

Connecticut Al-Anon Family Groups Services, Inc.
Board of Directors meeting
January 19, 2022 at 6:30 pm.
Via Zoom

1. Opening Serenity Prayer/Welcome (Carol)

A regular meeting of the Connecticut Al-Anon Family Groups Services, Inc. BOD was called to order at 6:37 pm by President Carol D and opened with a Moment of Silence followed by the Serenity Prayer. Carol welcomed everyone present and apologized for being late. The meeting was conducted over the ZOOM platform utilizing audio and video technology.

Participants: Carol D. Shirley B. Ann T-V, Michael C. Katie D. Kathy G and Janice R.

Absent: None

2. Secretary's Report/October Minutes

The minutes were emailed to BOD members on 12/2 and 12/3 asking for their review with Carol requesting a few revisions on 1/1/22. A motion to accept the Secretary's Report was made by Katie and seconded by Shirley. Minutes were approved as presented.

3. Treasurer's Report (Michael's report in full)

The summary below is based on the December 31, 2021, bank statements from the various treasurers.

Current Cash Position

We ended 2021 with a cash balance of **\$79,758**. We were \$6,686 below the end of 2020 and short of the \$83,000 expected year end figure. **We, however, survived intact financially after our 2nd year of the COVID-19 Pandemic!**

Highlights of 2021 and Q4

- a) **Area Budget:** The Area spent \$4,000 in December supporting Public Outreach with online ads. \$23,347 was collected in contributions in 2021. PO, LDC, BOD (insurance) and Equalization had spending close to their budget and comprised most of the \$30,465 spent in 2021. (This deficit of \$6,917 accounts for nearly all the overall cash reduction from 2020 to 2021)
- b) **Alateen Account:** The Area is fully aware of the Alateen bank balance at Key Bank. (It's also the only AFG CT account in Key Bank).
- c) **LDC:** The LDC used \$9,000 from Area in 2021 as their depressed literature sales in 2021 were like 2020. (2020 had a normal Q1). They hired a new Manager in Q4 and there was a double payroll in December. Slow sales are expected to continue in Q1 2022. The shrinking Inventory number seems real and WSO was unable to fully process our orders to replenish our inventory. **They are,** as of this writing, below the \$10,000 threshold and have requested a \$3,000 transfer. Carol D will follow protocol.
- d) **Convention:** Treasurer is working with the new Convention Treasurer with regards to a new P&L format that ties into our calendar year tax needs. In fact, treasurer has **2021** reports in P&L formats from all three Treasurers.

- e) **2021 Taxes:** Treasurer will assemble the 3 P&L reports and send to our Tax Attorney by Jan 31. Our tax deadline is May 2022.
- f) **ADP Payroll:** Set up current LDC mgr in Payroll. W-2 documents will be sent out by ADP via mail. Terminated Deborah C in the payroll system.

Discussion followed regarding reviewing the report. Conversation was previously held with Alateen Coordinator who is amenable to changing banks and is hoping to talk to treasurer about it.

The 1st Qtr. for 2022 is like how it looks now; hopefully once Omicron is on the decline by late Spring we could see increases. If LDC does better and more contributions to Area come in, we may not need to ask for more \$.

Carol did remind us that the Audit Report Recommendations stated all accounts be at the same bank. More discussion of this follows in the minutes under New Business. Shirley B made a motion to accept the Treasurer's Report and Kathy G seconded the motion. Motion was approved and passed.

4. Concept 6

Kathy G read pages 218-22 from our AI-Anon Service Manual regarding Trustees. She learned how the WSO was connected to the Trustees and became aware of their authority. She continued reading about the interpretation of the WSO Charter and where experience falls, in addition to referring to the Charter as needed. They serve a vast function, and we need to trust them. The trustees have the experience, and therefore they are chosen with great care from the outside as well. Carol D thanked Kathy G for presenting Concept 6.

5. Old Business

a. DOL paperwork

The hearing is scheduled for 3/26/22 with the paperwork having been sent in accordingly. Carol did not receive a return receipt, so she went to the Post Office. She had sent it on the 13th and it was picked up by DOL on the 20th. BOD agreed that sending paperwork is acceptable.

b. Update on Archives storage at the LDC

Carol is still working on meeting with appropriate church staff.

The problem is that there is no mention of a separate room for Archives in our contract. We have a closet that contains 80% of what we own. There is another room that has previously flooded. There is a room off of the Grey room that is ideal but only holds electronics and archives. Building manager thinks everything should go there, however, Carol measured it and the room could not fit everything. Carol indicated when she signs the contract in May, she will make sure everything is included. She has a meeting scheduled a week from today (1/26) with them.

Discussion followed regarding if having too many supplies is the problem (Ann) and Kathy G said they cleaned out the closet several years ago and there was a lot that could be discarded. There was also supposed to have been an inventory list of what was there.

Carol added it has been reorganized again but there are things that probably can still be discarded. They don't have many volunteers and unfortunately, no one responds to volunteer requests.

6. New Business

a. Flyer - encouraging members order from LDC

A new flyer will be created – currently not many people are meeting in person, some may be downloading literature from Kindle or ordering from Amazon. The flyer will be created and sent to the Area for appropriate distribution. Signs for mandatory mask wearing are up at the LDC whether vaccinated or not. Hand sanitizer is also available.

b. Consider getting USPS labels, scale and boxes

Having USPS labels, a scale and boxes would make the LDC run more efficiently. Going to PO, standing and waiting in line costs us. Previous BOD President looked into UPS and cost was expensive. Carol will continue to pursue more information. This issue needs to be more streamlined.

LDC Mgr having some problems with email account, comcast, inventory is down considerably. A few books are backordered. Carol D clarified a few things with the mgr.

c. Alateen account – Per BOD member Alateen has no issue with changing banks providing the Alateen money stays in the account. It would be more streamlined if all accounts were at the same bank.

Treasurer will call and talk to her about it.

The Audit showed records were somewhat challenging; in terms of record keeping documents. \$1500. In deposits were made last year. Convention is sending money to Alateen which also makes it challenging. Some discussion followed and Michael will talk to Convention Chair/Treasurer. Discussion continued. President reiterated it is an Area issue and a separate account.

d. Tap members for BOD

There are currently two members of Al-Anon that are interested, from Districts 1 and 6. Area and Alternate Delegate will be forming a nominating committee.

Carol reminded BOD to consider tapping people who will be an asset to the BOD.

7. Dates for Future Meetings

Do we stay with Zoom or change – stay with zoom for now in light of Omicron.

Annual meeting is March 16th, to 1) review resumes 2) vote on officers (who stays in each position

Kathy G explained she cannot meet in person for now and Carol cannot for now as well.

8. The meeting adjourned with the Al-Anon Declaration at 7:44 pm with Shirley making a motion to close the meeting and it was seconded by Ann. All were in favor to adjourn the meeting.

Respectfully submitted,

Janice R
Secretary

**UPCOMING MEETING
MARCH 16, 2022
VIRTUAL ZOOM PLATFORM**