



Sacramento Insight Meditation

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Board Meeting Minutes August 12, 2024

A regularly scheduled meeting of the Sacramento Insight Meditation (SIM) Board of Directors was convened at 6:00 PM on Monday, August 12, 2024 via Zoom.

Attendance

President	Amy Kovak
Vice-President	Vacant
Treasurer	Carmen Pereira
Secretary	Karen Tercho
Member-At-Large	Margaret Buss
Member-At-Large	Katie Stonebraker
Faculty Rep	Dennis Warren
Sacramento Dharma Center Rep	Absent
Young Persons Sangha Rep	Beth Hart
Recorder	Christine Bitonti

Beginnings

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

Minutes

Review and Approval of Board Minutes July 8, 2024 - The minutes were approved unanimously by consensus.

1.0. Fiscal

1.1 Financial Reports

Financial Summary as of July 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 July 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 July 31, 2024: \$90,494.48
(previous total \$97,259.85)

Statement of Activity

Net Revenue through July 31, 2024: \$ (30,786.62) (previous total \$24,340.12)

1.2 Discussion of Moving Reserves to Money Market Account

Treasurer, Carmen Pereira, proposed that the SIM Board authorize a transfer of funds from the organization's savings account to a high-yield account so that the \$50,000 can be earning more interest. She outlined two options: Certificate of Deposit (fixed interest rate of 5%) with the current bank or another fund through Five-Star Bank called Atmos Financial. The former would be an easier transfer and would yield approximately \$1445 in interest over the seven-month period. The latter (variable rate of approximately 2.75%) would use the funds for climate infrastructure. The Board voted unanimously to move the funds to the 7-month CD with Bank of America and investigate other options at a later date.

2.0 Board-Faculty Communication

2.1 Faculty Report

Dennis Warren presented the Faculty's proposed "Five-Year Plan" for transitioning the Legacy Project teachers to core faculty member status. The five-year agreement, based on the existing compensation schedule, would begin January 2025 and would be subject to revaluation annually.

Dennis laid out the intention of this proposal: to create a cohesive, collaborative team which would meet quarterly to cement relationships, develop curricula, and play a role in many of SIM's events and activities, including retreats. The team would also share experiences and offer advice, resources, and support to one another.

The full proposal can be found in Meeting Materials on the Google Drive.

A vote on this proposal was tabled until all three of the teachers have been interviewed regarding their commitment to the changes.

Addendum to the meeting occurred on August 20, 2024 via Zoom. All board members were in attendance. Dennis reported on the conversation with Vance Pryor. The conversation was positive and Vance agreed to the five-year plan. The board unanimously voted to approve the SIM Faculty Program Five Year Plan and Proposal. Dennis and Rich will move forward with finalizing contracts.

3.0. Community Outreach

3.1 YPS Update

Beth Hart reported that the YPS continues to meet every other Wednesday in the SDC Library. There were 20 participants in attendance at the last meeting. Guest teachers will be coming in the Fall. The next several meetings will be peer-led. She invited all Board members to attend a meeting when they are able to introduce them to participants and acquaint the Board with YPS activities.

3.2 Social Media

Katie Stonebraker reported that activities on Instagram are going well. There has been a steady uptick in followers, evidenced by many new members attending both YPS and Thursday night sessions. Katie uses the social media platform to inform the community of various SIM activities, including classes and special events.

3.3 SIM Community Outreach Team (SCOT)

Per Katie, Marc continues to work on a spreadsheet tracking SIM's attendees. It is not completed yet, but Katie continues to send him data.

Also, the Renaissance group at CSU Sacramento (program for those who are 55 and over) will be having an event on campus and has invited SIM to have a table there to inform students of its activities. Katie will provide SCOT information about this event.

4.0 Operations Issues

4.1 Operations Manager/ Professional Services

Carmen and Amy followed up with David and Sabitre in July to discuss communication issues and contracts. Per Amy, everything is getting done, despite staff time-off this summer for vacations.

4.2 Teacher Liaison Crew Update

Karen Tercho reported that most of the scheduling has been completed for the calendar year. There is a Thursday night opening in September. Tony Bernhard will be approached to fill this opening. If a teacher cannot be identified for that date, a special activity will be planned.

4.3 Fundraising Committee Report

Dennis, Rich, Carmen, and Amy met on August 4 for two hours to discuss the fundraising strategy. They will meet again soon to work on developing a narrative for donor drives so that donors can be informed of activities and directions SIM is taking, including the plan to transition Legacy teachers to core faculty and the organization's financial needs. A Board newsletter will be released soon with some of this information, and there will be improvements on the website for methods of making donations.

The two main fundraising activities include a monthly donor campaign in September with a gift of a book for members who sign up and a bigger pledge drive next year (in February or March). A half-day donor event in October will inform participants of future fundraising activities and upcoming SIM events.

4.4 July Daylong/Community Event Follow-Up

Amy thanked Katie and Margaret for coordinating set-up at the daylong and Karen for leading movement. Twenty-five people were in attendance. Amy will send a follow-up email to all who were in attendance, requesting their feedback (what they liked, other ideas for this type of event, etc.).

4.5 Board Daylong Support

Amy led a discussion concerning tasks associated with daylong retreats. These tasks are generally performed by Board members (especially introducing the teacher, giving a dana talk and counting the dana offered that day); some can be performed by community members (bell-ringing, handling the microphone, etc.). After exploration of the issues involved, the Board decided that Board members who were present at a daylong would take on these tasks and should be prepared to do so when in attendance. If two or more Board members are present, they may split up the duties. If only one is there, community members may be enlisted to help. David will be asked to see if one or more Board members has signed up for the event a week in advance and alert the President if no one is planning to be in attendance so that other arrangements can be made.

4.6 Holiday Potluck Committee

While the holiday season is several months away, Amy noted that it is not too early to begin ensuring that a volunteer cadre is available to assume the tasks associated with setting up this event. After some discussion, it was decided that Robin Primavera would be contacted to see if she would be willing to lead the effort and enlist the help of others who have worked with her in the past. If more volunteers are needed, the Board will assist in identifying them.

5.0 Volunteer Updates

5.1 Volunteer Update

Elizabeth Hahn, a SIM member who attends virtually from her home in the Sierra foothills, has been contacted to assist in revamping the SIM News, changing the format and removing extraneous material. People who are interested in volunteering in any capacity at SIM will be encouraged to join SCOT or other tasks such as organizing the holiday potluck event. People have been expressing interest in forming book groups; volunteers are needed to organize them. Margaret will develop a job description for this activity. In time, a list of opportunities may be developed to help sangha members determine what might be a good fit for their interests and abilities.

5.2 Volunteers for Daylong Teacher Lunches

Amy proposed that we look into providing lunch to the teachers at daylong retreats. She suggested that this task could be a volunteer opportunity at SIM so that it becomes a usual practice. The sangha will be approached regarding this opportunity to assess interest. It will be included in the announcement portion of the Thursday night session. A final decision on the matter will be tabled until the next Board meeting, pending an assessment of community interest.

6.0 SIM Board (Executive Session)

6.1 New Board Member

Amy led a closed session regarding the request of a sangha member to join the Board.

7.0. SDC

7.1 SDC Updates

A full report by Diana Cassady can be found in Meeting Materials on the Google Drive. Amy reported on her behalf that SDC is looking for new Board member representatives from the sanghas as someone has recently stepped off the board. The Labyrinth

proposal has been approved. An SDC donor appreciation event will take place on August 24th.

7.2 Rent Increase

Carmen attended a recent SDC meeting in which rent increases were discussed. SIM's rent will be increased by \$175 per month to \$1750. The reasons for this increase include recent sidewalk repair costs and an increase in professional services.

8.0 New Business

8.1 Open Discussion

Tabled due to lack of time.

9.0 Next Board Meeting

September 9, 2024, 6:00-8:30 PM

Respectfully submitted,
Christine Bitonti
Karen Tercho, Secretary