

## **Minutes of the LifeRing Board of Directors Meeting: August 12, 2018**

It was determined that a quorum of board members was present and the meeting was called to order by Board Chair Dan Carrigan at 9:00am PDT. The other Board Members present were: Lorraine Hull, Mary Beth O'Connor, Bob Crosby and Donal Breen. Board members Harold Marques and George Gidora were not present.

The Executive Director, Byron Kerr, was present and the General Manager, Robert Stump, was also present. Dave Fletcher, a LifeRing member, was also present.

### **Public Comments**

There were none.

### **Consent Agenda**

The July Minutes were moved, seconded and carried unanimously to accept the Minutes as submitted (with minor correction of spelling to be made in the Minutes).

The July Treasurer's report was moved, seconded and carried unanimously to accept the Treasurer's report as submitted.

### **Elections: Board Chair, Treasurer, Secretary and Executive Director**

General Manager is a paid position and not an elected position.

**Board Chair:** Lorraine Hull and Dan Carrigan are nominating selves to serve as Co-Chairs. Co-chairs are used in many Boards and can be helpful in terms of continuity and coordination. Hoping that Board Chair(s), while keeping the big picture in mind, can play a more active role in reaching out to Board members to help keep projects moving along.

Discussion re: possibility of creating an Executive Committee which could make emergency decisions when necessary.

Discussion of various interpretations of Robert's Rules with regards to when the Chair casts votes. One interpretation is that Chair only votes to break a tie; there are other interpretations.

Motion made to nominate Lorraine Hull and Dan Carrigan as Co-Chairs; seconded and carried unanimously.

Motion made to nominate Mary Beth O'Connor as Board Secretary; seconded and carried unanimously.

Motion made to nominate Bob Crosby as Board Treasurer; seconded and carried unanimously.

Motion made to nominate Byron Kerr as Executive Director; seconded and carried unanimously.

### **Committee Structures and Chairs**

More streamlined version of committee structures put together by R. Stump with four committees:

**Meeting Committee:** new and existing meetings

**Financial Committee:** all financial matters including fundraising, grant writing, etc.

**Communications Committee:** PR, branding, quarterly newsletter, enhancing communication with members, convenors, friends of LifeRing, recovery community, professionals, etc.

**Executive Committee:** Executive Director, Chair(s) and officers for purpose of speeding along decisions that do not need to involve entire Board.

Customarily, the Secretary becomes Chair of Communications; the Treasurer becomes Financial Chair.

LifeRing has utilized this committee structure in the past; it is possibly a more effective structure in terms of getting things done.

Motion to accept the new committee structure; seconded and carried unanimously.

Plan to vote on Committee Chairs at September meeting.

### **Existing Meeting Management: Convenor Letter**

Byron has composed a letter to convenors reminding them that HWYW is a valuable resource as problems arise within meetings and as a general guideline for convening meetings.

Would be valuable to have a portal/email box for feedback about meetings on website. Key to get back to people immediately. Robert can set up an email box that 2-3 people may have access to.

### **CCAR Conference**

Lorraine spoke with Njon W. about his presentation at past CCAR conferences. The point of the presentations is to share one's personal journey of recovery which Njon did in context of LifeRing and put together a powerpoint presentation which clearly acknowledged LifeRing.

Njon has offered to do a drawing for a couple sets of books; will hand out cards with LifeRing logo; those interested will have to go to the website and provide contact information in order to be eligible to win.

Mary Beth has followed up with CCAR to ensure they have appropriate email address to use for scheduling speaking events in the future through the Service Center.

**Public Comments**

There were none.

**Adjournment**

Motion was made to adjourn. It was seconded and carried unanimously.

Submitted by Ewa Conroy  
*LifeRing Deputy Board Secretary*  
*September 6, 2018*