

Austin Al-Anon/Alateen Information Center
BOARD OF DIRECTORS MEETING MINUTES – FINAL
Monday, March 18, 2013
6:30 pm

Note: Quorum for 2013 is 8 voting members.

Attendees

Lorelei L – AAIC Chair (non-voting)	Rosemary C – Faith AFG Anderson Mill (voting)
Ann R – AAIC Treasurer (non-voting)	Bill H – Anderson Mill AFG (voting)
Alli K – AAIC Secretary (non-voting)	Maggie V – Unity (voting)
Kitty G – Office employee (non-voting)	Sissy S – Independence (voting)
Judy W – Austin AIS/LDC Liaison (non-voting)	Steve S – Wimberley (voting)
Arlyle B – Bee Caves Friday (voting)	Larry B – Serenity Seekers (voting)
Peggy D – Hilltoppers (voting)	Jean B – Just for Today (Austin) (voting)

Attendees 1/21/2013

Lorelei L – AAIC Chair (non-voting)	Rosemary C – Faith AFG Anderson Mill (voting)
Ann R – AAIC Treasurer (non-voting)	Kate H – Just for Today (Elgin) (voting)
Alli K – AAIC Secretary (non-voting)	Bill H – Anderson Mill AFG (voting)
Kitty G – Office employee (non-voting)	Danielle O – Northland AFG (voting)
Judy W – Austin AIS/LDC Liaison (non-voting)	Maggie V – Unity (voting)
Heather W – AAIC Bookkeeper (non-voting)	Sissy S – Independence (voting)
Arlyle B – Bee Caves Friday (voting)	Jim S – Bridge to Shore (voting)
Peggy D – Hilltoppers (voting)	Paulette R – Suburban Friends (voting)
	Jean B – Just for Today (Austin) (voting)

Opening: The group was called to order at 6:39 pm and held a moment of silence followed by the Serenity Prayer and the reading of the 12 Traditions and 12 Concepts of Service.

Introductions: Introduction of directors, officers, and visitors.

Announcement of Quorum: There were a total of 14 members present with 9 registered as voting. The quorum for 2013 is 8.

Approval of Minutes: Reading and approval of the minutes from the January 21, 2013 Board of Directors meeting. Maggie V and Bill H corrected the minutes. Maggie V made a motion to accept the January minutes as amended. Arlyle B seconded. Motion passed.

Chair's Report: POSSE (Alateen training) was a very good event. Lorelei has several questions about the bylaws that will be addressed at this meeting and upcoming meetings.

Information Center Report: Kitty reviewed literature sales and donations from January 21 through March 18. Literature sales totaled \$6,333.45. Out-of-town sales were \$1,390.64. Donations totaled \$1,787.07. Walk-in sales were \$495.25. The sales grand total was \$10,006.41. Literature purchases totaled \$5,310.27. Northland AFG is finished with its financial amends; this is reflected in the difference in donations between last period and this period. Suburban Friends will be donating a percentage of income once per quarter instead of monthly.

Treasurer's Report: Ann handed out financial reports. Bank Service Charges includes a wrong number, which is why its total is more than expected. Heather will adjust the report for the next reporting period.

AIS/LDC Report: Judy announced that the book entitled *Having Had a Spiritual Awakening*, which is out of print, is now available as an e-book.

Bylaws Review: The bylaws committee responded to comments emailed before the Board meeting (attachment to these minutes). It was agreed that the bylaws be read in their entirety and comments be made during reading; voting will take place after the bylaws are read and all comments submitted. Ann R read the by-laws aloud.

- Article 2, Purpose: Jean suggested adding “and any other activities or services related to the purpose of this organization”
- Article 5: Peggy asked whether it was wise to use Travis County, in case the Information Center moved to another county. Bill H responded that the old bylaws referred to the city limits of Austin
- Article 4.2: Maggie asked if there were provisions for approval of paying for contracts. Bill referred to Article 10
- Article 9/10/11: Maggie asked if these sections would be referenced in 4.2, or if 4.2 would be referenced in these sections; another option is to reference the process and procedures manual. Sissy suggested that 4.2 could refer to Articles 9, 10, and 11, and those Articles could refer back to 4.2 as well
- Article 4.1: Sissy asked about owning real estate; Jean clarified the legal difference between personal property and real estate
- Article 6.3.4-5: Maggie asked about requirements to serve on the Board. Bill clarified that there are legal ramifications for nonprofits of allowing children under 18 to serve on the Board; also, 6.3.5 is taken directly from the Al-Anon Service Manual (recovering alcoholics are not allowed to serve in Al-Anon beyond the group level)
- Article 6.3.6: Arlyle thought only officers had term limits. It's clarified that after a three-year term, Board members can sit out one year and then return as a Board member. The purpose is to encourage participation. Larry asked if a year is considered a full calendar year or three Board meetings. 6.3.7 clarifies that attendance at three or more Board meetings in a calendar year is considered to have served during that calendar year. Lorelei wanted to discuss managing 6.3.6 (procedurally, not with a bylaws amendment) at the next Board meeting.

Any comments from the Board should be emailed to Bill H by four weeks prior to the next Board meeting, and the bylaws committee will respond to comments before the next Board meeting. The next meeting is May 20, so comments are due by April 20.

Standing Committees: Standing committees are Volunteers, Meeting List, Finance, and Literature committees. Lorelei wanted to know a dollar amount for prudent reserve, which a finance committee would estimate at 1.5x the annual operating expenses (budget). Bill pointed out that Article 9.7 sets a maximum for the prudent reserve, not a minimum. Sissy requested prudent reserve at the top of the budget every year. Lorelei asked for participation on the Meeting List committee. Sissy asked if committee members must be Board members. Bill responded that committee chairs must be Board members, but that volunteers can be anyone. Lorelei asked the Board to think about how they could serve. Arlyle moved that Steve be the Chair of the Meeting List committee, and Sissy seconded. Motion passed.

Tabled Items:

- a. Moving from Bank of America to a credit union (Lorelei)
- b. Review Income Trends (Lorelei)

Announcements:

- a. **April 20, 2013** - District 6 ETAAA meeting – Wimberley AFG
- b. **May 17-19, 2013** - Spring assembly, ETAAA, Victoria, TX. Flyers will be available at the next District 6 ETAAA meeting and at <http://www.austinalanon.org/>
- c. **May 20, 2013** – Information Center meeting 6:30 pm at 6301 Manchaca
- d. **May 31-June 2, 2013** - Texas East Area 53 Alateen Conference TEAAC, Gonzales, TX
- e. **July 5-7, 2013** - Al-Anon/Alateen International Convention, Vancouver, B. C. Registration available on members' website
- f. **July 15, 2013** – Information Center meeting 6:30 pm at 6301 Manchaca
- g. **November 1-3, 2013** - ETAAA – S. Padre Island (early registration makes you eligible for a prize)
- h. **November 18, 2013** – Information Center meeting 6:30 pm at 6301 Manchaca

Adjourn: Meeting adjourned at 8:00 pm