

~ PSMC Council Meeting Thursday, March 19th, 2015
Agenda

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

Members Absent: None.

Prioritize Agenda

Questions/discussion from Reports

Agenda Items- High Priority

Items that need to be accomplished this meeting.

- Council Retreat
 - Confirming date and agenda.
- Follow up on creation of a Shambhala Arts Council seat proposal, report from subcommittee
 - *Action on a proposal from the Dharma Arts Council to create a new seat on Council to represent Arts in the center. This would be a full Council seat.*
 - **Unanimous Agreement** for the proposal on the table, will discuss with the Arts Council the specifics of this role, and finalize.
- Follow up decision increasing Abbey's hours vis a vis her role as the Volunteer Coordinator
 - *In our December Council Retreat the Council approved a 3 hour increase for Abbey's hours in 2015, pending a decision on how those hours will be allocated.*
 - Proposal on table: Forward with increasing her hours in the realm of her work in Volunteer Recruitment and Coordination, in a 3 month period revisit the impact, see if it's helping in Michaela's area, might be ways of what she's doing to impact needs.
 - **Broad Agreement**
- Update from Lisa and Bettina (leaders of relocation committee) on process and meetings with Membership/Community re:visioning for new space for Center. Need dates for these meetings from Council
 - Proposing to continue to work on a process piece, structure for the meetings, bring that to Council for feedback and input. Meetings are around visioning for new space, input/needs from Members.
 - Proposal: Share document, Council shares feedback, then we doodle for dates that all of us could do.
 - **Approval**
- Regional Coordination
 - *Conversation among centers in the region to coordinate planning of programs.*
 - **Agreement** to pursue this route, share our calendar information with other regional centers.

Agenda Items- Moderate Priority

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

- Mark Douglass' Proposal
 - *Mark Douglass proposed a "listening teams" proposal which would set a group who would conduct regular community interviews based on a model used by IAF that he was trained in.*
 - Council Discussion: Members felt that this would be a good process, but there was some confusion about the details of it and it's fruition, and concern about making sure that it fits the community lungta and doesn't divert energy from the major goals our Center has to accomplish, such as the relocation.
 - Motion on the Table: Mark will put together a team to do a training, and a proposal for questions, and procedure. Council will continue to be in communication with Mark. **Approved**
- Corey's request from the Governance Fund
 - \$100 to help with expenses for attendance at Ziji Leadership Retreat at Casa Werma, more info on program [here](#)
 - **Broad agreement**

Agenda Items- Low Priority

Items that can be discussed/accomplished if time allows.

None discussed

Member Reports:

Director

Worked with Rusung to offer local community viewing of the online Kasung talk with Kasung Acharya Mitchell Levy.

Helped to coordinate Sh Day; excellent turn out esp for a weekday. Bettina stepped in as Coordinator and Corey as MC. Idea to celebrate this on a weekend (vs actual day) can be discussed by Council far in advance of the event for next year. Three new Members took part in the Oath Ceremony. Abbey gave the fundraising pitch and Jack stepped in to help with the UG fundraising letter and follow up appeal. We added a cocktail party on the Sat after Sh Day. Hosted by Bettina in her home, it was well attended and offered another opportunity for community to celebrate the new year together.

Milarepa Day attendance was small but many of the participants attended the entire day. I would like to look at how Council could be involved and help to support this major practice for 2016.

Working with Ann and Tergar folks on Andrew Holocek's program, *Graceful Exit*. Andrew confirmed the weekend of October 16-18, 2015 for his workshop. Ray Sten has offered to coordinate. We are searching for an off-site location. Dan Rubin is interested in being involved in some way and thinks Maitripa might serve as site.

Rusung, Chris Poor resigned from his post/Council seat. He had reached the end of his term on Sh Day. He communicated that in a meeting with the Regional Commander, Jai Crapella, they discussed this and it seemed the best decision was for him to resign immediately as he felt ready to do this. I will be talking with Jai on ways to work with the Kasung needs until we find a new Rusung. Bettina has offered to find Kasung for the Parinirvana in the interim.

Working with the Arts Council on preparations for the Spring Nyida Arts Festival. Met to create structure for the exhibition, collaborations and will offer a talk and collaborative work for the Reception.

Meeting with Calendar Group to continue improving and refining our working process and to review proposals and update calendar for 2015. Finalized data entry for entire year, including both Events spreadsheet and Calendar requests to David.

Bettina and I looked at a rental space (see her report below) and had our initial meeting to look at define steps re: new space process. Meeting again prior to Council meeting to create initial outline of process/needs.

Met with Jack re: aspects of Finance role, we met with Key Bank rep to initiate process of adding him to our accounts, updating signatories.

Subcommittee work on identifying issues/steps vis a vis the proposal to add Arts Council seat.

Chagdzo/Finance

Before Shambhala Day and through February, turned over duties as Vajrayana Practice & Education Coordinator, as well as coordinated the Mamo Chants & a VPI, so had limited time to relate to Finance. Alice covered and continued to do so through the beginning of March.

Shambhala Day Campaign. Leading up to Shambhala Day, composed two letters which were emailed out: one a general invitation to the event and the second a pre-Shambhala Day Campaign fundraising "head's up." After Shambhala Day, tallied the results and composed two post-campaign letters: one that was mailed out with the Practice Calendars and the other which was emailed to membership. Total amount contributed by Portland members (both

here and online) is over \$2,600. (Final figures not yet available.) Latest update from Halifax indicates that \$210,000 has been raised so far, out of a goal of \$250,000.

Getting “up to speed.” Am in the process of learning the accounting processes currently in place, the roles played by the members of the financial team, and how information is communicated (the forms of reports, etc.) Aiming to get Alice out of the loop, although she will remain a member of the financial team for mentoring and ad hoc projects.

Change of signatories. With Lisa, submitted information to Key Bank to change signatories on our accounts. Also met with Lisa on a number of topics.

Financial Notes. Generally will aim to give council quarterly reports, as more frequent reports are less meaningful. However, for January and February, we may be doing a little better than projected. (although I wouldn't take too much stock in this yet.) This is despite the fact that we were budgeting for two “place holder programs” with a net income of \$728 each, neither of which took place.



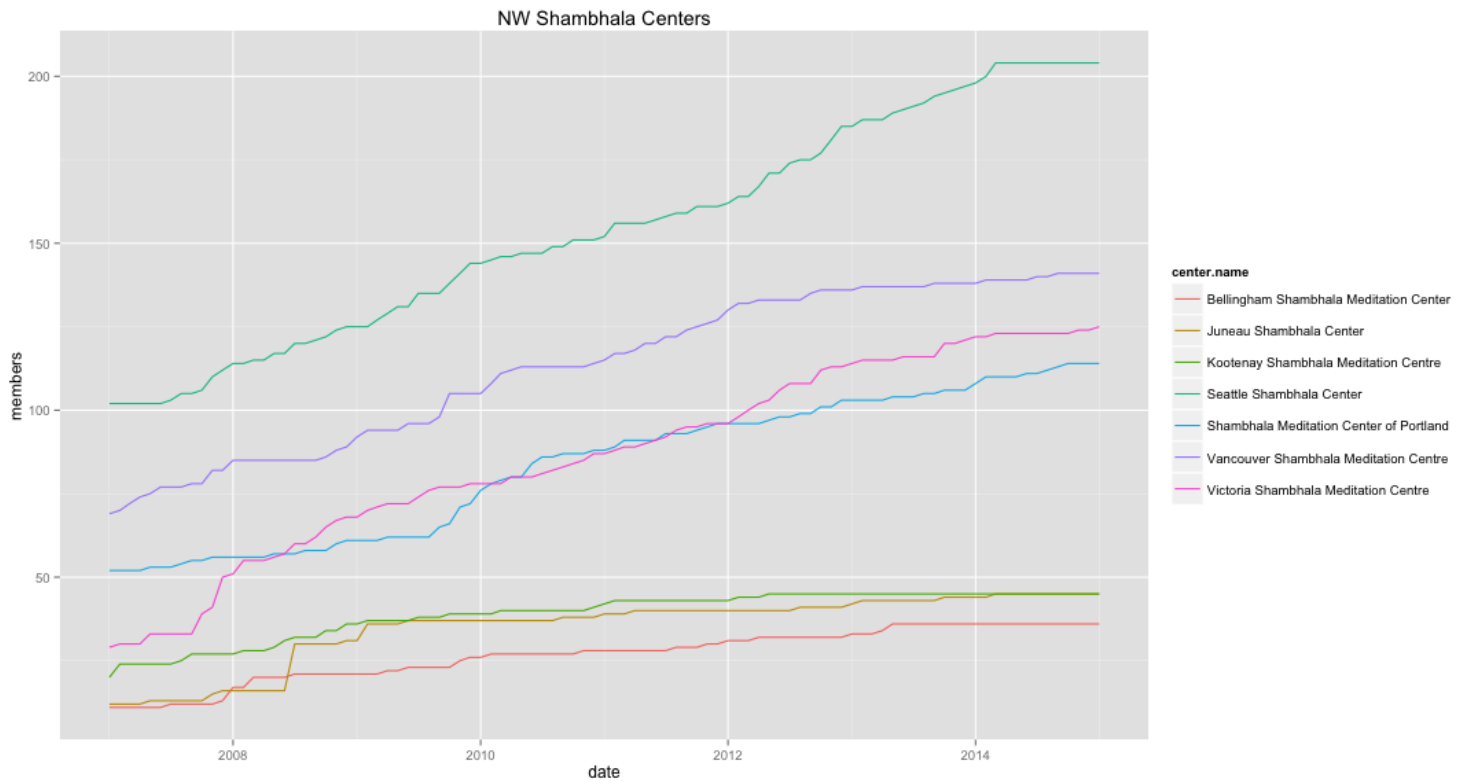
Communications

March 8 snapshot for March 19 meeting

Overview & current issues

- Grandparenting and practice have intervened to some extent this month.
- An early peek at statistics from the SDB reporting database puts Portland's membership growth in a regional context. Since 2007 when we began using the SDB, our growth has been steady. The Centers to learn from in terms of growing

membership are Bellingham and Seattle. Note how Vancouver's growth has slowed since 2012; could that be the effect of their location and limited facility size?



Communications profile

- **Calendaring**
 - David Engelbrecht and I are working on a debrief / agenda document for a meeting with the Calendar Group
- **Readership for popular or recent blog posts in the last 6 weeks**

date	page views	avg minutes	Post Title
2015-03-04	1	0.0	February Council Meeting Summary and Meeting Notes
2015-03-02	10	1.9	From last Tuesday's Open House, "Habitual Patterns"
2015-02-23	31	2.2	How does it feel to have Parkinson's Disease – Revisited
2015-02-08	41	4.5	Community aspiration and town hall
2015-02-08	409	3.1	Tibetan New Year – Losar (Shambhala Day)

2015-02-06	27	1.2	Stay in touch
2015-01-31	14	4.6	December Council Meeting Summary and Meeting Notes
2015-01-31	7	6.4	December Council Retreat Summary and Meeting Notes
2015-01-31	24	2.7	January Council Meeting Summary and Meeting Notes
2015-01-25	14	1.1	Announcing the Appointment of Jack Bodner as Center Chagdzo
2015-01-08	73	2.2	Why meditate?
2014-12-28	11	1.4	Reflection and feedback
2014-12-28	9	1.9	Upcoming arts happenings
2014-12-03	8	2.6	Why do I want to heal?
2014-11-09	9	0.7	Little changes that add up to enlightened society
2014-10-01	9	8.6	Encountering Ageism, Resisting Impermanence
2014-06-29	10	2.2	How to keep on helping
2014-05-07	5	0.6	Reflections about Aging in Shambhala
2013-10-14	5	0.0	Anemone Fresh moving to Portland from Karne Choling
2013-09-27	5	1.9	3rd Annual Meditation Marathon Seeks Meditators

- **Website changes this month:**

Feb 23, 2015 - John - Rotate Shambhala Adv'tsoh

- Anna Weinstein request through Lisa

Feb 13, 2015 - John - Rebalanced widgets on the front page and the sidebars

- Rebalanced the columns, added a search box on the front page
- Swapped a few "shambhala adds"

Feb 13, 2015 - John - Newsletter signup spam protection

- Ed Keizer detected spammers and the signup form was taken offline
- Pawel created a version of the signup form that has a Google CAPTCHA on it
- The signup form was put back online

Feb 11, 2015 - John - Membership form and information

- Edits to the [membership form](#)
- Edits to the [membership information page](#)
- Edits to the Financial page
- Add a Membership box on every page

- Notes in the [Membership Team meeting notes](#)

Feb 11, 2015 - John - Hide mailing list sign-up form

- Ed Keizer requested that we block sign-ups because of a heavy amount of SPAM

- **Consolidated email publications report (color grouping by week)**

Date	From	Count	Stats	Subject
Feb 10	Abbey Pleviak	1427		Shambhala Invites you to: Kasung Acharya Live Broadcast: Don Season: On Kasungship and Protection
Feb 11	Abbey Pleviak	1424		You are warmly invited to Shambhala Day!
Feb 11	Abbey Pleviak	213		Shambhala Kasung Acharya Live Broadcast: Don Season: On Kasungship and Protection
Feb 11	Abbey Pleviak	213		You are warmly invited to Shambhala Day!
Feb 12	Michaela McCormick	229		Shambhala Program Staffing Opportunities, April - June 2015
Feb 12	Lisa Stanley	13		Spring Ikebana Class info
Feb 12	Abbey Pleviak	213		Shambhala Day and Neutral Day Volunteering !
Feb 13	John Smith	152		Tonglen for Ann Cason
Feb 15	Pub Team	1295	20.65% / 1.01%	This Month at Shambhala - February/March gatherings, programs, and events
Feb 15	John Smith	152		Thanks from Ann Cason
Feb 16	Pub Team	1294	24.61% / 5.73%	Newsletter: Don Season Mamo Chants; Shambhala Day; Learn to Meditate Workshop; Everyday Qigong;
Feb 16	Michaela McCormick	17		Students Wanting Vows
Feb 17	John Smith	247		About the Shambhala Day Campaign

Feb 17	Abbey Pleviak	209		Calling Shambhala Artists! Seeking Submissions for Spring Arts Festival Art Happening!
Feb 19	Abbey Pleviak	1427		Shambhala Class: Level 1: The Art of Being Human begins March 6
Feb 19	Abbey Pleviak	1427		Shambhala Class: Who Am I? The Basic Goodness of Being Human begins on Monday, March 2
Feb 20	Michaela McCormick	18		Guidelines for Taking Refuge and Bodhisattva Vows
Feb 20	Michaela McCormick	30		Ashe Mahamudra Program
Feb 23	Pub Team	1299	22.27% / 3.24%	Newsletter: Learn to Meditate Workshop; Everyday Qigong; Milarepa Day; Who Am I? The Basic Goodness of Being Human; Shambhala Training Level I;
Feb 25	Michaela McCormick	231		Cook for Portland Spring Weekthun?
Feb 25	Michaela McCormick	231		Staff for Portland Spring Weekthun?
Feb 25	Abbey Pleviak	23		Welcome to Portland Shambhala Newsletter!
Feb 25	Abbey Pleviak	21		Welcome to Portland Shambhala Newsletter!
Feb 25	Abbey Pleviak	10		Welcome to Portland Shambhala Newsletter!
Feb 26	Abbey Pleviak	1432		Chance, Synchronicity, and Mind-Writing: a Creative Writing Workshop
Feb 26	Abbey Pleviak	112		next Shambhala weekend retreat: Level II: Birth of a Warrior, begins Friday, March 27

Feb 26	Abbey Pleviak	4		Shambhala class Who Am I: Basic Goodness 1: Check In begins at 6:30pm on Mon, March 2
Feb 26	Abbey Pleviak	6		Shambhala class Who Am I? Basic Goodness 1: Check In begins at 6:30pm on Mon, March 2
Feb 27	Michaela McCormick	17		Vow Guidelines
Mar 01	Abbey Pleviak	1427		Calling Shambhala Artists and Flower Arrangers! Seeking Submissions for Spring Arts Festival Art Happening!
Mar 02	Pub Team	1295	25.17% / 4.94%	Newsletter: Who Am I? The Basic Goodness of Being Human; Shambhala Training Level I; Spring Arts Festival; Shambhala Training Level II
Mar 04	Abbey Pleviak	115		Items in Shambhala Center being let go of: are they yours?

- **Registration and Website Activity**

Program name	date	Registration	Last week's pageviews	Total page views
Ikebana (Japanese Flower Arranging) Class Series	Feb 15	8	11	168
Learn to Meditate Workshop: Turning the Mind into an Ally	Feb 21	17	2	378
Everyday Qigong: Finding Stillness in Movement	Feb 26	7	30	224
Who Am I? The Basic Goodness of Being Human	Mar 02	4	117	265
Shambhala Training Level I: The Art of Being Human	Mar 06	2	96	255

Shambhala Training Level II: Birth of the Warrior	Mar 27	1	21	71
Learn to Meditate Workshop: Turning the Mind into an Ally	Apr 04	1	17	39
Shambhala Training Level I: The Art of Being Human	May 15	2	21	50
Shambhala Training Level I: The Art of Being Human	May 15	2	21	2
Rigden: Unconditional Confidence	May 29	8	6	39
Great Eastern Sun	Jun 12	1	2	19

Practice & Study

[Ikebana \(Japanese Flower Arranging\) Class Series](#) - Feb. 15 -May 17- 10 registrants.

[Learn to Meditate Workshop](#) - Feb. 21 – 28 registrants.

[Everyday Qigong: Finding Stillness in Movement](#) - Feb. 26 – March 26 – 11 registrants.

[Who Am I? The Basic Goodness of Being Human](#) - March 2 – April 6 – 12 registrants.

[Shambhala Training Level I](#) – March 6-7 – 13 registrants.

[Chance, Synchronicity and Mind-writing: a Creative Writing Workshop](#) - March 11 – 23 registrants.

Membership and MI Guidelines – Shastri Rayna Jacobson has recently clarified this: Only members are eligible for an ongoing relationship with an MI.

There are exceptions, of course, in cases such as: a non-member wants to take the Refuge vow and needs to meet with an MI first, a non-member has a "spiritual emergency", or has questions about becoming a member that would benefit from MI input, etc. In these situations, which are determined case by case, the relationship would not be on-going, though they could be told about the policy of providing ongoing instruction to members. Therefore, we are referring to these actions as a "Guideline" rather than a "Policy".

If you are approached by a student wanting/needing such a meeting, please use your judgment as to whether it is appropriate or not, and respond accordingly. If they are just wanting clarification about meditation instruction, they can be referred to Tuesday nights,

especially the Q&A evenings, or Sunday mornings, when there is a Shambhala Guide available for this purpose. If it truly requires a qualified MI, either respond yourself, or refer the person to Kristin, the current MI coordinator, and she will connect that person with an appropriate MI.

General Programs Coordinator – James Curran has agreed to take this role. He is being mentored by Michaela and by coordinating and co-coordinating current and upcoming individual programs. Because he travels a lot and is not always in town, we will need to work out over the coming months how and when he carries out his responsibilities.

Societal Health & Well Being

Director (Jason):

Meeting with Calendar Group 3-4

Met with Pub-Team 2-22 - check-in about state of publicity and overlap with calendaring and SHWB sphere

Got publicity copy and photos posted for Ethan Nichtern Level I and Book Talk in May
Posters and flyers to come.

Discussed “re-visioning” volunteerism at our center with Abbey - more to come on this. I feel that this is a fundamental issue that needs to be taken up by the council as a team.

Spoke with Mark Douglass re: stepping down from Family Council role, and his new proposal for relational meetings and the formation of a “Listening Team.” First steps toward this goal have been identified, and are ready to share with the council. View relational meeting and [“Listening Team” proposal here](#).

Addendum

First steps toward the formation of the listening team include:

- Commitment on the part of the governing council to meet with the team that is ultimately formed to hear the findings of the relational meetings.
- Identifying those in the community that may be interested in leading facilitated conversations, trained in deep listening, nonviolent communication or conflict resolution. Several people have been contacted by Mark and have expressed interest. A team facilitator has yet to be identified.
- Finding a date on the center calendar for this coming fall to hold first meeting of potential team members.

Queer Dharma (Jason & Michaela):

March 1st talk given by Shastri Rayna titled: Basic Healthiness. Approximately 12 in attendance and \$27 left in the jar.

I fear the early spring-like weather conditions may have an impact on attendance of programs that typically have a larger draw.

Family Council (Mark Douglass):

Nothing to report.

View relational meeting and [“Listening Team” proposal here](#).

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Young Meditators (Corey):

Young Meditators met on February 26th and March 12th.

On February 26th, Jason Zwolak, who is one of the coordinators from the group “Authentic Portland,” came in and guest coordinated. He shared some games that they engage in that group to help foster authentic communication and exploring our edge when it comes to relating to others. Attendance was good, enthusiastically received.

On March 12th, I lead the group in a series of games based around bringing awareness to the sense of hearing. Read from the Shambhala Publications book “The Listening Book” by W.A. Mathieu, which contains a set of mindfulness practices through hearing. We made noises, and then experienced formless chanting and the sound of our own voices. Attendance was good.

I touched in with some of the people who had ideas in our ‘Spark’ session in January of things to do in group. One group interested in bringing in guest teachers seems to have fizzled out. David Cook, a recent joinee to the group who attended the Boston Young Meditators, is interested in bringing in Social Meditation to the group, and has contacted Shastri Kranz with more details on getting trained to lead this practice. Plan to have another “Spark” session in

early April to generate some more ideas and lungta for the group, as I will be out of town quite a bit in April and May (and potentially June and July).

Heart of Recovery (AJ & Ruth):

February's group was small...Ruth and Gardner only! We had been having on average 6 or 7, and new people coming in. Spring weather affecting attendance? On a different week than normal? Either way, it was great. We were able to talk about how things were going, where we are wanting to group to go/grow, etc. It worked out quite nicely. We'll be writing members and asking what their interests are and what they wanting out of the group. March session will focus on tonglen led by Gardner. Happy Spring!!

Diversity (Michaela):

Nothing to report.

Aging, Death & Dying (Ann):

Community Care (Amy):

No Longer Alone (David) - On indefinite break

Still pending approval for the formation of new book study group.

Deleks (Aletha):

Drala Hikes (Liz):

Drala hike leaders gathered at David & Annie's house on Fri, Mar 6 for an annual potluck and planning meeting. Schedule should be ready for posting by end of March.

2015 DRALA HIKE SCHEDULE:

Sat, Apr 25: Destination still TBD. Most likely Deschutes River or somewhere in the Gorge out in Eastern OR.
(ALETHA)

Sat, May 16: Rowena Dell (ANANDI)

Sat, Jun 27: Grassy Knoll (JOAN)

Sat, Jul 11: Salmon River Trail or Ramona Falls (LIZ)

Sat, Aug 1: Drala Paddle on Scappoose Bay (KIM)

Sat, Aug 15: Timberline Trail (DAVID)

Fri-Mon, Aug 28-31: Shambhala Community Campout. Haystack Reservoir, Central Oregon. (MARK DOUGLASS).

Sat, Sep 5: Bishop's Close or Kelly Pt Park (BRENDA).

Sat, Sep 12: Cape Lookout on the Coast (LIZ)

Sat/ Sun, Oct 3-4: Drala Hike Leaders Retreat in Bend, OR. Accommodations courtesy of Joan Sears

Sat. Oct 24: Ape Cave, Mt. St. Helen's (DAVID)

Culture & Decorum

Shambhala Day 2015 strongly attended even though it was on a weekday. Next year the pot luck needs a bit more nurturing.

The Parinirvana of CTR is the next event we are looking to enrich.

Kasung

In the absence of an appointed Desung, Ann Cason and Bettina Hetz are available in the interim. We do not have an appointed Rusung at this time. Bettina will work on asking a kasung to coordinate the event supervision for the Parinirvana.

Council Secretary

Met with Mark Douglass to discuss his proposal to Council. I think this may be an area that fits under my "sphere", as it relates to the area of transparency, though this could be a discussion as I can see it fitting into many other spheres as well.

Posted the February Meeting notes on the blog, [here](#).

More work on the Shambhala Arts Council proposal, preparing that for a Council decision.

The Director Feedback subcommittee has scheduled an early April meeting to wrap up that process, provide a report to Council. Overlapping vacations made it not possible to meet until then.

Relocation Efforts

Lisa and Bettina checked out an approximately 4,000 sq ft. commercial space near the Hollywood theater. The rent was \$8,000/mo. No further interest due to the price being out of our budget.

Timaree suggested we look into renting three adjoining suites in the recently renovated Washington High School, located at 1300 SE Stark. Bettina has an email in to the lease office find out square footages and rents. Prior inquiry indicates that it most likely also is out of our price range.

Leasing agent replied that all office spaces have been rented.