

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

**Call to order:** The Chair, Valerie 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., Israel A., Office Manager

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

\* Attendance by phone.

\*\*Joined meeting at 9:50 A.M.

**A. Minutes for November 19, 2022:**

A correction was noted that the November 2022 minutes bullet point “Suggested Literature list that is used in Canada to increase sales.” in Section D. Finance Committee report needed to be changed to “Suggested Literature list that is used in Area 5B to increase sales.”

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

**MOTION SECONDED AND PASSED**

**FOR – 7**

**AGAINST – 0**

**ABSTAINED – 0**

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

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

**MOTION SECONDED AND PASSED**

**FOR – 7**

**AGAINST – 0**

**ABSTAINED – 0**

**OLD BUSINESS**

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

- Lifeliners – two, FL-2
- New Cans – none
- Group Information requests forms received – two, Chambly, QC (Registration Only) / Saint Amable, QC (Registration Only)
- Group Information request forms received prior to sending out starter kits – two, Starter Kits were sent out to: Denver, CO /Ankeny, IA
- Prison starter kits – one, Toledo, OH
- Venmo and Zelle donations were \$1,189.90: Groups \$574.35, 1x Donations \$65.55, LL Donations \$315.00, I.S.O. Cans Contributions \$235.00.

- It was reported that our accountants could assist with preparing the Employee Retention Credit (ERC) paperwork, but it would involve preparing amended tax returns and could cost between \$2,500 - \$3,000. The costs would exceed any credit that could be received.

A motion was made to not pursue the Employee Retention Credit.

**MOTION SECONDED AND PASSED**

**FOR – 7**

**AGAINST – 0**

**ABSTAINED – 0**

- Gratitude Week – Donations are over \$15,669.

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

- November bulletin was sent to formatter just before Thanksgiving and sent to printer just after Thanksgiving.
- Standing Rules under Procedures, #3, states that the minutes and agenda of the B.O.R. meeting will be emailed the first Friday of the month prior to the B.O.R. meeting.
- The B.O.R. minutes or the Operating Statement are not added to the bulletin until they've been approved. If they've been amended, the I.E.S. will wait until amended copies are received and then put them in the bulletin.
- An email was sent to all trustees via the Trustee Website Admin to have their areas check the meeting lists on the I.S.O. website and to let the I.E.S. and/or I.S.O. know of any corrections or changes.
- December bulletin has been started.
- Researched software for document formatting, QuarkXPress seemed it would work.
- Only two changes/corrections have been sent for the B.O.T. meeting minutes which were regarding the memorial for members who had passed.
- All corrections should be submitted by 12/19 and will be finalized and posted on the website and emailed to all B.O.R. members.
- A letter was added to the November bulletin about the B.O.R. elections coming up. The letter will be in the December and January bulletin as well.

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

- The committee met this month.
- The committee determined to review our current By-Laws and make sure we have everything necessary to conform with the Articles of Incorporation under the state of California.
- The committee also has a sample by-laws document for California to use for comparison with our current by-laws.
- In January 2023, the committee will meet to review our findings and report back to the B.O.R.

**D. Finance Committee – John C.**

- The Committee had one meeting on December 6, 2022.  
Topics discussed included:

- Literature order forms.
- Donation receipts.
- Producing a flyer for Slow Moving literature and ways to increase literature sales.
- Andre G. stated that each week the meetings in his Intergroup area have a volunteer talk about one of the G.A. books or pamphlets. This action helps literature sales.

## **NEW BUSINESS**

- A. REVIEW 2022 FALL CONFERENCE ITEMS THAT AFFECT THE I.S.O. AND THE B.O.R. – Val D.**

A motion was made to table this item.

**MOTION SECONDED AND PASSED**

**FOR – 8**

**AGAINST – 0**

**ABSTAINED – 0**

- B. DISCUSS OLD/NEW BIG BOOK-SHARING RECOVERY THROUGH GAMBLERS ANONYMOUS.**

- The new 'Sharing Recovery Through Gamblers Anonymous' book will be ordered after the I.S.O. receives quotes on formatting.
- The book should be ready by the Spring of 2023.

- C. DISCUSS PAYPAL DONATIONS LINK BEING ADDED TO WEBSITE.**

- It was reported that in order to start the process to add this donation option, a new email address would need to be created.
- PayPal has a special rate for non-profit groups.
- A suggestion was made to add links to donation options on the home page for Zelle, Venmo, and PayPal and to also add a link to the literature order form.
- It was reported that assistance would be needed from the web developer and there would be a cost involved.

- D. APPROVE ADDING CURRENT VERSION OF BIG BOOK AT REDUCED PRICE.**

- The Finance Committee is proposing to sell the 'old' Blue Book at \$5 to reduce inventory. The current price is \$6.50.
- A concern was raised that the book could be depleted before the new Blue Book is available for ordering.
- It was reported that there are over 1,600 copies currently on hand and that the I.S.O. sells approximately 600 per year.

A motion was made to add the current version of the Blue Book to the reduced item price list at \$5.00.

**MOTION SECONDED AND PASSED**

**FOR – 8**

**AGAINST – 0**

**ABSTAINED – 0**

An amendment was made to the prior motion to adjust the price of the current version of the Blue Book to \$4.00.

**MOTION SECONDED AND PASSED**

**FOR – 7**                      **AGAINST – 1**                      **ABSTAINED – 0**  
Roll Call vote follows:

Andre G. – yes  
Arnie F. – yes  
Gary M. – no  
Guy H. – yes  
Jo K. – yes  
John C. – yes  
Val D. – yes  
Zach M. – yes

**E. APPROVE FLYER FOR SOME LITERTURE INCREASING IN PRICE.**

A motion was made to approve the price increase flyer.

**MOTION SECONDED AND PASSED**

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

**F. APPROVE FLYER FOR SOME LITERATURE DECREASING IN PRICE.**

A motion was made to approve the price decrease flyer.

**MOTION SECONDED AND PASSED**

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

**G. APPROVE ADDING ENGLISH & SPANISH DAY AT A TIME BOOKS TO APPROVED LITERATURE LIST THAT WAS APPROVED FROM LAST B.O.R. MEETING, BUT THESE ITEMS WERE NOT INCLUDED AT THAT TIME.**

A motion was made to add the A Day at a Time book, both English and Spanish, to the literature price increase list that was approved at the last B.O.R. meeting.

**MOTION SECONDED AND PASSED**

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

**H. POTENTIAL WEBSITE ASSISTANCE.**

A motion was made to table this item.

**MOTION SECONDED AND PASSED**

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

**Number of people who called in to listen to the meeting: 0**

**Collected:\$73.00**

**Meeting ended with the Serenity Prayer at 11:04 A.M.**

**Next meeting will be January 21, 2023.**

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