

**BOARD OF REGENTS  
MEETING OF OCTOBER 12, 2019**

The meeting was called to order at 9:30 A.M. by Bob W., Chair, Board of Regents.

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

Present by Telephone: Herb B., Gary M. and Richard C.

Absent: Calvin C.

Bob W. reminded everyone that recording of this meeting is not permitted.

A. The minutes of the September 14, 2019 Board of Regents meeting were approved as submitted.

Motion seconded and passed  
For – 8 Against – 0 Abstained – 0

B. The operating statement for September 2019 was approved as submitted.

Motion seconded and passed  
For – 8 Against – 0 Abstained – 0

**OLD BUSINESS**

A. LIFELINERS.

There were 4 new Lifeliners as follows (by state):

California (1)            New Jersey (2)            Washington (1)

NEW CANS: 1

San Pablo, CA

GROUP INFORMATION REQUEST FORMS RECEIVED: 1

Cambridge, MD (Registration only)

GROUP INFORMATION REQUEST FORMS RECEIVED PRIOR TO SENDING STARTER KITS: 6

Six Starter Kits were sent out after receiving the Group Information Request Form for the month of September as follows:

Phoenix, AZ            Tucson, AZ            Worcester, MA  
Asheville, NC            Whitewater, WI            Vancouver, BC

PRISON STARTER KITS SENT: 1

Pittsfield, MA

**B. ANNUAL AUDIT.**

The accountants returned to the office on September 25, 2019 to help input data into QuickBooks and train the office staff on the accounting software. The audit will be finalized before 11/15/19, to ensure the officers have time to sign the tax returns and the Charitable Trust is filed as required.

**C. GRATITUDE WEEK.**

Total funds received as of 10/01/19 was \$4,745.34.

**C. REVISIT/REVIEW PERTINENT ITEMS ON BOARD OF TRUSTEES AGENDA.**

Discussion occurred again on items #37 and #47.

**NEW BUSINESS**

**A. UPDATE ON OFFICE QUICKBOOKS CONSULTANT.**

Karen H., International Executive Secretary, communicated to the Board that the Consultant was no longer working at the I.S.O. The office staff, as discussed above, is learning QuickBooks. Karen will be searching for a new office person to hire after the Montreal Board of Trustee meeting.

**B. SET PRICE FOR NEW PRESSURE RELIEF GROUP MEETING BOOKLET.**

Discussion occurred related to the pricing for the new booklet. The Board voted to purchase 1,000 booklets and sell for \$3.00 each.

Motion seconded and passed  
For – 8    Against – 0    Abstained – 0

The collection in the amount of \$122.00 was taken and the meeting closed with the Serenity Prayer at 10:05 A.M. The next meeting of the Board of Regents will be held November 16, 2019 at 9:30 A.M.

Today's Board of Regents meeting had no external parties call in to listen.

**Respectfully submitted by Cathy F., Recording Secretary**