

**PSMC Council Meeting July 10th, 2014**  
**Agenda**

*Attendance Members present: Corey Adkins, Jason Bray, Michaela McCormick,  
Chris Poor, Lisa Stanley, John Smith*

*Members absent: Bettina Hetz*

Sit; Contemplation, raise Windhorse

Check in

Prioritize Agenda

Questions/discussion from Reports

**New Business:**

- Proposal from Doug McCanne on Prison Dharma Program CA
  - <http://portland.shambhala.org/community/groups-projects/shambhala-prison-program/>
  - Doug's description from email: The purpose of my presentation is to bring the council up to speed on the prison program, what it does, how it has operated to date and to explore with the council a new way of funding it. Making it more a part of the centers budget and overall programming. I will put together some financials of expenses and income to help with the discussion.
  - Felt the Council was not aware enough as they should be about the Prison Dharma program. Seeing the Prison Dharma program as part of the center.
  - Doug gives a little history of the program. Been around for about a decade. PSMC became sponsoring entity a few years ago, to help satisfy state requirements. Did the Shambhala Training Levels 1-5 twice. Current form of providing retreat situations for the inmates, and making it regular- one day a month, all day, alternating months with Dharma Rain Zen Center. 2 hour class every Tuesday, also alternating with Dharma Rain.
  - Volunteers- Doug, Drew, Randy, John Light, Chris Poor, Gardner Murphy, Betty, Diane Pallas. Alternates dates, 4 each retreat, for 18 participants. Providing a container. Have Shambhala banner, zabutons and zafus. State bought the cushions.
  - Question on how many returning participants come- Doug explains that the prison has some people who are moving in and out of the prison, a few regulars who've been there the full time. Some people with meditation experience prior to prison. From Chris- collection of very experienced practitioners, who can have good discussions. Resembles being in a monastery in some ways.
  - We provide an intensified practice session that they don't have often.
  - Question about tracking numbers of participants.

- Capturing stories and questions -- the voice of participants -- help make the richness of what's there visible to the larger community.
- This program is a major offering that we give. Discussing about how we communicate to the community about the program.
- Doug- Hoping to spread the load- not wanting to be the spearhead and looking for new blood to help get involved.
- Format of the Tuesday night class- 45 minutes of sitting, with some instruction. Otherwise varies, been introducing curriculum from MIEL recently. A discussion on their experience on some topic, usually meditation.
- Adding the program to a monthly report
- Having an introduction to the program at HoP or Shambhala Day to the program.
- Council gave \$1500 seed money at the start of the program. Been doing fundraising since to keep things float- paying honorarium and mileage for the teachers, food for people from out of town, mileage for volunteers. Gaylon Ferguson will be coming out soon- 500 honorarium + 300 plane fair.
  - Difficult to do this as fundraising. Requesting that we could make the Prison Program a line item in the budget.
  - Thinking about The Prison Program as a program where the costs are shared between the Shambhala Center and the visiting teachers.
  - Currently we have a separate fund that's running for this program, and is run differently and separately from the other activities of the center. Lisa interested in dealing with this more like we deal with normal programming. Developing a budget for the program, then the center helps fund it through the rest of the programming of the center. Tasks Doug developing a budget, coming up with a "dream" budget of what he may want it to be if it were to expand, as well as a more realistic one. Scheduling teachers to teach at center and at prison, needs to balance working with dates with the prison.
    - Unifying this as part of the center, it is a program of the center. Considered part of programming of the center.
    - Start giving dates by September for 2015. Recognizing challenges of working with two organizations as well as getting the teachers to work within the schedule.
      - Getting dates from Acharya Ferguson for 2015.
  - Doesn't want to get rid of fundraising weekends for this.
    - Wants to shift this as seeing all of our programs adding to funding
  - Need for a fuller discussion with council and Doug clarifying processes- publicity, etc.
- Council Discussion re: issue
  - Final decision needs to be pending the various budget decisions we need to make.
  - **Tabled** for final approval till September.



- Classes that generated income over 100 in excess of what we budgeted: Basic Goodness, LTM, Level 5, Ikebana.
  - Basic Goodness seems to be a major driver especially.
  - LTM tends to generate income, low demand for volunteers.
- Example of the big picture work that the Council should do on budget. First draft of a discussion document? Here's the pattern we're seeing, what worked, what didn't. Questions, bringing in new programs, etc.
- Need to watch for trends- about offering Basic Goodness multiple times.
- Membership numbers have slightly increased, currently at 110 members as of June. Monthly income is steadily increasing by small amounts. Increasing dues from last years fundraiser held well. About 890 in excess of budgeted projection.
- Discussion on Contemplations and preparing for Peer Review CA
  - **Tabled** for now, to include Bettina in the discussion.
  - Secretary will re-send the documents already shared about Peer Review, invite any other documents
    - John will develop an index, a separate folder that possesses all of the documents
  - Request to look at these before the next meeting.
  - Secretary will also re-send out contemplations.
  - Discussion of sharing the results of this process with SI, part of the back and forth.
  - Agreed to use the document from John from SI for basis for the process.
  - **Agreed** all commit to reading the document by our Council meeting, bring in comments about the document. Corey will be holding the communications aspect of this.
- Inviting suggestions for coming back to tabled ideas from retreat, elsewhere CA
  - Creating follow on for actions after we create them.
  - Posting this document on each minutes.
- Billboard items CA
  - Pictures
  - When in role? Bettina, John, Chris
  - John: December 2012. Bettina: Same as Jason. Chris: March 2012
- Unified Giving Mtg.
  - Inviting other non-Council people to the meeting. David Englebrecht.
  - Secretary invites people? Send out request to the Council for suggestions to participants. Key people as space is limited.

## **Old Business:**

## **Member Reports:**

### **Director**

Will be on medical leave July 15 - Aug 1

Buddhist Festival in the Park was well attended. We distributed a lot of fliers, a lot of interest in the program for Families and Children we'll pilot this Fall.

Completed Abbey's annual review; identified together needs, strategies and goals for upcoming year. One important issue of note are all the items that have fallen to her, esp re: Publicity, outside of her job description that take away from her core responsibilities. Important that we all be mindful of what we request of her.

Meeting between Calendar Group/Pub Team to look at ways to streamline our protocols and forms, communication between our respective groups and with coordinators of programs.

It was agreed to edit and implement a form created by Jason that combines the Program Proposal form and the Publicity Form and might possibly be able to link to the Events Spreadsheet. John will ask David to start now on the transfer of recurrent events (e.g. Tue and Thu sitting etc) into the 2015 Center Calendar so that we can start the calendar process now.

Calendar group would like to start work on 2015 programming earlier in the year. Michaela is meeting with teachers to get input on teaching loads.

Meeting with Michaela, Rayna and Lee to address concerns raised about community members in their roles within P&E. As a result of this we reviewed the Care & Conduct document from SI. Jason and I will be working a pamphlet to have out at the Center which gives the highlights of what our process is for community conflicts and our local resources/contacts.

Met with member Dan Rubin - he has helped develop a meditation-based training and is now successfully offering to physicians. We discussed his offering a program at Center for caregivers next year and he will propose. This could be a wonderful outreach opportunity to the medical community.

Received a request from an attendee at recent LTM who would like to set up a workshop for at-risk teens she works with. Lee and I are working on this.

Collaboration with BeSpace on Life.Art. Being program is in full swing this week, great feedback so far on the events.

Membership team met - we will be hosting a Member's only appreciation event on Sept 5. This will be a celebration of our members event not business. We would like to institute a Town Hall sort of meeting at least 1x annually that includes Council/Members sharing info/input on Center business and planning. We are now sending welcome letter/card to every new member.

Discussed in MI meeting need to connect Members with an MI or at least share info on how they might do that (personally seeking out MI, info on our Bulletin board, contacting Lee). Also discussed idea of using group meditation instruction, and TBD ongoing individual instruction for Members only (concerns about stretching MIs too far re: #s).

NE Delek meeting - idea proposed to collect food for a Food Bank. One idea was to have ongoing collection bag at Center.

### **Finance - Lisa**

Alice will set up a meeting with Maralena and Carol to look at transferring over Membership financial reports to Maralena. Alice and I met with her to discuss bookkeeping protocols, her training is almost complete. Abbey and I will now sign checks generated by Maralena in response to Check Request forms submitted.

Alice will generate a mid year Financial report for us in time for our August meeting. I would like to start the budgeting process earlier in the year and am proposing that Council members submit proposed budget items and \$ amounts for their sphere.

### **Communications**

#### **Overview & current issues**

- Reporting since June 8
- Calendar Group meeting - lots to report
- Membership team meeting - lots to report

#### **Overall administration**

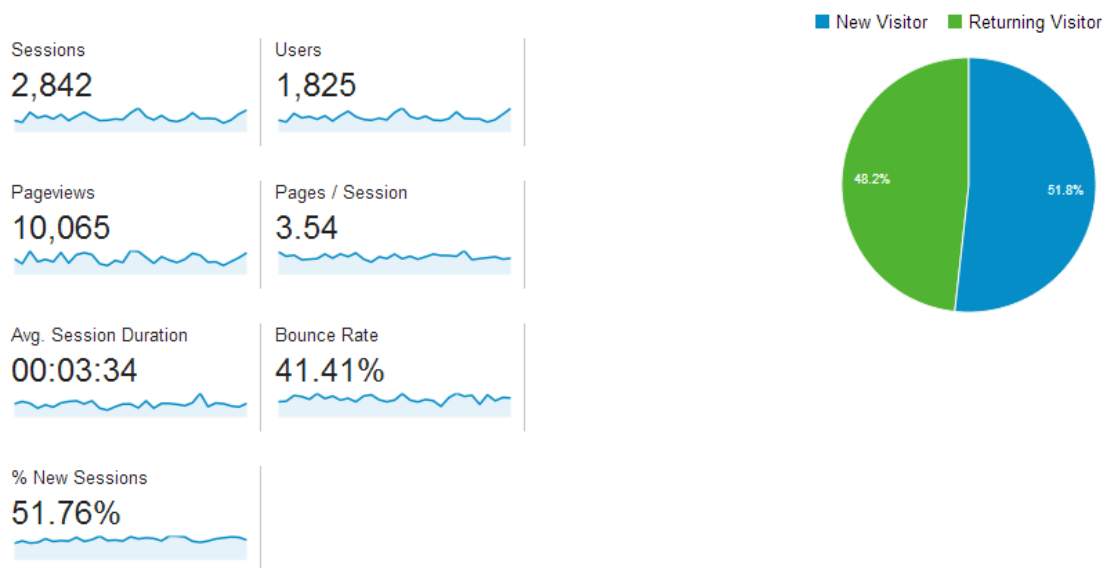
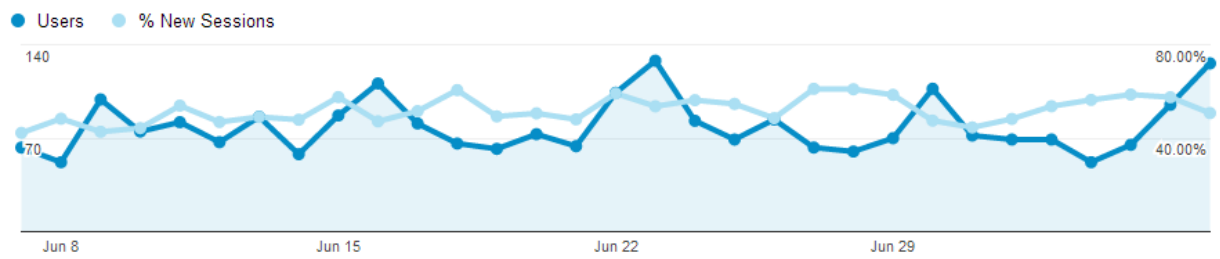
- The experiment to link the SDB and MailChimp is proceeding slowly. It will require further efforts to clean up the SDB as MailChimp does not allow duplicate email addresses and our SDB records have 29 people with duplicate email addresses as well as 12 people with [hello@portland.shambhala.org](mailto:hello@portland.shambhala.org) set as their email address by Abbey to avoid having them purged. We will need to understand the overlap between the 652 people on the “SDB Newsletter list” and 1,391 people on the “MailChimp Newsletter list”
- Interesting that the [New York Shambhala Center offers a 25% discount](#) on all their summer programs.

### **Communications profile**

- **Calendaring**
  - Please continue to communicate with David Engelbrecht through the [pub-team@portland.shambhala.org](mailto:pub-team@portland.shambhala.org) except for minor corrections to a program page.
- **Facebook**
  - Postings by Lisa Stanley, Abbey Pleviak, and Jason Bray
  - **Concern:** [This posting](#) about the Oregon prison program has a number of factual errors in terms of crediting the Shambhala Center inappropriately.

### **Lets take a look at what is inaccurate - LS**

- **Website changes this month:**
  - **None recorded in the log**
- **Google Analytics**



Our website continues to be the main way that people find out about programs and Shambhala generally. More than half of people visiting our site are “new” to the site and most are from the Pacific Northwest (more than 65% are from the metro area). The volume and pattern of visits to our website has been stable since January, 2014.

- **Blog posts this month**

- Integrative Arts Festival: Explore Deep Ecology: July 7 – July 12! - July 2, 2014 by Abbey\_Pleviak
- How to keep on helping - June 29, 2014 by John David Smith
- Reflections on the Ziji Collective Global Leadership Summit - June 22, 2014 by Corey Adkins
- An Update from Gampo Abbey and Request to help Ruth Hampton return to Portland - June 11, 2014 by Abbey\_Pleviak

- **SDB Email messages this month**

- **Comments:** Abbey is by far the most active user of the SDB mailing system, sending targeted messages to small groups (people who have previously taken a Shambhala Arts class?) as well as 3 to “members and and friends” and 5 messages to the SDB Newsletter list.
- **Listing:**



**S**

**Subject**

A

Integrative Arts Festival starts Tomorrow! Feel, Play,  
Explore, Stretch, Move!

A

Rare Afternoon Shambhala Arts Class: next week Sat,  
July 12, 1-4pm

A

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July 12, 1-4pm

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Shambhala Weekend Retreat: Level III Warrior in the  
World, begins July 25

A

Shambhala Learn to Meditate Retreat: Turning the Mind  
into an Ally: Sat, July 19

A

Rare Shambhala Arts Introduction: next week Sat, July  
12

A

Dear Wisdom in Everyday Life participants,

A

Rare Shambhala Arts Introduction: next week Sat, July  
12

A

Rare Shambhala Arts Introduction: next week Sat, July  
12

A

Rare Shambhala Arts Introduction: next week Sat, July  
12

A

Explore Joanna Macy's Deep Ecology at Integrative Arts  
Festival next week!

J

Care and Hospitality Survey

A Still Seeking Shambhala Drala Housekeepers: have 1 hour to give every other week?

A Shambhala Level II Retreat with Lee Scher begins this Friday, June 27

A Shambhala Summer Solstice Celebration this Saturday: Games, Contests, Music, Potluck, and Sunshine in the Park!

A Shambhala Registration Reminder: Level II Weekend Retreat begins on Friday, June 27

A

Shambhala Center Seeks Drola Housekeepers!

A

Shambhala Center Seeks Drola Housekeepers!

J

Announcing the Portland Shambhala Center Time Bank

A

Still Seeking Shambhala Sangha Helpers for Buddhist  
Festival in the Park

- **Contact form messages**

- Here are the counts of contact messages received since the new website was launched:

Bookstore Manager

Center Director

Community Care  
Coordinator

Community Practice  
Coordinator

Council Secretary

Diversity

Drala Hikes

Family Council Chair

Finance

General Info

Ikebana Practice  
Coordinator

Meditation Instructor  
Coordinator

Membership and Dues

Practice and Study  
ROTA Coordinator

Queer Dharma

Shamatha Coordinator

Shastri

Societal Health &  
Wellbeing

Time Bank Coordinator

Volunteer Coordinator

Young Meditators Group

Grand Total

- **Time Bank**
  - 18 people registered (14 profiles)
  - 0 hours exchanged
  - 4 offers and 4 requests
  - Report from Brian Landever:

*-The common feedback I've received is that folks are not sure what to offer and request. They think they don't have anything to offer, don't have the time, or only have things they wouldn't want to share. But the truth is that there are always small things that could be appreciated, and there are always things that would be enjoyed as an offering. Maybe it's just giving someone a lift when they need to go to the dentist, or read to the very elderly parents of senior practitioners, or offer brief conversation about a topic of personal interest. There is always something, and this is why the check list on the offer page has been created- to spark ideas. The check list is just a beginning. Anything can be offered*



*or requested. Folks should get excited about this! The only intention is community building, and if the accompanying cause is practical, it will be time well spent.*

*For example, I just added an offer on astrology readings. I'm not a pro by any means, but I have some cool software that I love sharing. It's a great convo starter. What little things do folks have on the side that they can share in a spare hour they may have. And yes, even if it's once a month, everyone has a spare hour somewhere.*

*-The only other question I've received is how to sign in once registered. To add an offer, all that is needed is to sign in at the following link, and click the "+ offer" button at the top of the page. Then find which things would be fun to share. <https://hourworld.org/bank/>*

*Brian Landever*

- **Mailchimp emails**

- **Comments:** "This Month" is not read as much and the links inside it are not used very much at all. If we had to sacrifice an issue, "This Month" would be it.
- **Listing**

<b>Title</b>	<b>c</b>
Your Week July 7 - July 13	n
Your Week June 30 - July 6	4
Your Week June 23 - June 29	3

Your Week June  
16 - June 22 3

This Month: July  
2014 0

Your Week June 9  
- June 15 3

## Practice & Study

*Acharya Simmer-Brown Talk – Diversity/Privilege – June 22 – 12 participants*

*Level II Training – June 27-29 - 12 participants*

*MI Retreat - June 30 - Hosted by Shastri Rayna and MI Coordinator Lee. 13 MI's present, including Shari (sp and last name?) who has recently moved to Portland. Discussed Shambhala Meditation which will be offered in the foreseeable future in WOS classes and for which selected instructors will be trained. Discussed changing nature of MI/student relationship which is broadening to include off-the-cushion life experiences and viewing ourselves and students as warriors in the world. Reiterated importance of listening and being curious. Discussed how students go about getting an MI, with general agreement that students should initiate that while we continually make it known that such help is available and recognizing that students have different needs for guidance, privacy, etc. We considered the idea of MI's providing group meditation instruction, and the role of Guides in relation to that. We noted that some Guides are beginning to give initial group instruction, for which MI's are encouraged to offer themselves as mentors. Several MI's said they can take more individual students. The question arose again of whether a student must be a member of the Center in order to have her/his own ongoing MI. (Michaela's understanding is that currently that is required.)*

*Community Practice – Coordinator Kim Crossman reports that we have a healthy number of new and returning volunteers for the Community Practice rota. She will be working to train and onboard new Hosts for Community Practice this July, and doing the same for Gatekeeping in August.*

*Committee to Address Teaching Load Issues – Shastri Rayna, Doug McCanne, and David Parker have agreed to work with Michaela to assess this and develop some recommendations. Michaela, Rayna, and Doug met on July 2 and had a productive discussion on what we are facing in terms of finances, accountability to and input into the Center's budget, vision for the Center and the sangha, curriculum revision, availability of teachers, teaching load, teacher development, student needs, and staffing. We considered revisions to Michaela's draft of a teacher questionnaire aimed at getting all the teachers' perspectives on this. Michaela has incorporated those revisions, and has sent the questionnaire out to our teachers, active and inactive. She'll collect and summarize their responses before calling all the teachers together later this month to help develop recommendations for the Council.*

*Dialogue on Values* – This spring, eight of us, including Doug Dunlap, Ann Sihler, Jay Stewart, Doug McCanne, Erica Thygsesen, Jason Bray, Rebecca Jamieson, and myself, gathered four times to share our personal experience with compassion, fearlessness, and generosity, including offering, receiving, and witnessing them. Our conversations were rich and wide-ranging from personal intimate experiences to political and social change work. We kept coming back to our desire for and experience of connecting with others as the motivation for acting on those values and the pay-off. We talked of what gets in the way of being compassionate, fearless, and generous, and the challenge of consistently acting in those ways, whether that's in very personal, communal, or political ways. The common feeling among us at the end of the four sessions was an appreciation for connecting with each other in ways we don't often experience in the sangha or other communities or groups. Five of us, Ann, Doug Dunlap, Erica, Jason, and me, have decided to continue the conversations in a second phase we are now trying to schedule, with the intent of discussing our experience with more, different values, such as discipline, humor, kindness, diversity, etc., and their relation to our desire to help create a good human society, or enlightened society, with a view to including more people in the conversation and shaping how we each want to make use of the exploration and connection with each other.

*Programs on Wealth* – Shastri Mathew Lyon, from Seattle, will be offering a weekend program on wealth, based on a book he hopes to publish this summer, on Nov. 21-23. Also, we are trying to find an evening sometime this fall when Layth Mathews, from Victoria, who has already published a book entitled *The Four Noble Truths of Wealth*, will offer a book talk and promotion.

*Committee to Analyze Program Food Budgets* – Chris Poor, Lee Scher, Jason Bray, and Erica Thygsesen have agreed to work with Michaela to analyze the program food budgets. Michaela has devised a questionnaire that she has sent to people who regularly coordinate programs to get their perspective on the adequacy and managing of the food budgets. Once she gets their responses, she will summarize them and call the committee together to discuss that and come up with some recommendations to bring to the Council.

*Study Group for Enlightened Society Assembly* - Michaela will soon be sending out an email to all those who are in a position to pursue the prerequisites for Enlightened Society Assembly next summer., informing them of those prerequisites and encouraging them to consider going to ESA. Abbey has identified those who might be ready for the Rigden Weekend in December, and the classes they would need to take for that. Shastri Rayna has supplied Michaela with the new ESA study guide and has said she is ready and able to organize a study group for ESA aspirants when it's time.

*Weekthun Evaluation* – On June 27, Michaela debriefed the Spring Weekthun with Shastri Rayna, director, Corey, coordinator, and Bettina, cook. We reiterated that it went well. Everyone seemed to work well together, and the participants gave very positive feedback. The biggest challenge was providing food/meals. It took a lot of effort to recruit donated meals from sangha members, but in the end they provided all the evening meals plus one lunch. Most did not ask for reimbursement. Because of that, we came in under budget by \$321. However, the cook found it hard to stay within the allotted budget for the meals she prepared of \$25 per meal for 24 people (participants and staff). That said, there were substantial leftovers which could have been used for later meals. It was suggested that the budget be increased to \$32-35 per meal for that number of people. The cook worked 6-8 hours a day to plan the meals, buy the food, and prepare the meals, with the substantial assistance of her partner. The cook definitely needs an assistant, who should be given a stipend also. If we have more than 24 people to feed, we need more than one cook, more storage space for the food, and a bigger (commercial and commercially equipped) kitchen.

## **Societal Health & Well Being**

### **Director:**

Working with Calendar and Pub Team to streamline our processes as we begin to map out the center calendar for next year.

Sent out Community Care and Hospitality Survey to members and friends list via SDB. [View results here.](#)

### **No Longer Alone:**

On indefinite break

### **Young Meditators, Rebecca Jamieson reporting:**

At the first YMG meeting in June, Michael Lum gave a talk on some basic concepts in classical Buddhism, based on his studies at Maitripa University.

At our second meeting, Kelly Aldinger organized a YMG bike ride as part of the Pedalpalooza event, but we were rained out and ended up doing a short meditation, then socializing. The publicity on the Pedalpalooza website drew about 5 new folks though, all of whom seemed excited to come back!

At both of our meetings, attendance was about 15 people.

**Diversity:**

Michaela will begin offering basic meditation instruction, on a trial basis, at the Sexual and Gender Minorities Youth Resource Center (SMYRC) in Portland on July 11. Instruction will be offered every other week on Friday afternoons.

**Queer Dharma:**

16 people in attendance for our July 6th Queer Dharma talk titled "Emptiness: The Wisdom of Nothing to Count On." \$25 in donations.

7 registered for the August retreat.

**Deleks:**

North Delek organized a gathering at the home of Liz Howell on Sunday June 29th

**Family Council:**

Working on fine-tuning and publicizing the Mindful Path for Families program starting this fall. [Updated program proposal here.](#)

**Culture & Decorum****Desung****Kasung:**

EHOK I getting set to start up on 7/28. Three enrollees so far. I opened the class to all current Kasung to attend for free. This is in the hopes of some team building. Rusing Poor also is giving a talk on Tuesday 7/20 about the pillar of protection to the Tuesday open house. Squad was able to organize and get the Ihasang going at the solstice picnic. Rusing Poor also changed out more fire extinguishers.

**Council Secretary**

Worked with Jason Bray and Abbey Pleviak to create new headers for the billboards at the Center, printed them and framed and temporarily mounted them. Met with Jay to discuss ways of working through our contemplations in the upcoming meeting.

"What do we want to practice in communication? How can we receive help from others in practicing that?"

This is a personal goal. In the meeting, I gave my personal example of my attempts to practice conciseness, and also gave the example of someone being able to help me by giving me a signal if they notice that I'm not being clear.

"How can I receive input that is helpful, honest, direct and kind?" i.e. "How can I receive input from someone when something I do bothers them?"

This goes two ways- discovering how to *give* helpful, honest, direct and kind input, as well as discovering how one could *receive* the feedback in a way that is helpful, honest, direct as well as still kind. Jay proposed that part of receiving feedback may be getting a clarity of understanding what may be bothering the other person- the specific rub. This requires a certain openness and inquisitiveness about the situation, not immediately shutting down or being offended that you offended someone.

This contemplation may prompt proposing some ways that you know it is easier to receive feedback, like "I do much better receiving feedback in person, in a private meeting."

Being honest is both not being afraid to give input/feedback, but is also not being afraid to decide when it is *not* a good time for you to receive that feedback, and communicating that honestly.

"What is my interest in engaging in a peer review process? What do I hope to receive from it?"