

PSMC Council Meeting Thursday, May 21st, 2015

Agenda

Attendance Members present: Lisa, Bettina, Jack, Michaela, Jason, John & David Engelbrecht as a visitor.

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.

- Council Retreat in June/July
 - *The Council discussed scheduling a 2nd Quarter Retreat in June or July, including some possible agenda items, and finding a date.*
- David Engelbrecht meeting with Council
 - *The Council brought in David Engelbrecht to present on his proposal mentioned in the April Meeting Notes, on establishing a Social Outreach Group in the center.*
 - The proposal is based on the Affinity Group model, aimed at social change issues, and will lie within the Societal Health and Wellbeing sphere. The intent is to start on the fall. They will host a group, and then have quarterly check ins, sharing what comes of them on the blog.
 - Discussion of the model and appreciation of David's interest in pushing us to get more involved in social issues outside of the center. Discussion of establishing a reporting structure.
 - Questions came up around situations where groups are doing something that isn't in line with the vision of Shambhala. Looking at other centers for models to work with this.
 - **Council Approval**
- Proposal: one Council member welcomes participants at the end of all major programs -- JDS
 - *A proposal around having Council presence at programs and community events, as a way to welcome people to the center, make Council more visible, and also help encourage more volunteering and involvement in the center.*
 - **Proposal:** John sends out a ROTA request list each month. Create a template drafted by Jason and John. We bring template back to Council. whoever volunteers would communicate with teacher or coordinator of the program.
Broad agreement.

Agenda Items- Moderate Priority

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

- Should we take "[Deleks](#) – Neighborhood groups that meet occasionally" off of the [Groups and projects page](#) of the website? JDS
 - *A discussion of the current state of Deleks in our center, which have been inactive or morphed into other affinity groups like Shambhala Values, Queer Dharma, etc.*
 - **Broad agreement:** Mark as "currently inactive"? Jason will follow up with Dekyongs.
- Adding a linked web page to accommodate personal requests, announcements etc LS
 - *Discussion of best methods to hold a community bulletin board style page- on the website, as a Facebook group, on the Shambhala network?*

Agenda Items- Low Priority

Items that can be discussed/accomplished if time allows.

Member Reports:

Director

Relocation team - Bettina and I met and identified timing and next steps. We want to convene the Town Hall meeting with Members in the latter half of July. Will need doodle for Council members participation. We are working on a structure for the meetings based on order of the various steps to be taken, and info from Connie Brock.

Collaboration with Tergar on Holocek program - online meeting to identify possible locations, research and next steps. We have secured the Old Library at Marylhurst, an uplifted location and right in line with our budget. Dates are set Oct 16-18. Met with Ann to discuss idea of a class she and Ray would like to offer to help prep for the program and generate interest. Group will meet again to discuss publicity and planning.

Environment - Enviro group met, Gardner asked to paint the Annex in preparation for the move of the Library and bookstore expansion, will also allow us to set up a Kasung station. Janie Paige is offering a long term loan of a Chinese carved wood couch for the Annex.

John Light removed more unwanted items from Annex in preparation.

Thanks to Jack's prajna we will begin to have backup for our computers on the Cloud. John Light will set up.

Analysis of Calendaring/Publicity process - met with Jay Stewart to discuss; provided written input to the committee working on this; Calendar group met with Jay to complete interviewing process.

Social Outreach - follow up meeting with David Engelbrecht to discuss Council feedback and next steps

Membership - Team is working on Interdependence Day event for July 4. Need outdoor location, city parks are booked. We will work on brochure in next few weeks and hope to complete by June. Reached watermark Membership Level of 120 Members!

Acharya visit - phone meeting and emails with Acharya Ferguson to answer questions he had re: upcoming visit. Provided him names of his contacts here.

Practices for Nepal - in response to the Sakyong's invitation initiated two practice sessions, led one. We raised around \$200. for Nepal and the monies were donated to Mercy Corps.

Met with Michaela re: P&E realm and ideas for his replacement when he retires next year.

Meeting with Corey to discuss upcoming items for Council, planning for Retreat, request for ongoing opportunities for Council to continue work on interpersonal communication.

Call with Anna Weinstein to discuss performance review. She informed me that Jane Arthur is working on a standardized protocol for Director reviews mandala-wide. It sounds like it will be the format shared with us last Fall for using an outside professional who lead the process and also provide coaching.

Working with Jack on some finance-related issues regarding honorariums and fees and the need for more clarity or guidelines when they are outside our approved levels.

Volunteers - suggested Abbey contact Maitripa and attend their Volunteer training. She made good connections and was inspired by their format which gave her ideas and information. We will be discussing what might be implemented here.

Finance & Chagdzo

First Quarter 2015 Net Income (as of 5/2/2015):	1137
First Quarter 2015 Budgeted:	33
First Quarter 2014 Net Income:	277
First Quarter 2014 Budgeted:	-1916

April Weekthun Financial Report:

	Actual	Budgeted
# of participants for entire program:	11	12
# of participants for weekend only:	5	0
Total class tuition:	3673	2899
Total expenses:	2601	2000
Net income:	\$1072	899

Shambhala Day Campaign:

- Portland members donated \$3,359 (online plus pledge cards)
- Total contributed Mandala-wide was \$250,402 so the Campaign goal has been reached!

Unified Giving:

Based on the latest projections and based on our current monthly transfer amount of \$393, we will end up with an overall transfer of 13.1% of total revenue. Transferring another \$1000 at year's end would get us up to last year's transfer % of 14.1%. Transferring another \$2000 at year's end would get us up to 15%.

Practice & Study

[Spring Weekthun](#): April 11-17, 18 participants.

[Ashe Mahamudra Retreat](#): April 24-26, 18 participants.

[Shambhala Training Level I](#): May 15-16, 28 registered.

[The Road Home: Talk and Book Signing with Shastri Ethan Nichtern](#): May 17, 38 registered.

[Rigden: Unconditional Confidence](#): May 29-31, 17 registered.

General Programs Coordinator: Michaela is waiting to hear back from James Curran re: how available he thinks he'll be for this job. James has not been very communicative nor available to be mentored in recent weeks. Michaela is doubtful that he can take on the responsibilities, and is in the meantime continuing to do that job.

Research on Paying P & E Director: Michaela met with John, Jack, and Rayna on April 22 to move this forward, when they brainstormed a list of questions to ask other centers and a list of eight centers to interview. Michaela then wrote up those lists and sent them to the others, asking them to suggest revisions and send them to her by May 7. She has not heard back from any of them yet.

Refuge and Bodhisattva Vows: Brian Landever stepped back from coordinating this, saying it was too much for him. Michaela is now coordinating the whole process.

Societal Health & Well Being

Director (Jason):

Participated in Calendaring Process study - Interviewed by Jay Stewart and met as a group with Calendar Group.

Coordinated a very successful Level I training and book signing event with Shastri Ethan Nichtern. This has been my primary focus for the past month.

Discussed Social Action Affinity Group proposal with David Engelbrecht.

Working on membership-related proposals - preliminary discussion with David Engelbrecht and Carol Lieberman. Will proceed with discussion with Center Director Lisa Stanley and then propose to council upon any agreements.

Will be switching focus for the next couple of months on the Queer Dharma retreat in August.

Queer Dharma (Jason & Michaela):

Michaela led a talk/group discussion titled "Enough for Me?" Approximately 15 in attendance. All donations went to Mercy Corps for Nepal earthquake relief.

Family Council (Mark Douglass): No news.

Relational Meeting/Listening Team (Mark Douglass): Jay Stewart will join me to co-lead a four-hour training on Saturday, Oct. 10, from 9:00 am to 1:00 pm. She and I will meet to plan the training over the course of the summer and early fall months. Still waiting to confirm a location, and will get info for the calendar within the next month. Currently have approx 10-12 people interested and available to participate in the listening team.

Young Meditators (Corey):

Heart of Recovery (Ruth):

Diversity (Michaela):

Nothing to report.

Aging, Death & Dying (Ann):

Twenty-five people met for a presentation from Anne Andler from Villages Northwest (<http://villagesnw.org/>). Sushi and drinks at the home of John and Nancy Smith followed. The event was organized by Ann Cason, Bill Kimbro, Christine Siemens, John Smith, Nancy Smith, and Ray Sten.

Also, we are moving forward on the Andrew Holecek workshop in October. We have reserved a venue at Marylhurst for the weekend.

Community Care (Amy):

No Longer Alone (David) - On indefinite break

Meditation Warriors Book Group (David): I am starting to work on the publicity.

Deleks (Aletha):

Drala Hikes (Liz):

Culture & Decorum

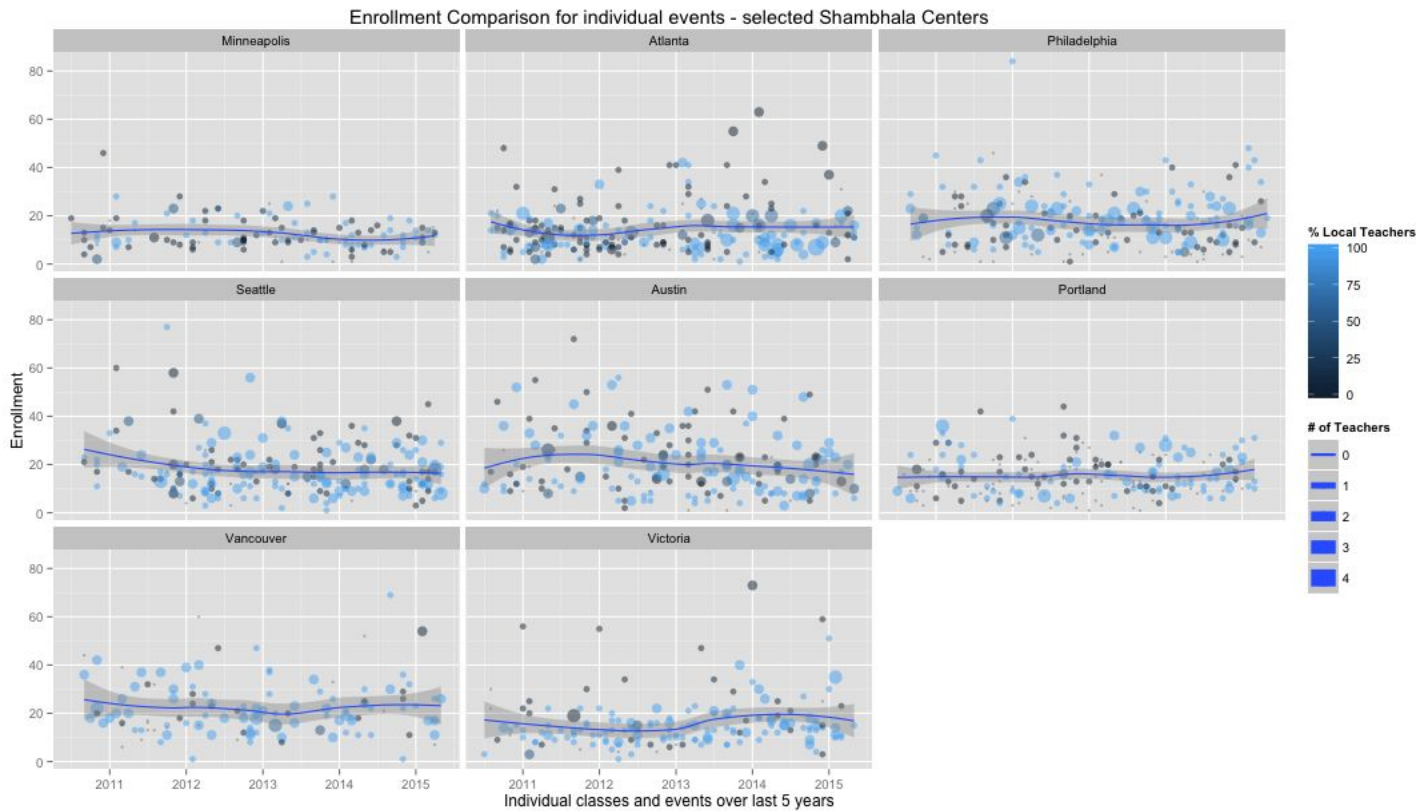
Kasung (LISA) - asked Bruce Dodds to send a security alert to community to inform of the attack at Plaid Pantry and precautions to take. Working with Kristen Mullen to revamp the Kasung related program that was cancelled for May. Bettina has agreed to help with basic Kasung needs and has arranged service for Acharya Ferguson's visit.

Council Secretary

Communications

Overview & current issues

Calendar study project: Jay Stewart has completed 3 interviews for Portland. We have had enthusiastic responses and expect to complete the interviews by the first week in June. I am developing graphs and other materials to ground the discussions that we have scheduled with the other centers who are participating. This sample shows all individual classes that require registration over the last 5 years; the size of the plot point indicates the number of teachers and the color indicates the % of teaching staff who are local. Portland, for example has a narrower class spread, a reminder that we are constrained by the size of our main shrine room.



Overall administration

- We continue to get requests for personal announcements and requests. The time bank is not regarded as a good place for such messages and it does not seem to be growing.
- Here are functional updates in the SDB that need to be updated or corrected. Any red flags raised if I remove the all the Dekyongs?

CENTER FUNCTIONS that need to be updated

	Firstname Last Name	Primary Phone	Email
Dekyong	Patricia Barnes-Light	+ 1 713-503-666 7	mothership@gmail.com
	Elizabeth Craig	+ 1 503-319-718 8	elizsara@artinmotionstudio.net
	Aletha Eastwood	+ 1 503-267-256 5	aletha8@yahoo.com

Dorje Kasung Centre Representative MI Coordinator Shrine Keeper	Anandi Gefroh	+ 1 503-706-559 7	anandi@anandi.com
	Stefanie Kouremetis	+ 1 503-477-465 6	stef_a66@hotmail.com
	Steven Statler	+ 1 720-891-798 1	sstatler@live.com
	Susan Statler	+ 1 720-319-366 7	sparkyscuba@icloud.com
	Chris Poor	+ 1 503-477-944 2	chris.poor@yahoo.com
	Lee Scher	+ 1 503-998-229 7	lee.scher@yahoo.com
	Patricia Barnes-Light	+ 1 713-503-666 7	mothership@gmail.com

Communications profile

- **Readership for popular or Recent blog posts**

Post Title	Date	Page Views	Minutes
I'm crying all the time...	5/13/2015	18	1.82
A process for gathering feedback for the director	5/8/2015	22	2.14
March Council Meeting Summary and Meeting Notes	5/4/2015	18	3.18
Conversation about aging with Dr. Jenny Sasser	4/17/2015	52	1.66
Spring Nyida Day Celebration— Creative Bouquet	3/31/2015	20	3.87
Meditations from Antarctica, by Amina Kirby	3/20/2015	36	3.85
An Offer and a Request to the Portland Shambhala Community	3/15/2015	26	1.25
February Council Meeting Summary and Meeting Notes	3/4/2015	7	3.51

How does it feel to have Parkinson's Disease – Revisited	2/23/2015	7	1.53
Tibetan New Year – Losar (Shambhala Day)	2/8/2015	36	1.05
Parkinson's Disease Leads to Photography	9/1/2014	5	0.8
Queer Dharma Approaches First Weekend Retreat - Reflections by Co-Coordinator Jason Bray	8/11/2014	5	0.13
Welcome to our new Bookkeeper: Maralena Murphy!	5/22/2014	5	1.63

- **Website changes this month**

May 20, 2015 - John - Updated the “Resources” page

- SI provided a template making it extremely easy to update the page

May 12, 2015 - John - Added “Registrar” to the contact form

- A user suggested that “General Info” did not look like “Registrar”

May 12, 2015 - John - Research and change ikebana photo

- A Portland Ikebana school complained about our using a photo of a flower arrangement they had done. Swapped the photo for a new one.

May 7, 2015 - John - Calendaring forms and page updates

- Eliminate the Google Forms plug-in that seems to break frequently; delete pages.
- Update the Google Forms for new & regular events publicity
- Link directly to the forms, rather than having a Widget page do that
- Change menus and references to deleted pages

May 7, 2015 - John - Update references to various Google Calendar

- Make changes to <http://portland.shambhala.org/community/members/working-calendars/>
- Eliminate references to “proposed” and other unused calendars

Apr 15, 2015 - David - Blog updates

- Added Featured Image to Community aspiration and town hall
- Added Featured Image to Tibetan New Year
- Added Featured Image to Stay in Touch
- Added Featured Image to Announcing the Appointment of Jack Bodner
- Added Featured Image to November Council Meeting
- Added authors name (Abbey Pleviak) for Meditation from Antarctica
- Added authors name (Corey Adkins) for February Council Meeting

Apr 9, 2015 - David - Updated Drala Hike web page

- Added (under PDF) a quick reference Drala Hike schedule list with links to program pages

- **Consolidated email publications report**

We are pumping out a **huge** amount of email:

week	Senders	Messages	Volume
14	1	1	1,290

15	1	1	1,292
16	5	6	4,096
17	3	3	2,692
18	3	5	4,123
19	3	7	4,173
20	5	15	3,073

Several council members are among the people sending email. Since the council has asked for more commentary to bring out the meaning of the tabulations that I'm providing, I will do so here. Given that several different people are prone to send out unscheduled email messages, we could bring more discipline to this activity by observing the following:

- Consider combining email messages; for example, your message might fit well within the newsletter. Does it really deserve a separate mailing?
- Avoid sending emails to members and friends on Sundays; there is a scheduled newsletter going out that day every week.
- Avoid sending more than one email to members and friends on the same day. The SDB makes it very easy to test a message and then schedule it for sending the next day.
- As one who sends email on behalf of the center, be sure to read all email coming out from the Shambhala so that you are aware of the context and potential overlap; it's important to read our messages from the point of view of the recipients if possible.

Here is the detail.

Date	Message Sender	Subject	Total Recipients	Stats
4/6/2015	Pub Team	Newsletter: Spring Weekthun; Ashe Mahamudra Retreat; Drala Meditation Hike: Lower Deschutes River;	1290	24.50% / 4.57%
4/13/2015	Pub Team	Newsletter: Spring Weekthun; Ashe Mahamudra Retreat; Drala Meditation Hike: Lower Deschutes River;	1292	22.52% / 3.87%
4/15/2015	Abbey Pleviak	Shastri Ethan Nichtern returns in May for Level 1 and with a New Book!	1422	
4/15/2015	Pub Team	This Month at Shambhala -April/May gatherings, programs, and events	1288	18.73% / 0.93%
4/16/2015	Lisa Stanley	Ikebana class, equipment this Sunday	15	
4/16/2015	John Smith	Acharya Gaylon Ferguson teaching Rigden Weekend in Portland, May 29-31	65	
4/20/2015	Pub Team	Newsletter: Spring Weekthun; Ashe Mahamudra Retreat; Drala Meditation Hike: Lower Deschutes River;	1289	24.22% / 5.12%
4/20/2015	Michaela McCormick	Recommending Students for Vows	17	

4/23/2015	Abbey Pleviak	Ashe Mahamudra Retreat: Check In and Light Breakfast begins at 8:30am tomorrow: Fri, April 24	22	
4/27/2015	Pub Team	Newsletter: Shambhala Training Level I, Drala Hike, Aging Group Meeting, Book signing with Ethan Nichtern, Rigden Weekend, Bodhisattva Vows.	1289	24.46% / 6.13%
4/27/2015	Lisa Stanley	Support and practices for Nepal	1381	
5/1/2015	Michaela McCormick	Refuge and Bodhisattva Vows	32	
5/1/2015	Lisa Stanley	This Saturday - Day of Compassion Practice for Nepal	1384	
5/1/2015	Lisa Stanley	Clarification-Compassion practice both Saturday and Sunday	1384	
5/4/2015	Pub Team	Newsletter: Shambhala Training Level I, Drala Hike, Aging Group Meeting, Book signing with Ethan Nichtern, Rigden Weekend, Bodhisattva Vows.	1290	24.52% / 5.51%
5/4/2015	Michaela McCormick	Book and Program for Refuge and Bodhisattva Vow Aspirants	33	
5/6/2015	Abbey Pleviak	next Shambhala weekend retreat: RIGDEN WEEKEND, begins Friday, May 29	7	
5/6/2015	Abbey Pleviak	Shambhala Spring Activities: Volunteering, Festivals, and Parties !!!	1423	
5/6/2015	Abbey Pleviak	Shambhala Weekend: Wisdom & Compassion: The Bodhisattva Path + Refuge and Bodhisattva Vows	1423	
5/10/2015	Jason Bray	Upcoming Level I - May 15 & 16	5	
5/10/2015	Jason Bray	Shambhala Training Level I with Shastri Ethan Nichtern - May 15th & 16th	29	
5/10/2015	Jason Bray	Shambhala Training Level I - May 15th-16th	3	
5/11/2015	Pub Team	Newsletter: Shambhala Training Level I, Drala Hike, Aging Group Meeting, Book signing with Ethan Nichtern, Rigden Weekend	1283	23.46% / 4.68%
5/13/2015	Jason Bray	Road Home Book Talk	4	
5/13/2015	Jason Bray	Saturday Evening Social	9	
5/13/2015	Jason Bray	Saturday Evening Social with Shastri Ethan Nichtern	66	
5/14/2015	Jason Bray	Please RSVP by Tomorrow Afternoon for Saturday Evening with Ethan Nichtern	59	
5/14/2015	Abbey Pleviak	Shambhala Center Security Reminders	230	
5/14/2015	Abbey Pleviak	Shambhala Training Level 1: Check In begins at 6:30pm on Friday, May 15	17	

5/14/2015	Abbey Pleviak	Shambhala Training Level 1: Check In begins at 6:30pm on Friday, May 15	13	
5/14/2015	Abbey Pleviak	Shambhala event The Road Home: Check In begins at 9am on Sunday, May 17	10	
5/14/2015	Abbey Pleviak	One more thing! Race on Sunday, May 17 -- be prepared for road delays!	10	
5/14/2015	Abbey Pleviak	Shambhala event The Road Home: Check In begins at 9am on Sunday, May 17	23	
5/14/2015	Abbey Pleviak	next Shambhala weekend retreat: Great Eastern Sun, begins Friday, June 12	11	
5/15/2015	Lisa Stanley	Ikebana Class Sunday, and Books	12	
5/16/2015	Pub Team	This Month at Shambhala -May/June gatherings, programs, and events	1285	16.96% / 0.86%
5/17/2015	Michaela McCormick	Refuge and Bodhisattva Vows	37	
5/18/2015	Pub Team	Newsletter: Rigden Unconditional Confidence; Wisdom and Compassion: The Bodhisattva Path; Refuge and Bodhisattva Vows;	1287	17.73% / 2.10%

- **Registration and Website Activity**

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Program Name	Date	Registration	Page Views last week	Page Views total
Drala Meditation Hike: Lower Deschutes River	4/25/2015	NA	1	153
Open House Talk: Meditation: Mindless and Mindful with Jay Stewart	4/28/2015	NA	1	73
Shambhala Training Level I: The Art of Being Human	5/15/2015	28	146	695
Shambhala Training Level I: The Art of Being Human	5/15/2015	28	146	2
Drala Meditation Hike: Rowena Crest	5/16/2015	NA	41	135
Aging Group Meeting	5/16/2015	NA	21	108
The Road Home: Talk and Book Signing with Shastri Ethan Nichtern	5/17/2015	38	113	304
Vajrayana Practice Intensives	5/23/2015	NA	6	14
Rigden: Unconditional Confidence	5/29/2015	17	33	132
Refuge Vow Preliminary Gathering	6/1/2015	15	35	117

Bodhisattva Vow Preliminary Gathering	6/3/2015	9	30	83
Wisdom and Compassion: The Bodhisattva Path	6/5/2015	16	58	250
Bodhisattva Vow Ceremony	6/7/2015	8	18	84
Refuge Vow Ceremony	6/7/2015	13	27	55
Great Eastern Sun	6/12/2015	6	24	58
Shambhala Sadhana	6/18/2015	NA	2	12
Midsummers Day	6/20/2015	NA	9	25
Drala Meditation Hike: Herman Creek Trail	6/27/2015	NA	4	24
Shambhala Art Part III: The Creative Process with Lisa Stanley	6/27/2015	NA	22	35
Interdependence Day	7/4/2015	NA	1	6
Drala Meditation Hike: Old Salmon River Trail	7/11/2015	NA	3	11
Community Nyinthun	7/12/2015	NA	7	13
Vajrayana Practice Intensives	7/18/2015	NA	1	4
Shambhala Training Level II: Birth of the Warrior	7/24/2015	4	12	56
Drala Meditation Paddle: Scappoose Bay	8/1/2015	NA	5	13
Learn to Meditate Workshop: Turning the Mind into an Ally	8/1/2015	2	8	62
Drala Meditation Hike: Timberline Trail	8/15/2015	NA	2	5
Introduction to Contemplative Psychology	8/22/2015	NA	3	10
How Can I Help? The Basic Goodness of Society	9/2/2015	NA	3	16
Drala Meditation Hike: Kelly Point Park	9/5/2015	NA	1	5
Shambhala Training Level III: Warrior in the World	9/11/2015	1	1	15