

**BOARD OF REGENTS  
MEETING MINUTES OF JANUARY 21, 2023**

**Call to order:** The Chair, Valerie D., called the meeting to order at 9:30 A.M.

The Chair reminded everyone that recording of this meeting is not permitted.

**Roll call was taken by the secretary, Guy H.**

Present: Cathy F., Guy H., John C., Valerie D., Zach M., Israel A., Office Manager

Present by phone: Andre G., Arnie B., Gary M., Jo K., and KC B., International Executive Secretary

**A. Minutes for December 17, 2022:**

A motion was made to approve the minutes as written:

**MOTION SECONDED AND PASSED**

**FOR – 9                      AGAINST – 0                      ABSTAINED – 0**

**B. Operating Statement for December 2022:**

A motion was made to approve the December 2022 Operating Statement as written.

**MOTION SECONDED AND PASSED**

**FOR – 9                      AGAINST – 0                      ABSTAINED – 0**

**OLD BUSINESS**

**A. Office Manager Report – Israel A.**

- Lifeliners – three, CA-1 / FL-2
- New Cans – none
- Group Information requests forms received – none
- Group Information request forms received prior to sending out starter kits – four Starter Kits were sent out to: Indio, CA / New Hope, MN / Bridgeton, NJ / Herkimer, NY
- Prison starter kits – none
- Venmo and Zelle donations were \$1,062.85: Groups \$313.52, 1x Donations \$196.00, LL Donations \$285.00, I.S.O. Cans Contributions \$268.33.
- Review CD/savings accounts with Treasurer and Recording Secretary. This was completed after the meeting.
- PayPal donations link added to website update. It was reported that this is in progress.
- New Pitney Bowes postage meter has been acquired.

**B. International Executive Secretary Report – KC B.**

- December 2022 bulletin completed right after Christmas.
- Reached out to formatter and confirmed that Quark Xpress is the software

used.

- Sent letter regarding B.O.R. elections to all current and past Trustees as it had not been done and was only in the bulletin since November.
- Updated notes to send B.O.R. elections letter to Trustees, Intergroups, and put it in the bulletin at the next election cycle.
- Working on January bulletin which should be finished after getting information needed from the I.S.O.
- Updated prices on literature order form.

**C. By-Laws Committee Report – Jo K.**

- Topics discussed included:
- Clarifying the language in the By-Laws to determine what is required per the State of California and what is procedural in nature.
- A comment was made that By-Laws are needed by certain institutions to conduct business such as opening bank accounts.

**D. Finance Committee – John C.**

- Topics discussed included:
- Lifeliners that do not appear in the monthly Bulletin. This was regarding Lifeliners that donate in a manner other than monthly (annually, quarterly, or semi-annual).
- Literature shipping costs. The office has upgraded the Pitney Bowes postage meter. This machine has new features that have decreased the cost for some of the items that are mailed out.
- Future plans for the committee. The committee plans to continue, and the next meeting is scheduled for 2/14/2023 at 5pm PST.
- CD options for current US Bank CD and new CD with Citibank. US Bank has offered to rollover this 3-month CD which currently earns .05% to a 9-month CD at a rate of 3.90%. The Citibank CD that the B.O.R. discussed last month for a 6-month CD at 3% was not completed. Citibank is now offering a 1-year CD at 4.15%. There are items on the B.O.R. meeting agenda regarding these options. The Finance committee is in favor of both items.

**E. REVIEW AND VOTE ON 2022 FALL CONFERENCE ITEMS THAT AFFECT THE ISO AND THE BOR. – Val D.**

Refer to Fall Board of Trustees meeting minutes October2022, Cancun, Mexico.

A motion was made to approve agenda item #3 as written.

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

A motion was made to approve agenda item #6 as written.

**MOTION SECONDED AND PASSED**

**FOR – 6**

**AGAINST – 1**

**ABSTAINED – 2**

Roll Call vote follows:

Andre G. – yes

Arnie F. – yes  
Cathy F. – yes  
Gary M. – abstained  
Guy H. – yes  
Jo K. – no  
John C. – yes  
Valerie D. – yes  
Zach M. – abstained

A motion was made to approve agenda item #8 as written.

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

A motion was made to approve agenda item #10 as written.

**MOTION SECONDED AND PASSED**

**FOR – 8**

**AGAINST – 1**

**ABSTAINED – 0**

Roll Call vote follows:

Andre G. – yes  
Arnie F. – yes  
Cathy F. – yes  
Gary M. – yes  
Guy H. – yes  
Jo K. – no  
John C. – yes  
Valerie D. – yes  
Zach M. – yes

A motion was made to approve agenda item #11 as written.

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

**NEW BUSINESS**

**A. DISCUSS US BANK CD THAT IS MATURING IN JANUARY 2023. – John C.**

- CD terms and rates were presented to the B.O.R. for consideration.

A motion was made to rollover the US Bank CD for a 9 month term with a rate of 3.9%.

**MOTION SECONDED AND PASSED**

**FOR – 6**

**AGAINST – 2**

**ABSTAINED – 1**

Roll Call vote follows:

Andre G. – yes  
Arnie F. – no  
Cathy F. – no  
Gary M. – yes  
Guy H. – yes  
Jo K. – yes  
John C. – yes  
Valerie D. – abstained  
Zach M. – yes

A motion was made to deposit \$170,000.00, from the Chase CD that matured, into a new Citibank CD for a 12 month term at a rate of 4.15% with the residual amount to remain in the Bank of America checking account.

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

**B. DISCUSS LIFELINER DONORS THAT CURRENTLY DO NOT APPEAR IN THE BULLETIN EACH MONTH. – John C.**

- Due to periodic donations, the names of some Lifeliners do not appear in the bulletin on a monthly basis.
- Opinions were expressed as to the merits and/or difficulties in listing the names of all Lifeliners in the bulletin.
- It was reported that the list of names of donors to be included in the bulletin is generated from QuickBooks monthly.
- Discussion only. No motion made.

**C. ADDING LINKS ON G.A. WEBSITE. – Gary M.**

A motion was made to add a link to the literature order form to the homepage of the G.A. website.

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

A motion was made to add links to the price increase and discounted literature flyers to the homepage of the G.A. website.

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

A motion was made to add a donations page link for Zelle, Venmo, and PayPal to the homepage of the G.A. website.

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

**Number of people who called in to listen to the meeting: 0**

**Collected:\$85.00**

**Meeting ended with the Serenity Prayer at 11:41 A.M.**

**Next meeting will be February 18, 2023.**

**Respectfully submitted by Guy H., Secretary**