

Austin Al-Anon/Alateen Information Center
BOARD MEETING MINUTES - DRAFT
Monday, May 19, 2014
6:30 pm

Note: Quorum for 2014 is 9 voting members.

Kay C. – Chair – (non-voting)	Brenda B. – Waco (non-voting)
Danielle O. – Treasurer – (non-voting)	Gregg A. – Hilltoppers (voting)
Kitty G. – Office Employee – (non-voting)	Julie K. – Just for Today (voting)
Charlotte T. – Secretary (non-voting)	Joyce L. – Faith (non- voting)
Judy W. – Austin AIS/LDC Liaison serving as Courage to Change Rep (voting)	Gail M. – Bee Caves Rd. (voting)
Doon R. – Lakeway Tues. Noon (voting)	Anna A. – Faith AFG (voting)
Kate H. – Just for Today (Elgin) (voting)	Kathy M. J. – (non-voting)
Katie K. – Unity AFG (voting)	Peggy F. – Allendale Happy Hour (voting)

1. **Opening.** The meeting was called to order with a moment of silence followed by the Serenity Prayer.
2. **Introductions and Roll Call** – Introduction of directors, officers and visitors. Quorum was met with 9 voting members present.
3. **Secretary/Minutes** – The Mar. 17, 2014 minutes were read and approved.
4. **Timekeeper** – Kay designated herself timekeeper.
5. **Chair’s Report** – Kay thanked everyone for coming.
Directors’ and Officers’ Insurance - She researched Directors’ and Officers’ Insurance with WSO who directed each Information Center to be autonomous and make our own decision. She also posted a question to an e-group site WSO pointed her to and she shared the conversation.
Embezzlement Case – Kay was in touch with the District Attorney and our past treasurer was charged with a 3rd degree felony of embezzlement. The D.A. is seeking a potential resolution and it might be July before it comes up in court.
6. **Treasurer’s Report** – Contributions are up, Danielle reports. Danielle would like to do a mid-year information and appeal letter.
Danielle researched ways to save money on our Yellow Pages and maintain a presence in the White Pages. The Information Center has a toll-free number: 1-888-287-2115. The Board is working to get it posted on our website. Currently, World Service shares our toll-free number.
Danielle will continue to research our bank service charges to see if further money can be saved.
7. **Information Center Report** – Literature Sale totals was just slightly higher than the previous period, \$3,609.50. Donations were \$2837.97, less than the first period in the year. One group donated \$200 who had never given before. Walk-in total was also higher than the previous total. We’ve been averaging 3 calls and 2 walk-ins a day. Kitty does still need volunteers to help staff the center.
8. **Information Center Liaison Report** – Judy went to the District meeting and presented a report for the Information Center. She mentioned that the District meeting would be looking for District officers in the Fall. In Outreach, she is working at Phoenix Academy on Saturdays (not Sundays) and South Austin Recovery at lunch hour. Literature was shared with churches and resource fairs, food banks as well. She participated in two health fairs in the last week – one in an elementary school and one at Keller Williams. At the Area Assembly next week, Judy is thinking on how to use the toll-free number in advertisements at the District level. Gregg asked how we distinguish advertisement from promotion. Kay differentiated one on one promotion from public advertisements. Judy pointed to the topic in the Service Manual. Kitty and the whole Board complimented Judy’s work in Public Outreach.

9. **Federal Income Tax Report** – Peggy mailed the federal tax report on May 5th. Peggy has a public copy available for viewing for visitors to AAIC.

Peggy is researching with Travis County Appraisal District to see if we are subject to property taxes. Peggy is also researching our relationship to state sales tax. We do not have to file Franchise Tax.

10. **Committee Reports** –

a. Literature – Steve had no report.

b. Volunteers – Kitty is looking for help on this sub-committee to recruit volunteers from groups to work in the Literature Center. Brenda agreed to help with this. Kitty suggests the volunteers have two years in Al-Anon, and be able to answer the phone and price and stamp the book. Brenda is willing to call and recruit once Kay gives her a list of group representatives.

c. Meetings List - Lorelei has no report.

11. **Old Business** – There is interest in a North meeting location, and Hilltoppers is not available. Danielle will check if Tuesday at Northland might be an evening possibility.

12. **New Business** –

a. By-laws Sub Committee discussion was tabled until Lorelei's return.

b. Directors' and Officers' Insurance – Discussion was held. Given that choice is provided for directors' and officers' not to serve or to pay their own insurance to cover, the group did not make a motion.

c. Budget Vote – Contribution Income will be amended on the budget copy to 16,037.50 and Insurance will be \$750.00. Julie made a motion to accept the budget as amended. Peggy seconded it. The vote was unanimously in favor.

d. Embezzlement Case – Peggy would like to mention special concerns to the D.A. Kay will seek more information. Gayle suggested we also include our expenses in dealing with the embezzlement. Peggy has already calculated this for the IRS. Gayle moved that we include all our costs and fees from the audit in the total embezzlement and convey this to the D.A. Julie seconded this. 8 voted in favor, and 1 abstained. The motion carried.

e. Voting Members are needed! *Please announce to the groups that more attendance is needed!*

13. **Meeting Adjourned:** The meeting was adjourned with the Al-Anon Declaration.