	Christine Bitonti

### 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 January 9, 2024 were reviewed and approved unanimously (in Consent Calendar).

### **1.0. Consent Calendar**

The following items (discussed previously by the Board) were approved unanimously:

- 1.1 Agenda of February 12, 2024 Board Meeting
- 1.2 Minutes of the January 9, 2024 Board Meeting
- 1.3 Approve Carmen Pereira to the Board
- 1.4 Approve Margaret Buss to the Board
- 1.5 Elect Karen Tercho as Secretary
- 1.6 Approve Volunteer Appreciation Event (3/23/2024)
- 1.7 Approve August Mini-Retreat (8/29-8/31)
- 1.8 Increase daylong fees to base rate of \$25 with optional dana levels of \$35 and \$50
- 1.9 Increase course fees to base rate of \$50 with optional dana levels of \$75 and \$100

### **2.0 Sangha Development**

#### **2.1 Plan for Community Outreach**

Marc Ely and Jennifer Powers prepared a proposal to increase SIM's presence in the community (written proposal can be found in Meeting Materials). They recommended starting with the list of over 800 people known to SIM (past and present attendees). Board discussed the content of the proposal, including the focus (teaching secular meditation versus Vipassana practice), use of baseline statistics, and other issues. Marc clarified that Vipassana practice is the foundation of the proposal and that the committee's work would involve cultivating attendance by encouraging newcomers to return and reaching out into the community to draw in those who might be interested in SIM's activities. Several suggestions were made regarding how to quantify attendance. It was noted that a liaison from the Board to this committee would be useful. No board members volunteered to serve as liaison at that time. The Board unanimously approved a motion to move forward with establishing the Sangha Development Plan and providing support to the committee in its important work.

### **3.0 Fiscal**

#### **3.1 Financial Reports**

## **Financial Summary as of January 31, 2024**

### Monthly Report:

Prior to this meeting, the Treasurer briefly reviewed SIM's Statement of Financial Position and Statement of Activity Reports for January 1, 2024 through January 31, 2024. Those reports are provided in the Meeting Materials.

SIM's finances stand as follows:

#### Statement of Financial Position

Total Liabilities and Equity through January 31, 2024: \$102,892.08 (previous total \$99,321.53)

#### Statement of Activity

Net Revenue through January 31, 2024: \$-16,566.47 (previous total \$1,225.93)

#### Notes:

As anticipated, there was a substantial decline in net revenue from December 2023 to January 2024. Total revenue declined from \$28,656 to \$9,850 while expenditures rose from \$13,078 to \$26,437. This was partly due to large expenses including the Legacy Project and year end teacher Dana paid in January 2024 but also because of a decline in general fund contributions from \$22,143 in December 2023 to \$5,573 in January 2024. Also, professional services costs increased from \$1,578 to \$6,123 in this period.

Greg Gollihur, Treasurer, discussed several financial reports which can be found in Meeting Materials. In particular, he provided information about current budget challenges, including the ongoing Legacy Project costs (\$33,000 annually) and Operations Manager cost (\$22,000). The current net revenue deficit is \$15,000.

### 3.2 Approve 2024 Budget

Proposed 2024 SIM Budget totals \$144,490, which is \$16,279 or 9% higher than 2023 expenditures. Greg noted that meeting the revenue target (which would cover increased expenditures and eliminate the current deficit) is dependent on raising at least \$30,000 through fundraising.

The Board unanimously approved the 2024 SIM Budget.

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

### 4.1 Faculty Report

Dennis Warren presented the Faculty report in two sections. First, in the *Active Planning* stage are three programs: 1) 10-week Parami Series starting in March. This will be a coordinated effort with core faculty, Seth Castleman, and J.D. Doyle. 2) A three-day non-residential retreat in the summer (Thursday through Saturday) at the Dharma

Center. 3) A Beginning Meditation course for college students, projected for fall 2024, is being planned by Rich with support from Karen.

Second, Dennis looked ahead to residential retreats in 2026, hoping to bring in new teachers and suggesting that an ongoing Retreat Committee be formed to reduce the substantial work required to bring onboard an entirely new group of people each year to plan and coordinate the event. He noted that as the Legacy Project approaches the end of current contracts, there is a need to look at the “next stage” for some or all of the teachers. He described a meeting he had with Adam Stonebraker from Mountain Stream Meditation and is hoping to forge a productive collaboration with this sangha. He noted that Adam has many fresh ideas for making local sanghas sustainable in the future. Finally, there appears to be significant renewed interest among sangha members to be mentored by SIM teachers. Both Dennis and Rich have increasing activity in this area.

## **5.0. Operations Issues**

### **5.1 Operations Manager**

Amy reported that David is starting his third month in this capacity. He is already helping out with many issues and learning various procedures and protocols. He has experienced some difficulties related to G Drive access which he needs to complete many tasks. After some discussion, the Board members agreed to give him full access to everything except Executive Committee minutes and Listening Council folder (not yet utilized). Amy suggested that the Board take time to look at the “G Drive,” which Karen plans to reorganize soon.

### **5.2 Teacher Liaison Crew Update**

Karen reported that teachers are scheduled up to August 10. Several younger teachers in the Vipassana tradition are being considered to fill open dates – Sho is working on this. She mentioned Rich’s plan to offer Beginning Meditation for College Students. Karen is helping Rich plan this course and may need assistance with this effort. She will bring more information to next month’s Board meeting.

### **5.3 Fundraising Committee Report**

Amy reported that this committee met on January 27 with Carmen, Dennis, and Amy in attendance. Next, they will meet with Ken Cross, a community member with considerable experience in local fundraising. Board members were heartened to learn about a \$575 monthly increase in total pledges (both from new and current donors) for SIM. Discussion occurred about the possibility of placing information about monthly giving near the dana bowl in the back of the dharma hall.

#### 5.4 CHIRP Fundraiser

Amy reported on a request by the California Heritage Indigenous Research Project of Nevada City (CHIRP) to participate in their fundraising efforts by informing sangha members of their efforts and how they might contribute. Considerable discussion ensued about whether this action would be consistent with the mission of the organization and whether it would set a precedent leading to other social action-related requests for support. Karen noted that the land acknowledgement on SIM's website suggests a commitment to support indigenous people (without specifying how to do so). Board members asked for more time to reflect on the issue and will discuss it again at a later date.

### **6.0. Community Outreach**

#### 6.1 YPS Update

Beth reported that the YPS sangha is going well with increased attendance and new members every week. They have a teacher (in person or virtually) every third or fourth session and a good mix of teaching, dharma readings, meditation, and social time. She will provide information requested by the Treasurer regarding SIM's contributions to YPS.

#### 6.2 Social Media

Katie reported that there are 275 followers on SIM's Instagram, but very little traffic on Facebook. She will discuss with Sabitre the time and expense involved in maintaining a Facebook presence to see if it makes sense to continue. She recommended producing a flier with a QR code to place around the community. It was noted that her efforts appear to be having an impact, especially for YPS.

#### 6.3 Board Communication (Newsletter) to Sangha

This project was discussed at the January Board/Faculty retreat. Amy is writing the newsletter and will provide a draft to Karen and Margaret for editing. The Board News will be distributed on a quarterly basis.

### **7.0. Retreat and Class Updates**

#### 7.1 2024 Class Schedule Update

Rich will begin the Beginning Meditation course on Tuesday, February 13, 2024. Diane's *A Year to Live* course is in progress. Other course information can be found in the Faculty Report (Section 4.1).

## 7.2 Retreat Committee

Amy addressed the issue of a standing committee to organize residential retreats for 2025 and 2026. A Board member is needed to lead this effort, and decisions need to be made soon regarding potential retreat teachers, many of whom are already setting their schedules for the next few years. No decisions were made at this time but Amy will continue to coordinate.

## 8.0. Volunteer Updates

### 8.1 Volunteer Update

Margaret was unable to attend the Board meeting. Amy noted that Susan and Marc Ely have assumed the volunteer coordination duties for SIM.

### 8.2 Volunteer Appreciation Event

The Volunteer Appreciation Event will be held on March 23. Several decisions regarding this event (invitation list, caterer, etc.) need to be made in the next few weeks.

## 9.0. SDC

### 9.1 Update from Diana

Notes from Diana's involvement with the SDC Board can be found in Meeting Materials. SDC's fundraising campaign to reduce the SDC mortgage has been very successful. Hoping to raise \$30,000 a year for five years, SDC actually raised \$87,000 this year. Once the mortgage is paid in full, SIM's monthly rent may be decreased, but likely not eliminated due to ongoing operating costs that the three sanghas must bear.

### 9.2 Finance Committee Request

SDC has requested a volunteer from SIM to serve on the Finance Committee (preferably someone with a finance background). No suggestions for someone for the Board to approach were made. Diana will let the SDC Board know that SIM has no one to recommend at present.

### 9.3 Approve SDC Room Reservations and Scheduling Policy

The SDC policy regarding room reservations and scheduling can be found in Meeting Materials. Board members will be given more time to review the document and an opportunity to provide feedback and consent by email.

### 9.4 SDC Board Member from SIM as Director-at-Large

The Board needs to continue reaching out to appropriate individuals to serve as a "Director-At-Large" on the SDC Board.

## **10.0 New Business**

### 10.1 Open Discussion

Amy has proposed this time in each Board meeting to revisit any topics needing further discussion or new topics emerging from other discussions that need to be addressed.

No open discussion was held at this meeting.

## **11.0 Alice Appreciation**

### 11.1 Acknowledgement of Alice's Board Service

Board members and other attendees expressed their gratitude for the many contributions Alice has made to SIM and its Board and for her equanimity throughout her tenure. She will be greatly missed on the Board.

## **12.0. Next Board Meeting**

**March 11, 2024 6:00-8:30 PM**

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**Respectfully Submitted,  
Karen Tercho, Secretary  
Christine Bitonti, Recorder**