

Meeting Minutes for

TRANSITION TASK FORCE MEETING JULY 21, 2022

Open with Serenity Prayer at 6:05 pm

Reading: World Service Manual Warranty Three p 216

Reading of Previous Meeting Minutes from the meeting on July 7th: Read by Temp Secretary: Debbie S.

No changes to the minutes were presented.

Cindy P. motioned to adopt the minutes as read

John H. seconded the motion

Motion passed with 4 yeases and 1 abstained (Debbie who was not at the last meeting)

Opening Remarks by Chair – Newt G.

Review of Communication to Members - no information was presented due to Newt being on vacation and then not feeling well

He will send information to Brian to post on the website including the minutes from these meetings and a summary of the progress of these meetings

He will send information also to Michelle R to disseminate to the GRs and to Martha to disseminate to the AIS reps.

Need for secretary for the meeting as Michelle will be absent - Debbie S. volunteered

Review and Discussion of Bylaws and Guidelines:

Review and Discussion John H. proposal to use District 19 Bylaws as a guide / Process of editing Bylaws for merged AIS District 12 entity

John sent out a copy of the District 19 Bylaws and Handbook prior to this meeting.

John notes it is easy to understand - there are a few differences that will need to be adjusted but it is easy to change

Newt added he has looked over District 19 Bylaws with John and notes these are administrative Bylaws and not a lot with service coordinator positions; it looks simple and thorough; it might need 1-2 changes for District 12; he also notes there is no mention of a quorum

John and Newt like the idea of having a budget committee that coordinates and submits budget by July so that is can be voted on by September in preparation for the following year Business committee also public outreach and anything else that comes up in between meetings

John proposed that we work from the District 19 Bylaws with John redlining the proposed changes/additions that apply to District 12 and sending it out to the TTF who will then read it and propose any additional changes prior to the next meeting and be prepared to discuss at the next meeting.

Julie seconded the motion

Motion passed unanimously

Report from the Finance and Legal Subcommittee

Report from John H.

John noted he is almost done with Quickbooks on-line

John worked with Julie B. and the LDC Quickbooks is online and is current and correct through the end of June

Reaching out to Adrienne S to move forward

John is questioning the way the software is calculating the sales tax - he is unsure of year-end report we need to file with the state

The LDC filed the first and second quarters and the numbers are the same despite the sales being different.

Newt states the bookkeeping for the merger is ready to go; 501(c) will need to file name change to District 12 (most likely); name change will need to be filed, it is easy, then it is adopted by the state and this makes it all legal

Newt also added that we will need to decide if keeping the money at Wells Fargo or Bank of America; to transfer money District 12 will make a donation to AIS's bank account since AIS is the 501(c)(3) and all the money will be in the 501(c)(3), and as mentioned the 501(c)(3) will be renamed from AIS to District 12.

Newt also added the merger will have to have elections and then most likely Sisi will be chair; Cindy P. will be co-chair; and then when their term is up Cindy P. will be chair. This will all be outlined - this is the most important part of our discussion - and this will occur at the TTF in 1-2 meetings and will last until the merger is finalized.

Cindy added that Newt, Sisi and Cindy spoke and are hoping that Newt will be the alternate and Newt said he would be.

Newt added there are no records/minutes from the past few years for any meetings for AIS so there is no formal documentation of those elected.

Newt would like to have more people when discussing the positions; Julie asked if we should invite those that are currently or recently been in the position to the meeting when discussing that position and Cindy added that this was discussed a lot at the last meeting and that it was decided to do this.

Newt thinks more people will come to this TTF if they knew the topic in advance that we were discussing; Cindy suggested we announce it at meetings and if someone is interested in the topic being discussed at the meeting on such and such date they are invited to attend.

Cindy mentioned that John is doing so much work and she wants to make sure he is not doing too much. John states he doesn't mind the work.

Newt asked for help, especially before he puts information on the website, so that the information reflects the group and not just Newt's spin on things. Newt mentioned he appreciates the input for getting different viewpoints.

Newt also expressed concern that things do not slip through the cracks. Cindy suggested we maintain transparency by putting it all on the website.

In summary: the asks from today's meeting:

John to send out District 19 Bylaws with suggested corrections/changes for District 12; TTF members will review and add any other suggestions before the next meeting so that we can review it all at the next meeting

Newt to send out communication to disseminate for feedback prior to sending it out; TTF members will review the information and provide any feedback as needed.

Adjourn with AI-Anon Declaration at 6:51 pm

Next Meeting is Thursday August 4, 2022, at 6pm Zoom ID: 504 973 4809 PW: serenity

Respectfully submitted by Debbie S.