

TIMC Board of Directors Meeting | August 17, 2019 | 3pm – 5pm
Episcopal Center at Duke
505 Alexander Ave, | Durham, NC 27705

Attendees: Scott Bryce, Emily Burke, Cathy Cole, Mike Hall, Cynthia Hughey,
Leah Rutchick, Sarah Tillis, Ron Vereen
Absent: Phyllis Hicks
Guests: Galen Howlett, Francesca Morfesis, Robert Seyler, Susan Orovitz

The meeting was called to order and a quorum established. The meeting was open.

- There was a 15 min meditation period.
- The communications guidelines recently drafted by the Board were read aloud.
- The agenda presented by the Chair was accepted by the Board.

April 2019 Board of Director meeting minutes

The draft minutes were reviewed previously and revised with recommended edits.

The Board voted unanimously to accept the minutes of the April 2019 Board of Directors meeting.

Financial Report

Ron gave a summary of current balances and recent expenses.

Account balances:

First Citizens -	\$4418.02
Paypal -	\$4849.20
total	\$9,267.22

May 23-26 Retreat

with Ron Vereen and Jeanne van Gemert

There was a positive balance of \$2,604

- based on income of \$9,764 from fees & dana minus total expenses of \$7,160.

Retreat June 1-2 Retreat

with Lama Rod Owens

(jointly sponsored)

TIMC spent \$2,753 to support the event but received sufficient funds to recover the amount.

July 13 Retreat

with Laura deVault, Heather Carp, and Jeanne van Gemert

There was a positive balance of approximately \$150.

Sangha Members Address the Board

I. **Robert Seyler**, representing the Welcoming Committee, asked the Board for feedback to the following questions:

- We notice that some people don't bother using a name tag, but many do. Should we continue providing name tags, or make tweaks to the system?
- How might we improve on the name tag system?
- Is there anything about the newcomers' table that could be improved?
- Is what we are doing benefiting the sangha enough to justify our time and energy?

He explained that the Welcoming Committee is interested in:

- Organizing social events/activities
- Exploring improvements for running the welcome table including use of name tags
- Developing a plan to rotate in new committee members and rotate out retiring members.
- Receiving ideas from the Board and the Sangha .

The Board expressed deep gratitude to the excellent work of the Welcoming Committee and the dedication of its members.

The Board expressed support for the Welcoming Committee to proceed with soliciting feedback from the Sangha.

II. **Galen Howlett** requested feedback on the planning of the September Sangha potluck that he and Robert Seyler have been organizing. He raised questions related to whether there is a specific protocol for organizing and announcing events.

Discussion among the board focused on support for member initiated activities; questions about how events are announced and listed on the TIMC website; how to address liability issues for TIMC sponsored events.

The Board voted unanimously to form an *Ad Hoc* Committee.

Cynthia, Cathey, Emily, Scott, and Sarah volunteered to serve on the committee.

Francesca Morfesis informed the Board about the recent formation of a committee to plan social events for the Sangha in order to foster more connectedness and sense of belonging. She's working with Glaeshia O'Rourke to plan the 10-year anniversary celebration.

Planning of events can be communicated to the board via sanghainput@triangleinsight.org. Messages go to the Chair who redistributes them.

Summary of recent work on development of Operational Norms:

Four retreats have been held since May to allow the Board to draft and discuss Operational Norms and the Communications Guidelines. The next step is to send the drafts to Katherine Turner for review, edits, and formatting followed by presentation to the Sangha for feedback.

The Board determined that the drafts will be ready to submit after they address:

- The starting template for creating an agenda for BoD meetings
- The procedure for managing open sessions of BoD meetings.
- The process for reviewing and approved of BoD meeting minutes
- Guidelines for BoD communications electronically

The Board voted unanimously to schedule a BoD retreat to finalize the norms.

Scheduling of Board Meetings

The formal requirement according to bylaws is to meet once a year. More meetings will be required to address multiple priorities. The importance of a committee structure with board members chairing such committees was discussed as a way to handle substantive work and use board meetings for presentation, refinement, and approval.

The Board discussed setting four meetings dates before the end of the year, with at least one of the dates being a retreat to complete the operating norms.

Indemnification Insurance

The Board discussed a quote obtained by Ron for a 1-year indemnification insurance policy contract by Church Mutual Company for \$465.

The Board voted unanimously to authorize the immediate purchase of a 1-year insurance policy contract at the quoted rate.

The Board voted to adjourn the meeting.