

# **Vancouver Island Vipassana Association Trust Meeting**

**June 18, 2007**

**Victoria, BC**

## **1. Meditation (3 minutes)**

## **2. Introductions**

- round of introductions
- attendance – trust members - Robert, Hope, Steve, ATs - Evie, Jenny, Friends - Harry, Su
- review the agenda, add any needed items & prioritize
- set time for meeting & agenda items
- read Trust meeting guidelines

## **3. Announcements**

## **4. Corrections & Approval of past minutes**

- May minutes
- Review task list from May Trust Meeting

### **Committee Reports:**

#### **5. email decisions - none**

#### **6. AT/Executive Committee Report –no report**

#### **7. The Rezoning Committee- Carl/Bob (co-ordinators) members:Evie, Bill, Steve, Jenny AT Advisor: Bob**

##### **Report by Harry:**

June 4<sup>th</sup> EASC (Area Directors') meeting where Bob was available to give a short presentation but the directors didn't require it, other than to request a revision to the planned bylaw amendment. Due to the high volume of letters of support it was decided there was no need for a public hearing. One director needed some clarification, but all were in agreement to pass a resolution (unanimously), from the EASC directors to the CVRD board, to go to public notice rather than public hearing. Four By-law readings are then required.

On Wednesday June 13<sup>th</sup>, the first three readings were given and passed very quickly. The fourth reading will more than likely be held on July 11<sup>th</sup>. This notice will be placed in the local newspapers before the 4<sup>th</sup> and final reading, to allow any other objections or support to be raised.

Yves Guillard, a French archeologist AT came to the property to take aerial photos of the center land. Both visits were productive and the images will be posted on the VIVA website.

#### **8. The Subdivision Committee- (co-ordinator) Bob/Carl (members) Evie, Jenny, Bill, Harry, Steve, (AT Advisor: Bob**

##### **Report by Evie:**

Last trust meeting it was decided not to move forward over the summer, but that changed due to the amount of time it would take to complete the tasks to get the lot subdivided and ready for sale. It was decided that Bob, Jenny and Evie would be capable of doing the work. Ed Wilson made several helpful suggestions. We met with Doug Wittich on site re Environmental clean up of site, and he said he was capable of cleaning up the site and then writing a site report profile. This will be a clean Phase 1 report. He will do this within the next two weeks or so.

RAR quotes were obtained from two consultants Ted Burns was chosen. He will do a Riparian Area Assessment Report, (and also a Section 9 Report for the bridge crossing). Ed Wilson then takes all the riparian and septic field location data to provide a building envelope.

After this a well site will be chosen and dug, likely within the next three weeks. We need either a well or a hydrologist's report to get a development permit.

A development permit will then be filed, likely taking about six months to complete.

**9. Community Relations Committee-** (c) Robert (m) Harry, Bob, Bill, Sue, Deana  
(Ata) Evie

#### **June CRC meeting report**

##### **Report by Robert:**

On June 9<sup>th</sup> I volunteered, on behalf of VIVA, at the C of C booth during the LC Lake Days Event.

On June 13<sup>th</sup> I attended the C of C annual summer BBQ, the next chamber meeting will be in September.

##### **May 07 Chamber of Commerce meeting: Report from Bob:**

I sat beside Brooke Hodson with Joe Allan (Area F director) to his left. They both implied that our rezoning application looks good and that there had been a lot of support for it. Joe Allan even said that there was quite a bit of interest in our program. I told him we were going to ask for a meeting with him. He said there was really no need as he was certainly in favour of it.

I also took the opportunity to mention to Brooke that Kate Miller mentioned that Brooke told her something about annexing to the city as being an option for the 4 acre subdivision. He explained that he was not proposing that we do that but that, if we wanted to get city water or sewer that would be the direction we should go (and thereby implying to me, and presumably to Kate Miller, that he was not opposed to it).

Also, Brooke, Kate, and some APC members have all said that they see our proposed use of the 13 acres as being a good use for this location as a transition between denser urban development and forestry lands.

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## **10. Outreach- (c) Robert – (m) Hope, Harry, Sue (ata) Evie Report by Robert:**

- Read Prison Report (see below)
- Change ad contact info in LC Gazette to remove Don's phone number and replace with Robert's.
- The remaining Day Sits for this year will be: September 8<sup>th</sup>, October 13<sup>th</sup>, November 10<sup>th</sup> and December 8<sup>th</sup>.

Attendance at the downtown weekly group sit location is minimal at this time however the sits will continue throughout the summer months. I spoke with the assistant executive director who I have known for some time, she does not expect any changes to the agreement we have regarding our use of this space.

### **Prison Outreach report for June 07 VIVA trust meeting**

On May 16<sup>th</sup> 2007 Evie and I made a presentation to the staff at the VIRCC. The presentation was for approximately 2 1/4 hours, the format was:

- Provide an overview of the meeting topics
- Introductions, enquires into what programs along the lines of meditation/relaxation are they currently offering
- Showing of Changing from the inside
- Power Point presentation
- Showing of 10 minute Donaldson DVD
- Question and answer period
- Participants were provided with a paper copy of the power point presentation. As well we left with them a copy of each video and the letters collected from Donaldson inmates who participated in the Donaldson Vipassana course and posters.

In attendance where:

Vipassana representatives: Evie Chauncey, Robert Baker

VIRCC staff:

Scott Bezeau: Psychologist with Adult Corrections and with Youth Forensic Psychiatric Services who oversees the program content of the therapy groups that run in the jail. Scott completed a 10-day Vipassana course many years ago.

Shabe Lohrasbe: a Forensic Psychiatrist, who provides psychiatric services to VIRCC and works in private practice doing court work and assisting people with end stage of life issues. He has an abiding interest in Buddhism and meditation.

Christin Keeler: a Forensic Liaison Nurse with Adult Forensic Psychiatric Services. She aids in transitioning inmates with mental disorders into community living.

Teri DuTemple: Director of Programs at VIRCC. She organizes all of the programs that operate in the jail and is particularly interested in programming for inmates with mental disorders.

Mike: Assistant Deputy Warden, in charge of Security

Notes:

- Provincial Institution is under 2years.
- Have beds for 2500 and currently have 2624 inmates
- Limiting factors is space and need of a security personal in attendance at all times.

Summary:

They were excited and open

They are looking at space at the new Burnaby women's facility.

Security, when looking at their present procedure, would not work for us and would have to be looked into further.

On May 28<sup>th</sup> I sent an e-mail to Scott & Teri thanking them for the opportunity to present and about initiating some correspondence with Government regarding Vipassana in BC prisons.

## **11. Finance Committee Report- (c) Hope (ata) Evie**

**Report by Hope:** (see attached)

### **JUNE 2007 VIVA FINANCIAL REPORT**

#### **Balances**

VanCity

- Community Service Account 001, June 18, 2007: \$4,046.57
- 12 Month Term 001 65,000.00
- Membership Shares 50.52

#### **Loans – Forgivable**

- VF July 25/06 \$769,577.22
- VF Nov 1/06 \$ 11,322.81
- VF Dec 30/06 \$ 11,000.00
- VF Mar 26/07 \$109,090.00

#### **Tasks completed since last meeting, May 14, 2007**

- Invoices approved and paid as received for:
  - Centre land development travel/office costs
  - Outreach travel/office costs
  - Centre land study/4-acre interceptor (OSI)
  - Bookkeeping services
  - Mailed cheque in the amount of \$3,977.26 post dated to June 29 to the Minister of Finance for 2007 land taxes
- Addition made to Chart of Accounts with email approval from Trust:

- CA5561 – Consulting Fees & Studies – to the Subdivision 4-acre lot section with a budget of \$2300
- Addition to budget by committee approval, \$1200 for cleanup and \$5000 for well drilling.
- Receipts and invoices for May delivered to bookkeeper.

## 12. Shawnigan Lake Course Committee – no report

### Discussions & New Business:

- Should we have a course at Shawnigan Lake in 2008. Jenny will act as coordinator.

## 13. Proposals

- **Trust Decision: To sell the 4 acre property at open market value after center rezoning has passed.** - **Trust Decision: To offer a 10 day course in October 2008**

Hope will send out the task list

## 15. Evaluation of Meeting

## 16. Future meeting dates - Monday August 6<sup>th</sup> at Dhamma Modana

## 17. Meditation (3 min)

| VI Vipassana Association     |             |              |             |            |
|------------------------------|-------------|--------------|-------------|------------|
| Comparative Income Statement |             |              |             |            |
|                              |             |              |             |            |
|                              | May Actuals | Year to Date | Budget      | Net Change |
|                              | 05/01/07 to | 01/01/07 to  | 01/01/07 to |            |
|                              | 5/31/2007   | 5/31/2007    | 12/31/2007  |            |
|                              |             |              |             |            |
| EXPENSE                      |             |              |             |            |
| 5082 - VI Contingency Fund   | 0.00        | 0.00         | 0.00        | 0.00       |

|                                     |               |               |                 |                  |
|-------------------------------------|---------------|---------------|-----------------|------------------|
| 5085 - VI Bank Charges & Interest   | (0.88)        | (8.23)        | 0.00            | -8.23            |
| 5090 - VI Bank Chg. & Interest USD  | 0.00          | 0.00          | 0.00            | 0.00             |
| 5091 - VI Credit Card Discounts     | 0.00          | 0.00          | 0.00            | 0.00             |
| 5093 - VI Foreign Exchange          | 0.00          | 0.00          | 0.00            | 0.00             |
| 5095 - VI Interest - Long Term Debt | 130.00        | 626.26        | 4,200.00        | -3,573.74        |
| <b>VI - Total Finance Expenses</b>  | <b>129.12</b> | <b>618.03</b> | <b>4,200.00</b> | <b>-3,581.97</b> |
|                                     |               |               |                 |                  |
|                                     |               |               |                 |                  |
| 5135 - Childrens Courses            | 0.00          | 0.00          | 0.00            | 0.00             |
| 5145 - Day Sitting Rent Expense     | 0.00          | 75.00         | 850.00          | -775.00          |
| 5147 - Group Sitting Rent/Supplies  | 0.00          | 139.15        | 700.00          | -560.85          |
| <b>Total Day Course Expenses</b>    | <b>0.00</b>   | <b>214.15</b> | <b>1,550.00</b> | <b>-1,335.85</b> |
|                                     |               |               |                 |                  |
|                                     |               |               |                 |                  |
| 5205 - Non VI Online Service        | 0.00          | 0.00          | 0.00            | 0.00             |
| 5210 - Non VI Online Service USD    | 0.00          | 0.00          | 0.00            | 0.00             |
| 5215 - Non VI Office Expenses       | 0.00          | 66.70         | 150.00          | -83.30           |
| 5220 - Non VI Telephone Expenses    | 0.00          | 0.00          | 0.00            | 0.00             |

|  |               |                 |                  |                  |
|--|---------------|-----------------|------------------|------------------|
| 5225 - Non VI<br>Newsletter            | 0.00          | 0.00            | 0.00             | 0.00             |
| 5226 - Outreach                        | 0.00          | 484.04          | 0.00             | 484.04           |
| <b>Total Non VI<br/>Expenses</b>       | <b>0.00</b>   | <b>550.74</b>   | <b>150.00</b>    | <b>400.74</b>    |
|  |               |                 |                  |                  |
| 5405 - Accounting                      | 0.00          | 299.98          | 730.00           | -430.02          |
| 5410 - Finance Audit                   | 0.00          | 0.00            | 1,000.00         | -1,000.00        |
| 5415 - Amortization<br>Expense         | 0.00          | 0.00            | 0.00             | 0.00             |
| 5420 - Legal Fees                      | 0.00          | 4,103.71        | 4,100.00         | 3.71             |
| 5425 - Suspense                        | 0.00          | 0.00            | 0.00             | 0.00             |
| 5430 - Currency<br>Exchange & Rounding | 0.00          | 0.00            | 0.00             | 0.00             |
| 5440 - Educational                     | 0.00          | 212.00          | 0.00             | 212.00           |
| <b>Total General<br/>Expenses</b>      | <b>0.00</b>   | <b>4,615.69</b> | <b>5,830.00</b>  | <b>-1,214.31</b> |
|  |               |                 |                  |                  |
| <b>Total VI Expenses</b>               | <b>129.12</b> | <b>5,998.61</b> | <b>11,730.00</b> | <b>-5,731.39</b> |
|  |               |                 |                  |                  |
|  |               |                 |                  |                  |
|  |               |                 |                  |                  |
| <b>Subdivision 4 acre lot</b>          |               |                 |                  |                  |
| 5545 - Interceptor<br>Drain            | 1,601.67      | 17,321.10       | 11,000.00        | 6,321.10         |
| 5550 - Septic<br>Construction          | (1,900.00)    | 510.94          | 0.00             | 510.94           |

|                                     |                 |                  |                  |                    |
|-------------------------------------|-----------------|------------------|------------------|--------------------|
| 5555 - Well                         | 0.00            | 0.00             | 10,000.00        | -10,000.00         |
| 5560 - Subdivision Applict. Review  | 0.00            | 0.00             | 0.00             | 0.00               |
| 5561 - Consulting Fees & Studies    | 0.00            | 0.00             | 2,300.00         | -2,300.00          |
| 5565 - Subdivision Legal Fees       | 0.00            | 175.26           | 1,500.00         | -1,324.74          |
| 5570 - Legal Survey                 | 0.00            | 0.00             | 5,000.00         | -5,000.00          |
| 5575 - Office Costs                 | 0.00            | 0.00             | 50.00            | -50.00             |
| 5580 - Travel Costs                 | 0.00            | 112.00           | 200.00           | -88.00             |
| <b>Total Subdivision 4 acre lot</b> | <b>(298.33)</b> | <b>18,119.30</b> | <b>30,050.00</b> | <b>(11,930.70)</b> |
|                                     |                 |                  |                  |                    |
| <b>Centre Land Development</b>      |                 |                  |                  |                    |
| 5587 - Environmental - Wittich Fees | 0.00            | 0.00             | 5,000.00         | -5,000.00          |
| 5590 - Environmental - Remediation  | 0.00            | 561.37           | 10,000.00        | -9,438.63          |
| 5592 - Infrastructure - Roads       | 0.00            | 492.90           | 2,000.00         | -1,507.10          |
| 5593 - Infrastructure - Well        | 0.00            | 0.00             | 0.00             | 0.00               |
| 5594 - Infrastructure - Septic      | 0.00            | 371.00           | 0.00             | 371.00             |
| 5595 - Community Relations          | 88.93           | 431.02           | 1,000.00         | -568.98            |
| 5597 - Office Costs                 | 65.74           | 85.14            | 0.00             | 85.14              |
| 5599 - Travel Costs                 | 720.10          | 760.10           | 1,500.00         | -739.90            |
| 5602 - Rezoning Fees                | 0.00            | 2,200.00         | 2,200.00         | 0.00               |

|   |                |                   |                   |                    |
|---|----------------|-------------------|-------------------|--------------------|
| 5605 - Consulting Fees and Studies      | 116.60         | 4,796.60          | 6,000.00          | -1,203.40          |
| 5607 - Public Notification & Hearings   | 0.00           | 0.00              | 1,500.00          | -1,500.00          |
| 5609 - Legal Fees                       | 0.00           | 11.09             | 1,500.00          | -1,488.91          |
| 5610 - Legal Survey                     | 0.00           | 0.00              | 3,000.00          | -3,000.00          |
| 5612 - Property Taxes                   | 0.00           | 0.00              | 3,000.00          | -3,000.00          |
| 5615 - Insurance                        | 0.00           | 1,300.00          | 3,000.00          | -1,700.00          |
| <b>Total Centre Land Development</b>    | <b>991.37</b>  | <b>11,009.22</b>  | <b>39,700.00</b>  | <b>(28,690.78)</b> |
|   |                |                   |                   |                    |
|   |                |                   |                   |                    |
|   |                |                   |                   |                    |
| <b>Total Vanc. Island Centre Search</b> | <b>-298.33</b> | <b>18,119.30</b>  | <b>30,050.00</b>  | <b>-11,930.70</b>  |
|   |                |                   |                   |                    |
| <b>Total VIVA Donations</b>             | <b>0.00</b>    | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>        |
| <b>Total VIVA Expenses</b>              | <b>822.16</b>  | <b>35,127.13</b>  | <b>81,480.00</b>  | <b>-46,352.87</b>  |
|   |                |                   |                   |                    |
| <b>Net Income VIVA</b>                  | <b>-822.16</b> | <b>-35,127.13</b> | <b>-81,480.00</b> | <b>46,352.87</b>   |