

## FINAL

### MINUTES OF THE SERVICE BOARD MEETING NOVEMBER 19, 2014

Steve F. (Chairman) called meeting to order with the Serenity Prayer at 7:05 pm  
Twelve Traditions read by Bobbie O.

#### **PRESENT:**

**Officers:** Chairman Steve F., Chair-Elect Julie S., Secretary Karen S., Treasurer Ada G.

**Committee:** H&I Irv C., Diane M., Cianna C., Alateen Ellen J., Amy L., WS Liaison Carol G., Mary Lou L., Historian open position, PI – Gwen B., Ralph B., Orange Blossom Bobbie O., Marie P., Round Robin Dan L. (on phone intermittently)

**Visitors:** Website Ben P., Spanish Language Liaison Sophia F., Myrna N.

**Chairperson** – Steve F. Patti D. from the H&I committee is moving. Welcome to Diane M. (District 57) who is replacing Patti D. Ben P. who does the OC AI-Anon website is attending to help in discussion. Sophia F. and Myrna N. are attending as visitors considering the Foreign Language (Spanish) Liaison position on the board. Pat H. from last year's Service Board and a frequent and very helpful volunteer at the Information Office is moving. **MOTION: Steve F. made a motion to send Pat H. a gift card valued at \$50 to thank her for her service in the annual audit and the Information Office set-up. 2<sup>nd</sup> by Carol G. A vote was taken, 14 in favor, the motion carried.**

**Secretary** – Karen S.

Motion: By Carol G. – to accept minutes from September 17, 2014 Service Board Meeting as presented. 2<sup>nd</sup> by Julie S. All in favor. The motion was carried.

Written report attached. **Karen will provide Ben the email addresses of the committee members and any emails that go to H&I, PI and Alateen will automatically be forwarded to all the committee members' email addresses. No need to set anything special up to receive the emails. Will also request a new AI-Anon email address for World Service and provide the email addresses to direct to. Karen will add new members to Service Board Contact List and send with the minutes.**

**Treasurer** – Ada G.

Written report attached. The literature expense is higher than last month due to the new directory printing. \$300 Service Board expense was the rental fee for the Trinity Church facility. **Ada will follow-up with Julia to get trained on QuickBooks too. Please add the Prior Year-to-date column onto the financial report before we distribute it to the IRs at the 12/3 IR meeting.**

Passed basket for 7<sup>th</sup> Tradition.

**Office Coordinator-** Julia T.

Written report. Julia asked the H&I, PI and Alateen committees to please advise her if someone is going to go to the office and pick up literature. Discussion resulted in conclusion that only the committee can authorize the spending of the literature budget. **H&I needs to reach out to all the panels, informing them that if they need literature, they need to get approval from the committee and the committee will inform the office. Still to do at January 2015 meeting = We tabled the discussion of opening the Information Office on Saturdays until next meeting in November 2014.**

**Chairperson** – Steve F.

Written report.

**Chair-Elect** – Julie S. Written report on insurance coverage for meetings and Service Office. Great news but **need to have a summary and FAQs to distribute at the IR meeting on 12/3/14, reminding everyone that most meeting venues DO NOT require insurance.** Agreed that if a meeting does need insurance, they will pay the Service Office and the additional premium will be submitted to the insurance company by the office. For the time being, if a meeting needs insurance, they should contact Julie S. or Ralph B. Ultimately this responsibility will shift to Julia T. at the office. **Still to do at January 2015 meeting = Julie will send the suggested revisions to all board members electronically for review.**

**Ex-Officio** – Dave S. No written report. Absent.

**Orange Blossom** – Bobbie O., Marie P., Ben P. No written report. Ben provided a document related to the Orange Blossom and online access. Ideas presented:

- Add an expiration date at the sign-in as a reminder to renew
- We are currently turning away requests for advertising space – can we charge for ½ page ads? Other Intergroups do charge.
- Can we keep the print version the same size to contain costs but add a feeder line to the print version saying “see the online version for more ads, etc...”
- Can we increase the cost of the Orange Blossom? How much should the increase be?
- If someone subscribes to the OB, do they get both the print version and access to the online version for one price?
  - It is important for us to keep the number of print copies going because the price will become prohibitive if the print copies order shrinks too low.
- Currently we print 380 copies per month. 275 of those are paid subscriptions.

**MOTION: Ralph B. made a motion to proceed with the development of the Orange Blossom in both print and online versions as soon as possible. 2<sup>nd</sup> by Amy L. A vote was taken, 14 in favor, 0 opposed. The motion carried.**

By the January 2015 Service Board meeting, the committee needs to get the complete cost of the Orange Blossom and report on it. It is OK to do this via email, and even make a motion to increase the cost of the monthly subscription.

**Round Robin** – Dan L. Attended via phone. Written report. Good response on weekend phone coverage. Dan will get with Julie S. to develop sign-up form for next IR meeting on 12/3/14. Will include actual sign-up for individuals or groups to cover phones on weekends through March 2015.

**Public Information** – Ralph B. No written report. New panel in San Clemente on Fridays 3pm at Sovereign Health Group. Hard time slot to get volunteers. Suggested that we tell them to do once a month instead of 2 times per month. Get the listing of volunteers as identified by H&I to see if they will do the panel. Gwen reported attendance at Saddleback Red Ribbon Day was lower than usual. Day of the week changed to Thursday and the coordinator will change back to Wednesday next year. Challenge for the committee – how can we do more for Red Ribbon Week – idea is to partner with the Group Reps for opportunities to support Red Ribbon participation in more places.

**Hospitals and Institutions** – Irv C., Cianna C., Diane M. No written report. All the volunteer lists have been combined and cleaned out. We have 80 volunteers for panels. Next step is to touch base with organizations requesting panels. Committee will communicate with volunteers and panel leaders so the committee can facilitate linking them up. Committee will also contact all panel leaders to explain how literature must be ordered through the committee. We missed attending the Orange county Substance Abuse Prevention Meeting – important to make sure we are there next year so we can build contacts with organizations for panels, outreach, etc. Diane M. will provide a FYI to the IRs at the next IR meeting that group secretaries should not be signing court-ordered AA attendance cards.

**Alateen** – Ellen J., Amy L. No written report. Attended the Chili Cook off and response to the wristband was good. Missed the Saddleback College event. Steve suggested to committee to keep in touch with Cathleen C. to keep momentum going in Alateen committee.

**World Service** – Carol G., Mary Lou L. Written report attached.

**Foreign Language Liaison** – Sophia F. and Myrna N. attended as visitors to see if they will serve as Spanish Language Liaison. Discussion about expectations of position. They both accepted.

**Alateen Liaison** – open position.

**Nominations and Historian** – TBD. No report

**Old/Unfinished Business:** None

**New Business:** None

**Chair** – Steve F.

Next Service board meeting is January 21, 2015 7pm.

Reminder – what is said here, stays here. It is not appropriate to talk about service board meetings with people outside of board.

Motion to close by Amy L. 2<sup>nd</sup> by Irv C. Meeting closed with the Serenity Prayer at 9:30 pm.

Respectfully submitted, Karen S. OC Intergroup Secretary