



Board Of Directors Monthly Meeting Minutes

Sunday, July 14, 2024

Call to Order and Identification of Public Attendees

Sue Betts called the meeting to order at 9:00 AM Pacific Time.

This is the inaugural meeting of the 2024-2025 Board of Directors.

Board Members	Present	Absent
Sue Betts	√	
Bobbi Campbell		√
Monica Foy	√	
Joe Franklin		√
Michael Anderson	√	
Mary Beth O'Connor		√
Njon Sanders	√	
Robert Stump	√	
Lisa Swing-Corney	√	

Non-Board Members Present:

Laura M
Anna ATX
Craig W
Taresa N
Lorraine H

Welcome to BOD Year 2024-2025

2024 Election Results

Michael Anderson has joined the Board of Directors

Returning Members:

- Monica Foy
- Joe Franklin
- Sue Betts

A change to the bylaws, correcting an error, unanimously passed.

Letter of Commitment

These present Board members agreed to the letter of commitment:

- Michael Anderson
- Monica Foy
- Lisa Swing-Corney
- Njon Sanders
- Robert Stump
- Sue Betts

Conflict of Interest Policy

All Board members must sign the Conflict of Interest Policy, found in the Board Management Resources folder. The requirement is annual, not by term, so all members are obligated to sign it at the beginning of every Board year.

Updating BOD Webpage & Board Community Involvement Matrix

- Board members should submit their new biographies for updates to the BOD web page.
- Board members are encouraged to complete their row of the spreadsheet, indicating what LifeRing community activities they are also involved in.

New Board Responsibilities Presentation

During next month's Executive Session, Cooley, our pro bono law firm, will give their annual Board Responsibilities Presentation.

LifeRing Officers and Chair

Executive Director

At last month's meeting the Board promoted Sue from Interim Executive Director to Executive Director.

Board Chair

Sue polled board members for interest in anyone other than herself assuming the Board Chair position. Monica nominated Sue as Board Chair. Michael seconded.

VOTE: Sue confirmed a majority vote to keep Sue as the Board Chair. Sue abstained.

Treasurer

Joe was not present, but had informed Sue he would like to resign from the Treasurer position to spend more time on fund raising on Team Grant.

Sue had nominated Monica Foy as Treasurer. Njon seconded.

VOTE: Sue confirmed a majority vote to elect Monica as Treasurer. Monica abstained.

Secretary

Ewa, who was not present, had expressed an interest in being secretary, but has not committed to it. After asking if anyone present wanted to nominate or volunteer, and deciding against electing Ewa in absentia, the matter was tabled.

Approval Of Consent Agenda

June 2024 Minutes

Monica made a motion to adopt the May 2024 minutes as presented. Michael seconded.

VOTE: Sue confirmed a unanimous vote to adopt the minutes.

June 2024 Financial Report

Sue made a motion to adopt the May 2024 Financial Report, as presented. Monica seconded.

VOTE: Sue confirmed a unanimous vote to adopt the report.

Ongoing Business

Relations With International Entities

Lisa and Mary Beth have worked with Cooley to draft an agreement for international entities.

- The Board has approved the draft agreement.
- International LifeRing representatives are currently reviewing copies of it, and will provide comments.
- Organization leaders in Sweden, Ireland, U.K, and Canada are expected to sign in once it's been reviewed.

Website Redesign

Robert shared the latest updates:

- Taresa is helping review the design representing the view of a person unfamiliar with LifeRing visiting the site for the first time.
- A menu and sub-menu structure is being developed.
- The designer/vendor will set up a duplicate website for change control.
- The URL will be shared so that Board members and other interested parties can access it.
- [Prototype page](#)
- [Test page](#)

LifeRing Annual Conference

2025 Conference Dates

The annual conference is generally held the first weekend in June. In 2025, the proposed dates are Saturday, June 7th and Sunday, June 8th.

Njon made a motion to adopt the dates. Robert seconded.

VOTE: Sue confirmed a unanimous vote to adopt the dates.

2024 Annual Conference Results

Results Overview

- The annual meeting rating was 4.64 out of 5.
- The annual congress rating was 4.78 out of 5.
- These ratings exceeded the 2023 ratings
- Robert is compiling videos of some of the presentations

Future Suggestions

- Consolidate into one day
- Hold the conference on consecutive weekends
- Make it shorter

Reports

Treasurer's Report

Monica clarified the data presented. Highlights:

- We had a positive cash flow in June
- Year-to-date cash flow is negative
- Per the Financial report, the Statement of Financial Position for June indicates that assets exceed liabilities for a positive equity balance.

LifeRing Book Sales Report

Robert shared the year-to-date book sales report, by month. Highlights:

- 237 copies of *Empowering Your Sober Self*
- 270 copies of *Recovery by Choice*
- 57 copies of *How Was Your Week?*
- 44 copies of *Humanly Possible*
- Second quarter sales are down but there is little data as to why.
- Totals include sales through Amazon and LifeRing Bookstore.
- Royalties for most books currently go to Martin Nicolaus but will be bequeathed to LifeRing.
- The Fundraising/Marketing/Communications committee may consider a book sale.

LifeRing Teams Updates

Social Media

Bobbi was absent, but Sue spoke about Facebook

- The old Facebook page has been migrated to the new Facebook page.
- All attendees are encouraged to interact with the new page.

LifeRing Teams Projects Report

Regional Representatives

Lisa shared the status of the Regional Reps team. At Robert's request, she spoke about Regional Reps' duties.

- The Regional Reps quarterly meeting will be held later in July.
- Regional Reps serve as a go-between for the Board and the convenors in each region.
- They help new convenors start meetings and provide guidance for all convenors.
- They ensure that all public meeting information is up to date.

Fundraising, Marketing, and Communications Team

Sue shared a graphic of the donations received year-to-date, compared with last year.

- This year's numbers exceed last year's YTD donations.
- YTD donations are over \$20,000.
- There is a meeting attendee who attends multiple meetings, then donates a dollar for each meeting attended, via the online donation portal, at the end of each month.
- Everyone is encouraged to join the FMC team and/or contribute fundraising ideas.

Adjournment of Board of Directors Meeting

Sue made a motion to adjourn the meeting. Njon seconded.

VOTE: Sue verbally confirmed unanimous approval to adjourn.
The meeting adjourned at 9:55 AM.

LifeRing Public Forum

Taresa questions

Regional Reps

What are the eligibility requirements to be a regional rep? How does a person express interest and get assigned?

Lisa: The eligibility requirement is six months of sobriety, just as it is for convenors

How do we identify when a new region needs to be separated and set up with a representative?

Lisa: Regional reps are usually the ones that identify new regions

Conference Feedback

How do we collect, assess, and choose to act on feedback from surveys and the conference? What are we doing with the feedback we received? How is it documented? What's the process for getting it approved to work on? Who gets assigned to work on it? I assume the Board evaluates what we should and should not pursue.

Sue: The Board does not usually respond directly to feedback, but it's handled team-by-team. For example, there was feedback that 10pm meetings require more Board oversight, and that was brought to the Online Regional Rep. It will be discussed in the next Convenor's meeting.

- Disciplinary issues come to the Board for handling.
- Most feedback is routed to the appropriate team.

Committees

Are there metrics that the committees are tracking that show how they're advancing toward our strategic goals, and can we review those each board meeting?

Are quantifiable goals being set and is progress being measured? For example, I'm on the website committee, I don't know if we made a commitment to a target date for going live. Or, is what gets reported this month different from what was reported last month? What is our goal as a committee?

Could committee reports give us 1) a sense of what they planned to do last month, 2) what they accomplished toward that plan, and 3) what they plan to complete next month?

A discussion ensued with input from Njon, Lisa, Robert, Sue, Anna, and Laura.

Topics included:

- Practices and protocols, both past and present
- The Team Status Report
- Volunteer motivation and retention
- Board representation on teams

Committees, continued

What are the requirements (like sober time?) to lead a committee? What's the mechanism to express interest and get selected? Are there requirements for length of service or term limits?

More discussion. Highlights:

- Committee recruitment
- Encouraging meeting attendance for committees and the monthly Board meeting
- Shifting membership on the Board as well as committees
- The challenge of meeting bombers
- Asking for donations of volunteer time vs. money
- Leveraging social media

Adjournment Of Public BOD Business Meeting

Sue adjourned the public board business meeting.

The public board business meeting closed at 10:41 AM.

Executive Session

Item: Director of Development