

**AIS Quarterly Board Meeting Minutes**  
**July 21, 2018**

CD W., Chairman, opened the meeting at 9:12 am with a moment of silence, followed by the Serenity Prayer. A quorum was established: 9 Directors present

**OFFICE/MANAGERS REPORTS:**

**Secretary's Report:** Secretary, Tish F., stated the minutes of the April 14, 2018 meeting were sent by email on 5-29-2018. No additions or corrections to the minutes were stated. Jennifer S. made a motion to accept the minutes. Carol L. seconded the motion. Motion passed unanimously.

**Treasurer's Report:** Treasurer, Barbara S., stated for June 2018, the Reconciliation Detail reflects a beginning balance of \$1818.08 and an ending balance \$1039.00.

The P & L Report for June 2018 reflects the following:

Total Income	\$633.60
Gross Profit	\$129.97
Expenses	\$594.27
Net Income	-\$464.30

Barbara outlined a comparison of P&L for June 2018 to June 2017. Although we've made more money in 2018, we continue to have a deficit net income.

We currently have a balance of \$1135.00 in our savings account.

The possibility of having a Fund Raiser was discussed. Several options were mentioned. Diane B. volunteered to serve as a committee chairman to come up with fund raiser ideas. Barbara S. and Dawn S. volunteered to serve on this committee.

CD appealed to everyone to remind our AFG's to pay their bills to the AIS on time.

**Office Manager's Report:** Gloria S. praised everyone for their hard work during the ETAAA Spring Conference last May. Literature sales from the event earned the AIS \$976.10. She reminded everyone that we still have not received the Spanish Al-Anon/Alateen Service Manuals, but is expecting them any day in the near future.

Regular duties included: posting to QB and weekly deposits; sending out group statements (no extreme outstanding accounts for the month of June); emails have been answered and addressed; orders were placed to replace and replenish the stock at the AIS.

Gloria informed the group about the two new pieces of literature (pamphlets): "Hope and Understanding Parents & Grandparents"; "Intimacy in Alcoholic Relationships: A collection of Al-Anon Personal Stories" ( to be shipped in July).

Literature for the District AA Conference to be held August 17-19, 2018 has been ordered. Gloria has made an appeal to WSO to see if they will allow us to send our payment after the event is over, in order to have enough funds to cover literature and monthly office expenses. GR's were encouraged to announce this upcoming conference to their members and emphasized the importance of our participation.

AIS office volunteers, as well as subs and those accepting call forwarding, were given a special “thanks” from Gloria for their hard work and dedication. She asked everyone to continue to make an appeal to our groups for more volunteers for AIS office and call forwarding.

**COMMITTEE AND LIAISON REPORTS:**

**AIS Liaison:** Suzanne R. , our AISL, was unable to attend today’s meeting. Jennifer S. relayed information to the group regarding upcoming events and encouraged everyone to take this information back to their group/s.

**Webmaster:** Jennifer S. stated that all upcoming events have been posted on the website. Copies of flyers for the District 90 AA August Conference, the 40<sup>th</sup> annual ATAAC Conference, and the Fall ETAAA Assembly were made available to everyone to take back to their groups. Jennifer encouraged everyone to send her any information they want posted and she will post it on our website.

A discussion was held concerning putting the minutes of the quarterly AIS Board Meeting and the quarterly District 8 Board meetings online. Carol S. made a motion that Jennifer S. post all minutes of these board meetings, effective immediately. Dawn S. seconded the motion. The motion passed with a unanimous vote.

**Nominating Committee:** Mary W. was unable to attend today’s meeting. C.D. announced the Slate of Candidates to fill the vacant positions as follows:

**Nominating Committee:**

Chairman	Yvonne B.
ISP	Mary W.
Member at Large	Lottie L.

He noted that the Ad hoc member was appointed on 6-5-18: Dawn S.

**Audit Committee:**

Chairman	Candy G.
Ad Hoc	Dawn S.
ISR	(to be appointed by Candy G.)

**Budget Committee**

Chairman	Tish L.
Ad Hoc	Nina W.
ISR	(to be appointed by Tish L.)

**By-Laws Committee:**

Chairman	Diane B.
Ad Hoc	Nina W.
ISR	Barbara G. (appointed by Diane B.)
Member @ Large	Jennifer S. ( appointed by Diane B.)

Barbara S. made a motion to accept this slate of nominees for these vacant positions. Angela H. seconded the motion. Motion passed by unanimous vote.

C.D., Chairman, stated that ALL committees will need to be complete by the October 2018 quarterly meeting.

**OLD BUSINESS:**

C.D., Chairman, informed everyone of the resignation of Sharon M. from the AIS Board. ( a copy of her resignation letter is attached to these minutes) Upon her resignation, C.D. appointed Ofelia J. as interim board member, to fill this position. Diane B. made a motion to elect Ofelia J. as our new board member. Dawn S. seconded the motion. The motion passed by unanimous vote.

**NEW BUSINESS:**

C.D. stated there was an urgent need for another signature holder for all AIS bookstore bank accounts. Currently, Joan R. Suzanne R. and JoAnn P. are approved to sign checks. However, JoAnn P. will no longer be available to sign checks and must be removed from the list, which creates a need for one more person. Barbara S. has volunteered for this responsibility.

Tish F. made a motion that Barbara S. be added as a signature holder on all AIS bank accounts, effective immediately. Angie H. seconded the motion. Motion passed unanimously.

Diane B. made a motion that JoAnn P. be removed as a signature holder on our bank accounts, effective immediately. Jennifer S. seconded the motion. Motion passed unanimously.

Barbara S. will be added to all bank accounts as a signature holder.

**ANNOUNCEMENTS:**

37<sup>TH</sup> Annual District 90 Convention – August 17-19, 2018  
MCM Elegante Hotel and Conference Center  
Beaumont, Texas

ETAAA Fall Assembly – November 2-4, 2018  
Hilton Garden Inn  
Longview, Texas

40<sup>th</sup> Annual ATAAC Conference – Feb. 8-10, 2018  
Houston Marriott Westchase Hotel  
Houston, Texas

**Next Meeting:**

Date: 10-27-18 Time: 9:00am Place: North Orange Baptist Church Host: Orange “Starting Over” AFG

C.D. closed the meeting with the Al-Anon Declaration, “Let It Begin With Me”

Respectfully submitted,

Tish F., Secretary