

Austin AI-Anon/Alateen Information Center
Board Meeting Minutes (I)
Monday, May 20, 2019
Info Center Office, 6301 Manchaca Rd, Suite. F, Austin TX 78745

1. **Opening.** 6:32 pm. Chairperson called to order, followed by a moment of silence and Serenity Prayer.

2. **Introductions and roll call.** Introductions of directors, officers, and visitors. Determine if quorum is met. For 2019, a quorum is 8 voting members.

Attending:

Carolyn K, chairperson, not voting

Celeste T, treasurer, not voting

Janie H, Office employee, not voting

Joan G, Bridge to Shore Alt GR, voting

Devota S, Courage to Change AAIC rep, voting

Anna A, Faith AFG, Alt DR for AAIC, not voting

Kathy J, Hope GR, voting

Kathy S, Hilltoppers Alt GR, voting

Sharon C, Just for Today AAIC rep, voting

Susan H, Lake Travis Parents GR, voting

Kate H, Let it Begin with Me AAIC rep, voting

Terry F, Serenity Seekers Alt GR, voting

Marilyn C, Spiritual Awakenings AAIC rep, voting

Donna G, Wimberly AFG AAIC rep, voting

Karen W, Faith AFG AAIC rep, voting

Lorelei L, Path2Serenity, Alateen Poster District Task Force, not voting

We have 11 voting members present. Quorum is met.

3. **Secretary/Minutes.** Read and approve minutes from the last meeting. Motion made by Kate H to accept minutes. Kathy S seconded. Minutes approved unanimously.

4. **Chair's Report.** (Carolyn K.)

--Spectrum bill has increased from ~83/month to ~118/month. Kathy S. mentioned that Google Fiber may offer a lower rate and suggested attempting to use "Google fiber" as leverage with Spectrum. Carolyn explained that she did try using AT&T tactic and didn't get anywhere; we are going to stick with Spectrum for this year, and don't expect rate to go up again, but she will check into Google Fiber to make sure we're getting the best rate we can.

--Meeting list—reminder that Janie needs to have GR-1 form to make changes to meeting list on website. Some suggestions have been made to change meeting page to make more clear. GR form still says send changes to AI (who maintains Area list), instead of sending to Info Center. We DO want GR-1 form to come to Info Center despite what the GR change form says (we are unable to change the form). Judy (district rep) is good about sending a copy to us when she receives GR forms.

Anna mentioned that GR's were told at last district meeting to copy Janie on all form email submissions. They were told contact info in newsletter—it doesn't include Janie's email (aaicemployee@gmail.com). Carolyn and Janie will get back to Anna about what they want included in newsletter for contact information.

Taxes update—taxes are filed, Peggy assures us she checked all the boxes. ☺

5. **Reminder:** Officer elections are in November. Mary Evelyn and Carolyn both have served 3 terms and MUST roll off. All 3 office positions and committee chair positions will be available if someone feels led to serve.

6. **Treasurer's Report.** Financial Reports review (Celeste T.)

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Reviewed April monthly reconciliation, YTD reconciliation, and budget-to-actual spreadsheet. Printed financials were provided for all board members.

We are fiscally sound. With 33% of year gone, we are at 35% of anticipated income, and 31% of anticipated expenses. Net income for the year so far is \$3866.

Prudent reserve is \$28,437, we have more than this in our savings.

Checking account holds \$23,288; savings holds \$34,029.

7. **Information Center Report.** (Janie H.). Presented information for period 2/19-5/17. (See attached report). Total 112 calls, 93 walk-ins. 16 after-hours messages, all were in English.

Tuesday is highest volume for calls. Wednesdays are highest volume for walk-ins.

Peak hours: 10 am, 11 am, 1 pm.

Top selling books: HAW, CTC (small print), newcomer packets, ODAT, Paths to Recovery, Just for Tonight book marks.

WSO is still looking for translator for Spanish literature.

Still need a volunteer(s) for first Thursday, 10-2

8. **Information Center Liaison Report.** (Kathy J.)

April 27th was last district meeting, Kathy J presented minutes (see attached).

9. **Committee Reports.**

- **Literature-** (Don C. chair, absent), Janie H., AAIC Chair – Don emailed: all is going well with literature, next inventory (mid-year) will be June 28th at 10 am. New bookmark: “Just for Tonight”. Also, “Alanon Faces Alcoholism” is now available year-round instead of just once/year (Forum-like publication for professionals).
- **Finance-** (Terry F. chair), Celeste T., AAIC Chair—will be discussed below under old and new business.
- **Volunteers-** (Marilyn C. chair), Janie H., AAIC Chair—Marilyn encouraged everyone to announce at their meetings that we still need volunteers at info center, any day/hours that center is open. Do have specific need on first Thursday 10-2. Marilyn and Janie are updating Volunteer training manual.
- **Meeting List-** (Kate H.), Janie H., Adam C., AAIC Chair—nothing to report.

10. **Old Business:**

- **Crowd sourcing donations (Terry F):** Explained that we’ve received crowd-sourced donations and we are unable to confirm that some of the donations are from Alanon Members. We confirmed that one check for \$239.00 was SOLELY from an AIAnon member, and we’ve accepted. We’ve hit dead ends on two other checks, totaling \$352.00—the “primary” donor (person who initiated the crowd-sourcing fundraiser) is Alanon member, but contributing donors likely were not. Carolyn added that the actual amount raised was over \$500, but only \$352 was sent to us-- ~30% of donations were kept by the crowdsourcing organization (FB, Guidestar, “Network for Good”...) Seventh Tradition states that we do not accept donations from outside sources. WSO indicates that we can accept crowd-sourced donations IF we can confirm that all donors are AIAnon members, which we have not been able to do.

Proposal: Terry is recommending that we deposit funds, then cut check for equivalent amount to WSO, so that our group is not accepting funds.

Options are to return funds to Guidestar, or try again to contact primary donor and return funds to her?

Carolyn is going to work towards “turning off” crowd sourced donation option for our group through “GuideStar” so that this does not continue to be an issue in the future. So far, she has been unable to work through GuideStar’s “verification” process, but is still going to try to figure out how to accomplish this.

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Kate will look at adding a statement on our website about our donations policy to make clear that we only accept donations from AlAnon members.

Extensive discussion about appropriate handling of checks ensued:

Devota made observation that Tradition 3 might indicate that it is OK to accept since donors are friends of the “main” donor that started fundraiser, would suggest they do have “a problem of alcoholism in a relative or friend”.

Carolyn pointed out that being friends with an Alanon member does not necessarily mean they are Alanon members.

Kathy J doesn't feel good about sending funds on to WSO, nor sending back to Guidestar. Rec's try again to contact primary donor and explain we can either send back to her, or will return to Guidestar.

Kathy S made motion that checks be cashed and amount paid to WSO. Nobody seconded.

Janie proposed that we DO NOT cash checks, and return to whoever we can (have an address for), whether it be Network for Good or primary donor.

Karen W. asked for clarification of “what makes an AlAnon member” and made observation that primary donor shouldn't be pushed to ask friends if they are Alanon members—she recommends we assume all donors are members to protect anonymity.

Kate observed that if you go AlAnon Info Center, “Guidestar” comes up as a top hit, even though we have not given our approval to be one of their recipients—appears they are using us to make money.

Celeste offered to make one last effort to contact donor, and if can reach her will return total amount to her (will cash checks then cut check to her for that amount). If cannot reach her, will send checks back to “Network for Good”.

Kate H made a motion that we make one more effort to contact primary donor, to return amount to her; if that is unsuccessful then checks/letter will be sent to Guidestar letting them know we cannot accept outside funds.

Kathy J seconded.

A vote was taken, 10 in favor, 1 opposed.

Kathy S expanded on her strong opposition to ultimately sending money back to Guidestar—says if we do that they will NEVER remove us from their list. “Feeding” the problem and letting them use us to make money.

Kathy S moved to amend the previous motion: make another last attempt to contact primary donor, if that fails then we will send funds to WSO. We will NOT return funds to Guidestar/“Network for Good”.

Kate seconded.

9 in favor, 2 opposed. Motion carried.

Chairperson requested that if members have additional thoughts/ideas regarding this issue, send to Finance Committee chair, we can discuss at next meeting what we want to do for any further/future donations.

11. New Business:

- Lorelei: Proposal: List Alateen “virtual meetings” on website. Discussed absence of Alateen resources in some counties (“dark” and under-served counties). Devota S made motion to add “Virtual Meeting” button to AAIC info Center meetings tab. Seconded by Joan G. Approved unanimously. Lorelei will ask District to direct Adam to add tab to District 6 tab.
- Celeste: Credit Card proposal: Get credit card with \$500.00 limit, to use for recurring expenses such as office supplies, shipping costs, HP ink program, software renewals. This will allow us to significantly reduce amount of petty cash that Janie has to keep on hand, eliminate problem of her funds running too low due to delays in reimbursement (currently takes ~10 days for reimbursement check to be processed and arrive to her), and allow us to pay for some items that are currently being paid with chairperson's personal credit card (yearly HP ink program, software/anti-virus

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subscriptions). Bylaws call for approval of bill payments by two officers—chairperson and treasurer can “pre-approve” known recurring expenses and still be in compliance with bylaws. Devota S. made motion that Info Center get BOA credit card with \$500 limit for AAIC use. Seconded by Kathy J. Approved unanimously.

12. Adjourned: 8:32 pm. Closed meeting with Al-Anon Declaration (All)

Announcements

- July 20 – District 6 Meeting (TBA)
- Aug 20 - AAIC Board meeting (Northland)
- Oct 19 – District 6 Meeting (TBA)
- Nov 18 - AAIC Board meeting (Info Center)
- Jan 18, 2020 – District 6 Meeting (TBA)

**LET IT BEGIN WITH ME
When anyone, anywhere reaches out for help,
Let the hand of Al-Anon and Alateen always be there and
Let it begin with me**