

**BOARD OF REGENTS
MEETING MINUTES OF JUNE 18, 2022**

Call to order: The Chair, Cathy F., 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, Jo K.

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

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

A. Operating Statement for May 2022:

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

MOTION SECONDED AND PASSED

FOR – 9 AGAINST – 0 ABSTAINED – 0

B. Minutes for May 21, 2022:

A motion was made to approve the amended minutes as written:

MOTION SECONDED AND PASSED

FOR – 9 AGAINST – 0 ABSTAINED – 0

OLD BUSINESS

A. Office Manager Report – Israel

- Lifeliners – three, CA-1, IL-1, NY-1
- New Cans – one, Salem OR
- Group Information requests forms received – one (1)
Algonquin, IL (registration only)
- Group Information request forms received prior to sending out starter kits – two (2)
Starter kits were sent out as follows after receiving Group Information Request Forms for the month of May: Los Angeles, CA and Highland Ranch, CO.
- Prison started kits – none
- Venmo and Zelle donations were \$1,490.00: Intergroups \$50, Groups \$565.25, 1x Donations \$546.75, LL Donations \$236.00, ISO Cans Contributions \$44.00, Bulletin Sub. \$48.00.
- Israel A. will contact the printer about lowering the number of “Sharing Recovery Though GA” books ordered. The B.O.R. asked him to contact the printer and let them know we may have an updated book by the end of the year and we would have another order. Israel will follow-up on this order and get back to the B.O.R. by

email with what has been done before the next meeting. He will also include the orders for this book in 2019, 2020 and 2021 in his update email to the B.O.R.

B. International Executive Secretary Report – KC B.

- KC B. is working on the next bulletin.
- She completed the Minutes for the Cherry Hills B.O.T. meeting and reviewed them with Israel A. and sent them to the formatter.
- Since KC sent the May minutes to the formatter and they were amended at the June meeting KC will send the amended minutes to the formatter. It was suggested by a member of the B.O.R. to change the time she sends the minutes to the formatter to the Monday after the minutes are approved by the B.O.R. at the monthly meeting.
- She is also reviewing the B.O.T. list and there are 48 areas that haven't updated their area.
- She also updated the Bylaws and sent them to Israel A. and the Trustee Website coordinator.

C. Bylaws Committee Report – Valerie D.

- No written report.
- The 19 Bylaws changes were approved by a second vote in Cherry Hills.
- The committee will continue to review the Bylaws.

D. Standing Rules Committee – John C.

- Report was emailed to everyone prior to the meeting.
- Discussion on the update will be done in New Business Section B, 2.

E. Literature Order Form – Cathy F. and Guy H.

- KC B. formatted the literature form and sent it to all members of the B.O.R.
- The B.O.R. will discuss the updates in New Business, Section A.

F. Bank CD Rollover Report – John C.

- The US Bank CD renewal deadline is July 16 and we have a 10-day grace period.
- This will be discussed at the July meeting.
- If needed an emergency meeting will be done prior to the next B.O.R. meeting.

G. ERC (Employee Retention Credit) Follow-Up- Cathy F.

- Discussion was held as to how to follow-up on this and it was decided that Israel A. will contact ADP who handles the I.S.O. payroll and he will follow-up and contact the New Chair, Valerie D. with the update.

H. Approve B.O.R. Chair Expenses for Cherry Hill, NJ – John C.

- The B.O.R. Chair, Cathy F., submitted her expense receipts totaling \$919.02. A motion was made to reimburse Cathy F. for her expenses to the B.O.T. meeting for \$919.02.

MOTION SECONDED AND PASSED
FOR – 9 AGAINST – 0 ABSTAINED – 0

NEW BUSINESS

A. Literature Order Form Proposed Changes – Cathy F.

- Everyone thought it looked great and was much easier to read.
- Questions regarding an email address on the form and the information regarding the taxes for orders.
- Discussions followed regarding possible changes to the form by adding that orders can also be placed online, whether we need two forms (one with CA taxes and one w/o), remove auto set up for CA taxes, should the office accept emails for these orders.
- The B.O.R. decided to table this item until next month and will review the questions at the next B.O.R. meeting in July.
- Motion was made to table this item until next month.

MOTION SECONDED AND PASSED
FOR – 9 AGAINST – 0 ABSTAINED – 0

B. Review Proposed Standing Rules Changes – John C.

1. Insurance Coverage for Uninsured B.O.T. Meetings:

Tabled until next meeting.

2. Standing Rules Changes, Page 3 of 4, paragraph 4

Current Version: 4. There will be a minimum of three (3) and maximum of four (4) authorized signers on all bank accounts. Each authorized signer will be nominated from the local area. These signers shall be approved by a majority vote of the Board of Regents at their regular meeting in July of each year and also whenever a replacement is required. All bank accounts must require two (2) authorized signatures.

Proposed Version: 4. There will be a minimum of three (3) and maximum of four (4) local Board of Regents members as authorized signers on all bank accounts. These signers shall be approved by a majority vote of the Board of Regents at their regular meeting in July of each year and also whenever a replacement is required. All bank accounts must require two (2) authorized signatures.

Amended motion was made seconded to add “local” to the proposed version

MOTION SECONDED AND PASSED
FOR – 9 AGAINST – 0 ABSTAINED – 0

C. Follow-up on Draft Minutes - Jo K.

- The draft of the B.O.R. minutes will be emailed to Israel A., from the secretary for grammar and punctuation corrections.

- At this time the members of the B.O.R. will not review the minutes until the Board of Regents meeting.

D. Review Motion Sheet Options – Jo K.

- Israel A. forwarded copies of the motion sheets used by the I.E.S. at the B.O.T. meetings and Guy. H’s. Intergroup form to Jo prior to this meeting.
- Valerie D. will email all members the motion sheets sent to Jo.
- Jo K. suggested adding to the B.O.T. motion sheet the vote count and roll call information.

E. Review and Approve 2022-2023 Budget – Israel A. and Cathy F.

- The budget included expenses and income for a 12-month period from June 2021 - May 2022 and was emailed by Israel A. prior to the meeting.
- It was suggested that in the future all email documents should be sent in pdf format.
- Many questions were raised by the B.O.R. regarding the budget.
- It was decided that each B.O.R. member send their questions in one email to Israel A. to review and bring answers to the next meeting on July 16, 2022.

F. Discuss Elections of Officers for 2022-2023 Board of Regents

Officer elections for the B.O.R. for 2022-2023 were done and the results are:

Chair	Valerie D.
Vice-Chair	Jo K.
Treasurer	John C.
Secretary	Guy H.
Assistant Secretary	Zach M.

G. Vote on Signers for the Bank Accounts for next term: Tabled (until July Meeting)

H. Phone meetings on ISO webpage

- The B.O.T. asked to place the GA phone meetings on the I.S.O website.
- The board asked Israel A. if a pdf link of the three phone numbers can be somewhere on the website.
- The board agreed that this should be something that can be done in house without the webmaster’s input or cost. If this is not so, Israel A. will let Val D. know.

I. Good and Welfare

- The B.O.R. shared their appreciation to the current officers for their service.

Meeting Collection Donations: \$70.00

Number of people who called in to listen to the meeting: 3

Meeting ended with the Serenity Prayer at 11:59 A.M.

Next meeting will be July 16, 2022.

Respectfully submitted by Jo K., Secretary