

Minutes of the LifeRing Board of Directors Meeting: January 12, 2020

It was determined that a quorum of board members was present and the meeting was called to order by Board Co-Chair Lorraine Hull, at 8:00AM PDT. Co-Chair Dan Carrigan was also present. The other Board Members present were: Donal Breen, Mary Beth O'Connor, Fergus Cantwell, Ewa Conroy, and Scott Judkins. Robert Stump, General Manager, was also present. Board member Steve Gonzales was not present.

Public Comments

There were none.

Consent Agenda

The November Consent Agenda was moved, seconded, and carried unanimously to accept the Consent Agenda as submitted, with minor corrections to the Minutes. The November P&L was moved, seconded, and carried unanimously as submitted. The December Consent Agenda will be reviewed and voted on at the next Board meeting.

Committees

Executive Committee

No new updates.

Meeting Support Committee - (Donal B., Dan C., Fergus C., Scott J.)

No new updates.

Finance Committee - (Robert, Mary Beth, Donal)

Mary Beth initiates discussion re: the need for a more formal policy for giving out free books. LifeRing spent approximately \$1000 in 2019 on distributing books for free to Conveners, to prisoners, or individuals pleading financial hardship. There has been an informal policy in place utilized by Craig and Robert over the years, and LifeRing may want to continue giving Conveners a free starter package; this is usually done with the expectation that the conveners will pay for the books once they have begun taking collections. Robert will write up a summary of how distribution of free books has been handled in the past and will submit to Board for review in order to create a more formalized policy.

Budget 2020

LifeRing will be in the red approximately \$6000 for the year 2020 due to a combination of less revenue raised during the 2019 Fundraising, normal increases in operating costs and Robert's pay increase; however, there will be savings by not spending any money on the Annual Conference this year. Lorraine and Dan agreed that no funds would be spent without seeking authorization from the Board. and Lorraine will reduce the amount of their requests to \$2500 each. Motion made to approve the 2020 Budget, with \$2500 going to webinars and \$2500 to advertising submitted by Dan and Lorraine. Motion seconded and approved unanimously to approve the budget as submitted.

Fergus reports that LifeRing Ireland may be able to make significant contribution to LifeRing America pending a reimbursement that they are waiting for. Future budgeting decisions would benefit from creating a Five-Year-Strategic Plan which may be something that can be accomplished via retreat(s) for Board members. This could be done on a quarterly or semi-annual basis. Annual Congress will be 9-11:30 on May 31, 2020. The first of two strategic planning meetings will be scheduled for March 8, 2020 at 8AM - 11AM PST via Zoom.

Open Business

Volunteer Outreach Coordinator

David I.

Not as much activity during the month of December. Meeting numbers have dwindled at Aton and David has spoken with the treatment professionals there and is strategizing on how to increase attendance.

Marketing Committee - Steve

No new updates.

Communications Committee

Dan, Ewa

Goal is to target communications with conveners, donors, members, LifeRing friends, donors, recovery community and treatment professionals. Communication strategy should be to inform and include participants and conveners in order for them to be more aware and involved in what's happening behind the scenes at LifeRing. Important to revisit skills set surveys that were sent out. May be able to find to take over quarterly newsletter as well.

Plans for 2020 Annual Meeting

Plan for Annual Conference/Congress is to conduct the conference online via Zoom. Dan would like to foster fuller engagement of conveners and members via Webinars; replace educational component of the Congress with webinars that focus on a variety of topics, e.g. active listening. Dan plans to familiarize himself with the technical elements of creating webinars prior to February Board meeting.

Grant Opportunities

Lorraine suggests forming a group to address grant opportunities which will include Monica and Ewa.

Open Board Seat

Request to identify potential Board members, both for the open Board seat as well as future Board openings. Lorraine will post the opening on the Convener email group. Taking over the quarterly newsletter may also be something a LifeRing member/convener may be willing to take over. Dan suggests that it would be useful to create a "pipeline" of volunteers who will be able to step into Board positions as they open up.

Adjournment

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

Submitted by Ewa Conroy

LifeRing Board Secretary

January 25, 2020