



*Information Service Office of Orange County*

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ORANGE COUNTY AL-ANON INFORMATION OFFICE: [www.orangecountyalanon.org](http://www.orangecountyalanon.org)

SOUTHERN CALIFORNIA AL-ANON WORLD SERVICE: [www.scws-al-anon.org](http://www.scws-al-anon.org)

AL-ANON FAMILY GROUPS HEADQUARTERS: [www.al-anon.org](http://www.al-anon.org)

LOS ANGELES COUNTY AL-ANON CENTRAL OFFICE: [www.alanonla.org](http://www.alanonla.org)

### **FINAL**

## **MINUTES OF THE INTERGROUP SERVICE BOARD MEETING OF 19 September 2018**

Call to order and Serenity Prayer – Tannis S. 7:00pm

Silence Cell Phones (please)

Twelve Traditions – Marque H.

### **PRESENT:**

Officers: Chair – Tannis S., Ex-Officio – Diane M., Chair-Elect – Kevin O., Secretary – Jason A., Treasurer – Mary N., Office Coordinator - Julia T.

Committees: Public Information – Dolores Y., Amber E., DJ K.; Institutions – Dean G., Scott M. (not present), Suzanne V.; Round Robin/Phone Coverage – Leslie C.; Alateen – Mary H., Sammy B.; Orange Blossom - Brian B., Darlene M.; WS Liaison – Lupe M., Marque H.; Alateen Liaison – n/a; Foreign Language Liaison – Isabelle C.; Historian/Nominations – Tammy D.

### **REPORTS:**

Secretary – Jason A. Minutes from the last meeting were presented. Motion to accept as written by Amber. Seconded by Marque. Accepted as presented unanimously.

Treasurer – Mary N. See report. Projected budget for the following year has been drafted and presented. One year's operating expenses should be held as a prudent reserve, totaling \$115,000. Motion by Marque to approve the budget plus an extra \$1000 for a projector and to transfer \$30,000 from the checking account to the savings account. Seconded by DJ. Passed unanimously.

Office Coordinator – Julia T. See report. The office's part-time employee, Angel, is up for review. Due to health issues, Angel is unable to work consistently in the office on Fridays. The service office is asking to hire two additional part-time workers to alleviate stress and issues with office coverage, or lack thereof, on Fridays. They would end up working a split-shift, each working half a day. Motion by Jason to hire two part-time workers at \$12/hour to fill the Friday vacancy. Seconded by DJ. Approved unanimously. Motion by Dolores to hire one part-time worker at \$12/hour to open the office for 4 hours on Saturday. Seconded by DJ. Motion passed unanimously.

Chair – Tannis S. See report.

Chair-Elect – Kevin O. Looking to buying a lateral file cabinet and fireproof safe for the office to better protect our important and official documentation.

Ex-Officio – Diane M. See report. Volunteers are needed for the annual office fundraiser. Spread the word!

Alateen – Mary H., Sammy B. Newcomer packets and directories are being distributed to high school counselors. AMIAS re-certification workshop is coming up in February or March. Possible Alateens may be suggested and presented to the Service Board in the near future.

Alateen Liaisons – Resigned/not present.

Institutions – Dean G., Scott M. (not present), Suzanne V. Identifying new places to bring panels.

OCSAPN conference is coming up on September 28<sup>th</sup>.

Nominations/Historian – Tammy D. No report.

Orange Blossom – Brian B., Darlene M. Make sure people email Darlene on events. So far everything has been going to Brian only.

Public Information – Dolores Y., Amber E., DJ K. See report. Exploring ways to generate public awareness (potentially billboards or illuminated bust stops). Opioid Summit starts this week. Judicial outreach is still moving forward. A permanent Chatbot is being setup and initialized. Flyers for the Shatterproof event in November will be coming shortly. A social services worker contacted PI for literature to distribute.

Round Robin/Phone Coverage – Leslie C. Working on developing how to promote and create Round Robin events.

World Service – Lupe M., Marque H. Districts 60 & 57 are working to put advertising information for inside buses. Potential for World Service to provide insurance for all meetings within their jurisdiction.

Foreign Language Liaison – Isabelle C. No report.

Old/Unfinished Business: A vote on motions to update the by-laws will be taken at the next IR meeting. PI giveaway “swag” vote was carried out via email after the July Service Board meeting (passed unanimously). Credit card system by Jason has updated information, to be discussed and voted at next Service Board meeting.

New Business: Google Donation App ([onetoday.google.com](http://onetoday.google.com)) explained by Amber as to how that can help facilitate people to make donations to our service office. Motion by Amber to implement online donations according to World Service guidelines. Seconded by Darlene. Amending to include opening a separate bank account for receiving online donations. Amendment seconded by Dolores. Motion passed unanimously. Motion by Amber to increase capital expenditure budget amount for service board expenses from \$1,000 to \$2,000. Seconded by Dean. Passed unanimously.

Birthdays – Diane M., Kevin O., Isabelle C., & Jason A.

Next Service Board Meeting: November 21<sup>st</sup>, 2018 at 7pm.

Reading of Anonymity Clause.

Motion to close by Darlene, Seconded by Marque. All in favor. Meeting closed at 9:31pm.

Respectfully submitted,

Jason A., Secretary, Al-Anon Information Service of Orange County