

**Minutes of the February 18<sup>th</sup>, 2008 meeting of the Board of Directors of the Al-Anon  
Information Center, Austin, Texas**

On February 18<sup>th</sup>, 2008, a regular board meeting was held at the Information Center. The following persons were in Attendance:

Charlie A	Chairperson	(non-voting)
Lisa R	Treasurer	(non-voting)
Linda B	Secretary	(non-voting)
Kitty G	Information Center Employee	(non-voting)
Gail M	Just For Today AFG	(voting)
Millie F	Freedom to Recover	(voting)
Ann J	Serenity Trail Round Rock	(voting)
Judy K	Hilltoppers AFG	(voting)
Kathy L	Steps to Freedom AFG	(voting)
Deborah T	Courage to Change AFG	(voting)

- 1) Opening. The meeting was called to order by Charlie A. Chairperson.
- 2) Introduction. Those attending introduced themselves and stated whether they were voting or non-voting participants.
- 3) Readings. The Al-Anon Preamble from HOW IT WORKS, FOR FAMILIES & FRIENDS OF ALCOHOLICS was read by Gail M. The Twelve Traditions & Twelve Concepts of Service were read by Attendees. From PATHS TO RECOVERY, Lois's story, read by Judy K.
- 4) Charlie A, Chairperson, reminds board member to sign in with full name for purposes of official minutes. On the web, only first names will appear, but by laws of the State of Texas requires full names to be used in the minutes.
- 5) Announcement of quorum, 6 voting persons were present (By-Laws, page 4) – Chairperson – 3 persons constitute a quorum as based on number of voting Directors at the December 2006 meeting.
- 6) Reading of Minutes from the December 2007 meeting. Mention was made of a few errors which were corrected. Motion made by Gail M to accept the minutes as amended. Motion seconded by Millie F. The Motion was carried by unanimous vote.
- 7) Lisa R. brought up that in order for Charlie A. to be a back up signer on the checking account it must state in the minutes that the board voted for him to be a back up signer. Gail M. made a motion that Charlie be added as a signer to the checking account. The motion was seconded. Judy K. seconded the motion. The motion was carried by unanimous vote.
- 8) Chairperson's Report. No report

- 9) Treasurers' Report: Lisa R. handed out a printout of report. (attached) One side a break down of accounting for the period, December 17<sup>th</sup>, 2007 thru February 15<sup>th</sup>, 2008. (See Attached) She noted a mistake in contribution total. Should be \$1572.65 total contributions for the period rather than \$2172.65. The \$600 contribution made by Bee Caves AFG, had mistakenly been entered as \$1200. There was discussion of the Yellow pages bill. Lisa reported that last year's bill had been paid in September. The Quick Books Software that was needed for accounting purposes was purchased in December and had been installed. Lisa reported that all the paperwork and reports from the previous treasurer had been brought to the AIC office and turned over to Kitty G.
- 10) Information Center Report. Kitty G. reported an average of 6 calls and 2 walk-ins for the period (43 days since the December Meeting). The Center spent approximately \$3100 on literature and took in about \$6700 in sales. Kitty also reported that a new microwave had been donated to the Center by Paula H of the Anderson Mill AFG. The old one that still works will be donated to the Salvation Army. The center now has volunteers to work from 2 to 4 each day of the week except Friday. That spot is still available. Gail M. asked Kitty if there is a record of literature purchased by group. Kitty has receipts only with the name of the person who buys the literature. She may be able to start keeping a detailed list of literature purchase by group in case some one is interested in that information.

Kitty had to leave early and could not stay for the rest of the meeting.

- 11) Secretary's Report: Linda B. has no report.

- 12) Business:

No OLD BUSINESS

NEW BUSINESS:

The only new business discussed was about Holiday Hours and changing the date of the December AIC Meeting.

There was discussion about possibly closing the center at certain times around the holidays, both because of the lack of traffic coming into the center and also to relieve Kitty and the Volunteers. Also it was agreed we will move the December meeting to an earlier date than usual to avoid conflicts around the holidays. The exact details and dates will be discussed when we get nearer to the Winter Holidays

- 13) Group Reports:

- a) Judy K. Hilltoppers AFG. Meeting location is at St Teresa's. The group meets every week day at noon. Meeting format is as follows: Mondays, Newcomers meeting, Tuesdays Open discussion, Wednesdays focus is on Adult Children of Alcoholics, Thursday Step & Tradition study / alternating, Friday is open discussion. There is also a Women's meeting Tuesday evenings at 5:45 and two Saturday meetings, one at 10:30 AM and one at 12:00 AM. The group has recently moved to a larger room.

- b) Millie F. Freedom to Recover AFG. Meeting location in Roundrock on Sam Bass Road in the Children's Educational Building. They have 1 meeting a week, Wednesdays 8 to 9 PM. If there is a 5<sup>th</sup> Wednesday of the month they have a speaker meeting. They invited Roundrock Alateen Dillon to speak at the 5<sup>th</sup> Wed in January speaker meeting.
- c) Ann J. Serenity Trails AFG. Meeting location at Grace Lutheran Church in Roundrock, McNeil Road. Meets Friday at 8.PM. Meeting formats are as follows: First Friday of the month is a step meeting, second Friday of the month is a tradition meeting, third meeting of the month is a step meeting and fourth meeting of the month is a topic meeting. Their attendance averages from 5 to 15.
- d) Linda B. Independence AFG. Meeting location 45<sup>th</sup> St & Red River at the Red River Church. Entrance at the NE door. Meets every Friday 7 PM. Meeting Format as follows: First Friday night of the month is a step study, second Friday of the month is open discussion, third Friday of the month is tradition study and the fourth Friday of the month is open discussion. Sharing is in turn around the room.
- e) Lisa R. Learning & Recovery AFG. Meeting location at Hyde Park Christian Church on 45<sup>th</sup> Street. Meets 10AM to 11:30 AM on Tuesdays. This group has been meeting continually at this location since 1970. Attendance has been dropping off because weekday morning time slot is not convenient for most people. As a result of Group conscience, a new sister group has been started to accommodate an open slot for meetings in the area. The new group, Joy in Recovery, meets on Thursday evenings 5:30 to 6:30 PM.
- f) Gail M. Just for Today AFG Meets daily at noon Monday thru Fridays downtown at First Baptist Church located at 9<sup>th</sup> and Trinity. Free Parking available. Entrance is on 9<sup>th</sup> Street. Meeting format as follows: Monday focuses on Newcomers, Tuesdays alternate the steps, Traditions, concepts and slogans, Wednesdays are open discussion, Thursdays are literature discussion meetings from *Survival To Recovery*, Fridays are open discussion. It is a healthy meeting attendance ranging from 12 to 20 in attendance.
- g) Deborah T. Courage to Change AFG. Meeting location at St Marks on Barton Skyway. Meets Mondays at 6:45 PM. Format of meetings as follows: First Monday of the month is a step discussion meeting, second Monday of the month is a discussion meeting, third Monday is a birthday meeting and the fourth Monday is a discussion meeting.
- h) Kathy L. Steps to Freedom AFG Meeting location at Unity Church on Anderson Mill at Saturday 9 AM. Attendance is 15 to 20. Format of meetings is Step Study discussion using *Paths To Recovery* and sharing in turn around the room. There is a fellowship time after the meeting the first Saturday of the Month.

Final Discussion: Lisa expressed her gratitude for the opportunity to serve. The meeting was closed with the Al-Anon Declaration.

*Complete*  
*THRU 2/16-*

	Jan	Feb	March	April	May	2008 YTD	2008 Budget	\$ Over/under 12 month Bud.
<b>INCOME</b>								
Contributions	\$	1,572.65				\$	1,572.65	
Interest Income	\$	20.85				\$	20.85	
Literature Sales	\$	3,187.13	\$2,902.16	<i>No detail</i>		\$	6,089.29	
<b>Total</b>		<b>\$4,780.63</b>	<b>\$2,902.16</b>				<b>\$7,682.79</b>	
<b>EXPENSE</b>								
Advertising: Swbyp's						\$	-	
Bank Charges						\$	-	
Business Insurance						\$	-	
Donations: WSO, area, dist.						\$	-	
Literature Purchased		2,871.95	3,097.87			\$	5,969.82	
Maintenance						\$	-	
Miscellaneous						\$	-	
Office Supplies		8.44				\$	8.44	
Payroll Taxes		602.38				\$	602.38	
Postage						\$	-	
Rent		375.00				\$	375.00	
Salary		1,045.38	522.69			\$	1,568.07	
Bonus						\$	-	
Telephone			59.85			\$	59.85	
Utilities: Electric		69.22	70.00			\$	139.22	
Petty Cash						\$	-	
Printing						\$	-	
Travel for AIS Representative						\$	-	
Capital Move Fund						\$	-	
<b>Total</b>		<b>\$4,972.37</b>	<b>\$3,750.41</b>				<b>\$8,722.78</b>	
<b>Net</b>		<b>-\$191.74</b>	<b>-\$848.25</b>				<b>-\$1,039.99</b>	
Checking Account Balance 02/16/08		17,564.52						
Savings Account Balance 02/16/08		24,632.84						
Estimated One year of operating exper		28,500.00						

Just expenses, not income and lit. sales or contributions

