

## **PSMC Council Meeting Monday, July 27th, 2015**

### **Agenda**

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

*Members absent:*

Sit; Contemplation, raise Windhorse

Check in

Questions/discussion from Reports

Prioritize Agenda

[Leadership Calendar](#)

[June Meeting Notes](#)

[Tabled Items Doc](#)

### **Agenda Items- High Priority**

Items that need to be accomplished this meeting.

- Approaching the end of the Center Director's term
  - *Our Center Director, Lisa Stanley's term ends on Shambhala Day of 2016. The Council has received a new process from Jane Arthur, the Kalapa Envoy for Leadership Training and Mentorship, which outlines how a center is to go about the re-appointing a Director if she seeks a second term, which involves receiving a formal request from the Director, which is also sent to the Sakyong, and the Council reviewing and recommending re-appointment to the Sakyong on the behalf of the community, which is then formally approved by His Majesty. The Council discussed how we might go through this process, including ways in which we would like to make it transparent to the community.*
- Dates needed for remaining two Council Retreats LS
  - *The Council discussed scheduling future Council Retreats.*
- Note Taking in Council meetings CA
  - *The Council Secretary brought in some work he was doing on taking meeting minutes, comparing our minutes to traditional minutes taken by non-profits. A discussion was followed about what we want to capture in minutes, the consensus was: Issues discussed, Action Items, Decisions, and Unresolved Questions.*

### **Agenda Items- Moderate Priority**

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

## Agenda Items- Low Priority

Items that can be discussed/accomplished if time allows.

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## Member Reports:

### Director

Update - plans for the Sakyong to visit the PNW seem to be solidifying; likely to be Fall 2016. It is still uncertain but there is discussion of it being a Thu - Sun with a public talk, then a day for regional gatherings, a day for general program, and a day for Vajrayana (possibly Kurukula). However this is still very much up in the air and could change. We have to wait to hear from SMR.

Midsummer's - small but good attendance. Definite need for coordinator(s) to hold this. Jason offered to hold in SHWB; plan for next year co-held with Eugene and combined with annual summer camping trip.

Membership - we continue to grow and hit new watermarks every month. We are now around 130 Members which represents an approx 30-35% increase in less than 2.5 years. We should celebrate this and the Membership Team!

Environment - continued Security issues with the Front Door lock being tampered with and having to be replaced. I asked Abbey to file a police report, she did so and spoke to Officer Matthew Schroeder, our case number is 15-248537. He said that they've been having other reports in our neighborhood of an "office creeper," and the description we gave matches the one they have. He said we should give him a call if we see him. I've asked that Abbey share this info with our building neighbors and Ray. We should also post and get info out to our community along with # to call and attention to security. Please spread the word.

Enviro Group - continued uplift to the Annex/Library. Janie's mother gave us a long term loan of the antique Chinese sofa. The ikebana group has requested more space for storage, and we need storage in general so we continue to brainstorm.

Met with Elizabeth of Be Space, they may be leaving their current space in future and she expressed interest in some kind of collaboration, overlap, partnership with us in future vis a vis our new space. She is particularly interested in being part of a container that preserves the teachings she received at Naropa (dharma art lineage).

Corey and I working on updates to Leadership Calendar and protocols/timing for scheduling Council Retreats and creating agenda.

Supporting Abbey/Elizabeth (BeSpace) on our annual collaboration for the Life Art Being Festival.

Supporting Kristen Mullen on the design and scheduling of the Protector program.

Asked Jack to research a Health Savings Plan as a benefit for Center employees.

Met with Carol to discuss the expansion of the bookstore, security and future needs. She will be doing a fiscal assessment of loss and whether we've seen a reduction of. We looked at simple ways to protect stock by making less accessible and displaying fewer copies.

Meeting with committee planning for Holocek program, Graceful Exits in Oct. Bill Kimbro is now the coordinator with support from Ann. Tergar is working on publicity and will use Mary Sweet's services to design and print.

Sakyong's Enthronement Anniversary - well attended, nice reception; and Great Mandala Offering was small but cheerful. Both came about last minute so we should plan for these in our Calendar for 2016.

Calendar Group meeting - see notes in P&E report

## **Finance & Chagdzo**

I am currently working on a financial report for the first six months of the year. It should be ready in time for the next council meeting on August 20.

SI has requested a report on our finances for 2014. Alice Price is assisting in gathering the requested information and supporting documents. This is due by August 5.

## Practice & Study

Shambhala Art Part III: June 27-28, 8 participants.

Lojong Practice Day: July 11, 15 participants.

Community Nyinthun: July 12, 9 participants.

Shambhala Training Level II: July 24-26, 16 registered.

*Added Classes*: The Calendar Group has added two classes to our calendar: Level I on Nov. 13-14, and Learn to Meditate on Dec. 5.

*Shambhala Sadhana*: The Sakyong has asked us to begin practicing the Shambhala Sadhana, together in our Centers, once a month on or near the full moon. The practice will be open to all members whether or not they have received the lung. It is to include practice and social time in the form of sharing food, as a feast when possible. We will begin doing this in October. (The Sadhana of Mahamudra practice will be decreased to once a month on or near the new moon, beginning in October.)

*Assistant Director and Guide Follow-up Trainings*: We had planned to offer an AD Training on Nov. 19-22. Rayna is working with our 8 person Guide cohort to schedule a one day follow-up to the Guide Training they all took in Seattle in the spring. They are eager for it to happen. Because that cohort represents many of the people in our sangha who would participate in an AD Training, and because they have to have attended Warrior Assembly and served as Guides for at least 6 months before taking the AD Training, and because only one of that cohort has attended WA, we need to postpone our AD Training. Also, SI is in the process of revising the AD Training, and cannot at this time give us adequate guidance to conduct a training that will meet the new requirements.

## Societal Health & Well Being

### **Director (Jason):**

When meeting with other leaders in my sphere, and in conversation with folks in the community, I have been making known the upcoming volunteer needs and asking folks to help - this is specifically with Harvest of Peace in mind. So far there are several people willing to help: Jude Cope (food), Ruth Hampton, Deborah Kuprunas, Heather Shaw (will help organize any family-related aspect but cannot attend). I will share these names with Abbey as Volunteer Coordinator. I am not sure if a coordinator has been found yet - though I am willing to take it on as I will be off the month of September.

I have begun asking SHWB leaders to consider program proposals for next year - specifically Heart of Recovery and Young Meditators weekends.

Worked with Ruth Hampton to finish a flyer for Heart of Recovery

Meeting with John Smith on Sunday the 12th to discuss a template for welcoming program participants to the center.

**Queer Dharma (Jason & Michaela):**

Approximately 20 in attendance for July 5th talk and discussion led by Michaela titled "Don't Believe Everything You Think." \$20 left in donation. Many folks interested in the upcoming retreat as well as attending other activities at the center.

We have begun publicizing the August Queer Dharma retreat with Julia Sagebien.

Program page here:

<http://portland.shambhala.org/program-details/?id=221630>

Also, please note the way we are using the cover image on the Queer Dharma facebook page to promote the retreat. I believe doing this for major programs on the center facebook page and other related pages could be very beneficial:

<https://www.facebook.com/qdharmapdx>

The facebook post announcing the retreat had a reach of nearly 1,400 - and the page only has 260 followers. I am learning a lot about how facebook works and various loopholes for getting around having to pay for a wider reach.

**Family Council (Mark Douglass, Heather Shaw):**

A family outing has been scheduled for Sunday August 9th, 3pm at Washington Park - more details to come. Heather Shaw is spearheading this with Mark.

**Young Meditators (Corey):**

Young Meditators had a barbeque hosted by Michael Ward, on June 21st, which was held in place of the normal meeting in June. It was a good, relaxing time, and ended with me giving a presentation on my trip to Mexico for Ziji Collective and how that relates to us as a group. People seemed interested and engaged, and several ideas came up. One of those was the idea of holding a Pacific Northwest Young Meditators Campout. I have since talked with Annica Crouse in Seattle and Michael Busby in Vancouver, B.C., and we have picked a date- September 5th and 6th in Olympic National Park in Washington.

We met again on July 9th, where we once again engaged in Social Meditation, lead by David Cook. The main theme of discussion that emerged was bravery and vulnerability. It felt engaged, and afterwards we had a "Brainstorming" meeting which I am trying to hold in place of leadership meetings. Pretty much the whole group that was in the practice, including some newcomers, joined, which was pleasantly surprising. We there made a decision to hold the 2nd Thursday of every month to be dedicated solely to Social Meditation. I am going to be in communication with David about ways of supporting him holding this, including ways we can get other members trained in leading this practice. A few other ideas came up- Amina Kirby is

organizing a night where many of us can go to a local shelter for at-risk women and cook dinner. Carla Danley from Dharma Rain Zen Center was also in attendance- she is starting up a new Young Adults Program there, and invited us to a bike ride and paddle that they are organizing. We chatted about ways of “cross-pollinating” our two groups. I also got someone to volunteer to redesign the flier for our group, which is in need of an update.

**Heart of Recovery (Ruth):**

Nothing to report.

**Diversity (Michaela):**

Nothing to report.

**Aging, Death & Dying (Ann):**

Nothing to report.

**Community Care (Jason, interim):**

A care calendar has been set up for sangha friend, Maria Simons:

**Step 1:** Go to <http://www.carecalendar.org/logon/214329>

**Step 2:** Find "Log on to a calendar" in the yellow box on the right. Make sure you enter the following information:

Calendar ID : 214329

Security code : 5790

**Meditation Warriors Book Group (David):**

Nothing to report.

**Deleks (Aletha):**

Nothing to report.

**Drala Hikes (Liz):**

Nothing to report.

**Culture & Decorum**

**Kasung**

## Council Secretary

Published the June meeting minutes [here](#).

Re-edited the Leadership Calendar to be accurate, will re-post on leadership billboard.

Did some study on traditional minute taking processes, interested in having a short discussion in Council on them.

Contacted Jane Arthur and Anna Weinstein RE: Director Re-appointment processes.

Pulled together items from previous minutes to work on constructing a Council Retreat agenda, which has been scheduled for August 23rd.

Participated in a call on Violence and the Prevention of Harm with Mary Whetsell, Dan Peterson, and others on behalf of the Ziji Collective with 10 other young people, which is working to provide recommendations to SI on new guidelines for policies, especially in regards to sexual harassment from figures of authority within Shambhala.

## Communications

### Overview & current issues

- Considering ways to send out more personalized publicity within technical limits and without creating greater confusion; experiment inspired by email “from Jan Rogerson” on July 22; caused dozens of addresses to be incorrectly marked as invalid.
- The calendar study group is still processing the interviews we conducted in May and June; getting close to a final report.
- Produced SDB extracts in support of P&E and calendaring that are delivered in the form of [Google Spreadsheets](#) (can be readily downloaded in other formats). Report titles are:
  - Individual program enrollments since 2013-01-01
  - Last registration was more than 13 months ago
  - Teacher workload since 2013-01-01
  - Out of town registrations in last 13 months
- Pivot tables for each report. Here is [a sample summary](#) from the individual program enrollments spreadsheet:

Core Curriculum registrations	2013	2014	2015	Grand Total
Contentment in Everyday Life		13		13
Fearlessness In Everyday Life		7		7

<b>How Can I Help? The Basic Goodness of Society</b>		20		20
<b>Joy in Everyday Life</b>			20	20
<b>Meditation in Everyday Life</b>	10	12		22
<b>Series I</b>	3			3
<b>Shambhala Training Level I</b>	7			7
<b>Shambhala Training Level I: The Art of Being Human</b>		36	52	88
<b>Who Am I? The Basic Goodness of Being Human</b>		28	11	39
<b>&lt;ROWS DELETED&gt;</b>				
<b>Grand Total</b>	239	204	89	532

### Overall administration

- SDB admins orientation and troubleshooting meeting on July 7
  - 7 people participated
  - Very diverse roles and specialized view of the SDB
  - Useful to understand interdependencies and how individual work affects others
- Completed a review and update of the “Contact us” form with David Engelbrecht. Appropriate to repeat the exercise at least once a year. Example: changed the family council contact so that it goes to a group not just one person.
- Updated SDB access privileges
- Provided registration data to enable the New York Shambhala Center to examine the use of their generosity policy in quantitative terms: who uses it, revenues foregone, consistency of registration process, and a range of other issues.

### Communications profile

- **Calendaring**
  - No issues
- **Readership for popular or Recent blog posts**

Post Title	Date	Page Views	Minutes on Page
Co-Creating a Vision of Shambhala	7/5/2015	52	4.8
June Council Meeting Summary and Meeting Notes	7/5/2015	22	6.46
Art Form Fusion - on the spot!	6/26/2015	17	1.72
April Council Meeting Summary and Meeting Notes	6/20/2015	5	1.87
It's getting hard to talk...	6/20/2015	22	2.09



May Council Meeting Summary and Meeting Notes	6/20/2015	28	3.12
Karuna Open House Thursday, June 11th, 6:30-8:30	6/6/2015	44	3.16
Back from the snows of Montana, seeking Sangha warmth	5/29/2015	15	1.32
How some people got there	5/25/2015	58	2.8
Kagyu Changchub Chuling seeking an experienced cook	5/20/2015	8	0.94
I'm crying all the time...	5/13/2015	10	1.9
Meditations from Antarctica, by Amina Kirby	3/20/2015	5	0
Tibetan New Year – Losar (Shambhala Day)	2/8/2015	9	18.85
How to keep on helping	6/29/2014	17	0.8
Honoring a 21st Century Samurai	11/1/2013	5	4.32

- **Website changes this month**
  - list instances from the changes log
- **Consolidated email publications report**

We continue to send out large volumes of email. I do not feel like I have any control over it:

week	Senders	Messages	Volume
23	1	1	1291
24	3	7	2800
25	3	9	4259
26	3	5	1588
27	4	20	3259
28	4	11	6057

Here is the list of individual messages:

Date	Message Sender	Subject	Total Recipients	Stats
6/15/2015	Pub Team	Newsletter: Midsummer's Day; Drala Meditation Hike: Herman Creek Trail; Shambhala Art III, The Creative Process	1302	24.62% / 5.46%
6/15/2015	Michaela McCormick	Volunteers for Midsummer's Lhasang	23	

6/16/2015	Abbey Pleviak	Midsummers Day Celebration -- This SAT, June 20th: ADDRESS Correction!	1415	
6/17/2015	Abbey Pleviak	Shambhala Arts III: Sat 27 + Sun 28: Please register by Mon Jun 22!	7	
6/17/2015	Abbey Pleviak	Shambhala Arts III: Sat 27 + Sun 28: Please register by Mon Jun 22!	5	
6/17/2015	Abbey Pleviak	Shambhala Arts III: Sat 27 + Sun 28: Please register by Mon Jun 22!	9	
6/18/2015	Michaela McCormick	Shambhala Practice and Education Conference	34	
6/21/2015	Pub Team	This Month at Shambhala -June and July gatherings, programs, and events	1316	19.10% / 1.60%
6/21/2015	Abbey Pleviak	Invitation to Gather for Wisdom and Compassion class mates	32	
6/21/2015	Abbey Pleviak	Shambhala Retreat: Level II: Birth of the Warrior, begins July 24	114	
6/22/2015	Pub Team	Newsletter: Drala Meditation Hike: Herman Creek Trail; Shambhala Art III, The Creative Process; Shambhala Training Level II: Birth of a Warrior	1317	24.24% / 4.94%
6/23/2015	Abbey Pleviak	Shambhala Lojong Practice Day: Saturday, July 11	1425	
6/24/2015	Michaela McCormick	The Great Mandala Offering	22	
6/24/2015	Abbey Pleviak	Welcome to Portland Shambhala Newsletter!	31	
6/24/2015	Abbey Pleviak	Shambhala Arts III: Important Participant Information	9	
6/25/2015	Abbey Pleviak	Shambhala Interdependence Day Party: July 4: Location + Volunteer Needs!	205	
6/29/2015	Pub Team	Newsletter: Drala Meditation Hike; Lojong Practice Day; Community Nyinthun; Shambhala Training Level II: Birth of a Warrior; L.A.B. Integrative Arts	1321	23.11% / 4.55%
7/1/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	12	

7/1/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	15	
7/1/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	12	
7/1/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	9	
7/1/2015	Abbey Pleviak	This Sunday, July 5: Community Celebration of Sakyong Mipham Rinpoche's 20th Anniversary of Enthronement!	1437	
7/2/2015	Michaela McCormick	Practice and Education Conference in Boulder	19	
7/2/2015	Abbey Pleviak	Interdependence Party this Sat, July 4, starting at 4pm!	205	
7/6/2015	Pub Team	Newsletter: Lojong Practice Day, Drala Meditation Hike, Community Nyinthun, Open House, Young Meditators Group, Padmasambhava Feast	1320	22.95% / 5.17%
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	22	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	17	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	28	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	42	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	16	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	17	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	10	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	14	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	25	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	17	

7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	17	
7/7/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	5	
7/8/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	14	
7/8/2015	Abbey Pleviak	Shambhala Weekend: Cultivating the Path of Protection: Hearts and Minds in Action: Aug 8 + 9, 2015	1463	
7/8/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	23	
7/8/2015	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	8	
7/8/2015	Abbey Pleviak	Shambhala Lojong Practice Day: Check In begins at 8:30am on Sat, July 11	10	
7/9/2015	Abbey Pleviak	Shambhala Class: Learn to Meditate, Turning the Mind into an Ally-- Sat, Aug 1	1463	
7/9/2015	Michaela McCormick	The Great Mandala Offering	29	
7/9/2015	Michaela McCormick	Teaching in 2016	12	
7/10/2015	Abbey Pleviak	Shambhala and Be Space present: L.A.B. Integrative Arts Fest 2015! Earth-Body-Mind Witness	1467	
7/13/2015	Pub Team	Newsletter: Open House Talk, Sadhana of Mahamudra, Heart of Recovery, Vajrayana Practice Intensive, Vajrayogini Feast	1345	21.65% / 3.65%
7/13/2015	Michaela McCormick	Mattress Needed	223	

- **Registration and Website Activity**

Program Name	Date	Registration	Page Views last week	Page Views total
Open House Talk: Participating in Shambhala with John Smith	7/14/2015	0	37	44

Vajrayana Practice Intensives	7/18/2015	0	8	18
Shambhala Training Level II: Birth of the Warrior	7/24/2015	12	9	101
Shambhala Training Level II: Birth of the Warrior	7/24/2015	12	9	3
Life. Art. Being. Integrative Arts Festival 2015	7/26/2015	0	23	72
Planetary Dance: convening art village (Off Site)	7/26/2015	0	1	7
Planetary Dance: convening art village (Off Site)	7/26/2015	0	12	7
Planetary Dance: convening art village (Off Site)	7/26/2015	0	1	12
Planetary Dance: convening art village (Off Site)	7/26/2015	0	12	12
All Beings Studio: council visioning and mask-making (Off Site)	7/26/2015	0	4	13
Council of All Beings: the work that reconnects (Off Site)	7/27/2015	0	5	14
Inhabiting Our Earth Body: Authentic Movement (Off Site)	7/28/2015	0	8	13
Inhabiting Our Earth Body: Authentic Movement (Off Site)	7/28/2015	0	8	1
Deep Play: Contemplative Dance Practice Immersion (Off Site)	7/28/2015	0	5	10
Open House Talk: Key Note Talk: Be, Witness, Create with Lisa Stanley	7/28/2015	0	13	27
Movie Night: Breath Made Visible (Off Site)	7/29/2015	0	11	17
Open Eye Open Heart: Cultivating Witness: panel discussion and reception	7/30/2015	0	6	19
Open Score: CDP Convergence (Off Site)	7/31/2015	0	4	5
Full Moon Drum Circle (Off Site)	7/31/2015	0	7	11
Drala Meditation Paddle: Scappoose Bay	8/1/2015	0	13	40
Learn to Meditate Workshop: Turning the Mind into an Ally	8/1/2015	6	45	175
Waking up to the World: an Introduction to Shambhala Art	8/1/2015	0	9	23
Feast of Perception: Performance Salon and Potluck	8/1/2015	0	4	4

Cultivating the Path of Protection: Hearts and Minds in Action	8/8/2015	5	48	58
Drala Meditation Hike: Timberline Trail	8/15/2015	0	10	21
Ikebana - Summer Workshop	8/16/2015	0	6	13
Introduction to Contemplative Psychology	8/22/2015	0	27	92
LGBTQ Weekend Retreat - Queer Dharma: "Non-Self" Help	8/28/2015	1	90	217
How Can I Help? The Basic Goodness of Society	9/2/2015	0	9	30
Drala Meditation Hike: Kelly Point Park	9/5/2015	0	1	4
Shambhala Training Level III: Warrior in the World	9/11/2015	3	3	18
Ikebana (Japanese Flower Arranging) Class Series	9/20/2015	1	1	23
Windhorse	9/25/2015	3	6	29
Prison Dharma Sponsored Program	10/9/2015	0	2	3
Graceful Exits: Preparing for A Good Death	10/16/2015	0	4	7
Fearlessness in Everyday Life	10/21/2015	0	3	17
Shambhala Training Level IV: Awakened Heart	10/23/2015	4	7	15
Learn to Meditate Workshop: Turning the Mind into an Ally	10/31/2015	0	1	5
Members' Party	10/31/2015	0	1	2
Drala	11/6/2015	3	2	13