

**Victoria Insight Meditation Society (VIMS)**  
**Minutes of the Victoria IMS Council**  
**December 12, 2011**

A meeting of the VIMS council was held at the home of Brock Brown and June Fukushima, Victoria, B.C. on December 12, 2011. The meeting commenced at 1:00 p.m. with a short meditation.

Present:	Brock Brown	chair
	Joyce Elliott	programmes
	June Fukushima	communications
	Joan Glover	treasurer
	John Hilditch	secretary

Regrets: Rod House

1. **Approval of the agenda:** The council approved the agenda.
2. **Approval of the minutes of the November 14, 2011 meeting.** It was moved by John Hilditch that the minutes be approved as circulated. The motion received unanimous endorsement. Brock declared the motion Implemented.

3. **Business arising from the minutes and updates:**

**2012 Retreat planning update:**

- **Ajahn Sona** has confirmed that he can lead a one-day retreat with dana (meal) offering on Sunday, June 24. June Fukushima moved that we spend up to \$150 for his accommodation for one night. The motion received unanimous endorsement. Brock declared the motion Implemented.
- Camp Columbia on Thetis Island is not available in 2012; the Anglican Church wishes to take the year to evaluate maintenance, health and safety issues at the camp. The **residential retreat**, planned for September 9-15 may have to be cancelled. A few alternate venues were suggested; these suggestions will be explored and a final decision will be made in the new year. Susie Harrington is aware of the situation.
- **Heather Martin's Introduction to Buddhism retreat** on January 28-29, 2012 is confirmed. We will arrange for the availability of sitting equipment. Through the newsletter we will ask for loans which can be dropped off at two city locations. We will check with Bruce to see if he is available to look after the sound equipment.

**2013 Retreat planning update:**

- **Pascal Auclair's retreat** will be moved to November 30 – December 1, 2013.

## **New Business:**

4. **Arinna Weisman's talk** on November 24 was well received; about 35 people attended. We shared her travel expenses with BCIMS. Total expenses for the talk were \$267.20, administration dana received was \$123.81, leaving a net expense of \$143.40. The council wishes to thank Chris Fox and Arlene Par9 for hosting Arinna.

5. Joan is quite pleased with the choice of Quickbooks for the book-keeping software; she is especially pleased with the reporting function. Victoria IMS contracted with Carolyn Jones, a local accountant, to set up our data.

6. Joan reports that financially we had a very good year. Our bank account balances are about \$2,000 higher now compared to January 2011. A final year-end statement will be available in February.

7. Joan presented a system for dividing up operating expenses and assigning them to programmes. Using time as the indicator and using 3-hour time blocks, operating expenses could be assigned to programmes in the following manner:

1-day retreat: \$150

2-day retreat: \$300

Residential retreat \$1,200

Evening talk \$45

Sunday evening sits and study group sessions: \$10 per session

The operating costs for 2011 (\$2,500) could be assigned approximately as follows: ¼ to Sunday evening sits and study groups, ¾ to retreats, talks and special events. The council thanked Joan for developing this method and agreed that we will use it.

8. June suggested that we use a method that she has seen work well at the Unitarian Church. This involves having a "General Fund" out of which budgeted expenses are paid, and a "Discretionary Fund" out of which special expenses, as decided by council, can be paid. The council agreed to use this system. At a future meeting the amount allocated to the Discretionary Fund will be decided.

9. It was agreed that requests to the **Scholarship Fund** would come from the Discretionary Fund. It was pointed out that the council, in the August 29, 2011 meeting, moved that scholarships would be available for Brock's Introduction to Insight Meditation course. No requests were made, but we have received a request for Margo's course.

It was moved by Joan Glover that scholarships be made available to all our courses that have registration fees as well as to residential retreats (ours and those at other centres). Scholarships will usually cover up to 30 per-cent of registration fees, meals and accommodation but exceptions can be made under special circumstances. The information on the web site will be changed. The motion received unanimous endorsement. Brock declared the motion Implemented. Although requests are considered

on a “first come first served” basis we agreed to reserve enough money in the Discretionary Fund to consider requests in the second half of the year.

It was moved by June Fukushima that we approve a scholarship request for \$60 for Margo’s course. The motion received unanimous endorsement. Brock declared the motion Implemented.

10. Brock will be on retreat for the month of January, 2012. John agreed to serve as acting president during this time.

11. The next council meeting will be held on Monday, February 6 at 1 p.m. at John Hilditch’s home.

The meeting terminated at 3:40 p.m.

Brock Brown, Chair

John Hilditch, Secretary