

**AUSTIN AL-ANON/ALATEEN INFORMATION CENTER
BOARD MEETING MINUTES – DRAFT
MONDAY, February 22, 2021**

1. **Opening.** Sam Z. called to order, followed by a moment of silence and Serenity Prayer.
2. **Introductions and roll call.** Introductions of directors, officers, and visitors. 8 voting members were in attendance as follows so a quorum was met. For 2021, a quorum = 8 voting members. At this meeting there were 14 attending, 8 voting.
3. **Board members listing, their group, and email address.** P=present, Y= voting, N= not voting

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|---|----------|----------------------|--------------------------|---|--|
| | Carolyn | GR/Past chair | Courage to Change AFG | N | carolynaaic@gmail.com |
| P | Kathy | AAIC Treasurer | Hope AFG | N | kjackson2580@gmail.com |
| P | Don | Rep | Bee Caves Road AFG | Y | donaldc1204@gmail.com |
| | Joan | Alt GR | Bridge to Shore AFG | | green_joan@sbcglobal.net |
| P | Anna | Dist Rep | Faith AFG | N | Etz.district6@gmail.com |
| | Blake | | Austin Men in Recovery | N | rbddot@sbcglobal.net |
| P | Susan | GR | Lake Travis Parents AFG | Y | kkechnie@gmail.com |
| | Kate | Info Center Rep | Let It Begin with Me AFG | | hurstk@tsbvi.edu |
| | Pat | Alt GR | Northland AFG | | peng1301@sbcglobal.net |
| | Dianne | GR | San Marcos AFG | | papes@grandecom.net |
| P | Terry | Alt GR | Serenity Seekers, Austin | Y | therese.c.foley@gmail.com |
| P | Marilyn | Info Ctr Rep | Spiritual Awakenings | Y | marilyncary@hotmail.com |
| | Barbara | IC Rep | Unity AFG | | taitango@sbcglobal.net |
| | Donna | Info Center Rep | Wimberley AFG | | donnaut77@gmail.com |
| | Steve | Info Center Rep | Hill Toppers | | sbaniukiewicz@gmail.com |
| | Paula | AATAC Board member | Anderson Mill AFG | | Haschke_paula@aol.com |
| P | Susan | AAIC Secretary | Bee Caves AFG | N | susanlandersberry@gmail.com |
| | Louise | GR | Lakeway Noon | | L_digrandi@gmail.com |
| P | Samantha | AAIC Chair | Northland AFG | N | szimny3232@gmail.com |
| P | Lynn | GR, Alt Dist 6 Rep | Faith | Y | lenmana@att.net |
| | Tina | Alt GR | Personal Freedom | | tina@chipland.net |
| | Brenda | Alt GR | Buda Serenity Seekers | | Brendaholland0818@gmail.com |
| | Celeste | | Faith AFG | N | celestetreadway@gmail.com |
| P | Janie | Info Center Employee | Let It Begin with Me | N | aaicemployee@gmail.com |
| | Mary | Alt GR | Lakeway Tues Noon | | txmso@yahoo.com |

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|---|----------|--------------------|-----------------------------|---|--------------------------|
| | Myra | GR | Central Tx Serenity Seekers | | myjeanra@gmail.com |
| | Dani | GR | Northland | | Danimonte64@outlook.com |
| | Marianna | Inf ctr Rep | Living Solution, Georgetown | | mariguzzy@gmail.com |
| P | Karen | Meeting list chair | Northland | N | Texaspride1836@gmail.com |
| P | Danielle | G R | Northland | Y | Dani@me.com |
| P | Sharon | | Elgin | Y | |

4. **Secretary/Minutes.** February 22, 2021 minutes were sent out via email. Minutes were reviewed via a screen share and presented by Susan L. Because no quorum existed, the minutes were not voted on or approved.
5. **Chair's Report - Sam.**
 - Karen R is the member who has agreed to serve as the Meeting List Chairperson. She has sent Janie an updated meeting list and it should now be posted on the AAIC website.
 - Mabel will be our new webmaster. There is money in the budget already for her fee, \$1,500.
6. **Treasurer's Report: Kathy J. presented the 2020-year end financial reports.** These files were sent out electronically before the meeting and in addition they were presented as a screen share. **The Treasurer's report** of numerous extensive financial reports was accepted and approved unanimously.
7. **Information Center Report.** Janie presented her report that she is going into the office a couple times a week to prepare orders, check the mail and prepare bank deposits. Janie said that literature sales are picking up and she has placed orders from WSO for needed literature. Janie reported there are no physical problems at the Info Center office from last week's weather event. The regular (not Covid) meeting list was updated on 1-16-2021 and that current list should be posted on the website. Janie has received no requests from people ordering literature for payment by credit cards.
8. **Information Center Liaison Report.** This position is still open. Kathy J. gave a brief description of the duties for this position. Sam asked people to get the word out to groups that we need a volunteer to serve in this position. Lynn P gave a report on the 1-16-2021 District 6 meeting. District 6 has revised the Covid 19 meeting list and sent to be posted on the website. Anna A is putting together committee chairs for the Area Spring 2023 Assembly, which District 6 will host. District 6 elected a new Spanish Coordinator: Kelly T and a Treasurer: Debbie T. There are 2 positions which remain open: Alateen Coordinator and Newsletter Coordinator. District 6 passed their 2021 budget for \$9,805. The District meeting on April 17, 2021 will be held virtually. There will be new school posters soon, as the current ones no longer comply with WSO guidelines. District 6 voted to distribute their newsletter with an electronic version for a trial period of 6 issues, which is 1.5 years. The results will be evaluated after this trial period. The Unallocated excess funds surplus has decreased to approximately \$3000, due to donations to WSO. The thought force to evaluate where to use this excess has been disbanded. The GR's felt that the District may need these funds in the coming year. The workshop committee has not been active due to virtual meetings but ideas for workshops and skits can be found on the East Texas website.
9. **ATAAC Representative Announcement**
 - There was no report since Paula H. was absent.

10. Committee Reports.

- Literature- (Don C. chair) – Inventory was completed on 12-29-20. The total value of our inventory is \$8,981.70. Once this literature is sold, our profit margin on this literature would be approximately \$3000.
- Finance- (Terry F. chair) – Terry reported that she had finally reached someone at the clearing house for 3rd party fundraising and they will remove the AAIC from the organization donation list. This should hopefully stop the donation checks we are receiving from people who may not be AI anon members.
- Volunteers- (Marilyn C. chair) – Marilyn had no report since the center has been closed. We discussed that the office would remain closed because all our volunteers are in the Covid high-risk group. We can possibly discuss a reopening date at the next board meeting.

Old Business.

Webmaster issue: We did not receive any bids for a new webmaster. Adam is OK to continue doing this on a volunteer basis, but he would not mind if we found someone else to do this job. The current Covid meeting list is posted, and things are getting posted on a more timely basis recently. There was some discussion that John L, our former webmaster, is back in the area and may be interested in managing our website again. Janie will reach out to John L. We also talked about the necessity to keep the website current and that we may need to hire someone to update and maintain it. Anna & Terry suggested looking for some way to create a link on the website to a google doc/spreadsheet for the meeting list(s) that will be easier to keep current.

New Business.

The lease for our office space expires on September 30, 2021. Sam Z will contact the landlord and talk about our lease renewal.

AAIC 2021 BUDGET: Kathy J presented the proposed 2021 Budget via a screen share of the document. There was much discussion about increasing the line item for the website and lowering the line item for literature purchases as well as estimated literature sales. The budget was unanimously approved as amended for a total of estimated total income of \$43,515; total expenses of \$52,849; leaving a deficit of (\$9,334).

We then discussed the need to get contributions back up which have been very slow. The board approved sending an appeal letter out to all our member groups. Terry F and Sam Z will work together to get a contribution appeal letter together and it will be sent out to all the groups within the next few weeks.

Other Notes

Anna A told the board that the AWSC met on 1-30-2021 and voted to hold the Spring 2021 Assembly virtually. The date has not yet been determined.

The AAIC board decided by consensus to hold the May 17, 2021 board meeting virtually. Celeste will not be available to host the Zoom meeting. Kathy J volunteered to host the Zoom meeting.

Meeting Adjourned at 8:30pm. Close meeting with AI-Anon Declaration (All)

Important Dates

- **Future District Meetings:**
- April 17, 2021 – hosted by ___Zoom.

Respectfully submitted,

Kathy , Acting Secretary in Susan L's absence