



# Board Of Directors Monthly Meeting Minutes

## Sunday, August 11, 2024

### Call to Order and Identification of Public Attendees

Sue Betts called the meeting to order at 9:09 AM Pacific Time. The meeting started slightly late due to audio-visual issues.

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:

- Kathleen G
- Lorraine H.
- Anna
- Cindy
- Laura
- Ewa C.



## Approval Of Consent Agenda

### July 2024 Minutes

Monica made a motion to adopt the July Minutes as presented. Sue seconded.  
Mary Beth O'Connor and Joe Franklin abstained.

**VOTE:** Sue confirmed a unanimous vote to adopt the Minutes, with two members abstaining.

### July 2024 Financial Report

Monica made a motion to adopt the July 2024 Financial Report, as presented. Michael seconded.

**VOTE:** Sue confirmed a unanimous vote to adopt the July 2024 Financial Report.

### Approval of LifeRing Officer(s)

Thank you to Monica F. for her year-long service as LifeRing Secretary.  
Sue made a motion to nominate Ewa C. as Secretary and Officer of the Board. Monica seconded.

**VOTE:** Sue confirmed a unanimous vote to approve the appointment of Ewa C. as LifeRing Secretary.

## Ongoing Business

### Annual Compliance Documents: Board of Directors Letter of Commitment

Three Board members have yet to sign off on the Letter of Commitment. Sue requests a verbal confirmation of commitment as follows:

Joe F: has reviewed the Letter of Commitment and agrees with the terms set therein;  
Bobbi C: has reviewed the Letter of Commitment and agrees with the terms set therein;  
Mary Beth: has not had a chance to review the Letter of Commitment but will do so immediately following the BOD meeting.

### Conflict of Interest

Waiting for Bobbi, Njon and Joe to submit forms.  
Awaiting several bios as well.

### Relations With International Entities

The **Agreement for International Entities** has been submitted to the International Entities (who are expected to propose additional changes).  
Lisa reports that she is waiting to hear back after the agreement has been reviewed.



## Website Redesign

Bobbi shared the latest updates:

- The website development committee has met with the web developer last month
- to review everything and they will begin the process of building the new website.
- The process will take from 3-6 weeks to complete

## New Business

### Recording of Meetings

Concerns have been raised about members recording meetings without permission, which has been brought to the Executive Committee for review. Kemper has managed the technical side of functionally locking down any possibility of recording; however, still need to monitor for people using smartphones or other recording devices.

Sue reports that the Zoom Participation Agreement has been updated to reflect the prohibition of unauthorized recording of any portion of a meeting; divisive and incendiary comments will not be tolerated; and participants must be 18 years of age or older. Query as to whether this needs to be reviewed by Cooley. Mary Beth states it does not require a review at this time.

### Code of Conduct for Online Meetings

Njon has updated the language pertaining to Code of Conduct for Online Zoom meeting participants by setting up some guidelines and guardrails around code of conduct within LifeRing's existing framework and updating the language in order to make it more relevant to online use.

### Multiple Pathways of Recovery Conference (MPRC)

Historically, LifeRing has been represented at the annual Multiple Pathways of Recovery Conference (MPRC), which is sponsored by CCAR (Connecticut Community Addiction Resources) and will be held in New Haven, CT in August 2024. Mary Beth will represent LifeRing this year. She will present a workshop as well as being at a table with LifeRing literature to answer questions and talk about LifeRing. Mary Beth will also be speaking at a Recovery Center in Portland, ME.

### Misc.

LifeRing Overview for Professionals: this pamphlet is being updated. Lisa has reviewed it already, and Sue is requesting any additional input/suggestions so that she can complete the update this week.



## 2024 LifeRing Annual Conference

The Annual Meeting was held June 8<sup>th</sup> and there are now three videos of presentations on LifeRing's YouTube channel:

- Mary Beth's workshop on Open Recovery
- Ewa's Mindfulness presentation
- Marty's presentation

## Reports

### Treasurer's Report

Monica has created a new format for the Treasurer's Report in order to simplify the presentation of financial information and welcomes any feedback.

### LifeRing Development Report

Highlights:

- Development Director Lorraine H. has emailed Katie Georgitis of the Comeau Foundation but has not heard back from her as of this date. Will continue to reach out.
- Research into secular philanthropic organizations is ongoing.
- Preparing proposal template about LifeRing's offerings to send to organizations that Candid's Foundation Directory indicates have previously funded substance misuse.
- Lorraine had an online call with Steven Samra, SPARK Technical Assistance arm of SAMHSA to identify potential grant funding pathways and had other useful suggestions, e.g. establishing a "warm line", educating convenors about Motivational Interviewing.
- Lorraine attended Faces & Voices Grant writing seminar
- Completed request for support from AmFunds/American Fundraising Foundation
- Internal fundraising is ongoing and FMC is thriving.
- Still waiting to hear from OneOhio Recovery Foundation

### LifeRing Book Sales Report

- Robert presents the book sales report. Sue notes significant uptick of sales in October, possibly related to the "Read to Recovery" program created by the San Francisco Public Library in tandem with other local recovery programs who have agreed to give away books to people who are in recovery or curious about recovery.

- Sue has reached out to Michael Lambert, the San Francisco Public Librarian in order to speak with him about how LifeRing can support the library's efforts.



## LifeRing Teams Updates

### Social Media

Bobbi: no new updates.

### Regional Representatives

Lisa: no new updates.

### Team Status Report

Submitted as a formal report for board review

## Adjournment of Board of Directors Meeting

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

**VOTE:** Sue verbally confirmed unanimous approval to adjourn and the meeting adjourned at 10:15 AM Pacific Time.

## Public Forum

- **Laura M:** Access to LifeRing Professional Pamphlet.  
Sue explains the pamphlet is done, but input on the Professional webpage gratefully appreciated.
- **Laura M:** Beta version of website.  
Bobbi invites Laura to join a Website Team Meeting to review. Special meeting may be called for stakeholder review.

## Executive Session

- New Board Responsibilities Presentation | Presented by Cooley Law Firm annually
- Introduction and Overview of new PAL2 Study