PSMC Council Meeting Thursday, January 21st, 2016 Agenda

Attendance was not captured

Sit; Contemplation, raise Windhorse

Check in

Questions/discussion from Reports: No comments or questions.

Prioritize Agenda

Minutes:

- Year end 2015 fiscal report and overage in funds decisions
 - The Center ended up around \$4,800 in the black for the year 2015, the Council had a discussion on how to use some of this overage funds.
 - Decisions:
 - Proposal- Environmental Uplift Proposal approved as a Budget of \$1,400, leave it up to the committee to spend this.
 - Proposed addition: Delay other items, make that decision after we get a little more clarity. Perhaps after 1Q report.
 - Broad agreement: For all above.
 - Action Items:
 - **Tabled** item of discussion on spending the rest of the surplus. After the 1Q report. See proposed items above.
- Concerns about Racism in Our Sangha
 - Michaela McCormick brought a proposal to Council to form a local Diversity Working Group, continue to work with diversity in training in our sangha in light of incidents.
 - Openion Decisions:
 - Receive a written proposal from Michaela for a Local Diversity Working Group, make public support for that in the community. Include Untraining, International Diversity Working Group information.
 - Broad agreement
 - Action Items:
 - Have a conversation in Council about this. Perhaps at a Council retreat?
- Hillsboro Satellite Proposal from Kim McCoy
 - Kim McCoy brought to Council a proposal to form a center satellite in Hillsboro, a community that is geographically isolated and underserved. A group has been sitting together there, but would like more center support.
 - Decisions:
 - Proposal: Communicate to Kim that we appreciate the proposal, but the Council needs more time, because of complex budgetary and administrative issues.
 - Broad Agreement

Member Reports:

Director

Save the dates! The Sakyong will be coming to Seattle within the first two weeks of November. This is intended as a PNW regional gathering, and an opportunity for folks to be involved in various ways with the visit.

Relocation - online meeting with Ashoka Credit Union, myself, Jack, Bettina and Doug. We shared the 3 approaches we have identified--buying a larger building, buying an empty lot and building (including modular units); or buying a large lot with a small building and adding modular as needed. They provided a lot of basic information about steps, issues to be aware of, fees and a very basic projection on a mortgage loan (based on 80k downpayment at conservative 6% rate, a 400k loan = approx \$3100 month mortgage payment. This does not include other fees, costs. They encouraged us to go ahead and apply to get an actual picture of a loan. We will clearly need to do a lot more market research, create a feasibility study (goes to SI as well), and identify fundraising needs.

Discussed the Satellite model in Seattle with Center Director Tom Gaylord, sent their draft document (requested by Acharya Levy) to Council for perusal and related to discussion of the Hillsboro proposal.

Children's Day had a great turnout and quite a number of children in attendance, many new families. I've asked Janie for a simple report on the salons. I enjoyed the one I attended, good conversation related to SMR's Shambhala Day address.

Shambhala Day - we still need a coordinator, MC. I have been leading the planning to date.

Met with Mark Douglas as part of the listening team project. The group will be giving a presentation to Council in future on what was learned.

Interview committee for the Director of P&E met with the two candidates and will present their recommendation to the Council in our Jan 21st meeting.

Working closely with Abbey vis a vis support of arts programming and curriculum, some exciting programs/teachers this year. The Deep Play workshop with Demaris was well attended and brought several "first timers" to the Center.

Several conversations with Dan Rubin around his role, challenges and needs. He decided he could not continue in the post at this time and has formally resigned. His service was much appreciated.

Corey and I met to identify some key goals to focus on before he steps out of his role this year; organizing the google Council archive, collecting Council JDs, clarifying the Council master calendar and tasks, scheduling our retreats etc

Anandi and I discussed a passive fundraiser through her store Karuna. She will host a mixer in the days before Sh Day, and offer a % discount of sales from that to the Center.

Working with Jack on numerous finance and fundraising issues including the excess funds from 2015.

Finance & Chagdzo

Practice & Study

Bodhisattva Path Study Group - Dec. 21 – 23 participants.

Community Nyinthun – Dec. 27 – 14 participants.

<u>Learn to Meditate Workshop</u> – Jan. 2 – 18 participants.

<u>Deep Play</u> – Jan. 6 – 16 registrants.

<u>Transforming Playfully</u> – Jan. 9 – 7 registrants.

AGING IN ENLIGHTENED SOCIETY - Jan. 11 – Feb. 15 – 11 registrants.

Meditation in Everyday Life – Jan. 11 – Feb. 8 – 11 registrants.

Wisdom in Everyday Life – Jan. 13 – Feb. 10 – 5 registrants.

<u>Level I</u> – Jan. 15-16 – 14 registrants.

New Learn to Meditate Coordinator – Ann Sihler is stepping down from this role, and Mark Douglass is taking her place as of April 1.

Course Leaders – Six new Course Leaders - Erica Thygesen, Dan Rubin, Ann Sihler, Aletha Eastwood, Carol Lieberman, Rebecca Jamieson – are beginning to serve as Facilitators in the MIEL, CIEL, and JIEL classes while being mentored by the teachers in those classes. Each class will have a lead Course Leader and a secondary one. Each one will begin by taking on the tasks for which they have the skills, and will evolve from there. Typically, they will begin with leading dyad discussions. If they are a Guide, they will also give meditation instruction, as well as assist and be mentored by teachers in the Learn to Meditate classes. Ultimately, they will facilitate the online versions of these classes on their own. To give them as much experience in those classes, they will also be asked to coordinate them when and if possible.

Societal Health & Well Being

Director (Jason):

The demands of my new job make it increasingly difficult to continue offering my time as usual at the center. It is clear that I will not be chairing the Nyida committee for Shambhala Day.

Queer Dharma (Jason & Michaela):

27 in attendance, despite the snowy and icy weather, for Michaela's talk titled: The Joy of a Broken Heart. \$56 left in donations

Family Council (Mark Douglass, Heather Shaw):

Great celebration on December 19, with about 12 children and another 40 adults. Six children received blessings (names for the ceremony arrived a few days later), and we had a potluck dinner to conclude. A full box of gifts was offered to Human Solutions. Grateful for the hard work from our team - Heather, Jude, Janie, Kersten - and all the volunteers.

Listening Team (Mark Douglass): Meetings happening, we'll check in as a team on Sunday, January 10, to discuss what we are learning. Positive feedback and gratitude for community members taking the time to connect!

Young Meditators (Corey):

Young Meditators is planning a revamp. We will be transitioning to weekly meetings beginning in March, with Social Meditation being the sole practice offered in these meetings. David Cook has committed to hosting these weekly for the next six months, as we try and get a few more people trained in facilitating this practice. So far, Corey and Michael Ward have expressed interest, though we may eventually have others.

Outside of these meetings, we are planning on hosting more social events- potlucks, nature outings, etc. We will also attempt to do a bit of outreach- creating a new poster, creating a meetup account, etc. The goal of all of this is to have the group meet more consistently, so that we can build up attendance, participation and excitement. Corey, Michael, David, and Stephen Jensen have all committed to be the core of a leadership group to guide this effort, with the hope that as we go along, we will magnetize some more energy and interest.

YMG met once in December, on the 10th, for Social Meditation. It was a lightly attended group. The second meeting was cancelled as it landed on Christmas Eve. We met again on January 14th, again practicing Social Meditation. This was attended by the "core" people, who went out afterwards to discuss more on our plan for the group.

Heart of Recovery (Gardner, David, Deborah):

Diversity (Michaela):

Community Care (Jason, interim):

"AES program will start January 11th. The title is Let Evening Come

Meditation Warriors Book Group (David):

Deleks (Aletha):

Drala Hikes (Liz):

Drala hike leaders will meet sometime in Jan-Feb to plan to the 2016 hike schedule. Ideally, we'll have this ready for posting by mid-March, if not sooner.

Nyida Day Planning Committee:

Culture & Decorum

Kasung

Council Secretary

I'm back and back working.

Transitioning to doing most of my work on the weekends, as my weekday schedule is more busy being in school. I do still check my email during the week, but only reply to ones that seem urgent. If there is an urgent piece of business that needs to be completed during the week by me, please include Urgent in your email header, or give me a text or call.

Met with Lisa on 1/14 to discuss the Leadership Calendar for 2016, our retreat schedule, and the themes for those retreats. Still in progress, might see an agenda item on this next month.

Posted the Dec Minutes and Dec Retreat Minutes on the website on 1/18.

I'm coming towards the "home stretch" of my tenure on Council, and will be zeroing in on a few projects that I feel need attention. I want to work on developing a Leadership page for the Center Website, which I hope will not only give a better, more transparent face to Center leadership and the path of leadership in our center, but also expose any gaps of information that we need to make public. I also want to spend some work cleaning up the Council Google Drive.

Communications

January 20 for Jan 21 Council Meeting - =(Activities since December 14, 2015)

Overview & current issues

- Coordinated and then wrote the final version of a report to The Sakyong on Shambhala Technologies (status, organization, future needs, etc.)
- Established an "event log" for the International IT Steering Committee like the one we have been using in Portland for the last 2 years!
- As a member of the P&E Director Search Committee I wrote to members reminding
 them apply if they were interested. Wrote a blog post to clarify some of the confusion.
 Detected a MailChimp problem in that we thought we were writing to all Portland
 members but in fact were writing to all newsletter subscribers who were members (it
 turns out 32 Shambhala members from other centers subscribe to our newsletter).
 Worked with the database administrator in Germany to change the interface so we could
 write to Portland members only. This is a good example of my "problem discovery" role
 across projects.

Overall administration

- Ongoing detective work to find and correct problems the SDB/MailChimp interface.
 Perfection and completion seem to keep receding into the future and it seems that "we're almost there."
- Participating in the Listening Project that Mark Douglass is leading. It is very promising.
- Provided a dataset with street addresses and emails to Carol Lieberman for 2015
 Charitable Donations reporting process

Calendaring

- John and David completed the Vajrayana calendar and other WoS items for the 2nd half of 2016 and figured out a few process improvements.
- Verified Nyinthun coding in the SDB and set up an invite query for the Nyinthun organizers to they can invite / remind all previous participants about an upcoming Nyinthun

Readership for popular or Recent blog posts

The most-read blog posts were as follows. The two by David Engelbrecht were the most popular along with the post about planning the Center Calendar. Both of David's posts were featured in the Shambhala Times.

Post Title	Date	Page Views	Avg Minutes on Page
December Council Meeting Summary and Meeting Notes	1/19/2016	11	3.71
December Council Retreat Summary and Meeting Notes	1/19/2016	5	4.32
What is Victory Over War? A Peek into a View of	1/14/2016	12	2.95

Kasungship			
November Council Meeting Summary and Meeting Notes	1/12/2016	13	4.59
Silent days in Bellingham	1/12/2016	17	1.5
No mistake: you are invited	1/4/2016	35	3.82
Seeking a new Director of Practice and Education	12/30/2015	27	1.49
A Buddhist Alcoholic Getting Sober in AA - a spiritual journey	12/28/2015	83	3.52
Planning our Center schedule for 2016	12/21/2015	72	1.75
Holiday Gift Drive 2015	12/12/2015	12	4.49
My Meditation Practice and Living with Mental Illness: Part 1	12/7/2015	58	2.88
Tea and meditation in Hillsboro	11/30/2015	19	2.76
Accepting small improvements	11/22/2015	8	4.21
Connecting MailChimp and the SDB at the Portland Shambhala Center	10/9/2015	5	0.67
Tibetan New Year – Losar (Shambhala Day)	2/8/2015	27	1.76
Lisa Stanley teaching people to sit still 5 minutes a day	12/9/2013	5	1.13

Website changes this month

- Moved scholarship request forms to Gravity Forms system. Some enhancements requested by Lisa and Michaela are still pending.
- Website now reflects discontinued sit on 3rd Sunday
- Updated the Members only page to make it clear to members how they can update their Shambhala ID profile, password, etc.
- Added Ziji Collective to the rotating advertisements on the front page of the PSMC website

Consolidated email publications report

Here are the mass-emails that we sent out during the last month. During the week between Christmas and New Year's we sent out 5,856 email messages! The Newsletter continues to get read by its recipients. The most-read message to members seems to be my personalized invitation to consider taking on the P&E position (80% of the recipients opened it). Note that "For Bernard and John" messages are tests.

			Total		
	Message		Reci-		
Date	Sender	Subject	pients	Stats	

12/14/2016	Pub Team	Newsletter: Mahayana Morning Liturgy, Open House, Meditation Warriors, Council Meeting, Winter Solstice and Children's Day, Ikebana Class Series	1336	22.43% / 3.90%
12/15/2016	Pub Team	This Month at Shambhala - December and January gatherings, programs, and events	1334	16.68% / 0.38%
12/16/2016	Abbey Pleviak	Shambhala Community Nyinthun Retreat: Sat, Dec 27	229	
12/16/2016	Abbey Pleviak	Shambhala Children's Day This Saturday, December 19!	1443	
12/18/2016	Lisa Stanley	Last ikebana class this Sunday!	11	
12/18/2016	Abbey Pleviak	More Ways to Support Shambhala While Shopping!	1442	
12/18/2016	Linda Pardun	Seeking Two Staff for Level 1	107	
12/18/2016	Linda Pardun	Seeking Coordinator for Great Eastern Sun	7	
12/19/2016	Lisa Stanley	bring kenzans etc	10	
12/21/2016	Pub Team	Newsletter: Bodhisattva Path Study Group; Open House Talk; Ashe Society; Vajrayana Practice Intensives; Community Nyinthun	1331	24.08% / 6.70%
12/21/2016	Janie Paige	Shambhala Sadhana Feast, 7pm Monday the 28th!	180	
12/22/2016	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	12	
12/22/2016	Abbey Pleviak	Two Chances to Mindfully Play in Shambhala! Deep Play: Wed, Jan 6 + Transforming Playfully: Sat, Jan 9	1440	
12/26/2016	Abbey Pleviak	Shambhala Class: Learn to Meditate, NEXT WEEK! Sat, Jan 2	1440	
12/26/2016	Pub Team	Serving as P&E Director for Portland?	168	79.76% / 1.19%
12/28/2016	Pub Team	Newsletter: Mahayana Morning Liturgy; Shambhala Sadhana Practice and Feast; Open House:Dessert Outing; Learn to Meditate Workshop; Queer Dharma	1326	21.45% / 5.14%
12/28/2016	Abbey Pleviak	Help Portland Shambhala Reach our Goal! We're Almost There!	1440	
12/28/2016	Abbey Pleviak	Shambhala Class: Meditation in Everyday Life: begins NEXT WEEK! Mon, Jan 4	1440	
12/30/2016	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	11	
12/30/2016	Deborah Kuprunas	Shambhala class Learn to Meditate: Check In begins at 8:30am on Sat Jan 2	7	
12/30/2016	Abbey Pleviak	next Shambhala class: Wisdom in Everyday Life, begins Wed, Jan 13	9	
12/30/2016	Deborah Kuprunas	Shambhala class Learn to Meditate: Check In begins at 8:30am on Sat Jan 2	15	

12/21/2016	Abboy Bloviak	Play is for Everyone! Two Shambhala Play Classes next week: Deep Play on Wed, Jan 6 + Transforming Playfully	1441	
	Abbey Pleviak	on Sat, Jan 9 Shambhala class Meditation in Everyday Life: Check In	4	
	Abbey Pleviak Abbey Pleviak	Begins at 6:30pm on Mon, Jan 4 Shambhala class Meditation in Everyday Life: Check In Begins at 6:30pm on Mon, Jan 4	6	
	Pub Team	Newsletter: Meditation in Everyday Life; Bodhisattva Path Study Group; Deep Play; Transforming Playfully; Sadhana of Mahamudra	1328	26.02% / 7.09%
1/5/2016	Pub Team	For Bernard and John	2	100.00 % / 0.00%
1/5/2016	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	28	
1/5/2016	Abbey Pleviak	Shambhala Deep Play Lab is tomorrow! Check-In @ 5:30pm	12	
1/6/2016	Abbey Pleviak	Shambhala class: Wisdom in Everyday Life, begins NEXT WEEK! on Wed, Jan 13	10	
1/8/2016	Abbey Pleviak	Shambhala Training Level I: The Art of Being Human: Next Week! Jan 15 + 16	1453	
1/8/2016	Abbey Pleviak	Transforming Playfully check in begins 12:30pm on Sat, Jan 9	7	
1/8/2016	Abbey Pleviak	Check in for Meditation in Everyday Life begins at 6:30pm on Mon, Jan 11	5	
1/8/2016	Abbey Pleviak	Check in for Meditation in Everyday Life begins at 6:30pm on Mon, Jan 11	6	
1/11/2016	Pub Team	Newsletter: Mahayana Liturgy; Aging in Enlightened Society; Meditation in Everyday Life; Wisdom in Everyday Life; Young Meditators Group; Level I;	1338	24.55% / 6.59%
1/11/2016	Pub Team	For Bernard and John	2	100.00 % / 0.00%
1/11/2016	Pub Team	For Bernard and John	2	100.00 % / 0.00%
1/14/2016	David Engelbrecht	Shambhala Day: Member's Oath	131	
1/14/2016	Abbey Pleviak	Shambhala class Level 1: The Art of Being Human: Check In begins at 6:30 pm on 1/15/16	7	

1/14/2016	Abbey Pleviak	Shambhala class Level 1: The Art of Being Human: Check In begins at 6:30 pm on 1/15/16	6	
1/15/2016	Abbey Pleviak	Next Week in Shambhala! BGIII: What is Real? The Basic Goodness of Reality	1454	
1/18/2016	Pub Team	Newsletter: Aging in Enlightened Society; Bodhisattva Path SG; Meditation Warriors Book SG; Council Meeting; What is Real; BG III; Shambhala Sadhana	1337	23.20% / 5.16%
1/19/2016	Janie Paige	Shambhala Sadhana Feast, 7pm this Sunday!	129	
1/19/2016	Janie Paige	CORRECTION: Shambhala Sadhana Feast is on the 24th at 6:45pm (This Sunday!)	129	
1/19/2016	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	16	
1/19/2016	Deborah Kuprunas	Welcome to Portland Shambhala Newsletter!	7	
1/20/2016	Pub Team	This Month at Shambhala - January and February gatherings, programs, and events	1409	11.46% / 0.29%

What catches people's attention in our Newsletter? The following links had 8 or more people click on a Newsletter link. (Here is the click data on all the links in our MailChimp emails.)

date sent	Unique Clicks	root url
12/21/2015	35	http://shambhalatimes.org/2014/12/25/how-should-a-buddhist-respond-to-merry-christmas/
12/21/2015	16	http://shambhalatimes.org/2015/12/16/awake-and-ready-to-wear/
12/21/2015	14	Dec 21 - Bodhisattva Path Study Group
12/21/2015	12	http://www.lionsroar.com/how-to-do-mindfulness-meditation/
12/21/2015	8	Jan 6 - Deep Play
12/21/2015	8	Jan 9 - Transforming Playfully
12/28/2015	27	http://www.lionsroar.com/year-end-thich-nhat-hanh-health-update-issued-by-plum-village/
12/28/2015	8	http://www.lionsroar.com/may-the-fourth-and-luke-skywalkers-wisdom-be-with-you/
12/28/2015	9	http://portland.shambhala.org/2015/12/28/a-buddhist-alcoholic-getting-sober-in-a a/
12/28/2015	7	https://sakyonglineage.org/childrens-day-message/
1/4/2016	28	http://www.lionsroar.com/5-practices-for-nurturing-happiness/
1/4/2016	16	http://shambhalatimes.org/2016/01/02/mindfulness-as-a-path-to-wellness/
1/4/2016	9	Jan 6 - Deep Play

		http://portland.shambhala.org/2015/12/30/seeking-a-new-director-of-practice-an
1/4/2016	10	d-education/
1/4/2016	10	Jan 11 - Meditation in Everyday Life
1/4/2016	8	http://www.lionsroar.com/another-new-year-january-2012/
1/4/2016	5	http://www.lionsroar.com/our-top-ten-tweets-of-2015-2/
1/4/2016	2	http://portland.shambhala.org/community/groups-projects/queer-dharma/
1/4/2016	8	Jan 9 - Transforming Playfully
1/11/2016	26	http://www.lionsroar.com/thich-nhat-hanh-returns-to-plum-village/
1/11/2016	15	Jan 11 - AGING IN ENLIGHTENED SOCIETY: The Landscape of Aging
1/11/2016	9	Jan 11 - Meditation in Everyday Life
1/11/2016	10	https://www.youtube.com/watch?v=yil9sGCDQJE
1/11/2016	7	http://www.lionsroar.com/shambhala-sun-is-changing-its-name-to-lions-roar-2/
1/11/2016	8	http://www.lionsroar.com/a-new-years-resolution-for-the-planet/
1/18/2016	22	http://www.lionsroar.com/that-time-david-bowie-almost-became-a-buddhist-monk/
1/18/2016	15	http://www.lionsroar.com/zen-teacher-bernie-glassman-stable-after-stroke-official-statement/
1/18/2016	8	http://www.lionsroar.com/comedian-pete-holmes-hosts-buddhist-teacher-david-nichtern-in-new-podcast/
1/18/2016	8	Jan 11 - AGING IN ENLIGHTENED SOCIETY: The Landscape of Aging

Registration and Website Activity

Program Name	Date	Registration	Page Views last week	Page Views total
Deep Play	1/6/2016	16	4	297
Transforming Playfully	1/9/2016	7	3	223
AGING IN ENLIGHTENED SOCIETY: The Landscape of Aging	1/11/2016	11	27	165
Meditation in Everyday Life	1/11/2016	13	56	383
Open House Talk: The Power of Our Habits with Erica Thygesen	1/12/2016		18	27
Wisdom in Everyday Life	1/13/2016	4	30	144
Level I: The Art of Being Human	1/15/2016	13	79	335
Vajrayana Practice Intensives	1/17/2016		15	36
What Is Real? The Basic Goodness of Reality	1/22/2016	13	52	163

Shambhala Sadhana Practice and Feast	1/24/2016		11	21
Open House Talk: Meditation Tips and Benefits with Jay Stewart	1/26/2016		16	16
Khyung Dzong Regimental Don Season Annual Maneuvers	1/29/2016	15	30	139
Dön Season Mamo Chants	1/29/2016		4	14
Dön Season Mamo Chants	1/30/2016		2	4
Neutral Day	2/8/2016		20	28
Shambhala Day Community Celebration	2/13/2016		29	42
Ikebana (Japanese Flower Arranging) Workshop	2/20/2016		17	38
Milarepa	2/21/2016		10	18
Great Eastern Sun	2/27/2016	1	7	69
Learn to Meditate Workshop: Turning the Mind into an Ally	3/5/2016	3	17	50
Spring Arts Festival	3/18/2016		1	3
Level I: The Art of Being Human	3/25/2016	1	6	21
Windhorse	4/8/2016		3	21
Contentment in Everyday Life	4/13/2016		1	17
Sh Art I/II	4/15/2016		2	4
Level II: Birth of the Warrior	4/22/2016		3	21
Ikebana Workshops	4/30/2016		1	5
Sh Art V	5/6/2016		2	4