



*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 September 18, 2019**

Call to order and Serenity Prayer – by Kevin O. at 7:03 PM.

Silence Cell Phones (please)

Twelve Traditions – Dean G.

### **PRESENT:**

Officers: Chair – Kevin O., Ex-Officio – Tannis S., Chair-Elect – Amber E., Secretary – Geri M., Treasurer – Mary N., Office Coordinator – Irene L.

Committees: Public Information – Norma Jean W., DJ K.; Institutions – Dean G., Scott M.(not present), Tina T. ; Round Robin/Phone Coverage – Anna Marie S.; Alateen – Vicki M., Sammy B. ; Orange Blossom – Brandon C., Glenna F. ; WS- Marque H., Lupe M.(not present) ; Alateen Liaison – n/a; Foreign Language Liaison – Isabel C.(not present) ; Historian/Nominations – Matt St. M.

### **REPORTS:**

Secretary/ Geri M. – **Motion** by Geri M. to accept the minutes of Service Board meeting, July 17, 2019, as written. Seconded. Carried.

Treasurer – Mary N. See report. Seventh Tradition collected. Mary N. reported on maturity of current CD. **Motion** by Mary N. to approve opening an additional CD for prudent reserve. Seconded. Carried. Mary N. presented budget report for Fiscal year 2018/19, proposed and actual. Discussion ensued regarding input for proposed budget 2019/20. Tannis S. requested consideration of increasing Anniversary party budget. Amber E. **moved** to approve increase in Anniversary Party budget to \$1200. Seconded. Carried.

Office Coordinator/Irene L.- see report. Includes recognition of Bud R., long-time volunteer at service office. **Motion** by Matt St. M. to approve \$100 gift card for Bud R. Seconded. Carried. **Motion** by Matt St. M. to approve up to \$100 for office party for volunteers. Seconded. Motion carried with one abstention.

Chair/ Kevin O.- Led budget discussion. Breakdown of expenditures, possible amendment of certain line items. Project proposed budget will be presented at November Service Board meeting; present to IGR meeting in December 2019.

Kevin reported on office clean out and organization. Presented idea of storage unit for AL anon equipment used for various commitments. Estimated cost: \$41, includes insurance.

Norma Jean W. **moved** to approve rental of storage unit not to exceed \$65. Motion seconded.

Discussion followed; who will have access to unit. **Motion carried.**

Kevin O. encouraged all to reach out to Amber to ensure email access of Alanon/Service Board/IG correspondence.

Chair-Elect/ Amber E.- requested volunteer help for Anniversary party set-up.

Ex-Officio/ Tannis S.- reported on ensuing 44<sup>th</sup> Anniversary party.

World Service/Marque H., Lupe M. (not present)- Marque reported that he will attend October 4, 2019 WS meeting.

Alateen/Vicki M., Sammy B.- continued discussion of Alateen Picnic Day. Reported that Alateens must be instrumental in planning. Event must have WSO approval. Vicki reported on recruitment of Alateen liaison; seeking additional volunteers. Will reach out to AMIAS contacts, Alateen Activities Coord., chair on So. CA WSO Board.

Alateen Liaisons – Resigned/not present.

Institutions/Dean G., Tina T., Scott M. not present)- reported on visit to Buena Park, OC homeless shelter via invitation. Request to set up monthly panels; Tina arranged speaker for subsequent month. Moving forward, focus on panels for incarceration institutions.

Nominations/Historian/ Matt St. M.- reported on sorting through files and artifacts in office storage: items of significance vs. items for possible discard.

Orange Blossom/Glenna F., Brandon C.-have submitted three issues thus far. Glenna proposed thought of online newsletter. Discussion. Amber stated that certain number of print items required to maintain bulk postage rate.

Public Information/ Norma Jean W., DJ K.- reported Google Analytics showed 12,699 OC Public Information contacts made. DJ reported on Dolores court system outreach efforts. DJ wants to continue focus on outdoor media. Norma Jean spoke to reviewing Public Outreach publication.

Round Robin/Phone Coverage/ Anna Marie S.- reported zero phone calls previous weekend. Stated that Irene will make flyers to encourage Round Robins.

Foreign Language Liaison/Isabel C.- not present.

Old/Unfinished Business: Thought Force- rent for office; lease expires December 2019. Reported that negotiations have been ongoing; improvements/rent abatement/cost differential discussed.

Kevin O. **moved** to accept the property management counter offer for new OC office lease which includes standard 3% annual rent increase, no initial rent discount with agreed upon office improvements. Seconded. **Motion carried.**

New Business: Amber E. **moved** to table discussion regarding changing phone numbers listed in Orange Blossom to Alanon positions email addresses. Seconded. **Motion carried.**

Next Service Board Meeting: November 20, 2019 at 7pm.

Motion to adjourn. Seconded. Carried. Meeting closed at 9:23 pm.

Respectfully submitted,

Geri M., Secretary, Al-Anon Information Service of Orange County