

PSMC Council Meeting Thursday, December 11th, 2014
Agenda

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

Members absent:

Sit; Contemplation, raise Windhorse

Check in

Prioritize Agenda

Questions/discussion from Reports

Agenda Items- High Priority:

Items that need to be accomplished this meeting.

- Budget 2015- CA; Alice will join us at 7:20 LS
 - Lisa go in touch with Anna about where we are in terms of contributions to SI from members. They expect \$2,000. They have received \$260 so far. The amount they have received is much less than normal, likely because of some confusion of who to give to. To meet the amount that we were pledged to, it would be \$1,740.
 - One approach would be to do some direct calling to the people who haven't given, as we have their names. Get more information about what their plans are.
 - Do we have reserves to make the transfer?
 - SI is looking to receive the transfer now or soon.
 - Once the transfer is made, SI suggests that we collect the missing donations locally.
 - 4.4% of the fundraising we did is \$385, if we wanted to match the amount we're giving to SI with what we raised in our fundraising.
 - {roposal: We give an immediate transfer \$2200 plus our normal amount for December to SI. **Broad agreement** to do this, and we can consider giving more at a future date.
 - Call with Alice:
 - With Novembers actuals, the surplus is around 5000 instead of the 3000 that is listed on the budget we have.
 - Did an analysis of what got us to the surplus- Net class income is almost break even, down in tuition, but down in class expenses. Net 400 compared to budget.
 - ~\$4,000-5,000 in surplus- 2800 in increase in dues more than anticipated.

- Fundraising/donations were down about 1,200 compared to budget
- Operational expenses were down about 3,400 compared to budget
 - Due to Abbey taking a week unpaid off, Maralena working not the full year or full hours
- 40% increase in enrollments in classes held over budget. Helped us break even with the classes that had to be cancelled.
- **Action Item-** Council needs to have a conversation about what we would want to do with our surplus.
- Budget has no changes from this year in terms of compensation and SI transfer. Council needs to discuss these items, make some decisions. Relates to Abbey's proposal.
 - Lisa's proposal: Council receives some specific points of what needs to be decided, talks about this in retreat and gets back to Alice.
 - Individuals could review budgeted items and see how that compares to your wishlist/projected budget, bring that into the retreat.
 - Council will take a careful look at the budget before the retreat, looking at the things Alice has noted and has questions about, so that we can be as prepared as possible for the retreat.
 - **Action item-** Council Secretary will try and compile a list of decisions that need to be made by Council.
 - **Broad agreement**
 - Alice notes the increasing rent, and we should look into potentially having a lease if we are planning on staying in this building.
 - Corey will put together a list of questions for discussion.
 - **Broad agreement** to transfer all remaining overages from 2014 into our reserves.
- Confirming details on December 21st Council Retreat- CA
 - **Will be handled through email**
 - Topics list is [here](#).
- Discussing Director Evaluation Recommendation CA
 - Here's what we're seeing needs to be decided by Council:
 - First, **what process** are we going to engage with for this Director Review. The recommendation of this team is that we **try both-** engaging in a modified form of the process we are working with for this year, look at how it goes for us, and then after Jane Arthur has gone through her newer process with another center, we can try using that process for next year's review. Our concerns with using Jane's process right away were: that it was untested as of yet; that it would require an expenditure; that we haven't tried the current process to see its viability.

- If the Council agrees on this course, some decisions need to be made about the process that require Council approval.
- Firstly, after discussions with the Director, this team agreed that the aspect of transparency of leadership **needs to be separated** from the Director Review, and that another process of having a community wide survey of feedback to leadership needs to occur. We realized that it would not be helpful for the Director to be the sole recipient of feedback to leadership of our community, as this could channel frustrations towards her, and unfairly pin issues onto her. We considered the creation of such a leadership survey **is not the charge of this team**, and the Council will need to discuss how such a survey would be created and implemented. We agreed that it could be easily made with a modification of the survey created for the Director Review, and Jay created a draft of a possible such modification which you can view [here](#).
- The second is related to the decision of **who is included in this process**. Our previous proposal was a community wide survey, but we now recommend that it goes out to a small list of important community members that we have identified with help from the Director (viewable [here](#)), which includes members and those who hold office as volunteers and were identified as having a significant working relationship with the Director. In addition, another email would be sent out to all members that asks for them to "opt-in" to this process (they would be asked, "Do you want to be involved with a process of feedback to our Director?") so that any in the community who are not on our short list but feel that they have something important to add would get a chance to give their feedback. In our discussions we discussed how giving members an opportunity to participate acknowledges their vital contributions to keeping our center functioning, and helps us from having any "blind spots" in our process. It is important to remind everyone that this team will synthesize the responses after receiving them and do its best to filter out any feedback that is deemed unhelpful or irrelevant.
- The third decision we see council needing to make in this process is **the order in which this team reports the results of the survey: Director or Council first?** The language in the process itself is open ended, leaving such a decision up to the Council. It was the assumption of this team that the Council would be first to report to, but regardless we agreed that we would not revise our report to the second based on our conversation with the first. In any case, the two meetings would ideally happen the same week.
 - process.
 - **Action Item-** Council secretary will make a bullet point version of the decisions to be made.
 - Proposal by Bettina to have this discussion through a GChat meeting or some meeting that is outside the normal council meetings and retreats.

- Some expression of wanting to keep things within the time we've already scheduled for council, not having more meetings.
 - Lisa proposes prioritizing this against other Council Retreat business and decide what needs to be handled then and in the January Council Meeting. Council Secretary will do a draft version of retreat agenda that includes the Director Evaluation discussion, with suggestions with what might need to be shortened or put off to the January Council meeting.
 - **Broad agreement**
- Dinner with Shastri Hines - who can attend and who can help?
 - Can use part of food budget of program to fund this dinner.
 - Who is going to be in attendance?
 - John
 - Jason
 - Lisa
 - Bettina
 - Michaela
- Next steps Chagdzo/Finance Director - Jack Bodner LS
 - Jack Bodner is interested in this position
 - What steps do we need to do? Interview?
 - This is an appointed seat, so we need to send information about the person to SI to be appointed.
 - Suggestion: 3 Council members do interview with Jack, ask about his vision for the role, leadership style, whatever people think is important.
 - Inviting him to come to the Council Retreat on the 21st, though he will not have been appointed by then and won't be able to participate as a formal member.
 - Proposal: Give a set amount of time at the retreat, maybe 15 minutes.
 - **Broad agreement** on inviting Jack to the retreat
 - Try and schedule a interview/meeting, preferably before the retreat, to speak with him, give him a chance to bring questions to us. Lisa, Corey and Bettina volunteer to be part of this meeting. **Council Approval** to try to make this happen before the retreat.

Agenda Items- Moderate Priority:

Items that need to be accomplished soon, preferably this meeting.

- Arts Council proposal for rep. on Center Council - [Ground, Path, Fruition](#) - JB
 - Please review this before January council meeting.
- Increasing Abbey's Hours and Pay for Volunteer Recruitment MM
- Membership and Getting an MI - MM
- Setting a timeline leading up to Shambhala Day, identifying key roles - JB

Agenda Items- Low Priority:

Items that can be discussed/accomplished if time allows.

- Rusung recruitment LS

Member Reports:

Director

Met with Jack Bodner to discuss the Chagdzo/Finance Director position, suggested he talk with Alice as well. Jack has expressed his desire to take on the role of Chagdzo. We need to confirm next steps, this is a SI appointed seat.

Worked with Alice to finalize the 2015 budget which she has sent to Council for review, revisions and approval.

Meeting with Membership Team, Corey, to plan the roll out of the Membership steps outlined by SI, and the town hall meeting with Members/Council in Jan

Recommendations for approx eight people applying for Guide Training in January

Finance

above LS

Communications

Overview & current issues

- Need to complete a few issues in the 2015 calendar, although most of it is complete and in place. (The Events Spreadsheet needs attention, and individual program pages need to be finalized as details about teachers and so on are determined.)
- Handoff of the Paypal Account still pending.

Overall administration

- Have received Facebook messages from Janelle Caywood and have forwarded them to jcforward.shambhala@gmail.com
- The Mailchimp conversion is mostly complete. Still some procedural cleanup
- The Meditation Marathon infrastructure is complete. The spreadsheet shows \$2,638 collected to date. It looks like more than \$462 is still uncollected.

Communications profile

- SDB Email messages this month

Overview by sender:

Sender	total recipients	Messages
Abbey Pleviak	5627	6
Jason Bray	1640	2
Lisa Stanley	230	3
Michaela McCormick	226	1

Individual messages sent

Date sent	Recipients	Sender	Subject
Dec 05	1402	Abbey Pleviak	Celebrate and Co-Create Winter Solstice and Children's Day! Potluck, Arts, Gifts, Joy for Kids of All Ages!
Dec 04	20	Abbey Pleviak	Shambhala Class Learn to Meditate: Check in at 8:30am on Sat Dec 6
Dec 04	8	Lisa Stanley	Ikebana Class this Sunday
Dec 01	1411	Jason Bray	You are invited - The Shambhala Principle with Shastri Ben Hines, Dec. 12-13
Dec 01	1406	Abbey Pleviak	Shambhala Class: Learn to Meditate, Turning the Mind into An Ally on Sat Dec 6
Nov 24	1414	Abbey Pleviak	Shambhala Principle Retreat with Shastri Hines: Friday Dec 12 and/or Saturday Dec 13

Nov 19	3	Abbey Pleviak	Prosperity in Everyday Life – CANCELLED
Nov 18	226	Michaela McCormick	Portland Shambhala Program Staffing Opportunities, Jan. - March 2015
Nov 15	6	Lisa Stanley	Ikebana Class tomorrow
Nov 13	229	Jason Bray	Tonglen and Care Request for John Light and Happy Barnes
Nov 11	1382	Abbey Pleviak	Shambhala Class: Awakening Prosperity begins next week!
Nov	216	Lisa Stanley	This Sunday Celebrate the Sakyong's Birthday

- [Mailchimp emails](#)

Date	Total.Recipients	Total.Opens	Total .Clicks	Subject
Dec 01	1313	398	78	Newsletter: Learn to Meditate Workshop 12/6; Aging Group Circle 12/6; The Shambhala Principle 12/12; What is the Shambhala Community 12/13
Nov 24	1317	403	89	Newsletter: 6th Annual Shambhala Thanksgiving Dinner 11/27; Community Nyinthun 11/30; Learn to Meditate Workshop 12/6; Aging Group Circle 12/6
Nov 18	1308	394	32	This Month at Shambhala - November/December gatherings, programs, and events

Nov 17	1307	575	129	Newsletter: Awakening Prosperity 11/21-23; 6th Annual Shambhala Thanksgiving Dinner 11/27;
Nov 09	1420	500	7801	The Sakyong's Birthday 11/15; Awakening Prosperity 11/21-23; 6th Annual Shambhala Thanksgiving Dinner 11/27;
Nov 03	1402	416	1072 4	PSMC Newsletter: Contentment in Everyday Life starts 11/3; Drala Meditation Hike 11/8; The Sakyong's Birthday 11/15; Awakening Prosperity 11/21-23

- Calendaring

- The 2015 Calendar is almost complete. Remaining items, pending guidance from the Calendar Group are:

- Don Season Mamo Chants
- Shambhala Day
- Neutral Day
- Mid-Summer Day
- Harvest of Peace
- Children's day
- Feasts
- VPIs, etc.
- Sadhana of Mahamudra, etc.
- Nyinthuns
- Milarepa Day
- Parinirvana Day
- Vaishaka Day
- Sakyong Mipham Rinpoche's Birthday

- **Website changes this month**

- Ongoing - November - December, 2014 - David Engelbrecht - Updating teacher photos (Intending to make our website and program pages more personal)



- November 21, 2014 - David Engelbrecht - Updated Young Meditator's Photo
- November 7, 2014 - John and David Engelbrecht - Adding Heart of Recovery contact

- **Google Analytics**

Here are currently running and upcoming programs together with the amount of attention "pagviews" that they are getting on our website.

program.name	date	registration	last.week.pageviews	weeks.ago.pageviews
Ikebana (Japanese Flower Arranging) Fall Class Series	Sep 21	6	15	220
Diversity in Everyday Life: Bias, Fearlessness & Basic Human Goodness	Oct 22	9	10	384
Contentment in Everyday Life	Nov 03	18	8	407
Awakening Prosperity in Daily Life	Nov 21	1	1	305

Open House Talk: Exertion with Gardner Murphy	Nov 25		2	47
6th Annual Holiday Shambhala Thanksgiving Dinner	Nov 27		2	73
Community Nyinthun	Nov 30	1	19	90
Learn to Meditate Workshop: Turning the Mind into an Ally	Dec 06	2	121	338
Learn to Meditate Workshop: Turning the Mind into an Ally	Dec 06	2	121	2
Rigden: Unconditional Confidence (CANCELLED)	Dec 12	5	4	109
The Shambhala Principle: A View of Social Change	Dec 12		52	95
What is the Shambhala Community? What would a Shambhala social movement look like?	Dec 13	8	20	55
Shambhala Prison Program	Dec 14		2	20
Community Solstice Celebration (Children's Day included)	Dec 20		15	53

Community Nyinthun	Dec 28		12	32
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- [Blog posts this month](#)
 - **Why do I want to heal?** December 3, 2014 by Dale_Bennett

Practice & Study

[Awakening Prosperity in Daily Life](#) - Nov. 21-23- Canceled due to low enrollment.

[Community Nyinthun](#) - Nov. 30 - 13 participants.

[Learn to Meditate Workshop: Turning the Mind into an Ally](#) - Dec. 6 - 24 registrants.

Community Practice Coordinator - Kim Crossman has informed Michaela that she will be stepping down from this role as of Shambhala Day, and will not look for someone to replace her. Michaela has begun considering people to take it over. Your suggestions are very welcome.

Teachers Meeting - Michaela met with the teachers, including Lee, David, Rayna, Jay, and Doug on Dec. 7 to assign classes for 2015. John was out of town. We got teachers assigned to almost all of the core curriculum classes our teachers are authorized to teach. We will need to recruit teachers from out of town for the Sacred Path classes. We will consider recruiting a teacher from out of town for the Spring Weekthun, along with considering Rayna to direct it again. Kristen Mullen will be asked to teach at least one other LTM in addition to the one on Jan. 3. Michaela informed them that if our projected 2015 budget shows that we cannot meet our expenses with the smaller number of classes offered, we may need to add more and ask the teachers to be assigned to them.

MI Coordinator - Kristen Mullen is considering taking on this role, maybe all of the duties and maybe just matching students with MI's.

Societal Health & Well Being

Director (Jason):

Working with Doug McCanne and Shastri Hines on the Shambhala Principle program Dec. 12th/13th. Shastri Hines would like to request the presence of Shastri Jacobson and the council (those that are able to attend) at dinner Saturday evening.

Attended Shambhala Values Salon led by Michaela McCormick on the topic of Discipline. These conversations continue to be inspiring and rewarding.

Giving an open-house talk, Tuesday the 9th: "Pick Yourself Up, Dust Yourself Off, and So On..." about relating to a feeling of failure in practice or on the path with a sense of kindness toward ourselves.

Queer Dharma (Jason & Michaela):

Very inspiring and well received talk by Jay Stewart: "Bumps and Boulevards." 18 participants, and \$33 left in donations.

Family Council (Mark Douglass):

Working on the Midwinter Festival/Children's Day celebration - Saturday, Dec. 20, 4:00 - 8:00 pm. All welcome!

Young Meditators (Corey):

Young Meditators did not meet this month, as our meeting on the 13th was cancelled due to the winter storm, and we did not have a meeting on the 25th (Thanksgiving).

Heart of Recovery (AJ & Ruth):

Diversity (Michaela):

In July, Michaela began offering meditation instruction to young people at the Sexual and Gender Minority Youth Resource Center (SMYRC) every other week. In the first couple of visits, she instructed two different people who seemed quite excited about learning meditation, but in the three visits after that, no one accepted her invitation. She talked with staff about their considering, in their next business meeting with participants, whether to continue offering the service. The staff said they would contact Michaela after that meeting, but she did not hear from them.

In September, at the request of Kalapa Acharya Adam Lobel, the Diversity Working Group (DWG) of Shambhala International submitted material to be included in the new and about to be published Shambhala Guide Training Manual. The DWG will also be submitting material for the new AD and MI Training Manuals in the near future, and for the new Teacher Training Manuals later.

In October, Acharya Adam Lobel presented the Diversity Working Group's video appeals to the Kalapa Council asking them to undergo diversity training and to consider adopting a long-term strategy to integrate teachings on diversity into all of the Shambhala trainings. After viewing the appeals, Council members voiced interest, and some even enthusiasm, in viewing the two recorded talks on diversity by Acharya Judith Simmer-Brown and beginning the work of looking at themselves and Shambhala in terms of diversity.

Beginning on Oct. 22, the *Diversity in Everyday Life* class taught by Annie Popkin and Erica Thygesen had 11 participants, in addition to staff. Annie and Erica did an excellent job of bringing attention to how indispensable it is to address issues of diversity in order to create an enlightened society. Participants learned how to apply meditation practice and the Shambhala teachings to addressing issues of diversity and oppression in Shambhala and the wider world.

Aging, Death & Dying (Ann):

"In Shambhala we simultaneously recognize both the opportunity to be more openly engaged with the world as we grow older, and the inevitable decline in physical and mental capacities, culminating in death." Dr. Jenny Sasser Department Chair of Gerontology and Life Science at Marylhurst University will speak and lead a discussion [on the opportunities and challenges presented by these seemingly opposite situations](#). The event will be hosted by the Portland Aging Mandala. We also plan to have a brief but pithy presentation on Time Banking by Brian Landever [followed by a celebratory potluck](#).

The meeting and potluck will be held on January 25th from 3 p.m. to 7 ish at the home of David Parker and Annie Popkin. Please RSVP by email to Ann Cason at cason.ann@gmail.com

Community Care (Amy):

Amy has said that it's been a busy month for Community Care - more when we can check-in

No Longer Alone (David) - On indefinite break

Deleks (Aletha):

Drala Hikes (Liz):

Drala Hikes are on hiatus until spring.

Culture & Decorum

(Bettina on retreat in Halifax 1/2/15 - 1/13/15)

Children's Day, Dec. 20 - organized by Family coordinator, Mark Douglass

Children's Blessing requested by Rebecca Jamieson - Will not happen on Children's Day, not enough time and Shastri Jacobson is unavailable. A Shastri or Acharaya can give the blessing which optimally includes distribution of cords blessed by the Sakyong. The Children's Blessing may be included on Shambhala Day.

Shambhala Day - Bettina will coordinate and/or mentor a coordinator.

Kasung

Have some Kasung signed up to post for rest of month on Tuesday. Had a phone conference with Commander Crapella and regional rusungs that went well. Sent out a letter asking if anyone was interested in being Rusung. No overt interest as of now. Resent letter after getting no response. Second letter got several check ins. Doubt I will be handing over the seat on Shambhala day but putting the word out.

Council Secretary