

**Families Anonymous
Minutes of the Meeting of the Board of Directors
October 19, 2019**

INTRODUCTION

1. **Call to Order:** 2:04 EDT, by Barbara, Chair
2. **Roll Call:** by Maria on behalf of Christy, Secretary

<u>Name</u>	<u>WSB Role</u>	<u>Attendance</u>	<u>Monthly Report</u>
Barbara S	Chair	P	W
Maria S	Vice Chair	P	W
John S	Treasurer	P	W
Christy R	Secretary	P	W
Alan B	BMAL	P	N
Ann P	BMAL	A	W
Bev B	BMAL	A	N
Bob S	BMAL	P	W
Donna D	BMAL	P	W
George R	BMAL	E	W
Hank H	BMAL	A	N
Helen L	BMAL	P	W
Jeff S	BMAL	P	N
Marc B	BMAL	A	W
Marcia C	BMAL	E	W
Odalys A	BMAL	A	W
Vince M	BMAL	P	W

Attendance Key: P=Present, A=Absent, E=Excused, LOA=Leave of Absence

Monthly Report Key: W= Submitted by deadline, L=Submitted after deadline,
N=No report submitted, E=Excused for extenuating circumstances

3. Acceptance of Published Agenda:

- Maria moved to accept the Agenda, Alan seconded, voted on and accepted.

4. Tradition One:

- Read by Donna: *“Our common welfare should come first; personal progress for the greatest number depends on unity.”*

5. Approval of August 2019 WSB Minutes:

- Donna moved to accept, Bob seconded, voted on and approved. Christy to distribute.

6. Chair's Report:

- There were no comments or questions concerning the Chair's Report.

7. Treasurer's Report:

- John provided the financial reports as part of his monthly report. These were forwarded to the Board by Barbara.
- Says everything is in good order, including QuickBooks entries.
- Noted upcoming expenses: extra expenses for MaxxP ~\$2000 and Annual Liability Insurance Policy.
- There were no other comments or questions.

STANDING COMMITTEE REPORTS

Committee

SC-1 Public Information
SC-2 WSO
SC-3 Literature
SC-4 Twelve Step Rag Newsletter
SC-5 Bylaws, Parliamentary
SC-6 International Groups
SC-7 Budget Committee
SC-8 Sponsorship
SC-9 Group Outreach
SC-10 Financial Oversight
SC-11 Technology

Chair

Alan B
Maria S
Ann P
Bob S
George R
Vince M
John S
Helen L
Donna D
George R
Hank H

- **SC-1 Public Information:**
 - Alan has somebody lined up for WGN Interview, discussion ensued regarding who and whether it is possible to have two people.
 - Alan spoke about digital signals, WGN being a huge network and doing legwork to check syndicated talk shows.
- **SC-4 Twelve Step Rag Newsletter:**
 - Bob indicated the next issue if the Rag is coming out, early November. We need help getting articles, as we were light on articles this time. He encouraged Board members to submit articles for upcoming newsletters.

- **SC-6 International Groups:**
 - Helen had been chairing this group during Vince’s LOA.
 - Vince has returned, ‘welcome back’.
- **SC-8 Sponsorship:**
 - Helen reported that the convention in Greece convenes tomorrow. Was disappointed that their Keynote speaker canceled, but was thankful to have Barbara and Donna speak remotely.

AD-HOC COMMITTEE REPORTS

<u>Committee</u>	<u>Chair</u>
AH-2 Convention Liaison	Barbara S
AH-3 Intergroup Support & Development	Marc B
AH-4 Document Review	Ann P
AH-5 Long Range Planning	Marc B
AH-6 Revenue Growth Task Force	Bob S

- **AH-2 Convention Liaison:**
 - Barbara noted will still do not have any volunteers or bids for 2020 Convention.
 - Barbara did have positive information from Tom of the E-Group that they would like to do 2021, in celebration of their 20th year and host in Louisville, Kentucky.

UNFINISHED BUSINESS:

1. Website

- Barbara reported on behalf of George, that it looks like the new Website will be up and running by November 2019.

2. The 12 Step Rag

- Bob reported that for the primary title, that Serenity Messenger had the most votes from the Board. There was a discussion about the history of the newsletter name and how the idea was a ‘little dance’, RAG (why the characters dance across the top of the page).
- There was also a discussion about the subtitles, whether to keep or change them. The understanding was it had been consistent since 2013 or earlier. Also, there were concerns about whether to continue to have it say ‘bi-monthly newsletter’ and whether we should have F.A. and/or ‘Original’ implemented into the name.

- Bob will send another email regarding the word ‘original’ and ask for comments for or against.

NEW BUSINESS:

1. MOTION LC-1 (October 2019) Ann P.

- **Motion:** The Literature Committee moves that the WSB approve changing the title of WSOF-18, to Secretary’s & Treasurer’s Meeting Record.
- **Rationale:** The current title, Secretary Meeting Record, indicates that this document is intended for secretaries only. However, the document also includes a section to be completed by the treasurer. The new title proposed in this motion would make groups aware of the treasurer’s section.
- **Feasibility:** Changing the title required making a few minor changes to the document. The revised document, with changes highlighted, was sent separately to the WSB. A final PDF was attached to the motion.
- **Implementation:** The Literature Committee will send a revision to WSO for inclusion in packs and to the website manager for uploading to the website. The Literature Committee will send this revision to the RAG editor with a request to consider publishing it in an upcoming RAG edition.
- **Cost:** There is no cost involved.
- **Motion Made:** by Barbara to approve this change and notifications, Seconded by Donna, voted on and approved.

2. Motion – Development and Maintenance of a Comprehensive Credential List for Software Owned/Licensed/Used by FA (October 2019) Maria S.

- **Motion:** That the WSB task the Technology Committee with development and ongoing maintenance of a complete list of FA owned / licensed / used software applications along with the applicable administrative passwords / credentials for each application (The FA Credentials List). Distribution / access to this list will be limited to (a) WSB Chair, (b) WSB Vice Chair, (c) the Chair of the Technology Committee.
- **Rationale:** Our IT infrastructure is critical to the day to day functioning of the WSB, the WSO and WSB committees. The absence of a accurate list of systems and administrative passwords, which is centrally managed and controlled (and available to a designated subset of the WSB) places the fellowship at risk of significant business interruption and delays. Recently, the absence of such a list has caused delays in both the new website project, as well as management of our FA email accounts.
- **Implementation:** If approved by the WSB.
 - 1) The Technology Committee will identify and inventory all FA owned/licensed/used applications.
 - 2) All authorized users of each account will be identified.
 - 3) The authorized user(s) will provide the Technology Committee with their currently used access credentials (User ID, Passwords, etc). If authorized user changes any submitted passwords, they are to inform the chair of the

Technology Committee of the change, so that the FA Credentials List is always up to date.

- 4) It is anticipated that the implementation tasks 1 thru 3 will be complete within 30 days of approval of this motion.
 - 5) The WSB Chair, Vice Chair, Technology Committee Chair, Parliamentarian will collaborate on development of a new policy covering the ongoing maintenance/management of the credentials list.
 - 6) The new policy will then be brought to the WSB for formal approval
- **Cost:** There is no incremental cost associated with the above motion.
 - **Discussion ensued**
Motion Made: by Maria to begin development of above mention list. Seconded by Bob, and approved with the understanding, that adjustments regarding bank accounts and QuickBooks info and revisions will be made by Maria for review at November WSB meeting.

TABLED ITEMS:

1. Bank Accounts re: Ann's email

- Table for discussion at November WSB when George and Ann are present.

CLOSING

1. Announcements and Other Items: None

2. Adjournment

- Motion to adjourn was made by Alan seconded by Helen, voted on and passed (2:51 pm EDT).

3. Closed with the Serenity Prayer