

Families Anonymous
Minutes of the Meeting of the Board of Directors
August 15, 2020

INTRODUCTION

1. **Call to Order:** 2:04 EDT, by Maria S, Vice-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	E	W
Maria S	Vice Chair	P	W
Cindy C	Treasurer	P	W
Christy R	Secretary	E	E
Alan B	BMAL	E	E
Ann P	BMAL	P	W
Bob S	BMAL	P	W
Chris Y	BMAL	P	W
David M	BMAL	A	W
George R	BMAL	P	W
Helen L	BMAL	P	W
Jeff S	BMAL	P	W
Marc B	BMAL	P	W
Marcia C	BMAL	P	W
Mike B	BMAL	P	W
Odalys A	BMAL	A	N
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:

- Marcia moved to accept the revised Agenda, Helen seconded, voted on and accepted.

4. Tradition One:

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

5. Approval of WSB Minutes:

- Maria will follow up with Christy to see if help is needed regarding prior minutes.

6. Chair's Report:

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

7. Treasurer's Report:

- Cindy provided the financial reports as part of her monthly report.
- Cindy reported that everything is tracking the same since April. Literature sales are down and individual donations are up slightly. Some good news: we received a \$20K donation from an estate which will help with this year’s budget.
- There were no other comments or questions.

STANDING COMMITTEE REPORTS

<u>Committee</u>	<u>Chair</u>
SC-1 Public Information	Jeff S
SC-2 WSO	Maria S
SC-3 Literature	Ann P
SC-4 Serenity Messenger Newsletter	Robert S
SC-5 Bylaws, Parliamentary	George R
SC-6 International Groups	Vince M
SC-7 Budget Committee	Cindy C
SC-8 Sponsorship	Helen L
SC-9 Group Outreach	Marcia C
SC-10 Financial Oversight	David M
SC-11 Technology	George R

- **SC-1 Public Information**
 - Jeff is creating an e-mail newsletter for the fellowship. The frequency is flexible, with at least one per month. He encouraged the WSB members to send him material they wish to include. He volunteered to send out a reminder beforehand.

- George indicated that per FA policy, a “second set of eyes” needs to review any communication going to the fellowship. Normally, the PI Committee would do that. Since Jeff is the PI Chair, George recommended that either Barbara, Maria, or another Board Officer look at the newsletter before it is sent out.
 - Jeff would like to include a section from the Board (for example a short bio of a WSB member, including what brought you to the program, what you have gotten from the program, etc.).
 - Nicole will use the big distribution list to send Jeff’s newsletter to the fellowship; this list also includes the Group Secretaries. Maria will give Nicole a heads up that this will be coming.
 - Bob will put an announcement in the Serenity Messenger encouraging people to sign up for FA news. Those who sign up for e-mails get a link to the Serenity Messenger.
 - Marcia suggested having a place on the “Contact Page” where you can sign up for FA news. George agreed to follow up on this.
 - Jeff and Bob will coordinate regarding material to appear in the e-mail newsletter and the Serenity Messenger.
- **SC-4 Serenity Messenger Newsletter:**
 - Bob reported that the next issue is due out the first week in September.
 - Because the Virtual Meetings Directory will shortly be posted on the website, he does not plan on including it in the next issue. He will include an announcement about the virtual meeting materials, including links to the website.
 - Jeff indicated that he would like to include the directory in his e-mail newsletter. Bob will send him the most updated copy.
- **SC-8 Sponsorship**
 - Because many groups are no longer meeting face-to-face, Helen feels that the role of the sponsor is even more important now.
 - She will set up a meeting of her Committee to see what kind of support they can provide sponsors in a virtual environment. Once she has a suggested date / time, she will reach out to Barbara or Maria for help in setting up a meeting via GoToMeeting.
- **SC-9 Group Outreach**
 - Marcia has reached out to groups who have not yet reported that they are meeting virtually. She received a lot of interesting comments from Group Secretaries and provided a summary of her findings in her August board report.

AD-HOC COMMITTEE REPORTS

<u>Committee</u>	<u>Chair</u>
AH-1 Convention Liaison	Barbara S
AH-2 Intergroup Support & Development	Marc B
AH-3 Document Review	Ann P
AH-4 Long Range Planning	Marc B
AH-5 Revenue Growth Task Force	Robert S
AH-6 Virtual Meeting Format	Maria S

- **AH-5 Revenue Growth Task Force:**
 - Bob is working with Nicole to provide information on the donations page of the website on how to donate with Zelle.
 - Ann suggested using the last page of the “Special Considerations for Virtual Meetings”. Bob will also use the text that went out in the email blast.
- **AH-6 Virtual Meeting Format**
 - Maria mentioned that the committee has met three times; minutes from the first two meetings have already been shared with the Board.
 - Two motions are being made under “New Business” to approve two of the deliverables from this committee.
 - The virtual meeting directory will be loaded on the website under “Virtual Meetings”. There will be a button titled: “Directory of Face-to-Face Groups Meeting On Line”.
 - The committee recommended that the “Meeting Without Walls” should appear separately, since it had already been established and they have their own script format.
 - Marcia and GO will follow up with the contact for the “FCC (Free Conference Call) Meetings” to see if they plan on regrouping; they are currently on hold.
 - Bob asked if there should be direct access to related materials from the directory. The WSB agreed that it would be helpful. George will check to see if that is feasible (i.e., links within that category).

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. MOTION Parliamentarian-1, George R

- **Motion:** Move that the WSB approve the August 15 2020 update to PPG-06, titled Intellectual Property Policy & Limited License. This update was previously distributed to the entire board for review, and no substantive issues were identified.
- **Rationale:** This PPG has been updated as part of its normal review cycle.
- **Implementation:** If approved, this policy will replace the previous version and will be posted on the FA website.
- **Cost:** There is no incremental cost associated with this motion.
- Board Discussion:
 - George indicated that the legalese for newsletter submissions has been removed from the policy. It will make it much less intimidating to submit material for the Serenity Messenger.
 - When someone makes a submission, they will receive a return email indicating that they have assigned all rights in that work to FA .
- **Motion made by George, seconded by Bob, voted on and approved.**

2. MOTION “Special Considerations for Virtual Meetings”

- **Motion:** Approval of #5003V-7, *Special Considerations for Getting the Most out of Online FA Meetings*
- **Rationale:** Virtual meetings are a new experience to most groups, and groups are navigating the challenges as they meet them. This document will provide suggestions for getting the most out of a virtual meeting.
- **Feasibility:** The document was reviewed by the Ad Hoc Committee on Virtual Meetings and by the Literature Committee. It acts as a companion to the *Suggested Meeting Format for Virtual Meetings*.
- **Implementation:** The document will be offered in a packet along with the *Suggested Meeting Format for Virtual Meetings*, on the Free Downloads page of the FA website. It will also be posted as a free standalone document. In addition, a link to the document is planned on the Virtual Meetings webpage.
- **Cost:** There is no incremental cost associated with the above motion.
- **Motion made by Marcia, seconded by Ann, voted on and approved.**

3. MOTION Virtual Meetings AdHoc Committee (Aug 2020): #5003V-1 Families Anonymous Suggested Meeting Format for Virtual Meetings

- **Motion:** Approval of #5003V-1 *Families Anonymous Suggested Meeting Format for Virtual Meetings*.

- **Rationale:** During the Covid-19 pandemic, many groups have started to meet virtually. The WSB agreed during the July Meeting to form an ad hoc Committee to address the resulting needs of groups. One of the deliverables of this committee is a suggested meeting format to support virtual meetings.
- **Feasibility:**
 - The document was prepared using material provided by the Roswell, GA group.
 - It was formatted to resemble #5003-1(the suggested meeting format for face-to-face meetings).
 - Suggestions made during the committee meetings were incorporated.
 - It was provided to the Literature Committee (LC) who reviewed it.
 - Ann and the LC have suggested how this document would be shown in the Literature Catalogue, as a free download.
 - A copy has been provided to the WSB on August 12 for their review and input.
- **Implementation:**
 - Once approved, the document will be loaded on our website as a free-download, and added to the Literature Catalogue.
 - A communication will be prepared and sent as an e-mail blast to inform Group Secretaries and the fellowship of its availability (along with information about other materials prepared by the ad hoc committee).
- **Cost:** There is no incremental cost associated with the above motion.
- **Motion made by Maria, seconded by George, voted on and approved.**

TABLED ITEMS: None

CLOSING

1. Announcements and Other Items: None

2. Adjournment

- Motion to adjourn was made by Vince, seconded by Helen, voted on and passed (2:52 pm EDT).

3. Closed with the Serenity Prayer