

**BOARD OF REGENTS
MEETING OF MAY 15, 2021**

The meeting was called to order at 9:33 A.M. by Tom M., Chair, Board of Regents.

Present: Bob W., Calvin C., Cathy F., Kathie S., Tom M., and Karen H., International Executive Secretary.

Present by Telephone: Gary M., Mazi S., Richard C., and Wendy B.

Tom M. reminded everyone that recording of this meeting is not permitted.

A. The minutes of the April 17, 2021, Board of Regents meeting were approved as submitted.

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

B. The operating statement for April 2021 was approved as submitted.

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

There was discussion on the three checks that were returned, one for \$1,000, one for \$15 and one for \$5. The I.S.O. received three \$12 returned checks fee. I.E.S. stated she has already received a new check for the \$1,000.

OLD BUSINESS

A. LIFELINERS

There were 4 new Lifeliners as follows:

CA – 1 FL – 1 OH – 1 OR – 1

NEW CANS – 0

Group Information Requests forms received: 1

Mobile, AL (registration only)

GROUP INFORMATION REQUEST FORMS RECEIVED PRIOR TO SENDING STARTER KITS: - 2

Two Starter Kits were sent out as follows, after receiving the Group Information Request Form for the month of April:

Avondale, AZ San Diego, CA

PRISON STARTER KITS SENT: There were 0 Prison Starter Kits sent.

B. VENMO AND ZELLE DONATIONS.

The I.S.O. received a total of \$1,474.13 via Venmo and Zelle in the month of April 2021.

C. LEASE RENEWAL.

Bob W. researched some area leases. Office space appears to be at a premium. Bob W. also reported that he reviewed the I.S.O. lease and 30 days' notice is needed to be given to the landlord. As the lease expires January 31, 2022, review and renewal will be a task for the new Board of Regents.

D. UPDATE ON INTERNATIONAL EXECUTIVE SECRETARY.

The Hiring Committee interviewed three people for the position. Further discussion will occur in the closed confidential section of the meeting.

E. B.O.T. AGENDA ITEMS – COMBO BOOK FORMATTING AND ANY OTHER TRUSTEE AGENDA ITEMS PERTINENT TO I.S.O.

Information, that the B.O.T. virtual meeting was cancelled, was communicated to the B.O.R. members. The B.O.T. plans on having a in person Trustee meeting in late August, in Florida.

As a follow up from the April 2021 B.O.R. meeting relating to the potential Combo Book reformatting agenda item, Karen was to reach out to the printer to discuss cost. To reformat the Combo Book (large and small books), there will be a onetime charge of \$1,800.00.

The Conference Call ended at 9:50AM as the next section of the meeting, New Business, was confidential in nature.

NEW BUSINESS

A. HIRING OF INTERNATIONAL EXECUTIVE SECRETARY.

A motion was made to “Restructure the responsibilities of the International Executive Secretary and the Internal Service Office positions.”

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

Karen H. and Bob W. were tasked with reviewing the current tasks and possible restructure, and bring a recommendation back to the B.O.R. An emergency meeting will be called upon completion so as not to wait until the June meeting.

The collection in the amount of \$380.00 was taken and the meeting closed with the Serenity Prayer at 11:15 A.M. The next meeting of the Board of Regents will be held June 19, 2021, at 9:30 A.M.

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

RESULTS OF BOARD OF REGENTS ELECTION FOR THE TERM JULY 1, 2021 – JUNE 30, 2023.

The Board of Regents Ballots were counted Today, May 15, 2021, by three (3) past Board of Trustees members (who are also past Board of Regents members) and not on the current B.O.R. Ballot.

The results in alphabetical order are as follows:

Andre G., Ste-Julie, Quebec
Arnie B., Bradenton, Florida
Cathy F., Simi Valley, California
Doug E., San Diego, California
Gary M., Auburn, Washington
Jo K., St. Louis, Missouri
John C., Fountain Valley, California
Kathie S., Upland, California
Valerie D., Fullerton, California

First on the replacement list from outside the 200-mile area is Paul G., from Evergreen, Colorado and first on the local replacement list is Guy H., from Encino, California.

Respectfully submitted by Cathy F., Secretary

**SPECIAL BOARD OF REGENTS
MEETING OF MAY 23, 2021**

The meeting was called to order at 4:00 P.M. via Telephone Conference call by Tom M., Chair, Board of Regents.

Present: Bob W., Cathy F., Gary M., Mazi S., Richard C., Tom M., Wendy B. and Karen H., International Executive Secretary.

Absent: Calvin C., Kathie S.

RESTRUCTURE OF I.E.S. AND I.S.O. POSITIONS

As tasked, Bob W. and Karen H. wrote up the recommended job descriptions for the I.E.S. and I.S.O. office positions. They were emailed to the B.O.R. members for review before the meeting.

Bob W. and Karen H. also discussed the potential changes with the I.S.O. office staff prior to the meeting. All were told the recommended changes were not yet approved by the B.O.R. The office staff was agreeable to the changes.

Bob W. recommended increase in salary in accordance with the new duties. There was discussion and clarification, including that the Office Manager and I.E.S. would report to the B.O.R. Chair, and that the Bylaws would need to be changed.

Motion: Authorize the new job descriptions as submitted, including changing I.E.S. to part time and Bookkeeper to full time, with suggested salary increases effective July 1, 2021, and that the Bylaws will be changed accordingly.

Motion seconded and passed
For – 6 Against – 0 Abstained – 1

Bob W.	For
Cathy F.	Abstained
Gary M.	For
Mazi S.	For
Richard C.	For
Wendy B.	For

Tom M., B.O.R. Chair, will draft a letter requesting resumes for the open part time I.E.S. position. Karen H. will send out to all Trustees and Intergroups.

Bob W., Wendy B., and Cathy F. will draft proposed Bylaw changes to be submitted to the B.O.R. at the next meeting for review and approval.

The meeting ended at 4:54 PM. The next regular meeting of the Board of Regents will be held June 19, 2021, at 9:30 A.M.

Respectfully submitted by Cathy F., Secretary