

**BOARD OF REGENTS  
MEETING OF AUGUST 20, 2016**

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

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

Present by Telephone: Bill B., Leanne W. and Peter A.

A. The minutes of the July 23, 2016 Board of Regents meeting were read and approved.

Motion seconded and passed

For – 9                      Against – 0                      Abstained – 0

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

Motion seconded and passed

For – 9                      Against – 0                      Abstained – 0

Peter A. reviewed the I.S.O. Budget results verses Historical Budget and also the I.S.O. Budget model for 2017 by analyzing the actual verses budgeted figures for the Fiscal Year end June 30, 2016.

**OLD BUSINESS**

**A. LIFELINERS**

There were 3 new Lifeliners as follows:

California – 2    Nevada - 1

**NEW CANS**

There were no new Cans.

**GROUP INFORMATION REQUEST FORMS RECEIVED PRIOR TO SENDING  
STARTER KITS – 10**

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

Rancho Cucamonga, CA	San Francisco, CA	Cocoa Beach, FL
Mason City, IA	Ocean Grove, NJ	Schenectady, NY
Muskego, WI	Vancouver, BC	Jerusalem, Israel
Ugchelen, Netherlands		

**PRISON STARTER KITS SENT: 1**

Fort Dodge, Iowa

**B. FINANCIAL SOFTWARE UPDATE.**

Karen H. reported that the Quickbooks software has been purchased. The new computer and monitor will be ready for the accountants when they come to do the Annual Audit at the end of this month. Procedures for back-up were discussed and a back-up drive will be purchased when we buy the monitor for the new computer.

**C. DISCUSS BY-LAWS.**

Discussion was held by Bill B. on the By-Laws regarding the Board of Regents and the Board of Trustees. This will be discussed at the Board of Regents meeting in September when reviewing the Board of Trustees agenda.

**D. REVIEW STANDING RULES.**

John C., Chairman proposed the following changes to the Standing Rules, Items 1 and 13b as follows:

**Current Version:**

1. The International Service Office will be open Monday through Friday from 7:00 A.M. to 4:00 P.M. Pacific Time.

**Proposed Version:**

1. The International Service Office will be open Monday through Friday from 7:00 A.M. to 4:00 P.M. Pacific Time unless otherwise noted.

Motion seconded and passed  
For – 9                      Against – 0                      Abstained – 0

**Current Version:**

13.    b)        Expenses for such trips, when pre-approved by the Board of Regents shall not exceed \$5,000.00 (five thousand dollars per year).

**Proposed Version:**

      b)        Expenses for such trips, when pre-approved by the Board of Regents shall not exceed \$5,000.00 (five thousand dollars per fiscal year).

Motion seconded and passed  
For – 9                      Against – 0                      Abstained – 0

Steve F. proposed the following change to Standing Rule item 32:

**Current Version:**

32. Current Trustees are always welcome to attend Board of Regents meetings subject to prior notification.

**Proposed Version:**

32. Current Trustees, past Trustees and past Board of Regents members are always welcome to attend Board of Regents meetings subject to prior notification to the Board of Regents Chairman.

Motion seconded and passed  
For – 9                      Against – 0                      Abstained – 0

E. E-READERS FOR COMBO BOOKS.

Steve F. reported on the above item asking for someone to take over the E-Reader project. Peter A. offered to take this over and will be in touch with both Steve F. and Karen H.

NEW BUSINESS

A. ANNUAL AUDIT.

Karen H. reported that the accountants are coming on August 30, 2016 to perform the Annual Audit. John C. asked Karen to look into literature that has been in our inventory for an extended period of time and has not been selling. Karen H. and staff will review.

B. REVIEW BOARD OF TRUSTEES AGENDA.

This will be discussed next month.

The collection in the amount of \$20.00 was taken and the meeting closed with the Serenity Prayer at 10:29 A.M. The next meeting of the Board of Regents will be held September 17, 2016 at 9:30 A.M.

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

**Respectfully submitted by Woodie H., Recording Secretary**