

AL-ANON INFORMATION SERVICES
QUARTERLY MEETING
JULY 18, 2020

OPENING--Barbara Joan: Quorum was established. Barbara Joan read a prepared statement to the group (Attached)

REPORTS:

SECRETARY--Emily C: The minutes from the July meeting were sent to everyone prior to the meeting for review.

Discussion: There was a question regarding a discrepancy in the numbers from the checking balance from December 31, 2019 report. Treasurer Tiffany H. reviewed the information and determined the minutes are correct and explained the confusion was from a large number of outstanding checks.

Motion was made to accept the minutes and Seconded. **MOTION CARRIED.**

TREASURER--Tiffany H: The checking account balance is \$1894.54, and the Savings is \$709.66

Discussion: Contributions and literature sales from the spring added \$5649.45 in revenue which gave the office a profit of \$2183.47, but the office was going to have difficulty soon without the fundraiser that was cancelled due to the shutdown.

OFFICE MANAGER--Greg G: Not in attendance. Barbara Joan noted that Gloria and Greg are still splitting duties, and Greg isn't taking a salary for now. Suzanne R. noted that Suzanne L. started volunteering on Thursday mornings, and as always, we need more volunteers.

AIS LIAISON--Suzanne R: She reminded everyone to please write to the Forum. No new information on publications. She also reminded group that we would need a new liaison in October. She explained her duties and the commitment of a liaison.

AUDIT COMMITTEE--Diane B. and Nina W. No problems were reported with records.

BY LAWS AND BUDGET COMMITTEES--Barbara Joan said no reports from these committees.

WEBMASTER--Jennifer S: She reported she doesn't post ZOOM information for each group on the website for confidentiality reasons but post each individual group's contact info. Also, reported that we can upgrade our website to accept PayPal for donations and literature orders. This cost \$23/month for basic plan.

Discussion: Is keeping the AIS office open viable? Emily C. suggested a virtual fundraiser may help. Diane B. said we have to prove we don't accept outside contributions. Barbara Joan

mentioned that we will need price list and inventory management to do online sales which would add a lot of work for the already thin office staff. Sharon M. and Tiffany H. had mixed feelings about the expense and work involved to keep it open and thought it may be best if groups just order from Amazon. Diane B. clarified the difference in AIS DC and AIS office maintaining a hotline only. Also, she explained WSO already has a contract with Amazon. Victoria stated she would be willing to donate the \$276 to pay for the website upgrade. Most thought maintaining the phone line was a priority for our area at this time.

Motion made by Jennifer S to upgrade the website to be able to process donations and literature orders at a const of \$276. Yvonne seconds. 10 Yay's, 0 Nay's and 2 abstain.

MOTION CARRIED.

Discussion: It was discussed in the District meeting that the District can purchase ZOOM PROFESSIONAL and split the cost of \$52/year with AIS for use in individual group meetings and for quarterly meetings.

Motion made by Sharon M. to purchase ZOOM PROFESSIONAL for an annual cost of \$52 to be split with AIS for group meetings and quarterly District/AIS meetings. Jennifer S seconds. Unanimous Yay, **MOTION CARRIED**

Discussion: Barbara Joan mentions we need a new PayPal card reader at the office. Sharon M. thinks that would be an office expense that doesn't need board approval. Everyone agrees so no motion needed.

OLD BUSINESS:

FUNDRAISER—Concepts Workshop is postponed indefinitely.

AIS—Barbara Joan reminds there's an open slot for an office volunteer every other Thursday 12:30 to 3:00

NEW BUSINESS:

Discussion: Whether to pay mileage for volunteers to sell literature at Tyler assembly. Years past they've paid their own travel expenses.

Motion made by Suzanne R. to pay mileage for 1 vehicle to volunteers who sell literature outside our district, at the annual AIS budgeted rate, if they are not being reimbursed by another source. Yvonne seconded. ALL approved. **MOTION CARRIED**

Discussion: We need 3 new Directors for 2020

Motion made by Jennifer S. to add Nina W. and Lottie D. to the board. Suzanne R. seconds. Unanimous approval. **MOTION CARRIED**

Discussion: Do we need to formally approve Committee Guidelines that accompany the By-Laws? It was decided that these guidelines do not need a formal approval.

Next meeting: October 17, 2020 hosted by Silsbee/Woodville @ Diane B's. Possible conflict and pandemic may lead to virtual meeting or rescheduling. TBD

Close meeting @ 11:45

Respectfully Submitted,
Tiffany H. (Substituting for Secretary Emily C.)

BOARD OF DIRECTORS MEETING
JULY 18, 2020

Meeting begins at 11:47

Present: Jennifer S., Tiffany H., Barbara Joan S., Nina W., Sharon M., Lottie D., Diane B.

Discussion: Who may be willing to serve in open positions available on the board?

Barbara Joan isn't interested in continuing as Chair at this time. Tiffany isn't interested in remaining Treasurer, but Barbara Joan is willing to serve in that position. Nina is willing to chair and Sharon M. Co-Chair, but may have to reconsider at a later date.

As of the end of the meeting, the potential slate of directors is as follows:

Chair: Nina W.

C-Chair: Sharon M.

Secretary: Tiffany H.

Treasurer: Barbara Joan S.

