

**AUSTIN AL-ANON/ALATEEN INFORMATION CENTER
BOARD MEETING MINUTES – DRAFT
MONDAY, May 17, 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.
3. **Board members listing, their group, and email address.** P=present, Y= voting, N= not voting

	Carolyn	GR/Past chair	Courage to Change AFG	N	carolynaaic@gmail.com
P	Kathy	AAIC Treasurer		N	kjackson2580@gmail.com
			Hope AFG		
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
	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. Thirteen members present, only seven voting members. Because no quorum existed, the minutes from Feb. were not voted on or approved.
 5. **Chair's Report – Sam Z.**
 - 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 financial reports as of March 31, first quarter.** These files were sent out electronically before the meeting and in addition they were presented as a screen share. Highlights include: Expenses were 13% of budget. Income was up from contributions. Literature sales are up. AAIC Monthly Porfit and Lass respot, Balance sheet, Reconciliation, Bankd statements, and savings accounts were presented. **The Treasurer's report** of numerous extensive financial reports was presented.
 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, eight curbside and four shipped out. She has placed orders from WSO for needed literature. 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 in Feb. Sam asked people to get the word out to groups that we need a volunteer to serve in this position.
 9. **ATAAC Representative Announcement**
 - Because Paula H. was absent, Lynn P. gave report as acting Liaison to District 6. There is a new newsletter coordinator and an electronic newsletter trial is underway and posted on website. There has been work with WSO to streamline. For ETX6 group records please use ETX6@gmail.com. All TX Alanon-Alateen meeting is upcoming, also an AWSC meeting.
 10. **Committee Reports.**
 - Literature- (Don C. chair) – Inventory coming up in June.
 - Finance- (Terry F. chair) – Contributions are up after the appeal letter. Please thank your groups.
 - 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.
 - Meeting List- (Karen R. new chair) - She has reviewed the website and found some errors. Any changes will require ERI to Janie who will forward on the Sam and webmaster.
- Old Business.**
- Members and officers decided to go ahead with a new webmaster.

New Business.

- Webmaster position will be a contractor, and the fee is \$600. Ongoing maintenance fees are \$40/month.
- Terry F. suggested that several members provide feedback to new webmaster and new subcommittee.
- Sam has renewed our lease for our office space through 2021. The rate is \$1,000 /month starting in September.

There was discussion about holding the board meeting in-person at Northland. The AAIC board decided by consensus to hold the August 16, 2021 board meeting virtually.

Meeting Adjourned at 8:00pm. Close meeting with Al-Anon Declaration (All)

Important Dates: none offered.

Respectfully submitted,

Susan L. _____, secretary