

Connecticut Al-Anon Family Groups Services, Inc.
Annual Board of Directors Meeting
March 17, 2021 at 6:30 p.m.
Via Zoom

Opening Serenity Prayer / Welcome (Deborah)

The Annual Meeting of the Connecticut Al-Anon Family Group Services, Inc. BOD was called to order at 6:33p by President Deborah C and opened with the Serenity Prayer. This meeting was conducted over the ZOOM platform utilizing audio and video technology. Deborah stated that BOD meetings will continue via ZOOM until COVID Guidelines change to allow in-person meetings once again. This is Deborah's last meeting since her term of service is ending. She shared that she has learned a lot in this service. Members expressed gratitude for the leadership and guidance she provided to the Board especially with regard to the LDC

Participants: Deborah C, Shirley B, Betsy N, Ann V-T, Michael C, Carol D, Janice R

Secretary's Report / January Minutes (Betsy)

The minutes of the Regular BOD Meeting held on January 20, 2021. The Minutes and Treasurer's Reports were amended by Michael to correct the LDC "trigger" amount to \$12K, not \$15K. Minutes were emailed for review and no additional changes were received. A motion to accept both sets of minutes was made by Michael and seconded by Ann. Approved by all.

Concept Sharing – Concept 2 (Shirley) – sharing is attached

Treasurer's Report (Michael)

Michael reviewed the current financial report. A motion to accept the financial report was made by Ann and seconded by Carol. Approved by all. Highlights of the report included:

- There is a slight increase in income which included a \$500 refund from 2020 facility deposit for CAWW Which was cancelled in 2020. There is no CAWW event this year
- Reviewed forecasted cash position thru 12/31/21
- Expects increased income as literature sales and contributions increase
- After discussion, it was decided that Deborah will request the transfer of \$3,000 from the Area to LDC since the LDC balance is below the "trigger" amount of 12K

Election of Current Board Members (Deborah)

Deborah questioned each current Board member if they were willing to continue service for the next term year. The current members who will continue as board members are: Shirley B, Ann V-T, Michael C, Janice R and Carol D. Deborah C will be stepping down after having completed 6 terms on the board. Betsy N will also be stepping down after 3 terms on the Board

Election of Board Officers (Deborah)

Election of officers is normally done using paper ballots. It was agreed by all that the voting process on the ZOOM Platform will be done by voice only. All officer positions were unanimously approved.

President	Carol D
Secretary	Janice R
Treasurer	Michael C

New Candidates Resumes / Vote (Deborah)

The Nominating Committee submitted 2 names for consideration to fill open BOD positions. The resumes had been emailed to current board members for review. The voting to fill open positions is normally done using paper ballots. It was agreed by all that the voting process on the ZOOM platform will be done by voice vote only. The 2 candidates are:

Katherine D - unanimously approved
Kathleen G - approved with 1 abstention.

Deborah will contact both candidates to inform them of approvals. She will contact Taffy P (AWSC Secretary) to submit and process the required background checks

Audit Sub Committee (Shirley)

Shirley reviewed the final report of the committee which has been submitted and emailed to the Board. Deborah thanked the committee for their diligent service in completing the audits. Highlights of the report include:

- No red flags, discrepancies or irregularities in general were found
- More documentation for reporting should be done
- Financial info needs to be presented in a tax-compliant manner
- Goal is to ensure AFG of CT is in compliance with IRS guidelines for non-profit organizations, to make account reporting uniform, and to mitigate any potential issues with the IRS, as well as continued transparency and consistency of each accounts' recordkeeping safeguards

LDC update (Deborah)

Contact was made with Marion from the MA LDC to see what guidelines they had in place for their LDC

South Church is OK with opening our LDC to walk ins. Carol will contact Dawn to create a flyer.

Guidelines discussed:

- No more than 5 people in LDC
- Must wear facemasks
- Pre-screening questions
- Appointments should be made before coming to LDC in person

BOD Officers – Job Descriptions

Job descriptions for BOD President, Secretary and Treasurer were reviewed and updated where necessary by the current officers

Closing (Deborah)

The agenda for the next BOD meeting will include discussion for LDC on-line ordering, financial review

Deborah closed the meeting at 8:45 pm with the AI-Anon Declaration

UPCOMING MEETINGS May 19, 2021