

## **SnowFlower Sangha Annual Business Meeting July 21, 2008**

Present: Celeste, Cheri, David, Efrat, Karen, Karuna, Jane, Jim, John H., Linda, Mary G., Mary M., Micha, Savitri, Stephen S., Susan O., Susan P., Susan S., Suzanne, Walt.

Minutes taken by Susan O.

### **Reminder of the correct spelling of our name**

Members were reminded that the original spelling of our group is SnowFlower Sangha. We all are encouraged to remember this and spell SnowFlower with right attention.

### **Listserve and member contact list**

The differences between the SnowFlower email listserve and the SnowFlower member contact list were clarified:

- The SnowFlower listserve reaches a wide audience, including SnowFlower members who have moved away and interested persons in and outside of Madison who do not generally (or at all), attend SnowFlower Sangha. Sign up for the listserv by contacting David Haskin, [dhaskin@gmail.com](mailto:dhaskin@gmail.com), or by going to [www.snowflower.org](http://www.snowflower.org)
- The SnowFlower member list is available only in hard copy at meetings and includes last names, addresses and phone numbers. Its purpose is to help members more easily communicate with each other. The member list is updated each summer by Mary Gallagher, [marygal@tds.net](mailto:marygal@tds.net).

New members of SnowFlower will need to be told of the difference between the two lists and how to access both. In signing up for one, they are not signing up for the other. The differences between the two have not always been clear. This has in the past inadvertently kept new members from accessing information on the listserve.

### **Appropriate use of the listserve**

Anyone may send a notice to the listserve. We make no attempt to monitor contributions. We ask that anyone thinking of making any announcement or sharing an appeal consider carefully the Mindfulness Trainings. If you have any question about whether your post is appropriate, consider making your own distribution list of people you know will be receptive. You could use the Member List and consult both the Fourth Mindfulness Training (from the Five) and the Tenth Mindfulness Training (from the Fourteen).

### **Current Sangha organizational structure.**

The general feeling was that the new SnowFlower Sangha structure of three councils has worked very well this year.

To facilitate members' volunteering for new terms on the councils, the roles and responsibilities of the three councils were described by Jim R. (Care Taking Council), Lisa G. (Schedulers' Council), and Karuna (Steering Council). The needs for a librarian and for volunteers to help with the fall retreat were also explained.

The use of and our attention to the website were also discussed. A next focus for councils could be to make sure that important information is posted to the site (e.g., the yearly updated Roles and Responsibilities document, **current and updated Tuesday and Friday leaders' responsibilities**, and calendar information about our annual fall retreat).

When he sends the newsletter bi-monthly to the webmaster for posting, David H. will also send any document updates he has received during that two month cycle.

The newsletter will print the names of all documents that are to be posted to the website and once a year print a list of all the documents available on the website.

As use of email and the internet change, we will need to change how we disseminate important information. John suggested highlighting what is most important for members to know on a 'corkboard' on our site. Members could be notified through our listserve when new things are posted to the corkboard.

Certain roles and responsibilities such as librarian and communications are not attached to a specific council. This was purposive – we want Sangha to be a living organism that invites new roles and focus. Not all Sangha functions or events need go through a council.

Attendance at councils by non-council members. Members wishing to bring an issue to a council should contact the convener of the council. They will be placed first on the agenda, with 5-15 minutes set aside for discussion of the issue. After discussion of the issue, only council members will remain to discuss the other agenda items. Members agreed this was the best way to balance keeping meetings open, valuing the time of the volunteers on the council, and maintaining continuity in council meetings.

## **Minutes of council meetings**

Minutes of council meetings will now be taken for each meeting and posted to the Sangha website.

1. A member will take minutes.
2. The minutes will be circulated to council members for corrections.
3. The corrected minutes will be sent to David H. He will then see that they are posted to our site.

Minute takers are reminded that the minutes should reflect the decisions of the council and do not need the specific detail of the conversation at the meeting. Transparency is the principle of the minutes, with appropriate concern also importantly given to confidentiality and right speech.

SnowFlower members also decided years ago not to post Sangha members full names on our site. (This is why the member contact list is only available in hard copy at Sangha meetings.) Members mentioned in council meetings should be identified by their first name (and last initial if there is more than one person by the given name).

Members discussed using pdf format for files sent through the listserv to limit potential for viruses. No clear decision was reached, but members are encouraged to move in this direction.

## **New volunteers for 2008-2009.**

These members volunteered for new council roles.

### Schedulers Tues:

Nov-Dec Mary M. (filling 1-year term)  
January-February Maureen (filling 3 year term)  
March-April Cheri (filling 2-year term)

### Schedulers Friday

March-April Steve S (3-year term)  
May-June Karuna (filling 3-year term)

### Care-Taking Council

Carol 3-year term  
Celeste 3 year term  
Susan S 2-year term

### Steering Council (all three year terms)

Rep from Tuesday: Walt  
Rep from Care-Taking: either Jim or Carol (they will talk and decide).  
At-large: Efrat and Savitri (while this is an extra position on the Council, following up on Micha's suggestion, both will become members of the Council).

Friday Library: Jane and Micha

## **Conflict Resolution in the Sangha**

The Steering Council is the designated place where Sangha members may go to resolve conflicts within the Sangha. The council studied various conflict processes and suggests these as best able to meet SnowFlower Sangha and individual Sangha members' needs. The Steering Council proposed the following:

- As necessary, specific members may be called upon in the case of conflict between Sangha members. If so, that third party's role will be that of 'deep listener', rather than mediator.
- Sangha members are encouraged to talk with each other in the case of conflict. As Sangha members wish, third parties may be present for this dialogue.
- No one formal mechanism will be established to resolve conflict. The Steering Council will instead encourage dialogue, deep listening and loving speech among members as a means of addressing conflict. Again, one or both of the parties may request the participation of a third Sangha member for this talk.

Sangha members are encouraged to turn to any of the following resources in resolving conflict:

- The Fourth Mindfulness Training
- Non-violent Communication
- Beginning Anew
- Peace Treaty
- Metta Practice
- Shining the Light.

Details of these practices are given in the attachment, *Snowflower Sangha Annual Business Meeting 2008 Conflict Resolution.doc*

### **Budget and Decisions on SnowFlower Sangha Annual Dana (giving)**

SnowFlower Sangha had \$5157.11 in account as of 6/30/2008. Some of these monies were needed for expenses incurred by the Sangha, leaving \$2853.40 in discretionary funds.

SnowFlower Sangha members decided to give a total of \$1500 to the following groups and needs.

\$300 each to

*Foundation for the People of Burma*, for flood relief in Burma  
*Love and Understanding Project*, to support Thay's work in Vietnam  
*Tassajara Zen Mountain Center*, in response to the recent fire

\$100 each, for flood relief in Wisconsin to:

*Wisconsin Council of Churches*  
*Salvation Army*  
*International Red Cross*

\$100 each to:

purchase Thay's books to send to prisons  
*Heifer International*  
Dhazay, a Tibetan student, to support her nursing studies in India

Monies are also being set aside for scholarships for SnowFlower members to attend retreats. The Steering Council suggested to Sangha that we set aside ten scholarships of \$150 each for Sangha members to attend the fall retreat, but Sangha members have in the past not asked for this much assistance. It was suggested that we instead set aside funds to help members attend larger retreats. After discussion, the decision on this was sent back to the Steering Council.

Respectfully submitted,

Susan O

**Summary Budget Report 7/08 for Annual Business meeting**

Budgeted Amount	Incurred expense	balance remain
Insurance \$1000	\$0	\$1000
Library \$300	\$218.69	\$81.31
Sec. Dep. Retr. \$300	\$300	\$0
Insur. Prem \$252	\$262	-\$10
Copying \$100	\$76.86	\$23.14
Miscell . \$100	\$137.35	-\$37.35
Postage \$50	\$8.40	\$41.60
Rent \$1560	\$1425	\$135
<b>Total \$3662</b>	<b>\$2128.30</b>	<b>\$1533.70</b>

Balance in account 6/30/08	\$5137.11
Less budget reserves	\$1533.70
Less rent payment July 13, 2008	\$770

Discretionary funds available 7/08 \$2853.40  
 (balance 1/01/08+donations+ retreat profit – expenses to date)

**SnowFlower Sangha**  
**Treasury Report**  
**7/01/07 – 6/30/08**

**Standard Non-Retreat Income and Expenses**

<b>Income</b>	<b>Total for date range</b>
Weekly Donations	\$2668.20
Other Income, business	\$70
<u>Refund</u>	<u>\$17.17</u>
Total	\$27.55.37

<b>Expenses</b>	<b>Total</b>
Charity	\$45
Committee Project	\$63.28
Insurance	\$262
Library	\$218.69
Printing and Reprod	\$76.69
Postage/stamps	\$8.40
Rent	\$1425
<u>Supplies, bus/miscel.</u>	<u>\$29.07</u>
Total	\$2128.30

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**Retreat Info**

Income	
Love + Understanding	\$530
Scholarships	\$170
<u>Registration Fee</u>	<u>\$13010</u>
Total	\$13710

**Retreat Expenses**

Dining	\$6882.75
Housing	\$3669.00
Refunds	\$275
Ads	\$85
Misc.	\$46.43
<u>Charity/LUP</u>	<u>\$530</u>
Total	\$11,468.18