

Minutes of the LifeRing Board of Directors Meeting held on May 8, 2022

Call to Order / Introduction of Members of the Public:

It was determined that a quorum of board members was present and the meeting was called to order by Sue Betts, Board Chair at 9:00 am PDT. Board members present were: Sue Betts, Chair, Steve Gonzales, Treasurer, Lorraine Hull, Secretary, Mary Beth O'Connor, Chris Smith, Lisa Swing-Corney, Casey Cannizzaro and George Gidora.

Non-board members in attendance included: Robert Stump, Executive Director, and Mark F. (CO), Rafal K., and Mark F., all LifeRing Members and or Convenors.

Minutes and P&L Reports:

Mary Beth requested a minor change to the minutes wherein she has not posted all her podcasts to the website. With that change she made a motion to approve the March board meeting minutes. Chris seconded the motion. All approved with no one opposed.

Mary Beth made a motion to approve the P&L Statement as written. Lorraine seconded and all were in favor.

Old Business:

High Level Review of Finances

Steve explained that there was a larger loss than expected. He reminded the group that last year at this time LifeRing received around \$15,000 in PPP funds during the pandemic. The summer fundraisers are coming up in the future to offset the loss. There was agreement among board members to promote donations during the annual meeting next month. That has not been done at previous annual meetings.

Authorized Signer -- Checking Account / Credit Card

Some urgency was expressed about getting this done. Steve will remove Dan C., prior signer now.

LifeRing 2021 Tax Filing Status

Steve requested an extension due to the necessary change to a new paid vendor.

Strategic Planning Update

Lisa screen shared the current status of the strategic plan. She showed the top portion of the Strategic Plan pyramid. Thirty-plus responses were received from members to the request to update the original Mission Statement. The Vision Statement was reworked by the Fundraising Marketing and Communications Committee.

There was discussion of whether or not to use the term addiction in the mission statement. Some board members felt the term is outdated and LifeRing aims to follow current science. The term addict is not used. The flow of the Mission Statement with the goal to keep it succinct works better with the word addiction.

A suggestion to perhaps substitute problematic substance abuse instead of addiction. Lisa said we will keep the Mission Statement open for now. The board expressed favor for the vision statement as written.

Objectives: The basic objectives came together from the SWOT analysis done by the board. The four objectives are:

Our People - increased engagement focused)	(internally
Raise Awareness Increase awareness and understanding of focused)	(externally
Infrastructure/Operations focused)	(internally
Finances Fundraising / Fiscal responsibility focused)	(externally/internally

The objective of awareness is now further defined. Another objective is currently in process. It is a slow process because we want to be careful and ensure to get it right.

International Relationships

Mary Beth shared that she, Lisa, and George met regarding trademark concerns. She will take the information gathered to Cooley and explore approaches. The trademark concern is not explicitly structured in a particular way. Some bigger structural issues will be looked at next.

New Business:

Executive Director Search Committee

Sue shared the names of the members of this committee. Craig Whalley and Kathleen Gargan, are both former Executive Directors. She shared what is most important, and what to look for with growth. Plan to look at internal candidates first as it is critical to have background knowledge and experience with LifeRing. If necessary will seek outside candidates to find a suitable replacement as Robert plans to retire as the Executive Director in July. He will continue on as the Operations Manager to keep the normal flow of LSR going.

Lisa, Robert, Sue, and Lorraine are also working on this committee.

Executive Director Search

If no one is found, Sue is prepared to function as Interim Executive Director. The next steps will include posting it out to the community. Convenors, donors, members may be interested or know someone who is.

Mary Beth expressed hesitancy to only look internally, thinking that goes too far. Internal experience would be a factor in the decision. She requested an update on the status of getting all the procedures in writing. Lorraine described the process of Robert, Sue, and Lisa meeting every Tuesday to document activities and procedures in writing. Sue stated approximately 90 percent complete on procedure documentation. This started many months ago.

The Office Manager's duties are written down. Robert set up a dashboard with details of how to do things.

Annual Report 10.4.6 – Workgroup

Sue may write this herself. Lorraine agreed to help with it. Robert said the history was that Marty did this when he was Executive Director/Board Chair. Lorraine stated that in the last three years the annual report was provided verbally at annual meetings, not in written form.

Annual Congress Election Guidelines

Board of Director Nominees – Terming Out: Casey (appointed earlier this year), Chris, George, Lisa, and Paula

Paula provided notification that she will be leaving. Lisa and Casey expressed interest in continuing. Rafal is interested in running. No information on plans from George or Chris at this time.

Key deadlines:

- Delegates at Large determined by May 25th
- Bylaw Change requests submitted by May 6th

Exciting announcement that the keynote speaker will be Dr. John F. Kelly, Founder and Director of the Recovery Research Institute. Dr. Kelly is the Elizabeth R. Spallin Professor of Psychiatry in Addiction Medicine at Harvard Medical School - the first endowed professor in addiction medicine at Harvard. He will speak on the future of mutual peer support and possibly allow a question and answer period afterward. Many thanks to Rafal for arranging for Dr. Kelly to speak.

Additional information was discussed about the Timeline & Congress Menu.

Officers and Chair – Chair, Treasurer, Secretary

Sue shared that she would like to serve the Board as Chair again as she enjoys doing this important work. Steve intends to remain as the Treasurer. Lorraine is resigning as Secretary.

Committees and Workgroups Report (detailed in "Committees Status Report")

All reports were updated. Specific highlights included:

Fundraising & Marketing Communications – Silver Soberversary celebration included
91 participants!

The Annual Meeting will feature Marty, Tom, Kathleen, John O., Chet, and Carola participating in the long-term LifeRingers segment.

The Public Forum:

The LifeRing visitors present discussed various topics including Rafal stating that getting Dr. John Kelly to speak is huge.

Kathleen shared she found LifeRing in the book stacks at the library and attended the meeting in 1997 where SOS and LifeRing parted ways.

Lorraine made a motion to adjourn. Sue seconded the motion and all were in favor at 10:10 PDT.

Submitted by Lorraine Hull
LifeRing Board Secretary
June 3, 2022