

Minutes of the LifeRing Board of Directors Meeting: May 9, 2021

Call to Order / Introduction of Members of the Public

It was determined that a quorum of board members was present and the meeting was called to order by Board Co-Chair Lorraine Hull. Other board members present were: Dan Carrigan, Board Co-Chair, George Gidora, Steve Gonzales, Treasurer (arrived later in the meeting), Mary Beth O'Connor, Chris Smith and Sue Betts.

Non-board members in attendance included: Robert Stump, Executive Director; Lisa Swing-Corney, Frontier Regions Coordinator; Michele K., Mike H., all LifeRing members.

Minutes and P&L Reports

Deferred to the end of the meeting for board member review.

Old Business:

Update on Financial Review

Deferred due to Steve's absence.

Review draft complaint process

Pursuant to last month's discussion of the need for a way for convenors, meeting participants or anyone with a concern or complaint to be able to express those issues in writing, Lorraine provided a sample feedback form for the group to review and discuss. It would be accessed via a link on the website titled "Tell Us About Your Experience." This way both complaints and positive comments may be shared from LifeRing members or members of the public. Minor changes were suggested and a written policy will be drafted.

Update on pamphlet and budget

Sue and Lorraine shared a detailed spreadsheet with expanded budgeting rationale. The pamphlet that was closely reviewed last month will replace the outdated "Welcome to LifeRing" tri-folded, pastel color document. The cost for those was \$8 for a pack of 50. The key difference between the pamphlet and the flyer that is proposed to be provided to substance use and addiction professionals in the near future was described.

George made a motion to approve \$3,000 of the total budget now. It was seconded and carried. Further specific allocations will be presented to the board as they are needed.

New Business:

Pop up Committee for Bylaw corrections

Discussed that Jamie was going to be the Registrar of Voters, however he has resigned. It is ideal to have someone outside the board do this but it cannot be anyone who is running for a board seat in the election. Robert will handle this with Dan named as the Registrar.

Send Bylaw changes to Mary Beth. Lisa, Chris, Dan and Lorraine will review for the ballot.

Latest Update on the Annual Meeting

Dan walked the group through the tentative annual meeting agenda. The topics and time slots were reviewed one by one. Lorraine provided a quick demonstration of Padlet, an online participant engagement tool for comments, questions and other short feedback.

The link to register for both meetings was shared. All participants were encouraged to attend.

Committee Reports:

Executive - (Dan, Lorraine and Robert) Dan advised that he received the 990 tax filing and two other California tax related documents that he signed on behalf of LifeRing and put them in the mail.

Lorraine referred to Article 10.16 of the Bylaws and announced that she is resigning as the board co-chair at the end of June. Her board term is set to continue for two more years. Dan's current term ends this year. At the July board meeting, a new chair or co-chairs will need to be elected. Dan and Lorraine found the co-chair option to be useful and collaborative for the past three years.

Finance - (Steve) Steve picked up the Financial Review here. He sent a question out to the CPA for review. Also, he and Mary Beth met for the hand off of treasurer functions.

FunMarCom - (Sue and Lorraine) – Mary Beth and Michele mentioned The Only One in the Room podcast. Mary Beth has been in touch with Adrienne at WFS again regarding doing a podcast.

Meeting and Convenor Committee (MCC) – (Sue) The first Salon is planned for Saturday, May 15th and will focus on dual diagnoses. An outside speaker with crisis intervention and/or active listening experience is being contacted.

Outreach (planning for the Annual Meeting) - (Dan and Michele) Covered under Annual Meeting.

Pop-Up Committees

Update on Abstinence Policy Statement

Steve updated that the language in HWYW regarding abstinence will be summarized and used for this policy. The full statement will be presented at a future meeting.

Adjournment

Lorraine made a motion to adjourn. Chris seconded and it carried unanimously. The meeting adjourned at 10:35 pm PST.

Submitted by Lorraine Hull
June 2, 2021