

**BOARD OF REGENTS
MEETING OF JUNE 18, 2016**

The meeting was called to order at 9:30 A.M. by Steve F., Chairman Board of Regents.

Present: Bernie G., John C., Mike S., Pat S., Peter A., Steve F., Woodie H. and Karen H., International Executive Secretary.

Present by Telephone: Bill B. and *Leanne W.

Calvin C., first on the replacement list was also present.

*Leanne W. had to leave the meeting during the discussion of the budget.

A. The minutes of the May 21, 2016 Board of Regents meeting were read and approved.

Motion seconded and passed

For – 9 Against – 0 Abstained – 0

B. The operating statement for May 2016 was read and approved.

Motion seconded and passed

For – 9 Against – 0 Abstained – 0

C. REVIEW ANNUAL BUDGET.

Karen H. thanked Peter A. for all the work that he put in on the 2017 budget. Peter A. gave a review of the printout of the new format that he put together, and went over line by line each expense and anticipated revenue item. There was a motion made to approve the 2017 budget as presented. *Leanne W. left the meeting during the above discussion.

Motion seconded and passed

For – 8 Against – 0 Abstained – 0

OLD BUSINESS

A. LIFELINERS

There were 12 new Lifeliners as follows:

Arizona – 2 California – 3 Maryland – 1 Minnesota – 1 Nevada – 1 New Jersey – 1
New York – 1 Pennsylvania – 1 Mexico - 1

NEW CANS

There were no new Cans.

GROUP INFORMATION REQUEST FORMS RECEIVED PRIOR TO SENDING
STARTER KITS – 8

Eight Starter Kits were sent out as follows after receiving the Group Information Request Forms for the month of May:

Los Olivos, CA	Vista, CA	Parker, CO	Paducah, KY
Metairie, LA	Milwaukee, OR	Germantown, TN	Santiago, Chile

PRISON STARTER KITS SENT: 3

Branchville, IN and (2) Leavittsburg, OH

B. LIFE-LINE BULLETIN.

Karen H. reported that the June issue of the Life-Line Bulletin went online this past week. The Trustee website was viewed from 19 different countries. There were 262 individual views of the Life-Line Bulletin since the last Board of Regents meeting. There were some small problems with the printed version of May's bulletin, which should be corrected with future issues. We did receive a few complaints from subscribers to the printed Bulletin.

C. FINANCIAL SOFTWARE UPDATE.

Peter A. and Karen H. met with the accounting firm and they recommended that we purchase the software instead of using the online web-based version. The importance of having a back-up system in place was discussed and will be in place once the software is installed.

D. SPRING 2017 BOARD OF TRUSTEES MEETING HOTEL CONTRACT.

Steve F. gave a report to the Board that after a couple of adjustments, the contract was revised with the appropriate changes and signed by Andy R., Chairman of the Board of Trustees and the Hotel contact. A copy of the signed contract is on file at the I.S.O.

NEW BUSINESS

A. OFFICE EMPLOYEE STAFFING UPDATE.

Steve F. reported that after the May meeting of the B.O.R., one of our employees gave us their notice that they will no longer be working for us. Steve F. asked Peter A. to work with Karen H. on getting a new employee, to fill the position. After selecting a person from a temp agency, the person worked in the office and it was determined that they had great qualifications and can do the job really well. The person is already trained in Quick Books which is a plus since that is the new software that will be implemented. After a discussion, there was a motion made to hire the person full time, effective June 27, 2016.

Motion seconded and passed

For – 8 Against – 0 Abstained – 0

B. DISCUSS MOVING LIFE-LINE BULLETIN TO I.S.O. WEBSITE AFTER 2ND B.O.T. GUIDANCE CODE VOTE IN SAN DIEGO.

Bill B. discussed this item and a discussion ensued. The cost involved to relocate the Bulletin to the I.S.O. website was uncertain. This item will be on the July agenda for further discussion.

C. DISCUSS CORPORATE BY-LAWS.

Bill B. said that corporate By-Laws are not literature; he said it is a legal document. There will be an agenda item to discuss this in July to determine if the Board of Regents wants to submit an item for the San Diego agenda. The deadline to submit items is August 7, 2016.

D. ELECTION OF OFFICERS FOR 2016/2017 BOARD OF REGENTS.

An election was held by the current Board of Regents members with the following candidates elected for the term of July 1, 2016 through June 30, 2017.

CHAIRMAN:	John C.
VICE-CHAIRMAN:	Bernie G.
TREASURER:	Peter A.

RECORDING SECRETARY: Woodie H.
ASSISTANT RECORDING SECRETARY: Steve F.

E. DISCUSS AND SET DATE FOR JULY B.O.R. MEETING.

It was determined that the regularly scheduled July Board of Regents meeting needed to be changed because of a conflict. There was a motion made to reschedule the meeting to July 23, 2016.

Motion seconded and passed
For – 7 Against – 0 Abstained – 1

<u>For – 7</u>	<u>Against – 0</u>	<u>Abstained - 1</u>
Bernie G.		Mike S.
Bill B.		
John C.		
Pat S.		
Peter A.		
Steve F.		
Woodie H.		

The collection in the amount of \$32.00 was taken and the meeting closed with the Serenity Prayer at 11:19 A.M. The next meeting of the Board of Regents will be held July 23, 2016 at 9:30 A.M.

Today's Board of Regents meeting had 5 people call in and listen.

Respectfully submitted by Pat S., Recording Secretary