

**AUSTIN AL-ANON/ALATEEN INFORMATION CENTER
BOARD MEETING MINUTES – DRAFT
MONDAY, November 15, 2021**

1. **Opening.** Kathy J. called meeting to order, followed by a moment of silence and Serenity Prayer.
2. **Introductions and roll call.** Introductions of directors, officers, and visitors. 15 were present, with 8 voting members 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
P	Kathy	AAIC Treasurer	Hope AFG	N
P	Don	Rep	Bee Caves Road AFG	Y
	Joan	Alt GR	Bridge to Shore AFG	
P	Anna	Dist 6 Rep	Faith AFG	N
	Blake		Austin Men in Recovery	N
P	Susan	GR	Lake Travis Parents AFG	Y
	Kate	Info Center Rep	Let It Begin with Me AFG	
	Pat	Alt GR	Northland AFG	
	Dianne	GR	San Marcos AFG	Y
P	Terry	Alt GR	Serenity Seekers, Austin	Y
P	Marilyn	Info Ctr Rep	Spiritual Awakenings	Y
	Barbara	IC Rep	Unity AFG	Y
P	Lizz	Info Center Rep	From Aging to Saging, Wimberley AFG	Y
	Steve	Info Center Rep	Hill Toppers	Y
	Paula	AATAC Board member	Anderson Mill AFG	
P	Susan	AAIC Secretary	Bee Caves AFG	N
P	Louise	GR	Lakeway Noon	Y
P	Samantha	AAIC Chair	Northland AFG	N
P	Lynn	GR, Alt Dist 6 Rep	Faith	Y
	Tina	Alt GR	Personal Freedom	
P	Brenda	Alt GR	Buda Serenity Seekers	Y
	Celeste		Faith AFG	N
	Janie	Info Center Employee	Let It Begin with Me	N
	Mary	Alt GR	Lakeway Tues Noon	

	Myra	GR	Central Tx Serenity Seekers	
	Marianna	Inf ctr Rep	Living Solution, Georgetown	
P	Karen	Meeting list chair	Northland	N
P	Danielle	G R	Northland	Y
	Sharon		Elgin	Y
	Kelly	Alt Group Rep Lakeway		N
P	Aletha	Group Rep for Allendale		Y
	Barbara	Elgin AFG visitor		N
	Jessica	GR Anderson Mill		Y

4. **Secretary/Minutes.** Minutes were reviewed via a screen share & presented by Susan L. Aletha S. moved to approve minutes from August; motion passed. Members requested that minutes be circulated within 2 weeks of meeting.

5. **Chair's Report – Sam Z.**

1. Contact list was reviewed and questions entertained. The new website URL is <https://austinalanon.org>

6. **Treasurer's Report: Kathy J. presented numerous financial reports.** These files were sent out electronically before the meeting and in addition they were presented as a screen share. Highlights included: Monthly profit and Loss reports, *Year-to-Date reports Net income is \$-2,985.25, and Balance sheets show total assets as \$47,460 and liabilities of \$639.00 were presented. Income from contributions was \$13,722.* Reconciliation reports were presented for Bank statements (\$15,359) and savings accounts (\$32,062). **The Treasurer's report** was approved as presented.

Kathy J. reported on issue of charging sales tax for the sales of literature to individual members. After some research with the TX State Comptroller's website, contacting other Alanon and AA information centers, and consultation with others on the AAIC board, she suggested that we continue to not charge sales tax on sales to individuals. This is what the other information centers do, although we did find out that a 501(c)3 corporation's sales-tax-exempt status only applies to items the non-profit buys and not to items it sells. The board agreed with this suggestion. No vote necessary since there is no change in our procedures. Kathy J. and Terry F. announced that the budget for 2022 will be reviewed during the February 2022 meeting

7. **Information Center Report.**

Lizz S. presented for Janie, who was absent. The center's door repair is complete. Literature sales are good. She recommends that the center reopen in January 2022 and that we hold an open house some time in the new year. Danielle O. moved to reopen on 1-3-22. Motion passed. Lizz S. and Don C. volunteered to help Janie with open house.

8. **Information Center Liaison Report.** Anna A. reported for Jessica P, who was absent, that the area assembly meeting was in-person and Jessica attended. The Beacon is coming out in the Spring of 2022.

9. **ATAAC Representative Announcement**

- The new ATAAC rep is Cat Amador.

10. Committee Reports.

- Literature- (Don C. chair) – Inventory to be done in December 2021.
- Finance- (Terry F. chair) – No report.
- Volunteers- (Marilyn C. chair) – Janie plans to re-train all the volunteers.
- Meeting List- (Karen R.) – Karen reiterated that Mabel is the website master. Terry F. did a Google search, and the AAIC center came out looking good.
- At the last meeting, the minutes were changed to omit last names and email addresses, to keep everything anonymous on the website.

Old Business.

- Website oversight committee. Terry F. volunteered to chair.
- AAIC board meetings will continue by Zoom, virtually, so that more people who live farther outside of Austin can attend.

New Business.

- Finance committee chair, Terry J. is rotating off, and Marilyn C. was nominated to serve as new chair.
- Literature Com. Chair, Don C. will stay on.
- Volunteer Com chair, Marilyn C. will stay on.

- Election of new officers:
- Treasurer, Kathy J. agreed to stay on for one more year. Motion made to keep her in this position passed.
- Secretary, Susan L. decided to stop after two years of service. Karen R. was nominated as the new secretary. Motion made by Kathy J. was passed to elect Karen R. as new secretary. Susan L. and Karen R. will meet for transfer of information.
- Chairperson, Sam Z. cannot continue for another year. Sam and Anna A. will craft and send emails out to AAIC Board members and district representative seeking interest in the AAIC Board Chair position. The requirement is for 2 years in Alanon, and to have attended 2 meetings of AAIC board.
- Danielle O. is interested in serving as temporary chair, and helping out in 2022.

The next Board meeting is February 15, 2022, at 6:30pm by Zoom.

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

Respectfully submitted,

Susan Landers, secretary