

## **Minutes of the Board of Directors Meeting (Brief Version):**

**December 8, 2013**

It was determined that a quorum of board members was present and the meeting was called to order at 12 Noon PST.

### **Consent Agenda**

The Consent Agenda consisted of the Minutes and the Treasurer's Report as well as three committee reports. It was moved, seconded, and carried unanimously to accept these documents.

### **Committee Reports**

- **Online Forums**

There were no significant items.

- **LifeRing Press**

An RBC Workbook-based topical meeting is now being held, giving rise to additional book sales.

- **Survey**

The survey results will be posted on the website by the middle of this month.

### **Annual Appeal**

The annual appeal letters will be sent out this coming week (Week of December 8). 2500 e-mails and 250 letters will be sent.

An appeal for donations will also appear in the next newsletter

### **New Terms of Use (TOU) Policy**

We now have a new TOU policy draft. There is presently an earlier version on the website. This version will be added to the current one after approval.

### **Brochure Approval Process**

It was asked whether a committee was created for brochure approval. It was suggested that these brochures should be handled as policy documents. Particular focus was given to the "It's Your Right" brochure. It has been re-written substituting the Hazle case for the Inouwe case.

## **Annual Report from the Service Center**

The creation of a report that would be included in the monthly BOD meeting agenda was discussed so as to better enable the board to understand frequent activity by the Service Center. The report would include such things as new meetings and cancelled meetings for example. The report would be presented at the Annual Meeting. It was suggested that periodic updates of it could be part of the monthly BOD meetings as an agenda item.

## **BOD Member Resignation**

It was asked how the board wanted to proceed regarding the appointment of a new board member to replace this recent resignation. It was agreed that a special closed board meeting would be held to discuss replacement. The meeting will be confined to board members only.

## **Policy Issue – Suicide Threats**

There is an existing PDF on the website regarding this subject, and all convenors should have it. *However, it was stressed that convenor responsibility should be avoided; convenors are not trained counselors for these matters. A policy statement in this regard will be written.*

## **Chat Room Rules**

A controversy involving chat was briefly discussed.

## **Strategic Planning**

Definable organization goals need to be created. Financial stability is of principal importance. It was commented that there was concern that our growth was not sustainable, and that the present time period is very critical for action in this regard. Documents addressing planning and fundraising strategy have been prepared and they will serve as a starting point from which to build.

It was also emphasized that we need to have concrete and specific goals that would be conveyed to potential grant providers; without such information potential donations from funders unlikely. There needs to be immediate action regarding financial support for the 2014 Annual Meeting. Specific goals for this endeavor have been defined. Confidence was expressed that funding for the Annual Meeting would be in place.

## **Website Pages**

A website page will be created for board-only members and another with convenor access only. There will also be a public page that would contain policy statements as well as other selected material of interest.

## **Adjournment**

There being no other business at this time, It was moved, seconded, and carried unanimously that the meeting be adjourned.

Submitted by the LifeRing Board Secretary

December 12, 2013