

Community Meeting 23 March 2020

Present: Michelle, Muffie, Chris, Lynn, Jim, LaDawn, Kim Kelso, Andre

We did a brief check in to see how people are doing.

Kim noted that the new [Child Protection Policy](#) has been posted. The new [Care and Conduct Policy](#) is still at the draft stage, and the draft will soon be released.

COVID-19 response and creating a community care team.

Lynn proposed a community care team as a way to support sangha members and friends. Some possibilities:

- Reinvigorate the delek system so that delek members can check in with each other and make sure people are alright.
- Holding open space meetings where people can express themselves.
- Phone tree to disseminate information, ideally as a two-way system where the people who are called will call back; we would need people's permission to participate.

How to implement? Assign or choose people from the members/friends list, and contact them by whatever contact information we have. Start slow, just with outreach, to ask if people want to participate, then see what happens. Create a Google Sheet to keep track? Michelle will create list, with separate members and friends, columns to indicate who's chosen whom and what the response was, then will send the link to attendees of this meeting.

Practice & Education: Virtual sittings

Each sitting has gotten a few attendees, and each umdze has run it a little differently.

- Will we continue? It's time to start a new rota list. Chris will send an email to ask if we want to continue and who can/wants to lead Zoom sessions.
- Use personal meeting ID to get all of our links to be the same.
- Should we offer meditation instruction virtually? Create a separate meeting link for meditation instruction? We could use breakout sessions for instruction, but this could get messy. We could try Facebook Live, but using different platforms could be confusing. LaDawn will work on setting up Zoom links for instruction with Michelle and Andre.
- Edit website to make calendar easier to find. Add calendar to the menu header. Add a statement to Ongoing Offerings about virtual sittings. Michelle will work on this.
- Make sure to post chants.

Financial update and projections.

- Andre reviewed finance reports from 2018-2019. We're often in the red, and while we're covering it from savings at the moment, that savings is being depleted. Our membership dues also dropped markedly in February. With social distancing in place, it's hard to increase revenue, so we may have to reduce expenses.

- Can we offer classes online? Shambhala Training might not work, but there may be other topics. See how ABQ's online program this weekend goes to see if it will be a model for us. Kim offered to come up with a course offering.
- If we're calling people on a phone tree, can we ask them about donating? This will vary widely from person to person, especially since some people are being laid off. Be aware of the tone of the conversation to see whether this kind of question is appropriate.
- Would Richard be willing to give us a break on the rent? Muffie can ask Barbara about talking to him. Andre will offer some supporting numbers.
- How do we project our income and expenses for the remainder of the lease? Andre is working on a model for this that could include milestones such as when we might need to search for a new Center.
- Steve's monthly/quarterly summary might be easier to view for community meetings; Andre will look into distributing this.
- Andre will work with the finance team on better capturing information for program registrations and payments. He also noted that the finance team is open to anyone who wants to join.
- Are we still paying the cleaning crew while we're closed to the public? The group agreed to suspend this while we're not open. Muffie will get contact information from Lynn and follow up with them.
- Can we also suspend Cox? There may be a vacation suspension to allow us to do this without paying a fee to restart it later. Muffie will follow up on this.
- Can we reprogram or turn off the thermostat until April/May? Muffie will check whether Barbara has done this.
- Can we suspend payment to Shambhala Global Services? LaDawn will contact Faradee Rudy about options to temporarily suspend payment while we're shuttered.
- Chris will set a date for a P&E meeting to talk about online programs.

Next meeting: Sunday 4/26 at 11:30

Agenda:

- When do we reopen to in-person meetings?
- Follow up on monthly payment to Shambhala Global Services?
- Report on P&E meeting?