



OC/GLB AIS Board Meeting

Al-Anon Family Groups
Orange County/Greater Long Beach Information Service
12391 Lewis St., Suite 102
Garden Grove, CA 92840

Al-Anon Information Services Board Meeting – September 17, 2025

Potluck: 6:30pm, Meeting 7pm

Meeting location: Trinity Episcopal Church 2400 N. Canal St., Orange

- Call to Order and Serenity Prayer: Marque @ 7:00 PM
- Twelve Traditions (read by a volunteer): JoJo
- Twelve Concepts (read by a volunteer): Dick
- Read Spiritual Reading – (read by a volunteer): Nikki
- Roll Call/Introductions
- Meeting Minute approval -
 - Amended in a few spots
 - Nikki made a motion. Marque seconded. Vote: 8 yes; 1 abstention

REPORTS

Office Oversight Committee: (Kevin O. interim):

- Board members called in 3-4 weeks ago to ask questions and gain history
- Hans looking at a few things at the office (how using electronic equipment/possible updates, inventory control, using the Square we have instead of just using it to take payments)

Additional verbal information/comments: Marque added that he was supposed to do employee reviews in July, but didn't. They're done and the oversight committee has reviewed them. Reviews are happening this week in person. They're "real reviews" - both getting "meets expectations", but some honest feedback will be given.

Chairperson (Marque H):

New items to discuss:

1. **The disposition and future of the Office Oversight Committee**
We will move to an EMAIL CONVERSATION regarding this discussion.
2. **Review and corrections to the updated By-Laws**

The board reviewed the draft bylaws and discussed the following items:

- **Article 3 (Meetings):** Quorum requirement revised from 15% to 33%; rationale for the increase was clarified. Questions were raised about the threshold for calling special meetings, and clarification was requested on notification responsibilities.
- **Article 6, Section 4:** Suggested clarification of the term "staff."

- **Article 10, Section 1(b):** Recommendation to specify removal of a board member “for cause” or “malfeasance.”
- **Page 3, Section 3:** Discussion about whether board members may make motions at ISR meetings.
- **Sections 4B(1) & (2):** Clarification that these additions were intended to limit reasons a meeting could be closed.
- **Terminology:** The use of “define” was identified as a placeholder for a glossary entry.
- **Re-adding Board Members:** Discussion on re-adding members after five years, including whether it applies to appointed positions.
- **Voting Language:** Suggested that Section 5B clarify ISRs cast the conscience of their group, while each member may cast only one vote.
- **Office Manual:** Concern raised about consistency between bylaws and the office manual; board oversight of the manual was recommended.
- **Article 1, Section 1(c):** Suggestions to extend the deadline for ISR change requests, with varying timeframes proposed; consensus formed around requiring submission by the first of the month when an ISR meeting is held.
- **Article V, Section 4:** Recommendation to add “digital” to written ballot language.
- **Attachment A – Foreign Language Liaison:** Clarification sought regarding voting rights. It was noted that a prior board motion had granted voting rights, but this contradicted current bylaws. The board agreed to amend the bylaws to make the Foreign Language Liaison an official voting member.
 - **Motion:** Made by Marque to amend the bylaws accordingly. Motion carried unanimously.
- **Oversight Committee:** Suggested further discussion prior to approving final bylaws.
- **Office Oversight:** Questions were raised about to whom office employees report, with references to current bylaws stating that the Service Board oversees employees. Concerns were expressed about liability if bylaws are not followed.
- **Bylaws Review Cycle:** Recommendation to add a clause requiring bylaws be reviewed every five years.

Due to time limitations, discussion regarding the office and oversight committee will continue by email.

3. Possible consolidation or changes to Board Committee positions

4. **Alathon** - The Alathon Treasurer requested \$750 in seed money to begin planning for the event. The board discussed whether this amount was consistent with previous years and whether the group typically reserved its own seed money. It was noted that past practices varied and that records from the treasurer may provide clarification.

A motion was made by Marque to approve a maximum of \$500, pending confirmation of last year's amount. If the previous year's amount was less, that amount would be approved. The motion was seconded by Matt.

The board discussed whether \$750 was reasonable given the nature of the event and confirmed that the request was not in addition to any carryover from the prior year.

Vote: The motion passed unanimously.

5. **Anaheim School District -High School Request / Alateen Involvement**

The board discussed a request involving Alateen participation at a high school. Points raised included:

- Whether this responsibility falls under H&I.
- The need for an AMIAS and challenges with availability.
- Clarification from the bylaws regarding the role of the H&I chair, Alateen liaison, and appointment of committee members.
- Concerns about ensuring the request is supported and not overlooked.
- The importance of providing opportunities to involve younger people in the program.

It was suggested to contact SCWS for AMIAS support. The board agreed to form a work group to explore the request further, seek clarification from AUHSD, and identify potential AMIAS involvement.

Work Group Members: Lisa, Toni, Dick, Marque, Nikki.

Quorum: Ten members were present, confirming a quorum.

Chair-Elect (Matt S.)

Bylaws

Additional verbal information/comments:

Treasurer (Hans E.): Submission of financial report (Income and Expenses).

Treasurer's Report to the Board, September 17, 2025

Submitted by Hans Eckardt

Financials

- The 2025-2026 fiscal year began July 1, 2025. Sales, contributions, and interest earned for July totaled \$9,829. Cost of sales and operating expenses totaled \$8,569 resulting in a \$1,260 Net Surplus for the month.
- August sales, contributions and interest earned totaled \$8,658, while cost of sales and operating expenses totaled \$14,175 resulting in a \$5,517 Net Loss for the for the month.
- The loss in August is at least partially attributable to timing of literature purchases, along with one-time expenses for the copier as the current lease contract expires, and some periodic office maintenance fees.
- Cash flow has been consistently negative over the last six months. The operating fund balance is below historical averages (typically in the mid \$20,000s), with \$16,309 in the checking account as of August 31.
- Other components of the balance sheet remain strong with \$103,760 in reserves (roughly one year's sales and operating costs), and \$35,920 in literature inventory as of

August 31.

Recent Activity

- The fiscal 2024-2025 books are closed. A new, five-year copier lease was signed in July, and the insurance renewal is complete with coverage in place. Mike F. has been working to list all recurring expenses, the associated vendors, and contact / login information to provide better visibility for the Treasurer and Board. The office workers are providing daily donation and sales reports to the Treasurer.

Issues

- Today there are no major issues.

Next Steps

- The office point-of-sale equipment from Square is no longer supported. Investigate option for replacement.
- Once a decision is made on the hardware, continue working with the office workers to optimize the set-up & use of Square for better operational reporting.
- The AIS's annual tax filing (Form 990) is due in November.

Additional verbal information/comments:

7th Tradition (Hans E) - Meredith asked for 7th tradition; collected \$32.00

Secretary (Lisa N., co-secretary Nikki M):

- Obtain quorum count.
- Review and approve/correct minutes of the May Service Board meeting.
- Pass roster sheet to get current phone numbers and email addresses of all Board members.

Secretary's Summary of old (unfinished business), new business, and any motions that were passed from the past Intergroup Meeting.

Additional verbal information/comments:

Please submit written reports intended for ISR's prior to the ISR meeting in order for them to be included in the meeting minutes. Minutes are intended to be written documentation of what occurred in a meeting. You may share your written report in the meeting if you would like for it to be included in the minutes, otherwise your verbal comments will be included.

Ex-Officio (DJ K.):

Additional verbal information/comments

Alateen Activities (Vacant):

Alateen Liaisons (Alateens who are interested should contact the Alateen Activities Chairpersons):

District 57: open, District 60: open, District 63: open, District 66: open.

Foreign Language Liaisons:

Spanish Liaison (OC Districts and District 64): (Vacant):

Fundraising and Telephone Coverage (Vacant):

Institutions (Dick):

- Turnover: I met with Gary G for turnover. He handed me a detailed report of panels and Volunteers.
- Current Panels: Juvenile Hall Unit Y in Orange, Beachview Recovery Huntington Beach and Salvation Army Long Beach have current panels with active volunteers.
- Attended Salvation Army Recovery facility: I visited the facility with Jean C. and a couple from Long Beach on September 3. Modern, new facility with warm welcome from the Resident Manager. About 15 primarily Spanish speaking families of people in program. A Spanish speaking Alanon panel member would be helpful. I am seeking contacts in the Long Beach area or volunteers who are willing to go to Long Beach for 6 month commitments. Working on notice in Orange Blossom and flyer.
- Attended Juvenile Hall panel with Gary and Jojo and am learning the difference between sharing personal experience in meetings vs being more informational about Alanon and Alateen. About thirty teen boys attended.
- Will Attend: Beachview Recovery Panel, September 16 with Gary G.
- Gay Pride: Discussed with Jojo and Meredith the possibility of having a P. I. booth at Pride in Orange County 2026.
- Anaheim High School Alateen: Discussed with Meredith the opportunity to start Alateen meeting at Anaheim High School. Question about whose responsibility this is. Seeking clarification and potential Alateen Liaison to assist others in starting an Alateen Group there.
- Outreach for Panelists: I maintain an active list of people who have expressed interest in being on panels and am looking for more.

Nominations/Historian (Vacant):

Orange Blossom News Editors Cheryl/Irene):
(Vacant – Graphics)

Public Information (JoJo, Toni, Meredith):

The PI Committee requested \$3,000 to cover event tables and related outreach expenses. An upcoming event on October 1 (OC Healthcare Agency – Purpose of Recovery and America on Track) was noted, as well as future events that may require deposits.

The board discussed whether to request scholarships for such events, the frequency of these requests, and the importance of confirming the overall budget with the treasurer. It was suggested to approve interim funding sufficient for upcoming needs in the amount of \$1000 and revisit the broader budget at the next meeting with input from the treasurer.

A motion was made by Marque to approve interim funding in the amount of \$1000 to cover immediate upcoming expenses. Motion seconded by Bill.

Vote: Unanimously approved.

World Service Liaison (Bill):

We welcomed Bill to the board position!

Old Business/Unfinished Business:

Bylaws

Alateen meetings at Anaheim Unified High School District

New Business:

Oversight committee/office conversation to be moved online to Zoom or GoogleMeet. Board agreed to have a GoogleMeet.

Birthdays: Bill (belly button), Nikki (16),

Motion to Close: Marque, seconded by Bill

Serenity Prayer.