

Victoria Insight Meditation Society (VIMS)
Minutes of the Victoria IMS Council
February 6, 2012

A meeting of the VIMS council was held at the home of John Hilditch, Victoria, B.C. on February 6, 2012. The meeting commenced at 1:10 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:** Brock added an item to #3 related to Pascal Auclair. It was moved by Joyce Elliott that the agenda be approved as modified. The motion received unanimous endorsement. Brock declared the motion Implemented.
2. **Approval of the minutes of the December 12, 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:**
 - **Heather Martin's Introduction to Buddhism retreat:** The retreat was very well received. Sixty-one registered for the retreat, 44 of whom were new to meditation. Fifty-three attended on Saturday and 45 on Sunday. Dana received was \$1,555 giving a projected net of \$520. The council thanks Sandra Joy for managing and Brian Chapel for serving as registrar. They also give thanks to Joseph Briante and Bruce MacRae for managing the sound system, and to Shelly and John Hilditch for serving as hosts to Heather Martin.
 - **Pascal Auclair offers apologies but must cancel his 2013 week-end retreat.** Brock moved that we explore with him the possibility of giving a Friday evening talk in March 2012 prior to his scheduled weekend retreat. Joyce will explore the availability of Goward House, or UVic. The motion received unanimous endorsement. Brock declared the motion Implemented.
 - **Margo McLoughlin's course:** Joan will ask Margo for a report on the course. Procedures regarding courses will be reviewed at a future meeting.
 - **Newsletter/Web Editor report:** June pre-circulated her report (attached). Joseph Briante and June Fukushima produce the weekly newsletter which is opened by about 200 people per week. On January 31 the email list was updated; we currently have 395 on the list. June has revised the VictoriaIMS brochure and is

seeking comments before it is printed. The council thanked June and Joseph and their support people - Rod House, Bruce McRae and Joyce Elliott.

New Business:

4. **Residential Retreat:** A suitable venue has not been found to replace the Thetis Island site used last year. Brock will ask June to remove it from the retreat list on the website for now, communicate with Isy and arrange for the information to be put back if a venue is found.
5. **Ajahn Pasanno** has politely declined our invitation to visit VictoriaIMS to give a talk.
6. A **scholarship** of \$27 (30% of \$90) has been awarded to a sangha member to attend Margo's Living Wisely, Loving Well course (sliding scale fee \$60 to \$90).
7. **2011 Financial Report** (attached). Joan presented and explained the 2011 financial report. We have experienced a net gain over the course of the year of \$3,422.95. The council thanked Joan for her clear, detailed work. Joan asked that the council have a council member and another sangha member review the report and related bank statements. The council agreed to do so. Brock moved that the 2011 financial statement be received. The motion received unanimous endorsement. Brock declared the motion Implemented.
8.
 - **2012 Budget and VIMS 2012 Retreat Budget:** (attached) These two reports were prepared by June and Brock, in consultation with Joan. The budget is a balanced budget, projected income of \$18,220 equal to projected expenses. The retreat budget spreadsheet allows us to match actual experience with the budget projections as the year unfolds. A residential retreat is not included but will be added if it occurs. June Fukushima moved that the 2012 Budget and VIMS 2012 Retreat Budget be adopted. The motion received unanimous endorsement. Brock declared the motion Implemented.
 - **General Fund and Discretionary Fund:** On January 1, 2012 our assets were \$9,762.20 (\$8562.20 in accounts and \$1,200 in prepayments). The proposal from Joan and Brock allocates \$5,500 to the General Fund, our operating account, and \$4,262.20 to the Discretionary Fund. Brock moved that \$500 be moved to the Discretionary Fund, giving us \$5,000 in the General Fund and \$4,762.20 in the Discretionary Fund. The motion received unanimous endorsement. Brock declared the motion Implemented.
 - **Function of Discretionary Fund:** The council reviewed recommendations from a previous Umbrella Group Surplus Funds Committee. Many of their recommendations are still applicable: leadership training grants (such as the Community Dharma Leader participants), scholarship fund, world crises donations, donations to dharma websites and subsidization of guest speakers or retreat leaders incurring higher costs.

It was agreed that donations for world crises or to other Buddhist centres would not come from the Discretionary Fund. These would usually involve devoting the dana from a Sunday evening sit, VictoriaIMS covering the cost of rental for the evening. John Hilditch moved that the following be paid from the Discretionary Fund: \$200 to Dharmaseed, \$1,000 for use for requests to the scholarship fund, and \$1,000 be offered to each of Spirit Rock Dharma Leader participants, Brock Brown and Margo McLoughlin, in recognition of their significant and much appreciated contribution to our sangha, especially in their activities in teaching the Dharma. This donation will help offset the costs of the programme. The first two items were voted on by the whole group, receiving unanimous endorsement. Brock declared the first two parts of the motion Implemented. *Brock and June left the room at this point.*

Using the gradient voting system the remainder of council endorsed or supported the last part of the motion, offering \$1,000 to each of our participants in the Community Dharma Leader Programme. The motion passed. John declared the motion Implemented. *Brock and June were invited to return to the meeting.*

Joan will seek guidance in the matter of transferring funds between the General Fund and the Discretionary Fund. Joyce Elliott moved that Joan seek consultation with Carolyn Jones should this be required. The motion received unanimous endorsement. Brock declared the motion Implemented.

9. The next council meeting will be held on Monday, March 19 at 1 p.m. at Joyce Elliott's home.

The meeting terminated at 4:15 p.m.

Brock Brown, Chair

John Hilditch, Secretary

VictorialMS Newsletter/Web Editor Report - Feb 2012

Approximately 200 people open the newsletter weekly that Joseph Briante and June Fukushima prepare and send out Friday mornings. Special announcements for when a retreat opens is sent out Monday mornings. Many people click through on the links we provide. Our "Open" and "click through" rates are above the "industry comparisons" provided by Constant Contact.

Joseph and June are well supported. The Constant Contact template Rod House created works well and easily. Bruce MacRae is reliable and timely with posting web updates. Joyce Elliott sends us timely retreat information, and the Sunday Night facilitators meet the newsletter submission deadline as requested. Joseph and June enjoy producing the newsletter.

On Jan 30th, 2012 we had 461 people on our email list. Constant Contact costs \$126 per year for up to 499 email addresses. It doubles in price for 500 - 1000 contacts. While the email list numbers fluctuate as people subscribe and unsubscribe, the total numbers on our email list has steadily increased over time.

The email list was updated on Jan 31, 2012 following a special request email sent in mid-December to 77 people who, according to Constant Contact statistics, did not open an email from us from Sept 9- Dec 18 2011. Only 6 people responded asking to stay on the mailing list. One person immediately Unsubscribed.

As of Feb 1, 2012, there are 395 email addresses in our Contacts.

Changes to the Website: Bruce has created an Items of Interest page that can be used for items that are not strictly Theravada or Vipassana articles, videos, etc.

Changes to the Brochure: June is circulating, for feedback, an updated 3-fold brochure.

Respectfully Submitted,
June Fukushima