

**BOARD OF REGENTS  
MEETING MINUTES OF MARCH 18, 2023**

**Call to order:** The Chair, Val 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 February 18, 2023:**

A motion was made to approve the minutes as written:

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

**B. Operating Statement for February 2023:**

A motion was made to approve the February 2023 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-1 / IL-1
- New Cans – none
- Group Information requests forms received – none
- Group Information request forms received prior to sending out starter kits – one, Starter Kit was sent out to: Central Point, OR
- Prison starter kits – none
- Venmo and Zelle donations were \$1,851.66: Groups \$927.67, 1x Donations \$408.99, Life-Liner Donations \$285.00, I.S.O. Can Donations \$53.00, Intergroups Donation \$50.00, Gratitude Week \$127.00.
- Update on online ordering issue – It was reported that some orders are coming through but there is a small percentage being held up. The Chair asked if people with unsuccessful orders are being contacted and it was reported that the I.S.O. is calling these individuals to do manual orders.

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

- February 2023 bulletin completed and sent to printer
- Working on March bulletin which should be finished sometime next week after proofing donation information with I.S.O.

- Assembling items for Spring 2023 B.O.T. Cleveland meeting including attendance sheet, motion sheets, and Life-Liner statistics for 12-month period.
- Regarding the Group Handbook revision approved at the Fall 2022 B.O.T. Cancun meeting, it was brought to the attention of the I.E.S. that it had stalled, so she has developed a step-by-step procedure so that it does not happen again.

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

- The Committee met and work is continuing to distinguish between essential By-Laws elements and items deemed to be office procedures.

**D. Finance Committee – John C.**

- The Committee had a meeting on March 14, 2023. Topics discussed included:
- First 6 months of Fiscal year 2022-2023 Excel comparison of actual vs budgeted totals.
- Fundraising ideas such as a Spring event titled “Unity Week” similar to “Gratitude Week”.

**NEW BUSINESS**

**A. DISCUSS LIABILITY INSURANCE FOR SPRING BOARD OF TRUSTEES MEETING – John C.**

- A quote was obtained from R.V. Nuccio & Associates, Inc. for liability insurance for the Spring 2023 B.O.T. meeting in the amount of \$271.83 for \$1 million coverage for 3 days.

A motion was made to purchase the liability insurance coverage for the Spring 2023 B.O.T. Meeting.

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

**B. APPROVE CHAIR EXPENSES FOR SPRING CONFERENCE 2023 – Val D.**

A motion was made to approve the Chair expenses for the Spring 2023 B.O.T. Meeting.

**MOTION SECONDED AND PASSED**

**FOR – 9**

**AGAINST – 0**

**ABSTAINED – 0**

**Number of people who called in to listen to the meeting: none**

**Collected:\$65.00**

**Meeting ended with the Serenity Prayer at 10:16 A.M.**

**Next meeting will be April 15, 2023.**

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