

Minutes of the LifeRing Board of Directors Meeting: August 9, 2020

Call to Order

It was determined that a quorum of board members was present and the meeting was called to order by Board Co-Chair Dan Carrigan at 9:00am PDT. Dan informed the group that Board Co-Chair Lorraine Hull would be a few minutes late but would be attending. The other Board Members present were: Donal Breen, Mary Beth O'Connor, Ewa Conroy, Steve Gonzales, Jamie Itterman, and Jocelyn Harnois. Board member Scott Judkins was not present.

Non-board members in attendance included: Robert Stump, General Manager; Lisa Swing-Corney, Frontier Region Coordinator; David Irwin, a convenor from San Diego, California; and Kevin M., a convenor from Oregon.

Public Comment

David Irwin joined the meeting to give a follow-up report regarding his efforts to start new meetings in the San Diego area. As noted during a previous Board meeting, his idea was to take on a Volunteer Outreach Coordinator role by which he would help start a number of new meetings with senior convenors leading, which could then be turned over to more junior convenors once established. San Diego meetings now take place 4 days a week, with a 5th "pop-up" online meeting that can be held each week if anyone expresses an interest or need for an extra meeting.

The above topic also prompted a brief discussion about Zoom requiring a password for all meetings by sometime in the fall. Steve G. noted that documented training has been provided to convenors in recent months about how to deal with online meeting matters such as passwords, privacy settings, etc.

Consent agenda

The July Consent Agenda package, including the Minutes and Profit and Loss Reports were moved (Mary Beth), seconded (Dan) and carried unanimously, with a note that there was just a small formatting issue to be cleaned up in the document.

Committee Reports

Executive Committee

Dan and Lorraine stated there was nothing major to report. They met with Robert to plan for the August Board meeting agenda as well as discuss a couple of issues that come up later as agenda items.

Finance Committee

Donal said all looks good, had one question about the Miscellaneous Income line and what that includes as the number is up from last year. Robert answered that it includes smaller amounts that come in like credits on accounts.

Marketing Committee

Lorraine noted that the only major topic under Marketing to discuss is the fundraising campaign, which is a separate agenda item.

She also generally noted that she would welcome volunteers to assist with the marketing plan, coming up with themes for campaigns, etc.

Communications Committee

Ewa reported that she blogged about the fundraiser.

Meetings Committee

Lisa, Jocelyn, and Robert have been working on updated video meeting guidelines, including general suggestions for conduct and content convenors can use as part of their opening statements when leading online video meetings. Mary Beth asked that these be sent to the Board for review before being distributed more widely to convenors. Lisa sent an email during the meeting with the content of the documents. Lisa also noted that one of the next steps for the committee will be to try to refine the chat guidelines as they are lengthy.

New Business

Key Terms for Social Media

Mary Beth had previously pointed out that the language “Non 12 Step Recovery Program” we currently use as the byline on our website may need to be looked at.

Suggestions were made such as using “3S” terminology instead (sober, secularity, self help).

Steve asked if we have done any research yet, since there is lots of public data available that can tell us what the most common keywords used in the recovery space are. He will look into this for us and report back.

Review of Draft Chat Guidelines

This item was discussed under the Meetings Committee report.

Zoom Meetings

As per Zoom’s incoming new policies, convenors using LifeRing’s Zoom account (or their own) will be required to use the waiting room feature and a password by the end of September. Robert is in the process of informing groups that do not currently use a password that they need to act on this information.

The LifeRing Zoom account’s meeting room will have the password embedded in the link.

Questions were raised about how many individual user accounts we can have under our charity Zoom account. Currently we can have nine. Robert noted that at ten users, it would be a “pro” account.

Zoom Pro accounts allow you to add a donation link to meetings, but a Pro account costs \$1000-\$1500 per year.

The Board is interested in the donation link idea, so Robert is going to investigate the exact cost. Mary Beth pointed out that we need to consider whether the cost of the pro account would actually be offset by the amount of donations received.

Virtual Recovery Month (Possible Activities)

Recovery month is coming up in September. The theme is “Join the Voices for Recovery: Celebrating Connections”.

Mary Beth noted she has researched speaking opportunities.

Lorraine and Ewa stated they would prepare a notice to send out to convenors asking them to think about ways to bring awareness of Recovery Month to their communities. (pop up committee)

Lorraine asked about the possibility of providing convenor training in the month of September. Dan and Jamie said that while not impossible, it was likely too late to coordinate a training session for September since we have not reached out yet to the convenors to see what they would be interested in learning. Dan said he is happy to work with Jamie on developing something for the near future. Robert said he would provide Jamie with information and documentation of past training sessions so he can get a sense of the topics covered, format, etc.

Old Business

Summer Fundraising Campaign

Lorraine reported that as of August 8, 2020, approximately \$3000 had been raised. \$500 of that was a contribution from Colorado. The campaign has been extended to August 15, 2020.

This prompted a general discussion that donations are down this year due to COVID-19 and the move to online meetings.

Steve suggested sending out an all-convenor email blast reminding them to post the link to www.lifering.org/donate in their Zoom chat during meetings. Jocelyn noted she would add the same information to the draft version of the opening statement for video meetings.

Quarterly Training

This item was covered under the agenda item *Virtual Recovery Month (Possible Activities)*.

Pop-Up Committees

As noted under *Virtual Recovery Month (Possible Activities)*, Lorraine and Ewa will work on a notice to send to convenors. Dan and possibly Lisa will also help with this effort.

Adjournment

Motion was made to adjourn (Lorraine). Motion was seconded (Dan) and carried unanimously to adjourn.

Submitted by Jocelyn Harnois
LifeRing Board Secretary
August 23, 2020