

**BOARD OF REGENTS  
MEETING MINUTES OF SEPTEMBER 17, 2022**

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

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

\*Will not have a vote at this meeting due to attendance by phone.

**A. Minutes for August 20, 2022:**

A motion was made to approve the minutes as written.

**MOTION SECONDED AND PASSED**

**FOR – 8                      AGAINST – 0                      ABSTAINED – 0**

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

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

**MOTION SECONDED AND PASSED**

**FOR – 8                      AGAINST – 0                      ABSTAINED – 0**

**OLD BUSINESS**

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

- Lifeliners – two, NV-2
- New Cans – none
- Group Information requests forms received – none
- Group Information request forms received prior to sending out starter kits – four Elk Grove, CA/Wichita, KS/Santiago, Chile/Temuco, Chile
- Prison starter kits – one Grafton, OH
- Venmo and Zelle donations were \$1,508.45: Groups \$859.70, 1x Donations \$296.75, LL Donations \$135.00, I.S.O. Cans Contributions \$142.00, Intergroup Donations \$75.00.
- Annual Audit Update – The audit was conducted, and the report should be completed by late October or early November. The auditors said all looked good.
- Gratitude Week – \$1375.66 has been received.

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

- August bulletin completed.
- September bulletin has been started.
- B.O.T. executive board expenses sent.
- Preparing for Cancun B.O.T. meeting including making sure Lifeline data is entered and accurate, and to have all supplies necessary.

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

- The committee did not meet this past month and has nothing to report.

**D. Standing Rules Committee Report – John C.**

- Discussion on potential Standing Rules change – Motion to be discussed under new business.

**E. ERC (Employee Retention Credit) Follow-Up – Israel A.**

Office Manager informed the B.O.R. that the auditors were asked about the ERC. Requested numbers were provided. Based on income, we would qualify for one quarter.

A motion was made to proceed with the ERC process.

**MOTION SECONDED AND PASSED**

**FOR – 8**

**AGAINST – 0**

**ABSTAINED – 0**

**F. Finance Committee – John C.**

- There have been two committee meetings since the last B.O.R. meeting.
- There have been suggestions for increases in literature pricing on some items.
- A question was raised why the I.S.O. does not have a link to make Venmo or Zelle donations on our website. The Office Manager said this could be looked into, but it would be difficult to know if the donation was truly from a member of G.A. The Chair said we should explore this further and model this process after other organizations.

**NEW BUSINESS**

**A. REVIEW PROPOSED STANDING RULES CHANGES: – John C.**

- DISCUSS THE PURCHASE OF LIABILITY INSURANCE FOR ALL B.O.T. MEETINGS.

A motion was made to add under Finances: page 3 of 4, item 11. The Board of Regents shall discuss the purchase of liability insurance for all Bord of Trustees meetings.

**MOTION SECONDED AND PASSED**

**FOR – 8**

**AGAINST – 0**

**ABSTAINED – 0**

**B. DISCUSS THE PURCHASE OF LIABILITY INSURANCE FOR THE B.O.T. MEETING IN CANCUN. – John C.**

- John C. has discussed this with many different companies. The lowest premium would be \$600. Will keep pursuing a quote.

**C. DISCUSS LITERATURE PRICING. – John C.**

- A comment was made that pricing may not be the problem, but the Fellowship's awareness of our literature may be lacking, and that the Trustees need to communicate to groups and members about G.A. literature.
- The Office Manager is getting quotes on various quantities to explore better prices and reduce costs. Paper and ink costs are going up. Literature prices have not been raised in over 4 years.

**D. DISCUSS HAVING THE I.S.O. ACCEPT EMAILS FOR LITERATURE ORDERING.**

- A preliminary email address has been created but will not be published until the board determines to move forward.
- Concerns were raised about security of credit card information and if an email under a particular domain would be vulnerable to hacking.
- The Chair mentioned that before anything moves forward, we want to make sure everything is secure.

**E. APPROVE AMENDED BUDGET FOR FISCAL YEAR JULY 2022-JUNE 2023**

- The Office manager explained that actuals were amended for auditors and the budget did not change. The Chair determined that this item would be removed from Agenda because the budget has already been approved.

**F. DISCUSS US BANK CD MATURING IN OCTOBER. – Arnie B.**

- It was brought to the B.O.R.'s attention that there is a financial services company that can offer higher CD interest rates. A 6-month CD with this company can have a return of 3%+.
- There is a representative of this company that could come to a B.O.R. meeting and explain the advantages of using their products/services.
- It was suggested that the Finance Committee possibly invite this representative to a committee meeting instead. The committee will discuss this issue.
- The maturing CD will be discussed at the October B.O.R. meeting.

**Meeting Collection Donations: \$65.00**

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

**0 Meeting ended with the Serenity Prayer at 10:50 A.M.**

**Next meeting will be October 15, 2022.**

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