

District 12 Service Board Meeting Minutes 07-20-23
Zoom ID: 281 000 2772 password: breathe (lower case)
Start 6:00pm End: 8:40pm

Serenity prayer led by Si-Si.
Twelve Traditions read by Newt.
Twelve Concepts of Service read by Michelle R.

Introductions/renaming information provided by Si-Si; attendees of Service Board meeting were: Margaret C, Michelle R, Si-Si, Brian B, John H. Cindy P, Adriana S, Helen B, Newt G.

District Representative

DR Si-Si announced that agenda will proceed with Officer reports, Old Business, New Business, Coordinator reports, then announcements of upcoming events.

A report from DR and ADR related to their experience at the International Convention will be given during the General Meeting (August 17, 2023).

Si-Si read an email announcement of Electronic meetings now being listed in two places (WSO website) and at SCWS website if the meeting is associated geographically with the Area. SCWS is having:

Group Records Workshop on Zoom
Wednesday July 26 6:30- 8:30pm **and** Saturday August 12, 8:30 am-10:30 am
Zoom ID: 875 5977 4574 Pass code: 121212
(email details and flier sent to all DR emails per DR request)
<https://www.scws-al-anon.org/calendar-of-events/>

Secretary

Past Service Board Minutes from 05-18-23 had one correction requested by DR reference under DAL:

Note: Change word "will" to "intends to" in reference Live and Let Live Women's meeting. Change made by Secretary.

Motion to accept Service Board Meeting Minutes from 05-18-23 as corrected by Newt, seconded by Si-Si

Vote: unanimous

Motion carried

Treasurer

Treasurer- Adriana S. reported the following (reference financial reports sent out)
Statement of Financial Position- D12 Bank of America Total: 34,271.50
(B of A D12 Checking \$19,050.54) (B of A D12 Savings \$15,147.96)

Budget Committee met recently and John H provided the Financial Reports and new Conceptually document which included:

LDC Statement of Activity
LDC Checking Reconciliation
D12 Checking Reconciliation
D12 "Sales by Customer" Report (Which is Group Contributions YTD to July 14, 2023)
D12 Statement of Financial Position
Overview of Budgeting document

DR asked how much District paid monthly for the two following services:

Telephone Services (Freedom Voice): \$25.43

Storage facility: \$73.00

Helen B had question regarding "Cash Sales" on Actuals (Helen's audio/visual quality was very garbled during Zoom). Adriana & John provided info that Cash Sales line item reflected sales by LDC in total; LDC does not track or report who, or what meeting group, made purchases. Adriana advised one check was outstanding as it was not signed; LDC is working to rectify that issue.

John H reported the following: The former AIS B of A Account has been zeroed out and closed. Sales Tax for LDC has been paid including close to \$40 penalty for late filing of the 1st quarter. The LDC Supplies YTD \$1,158.33. Budget Committee met and there is a need to emphasize a Realistic Budget for the remainder of 2023. Initially, due to the merge of the two entities, action was taken to pay the necessary bills. The Officers and the Service Coordinators, especially the ones who perform public outreach activities, need to submit a budget for the rest of 2023, in addition to their positions anticipated costs for 2024.

Johns experience as AIS Treasurer and Convention Treasurer gives him the additional perspective allowing him to anticipate questions from the membership to the Board of "Why Districts has so much money on hand?"

Foreseeing this, he prepared and presented the document Overview of Budgeting delineating the intent to develop a longer term plan. A 5-year plan (high level plan) once developed would be submitted to GRs at the October meeting for vote. Examples of items on the 5-year plan may include: significant raising awareness and participation in Al-Anon/Alateen, website with point of sales for LDC, public outreach in local medias, social media, and increased support to Spanish-speaking meetings in Ventura County.

John called for discussion on the concept of the plan. KBDM occurred. Points clarified included: the 5-year plan would be a concept for a multi-year plan, would be in a constant state of evolution, not necessarily being required to be voted in with specifics in October, more like GRs vote to approve of the Concept which will trigger planning etc.

Adriana advised Budget Committee meeting on Zoom, welcomes any GR s come to that meeting. Cindy advised the Special Budget Committee Zoom will be Aug 2 6:00-8:00 pm. Zoom info will be sent out/provided before 8/2.

Helen B (poor audio/visual) asked if Coordinators could use "past amounts budgeted" perhaps located on an old budget? DR advised that the past manner of assigning an amount similar to past practices was no longer the standard. Each Service Coordinator is to ask for what they need. DR suggested that a 3-way call with Helen (Archives Coordinator), DR, and SCWS Archives Coordinator which could generate ideas for Archives Budget in the District.

Alternate District Representative

ADR Cindy P reported that the future Ask-it- Basket could have coordinators participate by submitting questions about their service positions. Ideas to consider: Ask yourself (as Officer or Coordinator) "What would you like Ventura County members to know about the position and services?" This approach may elicit participation and/or taking on an available position beyond the group level.

The Gratitude Fair is scheduled:

Saturday October 7, 2023 11:00 am-2:00 pm
St Columba's Episcopal Church
1251 Las Posas Road Camarillo
*Save the Date fliers will be coming soon.

The vision is a "Service Fair" theme with service rolls each having a table to create/share about the service position. ADR will have the slide presentation from WSO at the International Convention playing (iPad or projection to-be-determined). DR suggested bringing attention and awareness to members who are Service Sponsors to further encourage that piece of AI-Anon service.

Old Business

Open positions have gone half the year without being filled. DR experience is usually positions are filled internally (i.e. GR who attends meeting takes a coordinator position since they will be at the meeting anyway). DR encouraged us to invite any members to come to the district meeting to observe how and what is done in D12.

Group Contribution Form

KBDM discussion. Comparison of past form on website and form developed by Group Records Coordinator. Items addressed included the "suggested percentages language" that was specifically mentioned in General Meeting among GRs; the DR personal telephone and the current DR email for help in identifying a group's WSO Number, the AI-Anon logo at the top violates copyright because the logo has been altered to include words. The logo can only be the triangle and circle (page 117 Service Manual). Also verify addresses to send (PO Box for district and Area). Newt has a pdf converter, he can try to do these edits.

Motion by Cindy to use the "old" Form (from AIS with cut out sections); to be changed/edited as above, seconded by Newt

Vote: unanimous yes

Motion Carried

Website Redesign update

Website Coordinator Brian B gave update on the website Task Force. Brian B advised the Task Force has had one meeting and John M (GR) is leading the Task Force. The Task Force is exploring websites and will be ready to report at the August General Meeting to then get bids from professionals.

New Business

November Assembly and November Service Board meeting gathering in-person

DR reported that the October General Meeting will be time where the new DR, new Alternate DR, new Secretary, new Treasurer are voted in (Effective January 1, 2024), and a budget will be voted on. The November Service Board/ Officers, Coordinators meeting will be an opportunity to gather outgoing and incoming trusted servants to prepare for the transition and instill even more enthusiasm and positive energy. St Columba's is available for the SCWS November 18th Assembly. It will be determined where the Service Board (Nov 16, 2023) meeting will be held if it is to be held in person.

Discussion KBDM process: Concern about the time of the Service Board meeting as it exists currently. Service Board voted the 6-8pm time would be in effect only for Zoom meetings. ADR Cindy will check to see if Church where AIS Meetings had been held was available.

Motion by Adriana to hold the November 16, 2023 Service Board Meeting in-person and beginning meeting at 7:00 pm, Si-Si seconded motion.

Vote: 6 yes / 2 no / 1 abstained

Motion carried

Minority voice heard on their dissent.

KBDM on November Assembly

Question as to any cost to holding an in-person event to participate in SCWS Zoom Assembly and also how many people participated in the in-person gathering in May? DR stated there was no cost and that 6-7 GRs came to the LDC in-person to participate in the Zoom Assembly. DR encouraged all Officers, Coordinators, and Alt GRs attend even if they were not voting GRs for the Assembly. The Treasurer reported and reminded DR that District did have a cost of May event (\$195.22). John H restated importance of having/submitting a budget and that the amount could be considered Hospitality.

Motion to have D12 Host an in-person event in Camarillo for GRs to participate in SCWS Assembly by Si-Si, seconded by Cindy

Vote: 5 yes/ 1 no / 1 abstained

Motion carried.

December General Meeting to have in-person

General Meeting as a holiday themed celebration and transition of service. Discussion held to place this as an agenda item for the GRs consideration during General Meeting August 17.

Motion by Adriana to place item on agenda for August to present a holiday themed, in-person meeting for December 21, 2023 General Meeting, seconded by Brian.

Vote: unanimous yes

Motion Carried

Storage of Serenity by the Sea (SBTS) AI-Anon items

DR reported a request by current Chair of SBTS to have some materials stored in the District 12 facility. KBDM Discussion Question as to how much (volume of) stuff was requested to be stored. Margaret C (Zoom hostess) was past chairperson for SBTS and described foam board posters, a few bins of materials. Discussion revealed Newt had taken photos of things in District storage during a past visit would make attempt to locate these photos to aid future visit and assessment. The storage unit has items that may be disposed of—such as unsanitary, old hospitality items. DR, ADR, Archives Coordinator agreed to meet at storage facility (date to-be-determined) to assess. Michelle R volunteered to go also with the sole purpose of cleaning and disposing unsanitary excess hospitality items (e.g. cups, plates, etc). No action taken on request today.

District Service Guidelines

The Guidelines have been edited and is ready to go to GRs. The edited document pdf had been directed to be sent to Service Board this morning. Secretary had received the direction and document from ADR. Secretary- Michelle R had inadvertently failed to do so. The document was sent to board during the discussion. However, this did not allow those present to actually review this final document. The importance of keeping their word, to the GRs as the board, was discussed. The document was to be sent to GRs, providing them four weeks to review it. Secretary did so forthwith via email.

Reports by Coordinators

Archives Coordinator Helen B (poor audio/visual quality) will work with DR on conference call as prior described with SCWS Archives Coordinator.

Group Records Coordinator-Newt still working on updating all Ventura County Groups. Has continued working with Public Information and Website Coordinators and Officers.

Institutions Coordinator-absent provided DR with information to report: all Todd Road events are on hold. Recent inmates having access to tablets has yielded inmates not going to 12 Step meetings. Coordinator requested any information from members relative to Recovery Homes or other Institution facilities—please forward to Linda (Institutions Coordinator) and she will seek contact and outreach.

LDC Chair-Si-Si reported sales this year of \$4,810.93; \$2,283.92 in costs/expenditures, and \$6,750.88 in the LDC bank account.

LDC is in need of a treasurer. Meanwhile, Si-Si committed to going to PO Box and making LDC deposits every two weeks. LDC is looking for volunteers to take "co-positions" of the positions that are filled.

Public Information Coordinator-absent (Jim S.) No report.

Spanish Liaison Coordinator-absent (Nimfa) No report

Website Coordinator-Brian B Taskforce proceeding but very little activity to report. Fliers are being posted on website by Jay, Any event fliers send to Brian.

Meeting closed with the Al-Anon Declaration at 8:40pm.

Upcoming District meetings

General Meeting District 12

Thursday August 17, 2023

6:00 pm-8:00 pm

Zoom

Service Board Meeting District 12

Thursday September 21, 2023

6:00pm-8:00 pm

Zoom