

**FAA Board of Trustees (BOT) Meeting Minutes**  
**Sunday, July 14, 2024 – 7:30-9:00 PM ET**  
**ZOOM Virtual Meeting ID: 942 2534 7723**  
**Password: 437767**

Meeting opened with the Serenity Prayer and called to order at 7:35pm by presiding co-chair Rita R.

Trustee Members in attendance - Chuck, Charlotte, Ellen, Phyllis, BonnieJean, Doreen, Linda, Darlene - (EA - Donna - non-voting)

Trustee Members absent - Laurie (ex); Anne (2nd)

Visitors - Tmima, Linda S., Katie

Reading Tradition Five (long version) - read by Linda A.

**NOTE:** This meeting was inadvertently removed from the website prior to the meeting start time. The meeting was not removed by anyone in attendance. It may have been accidentally removed by the webmaster during the recent posting of board meeting minutes. Members in attendance agreed to hold the meeting as we had a quorum as well as visitors.

The minutes for the June 9, 2024 meeting were approved and will be posted to the website.

Status Update Status of Actions Items from May 5<sup>th</sup> meeting:

- a. Motion # 1 - Email address for Committee Chairs – **Action Item** - EA/Webmaster - create email accounts for each officer and/or committee estimated completion date of September 2024.
- b. Motion#2 - Policy regarding handling inappropriate behavior at BOT Meetings – **Action Item:** Linda A. designated as action officer. Draft policy to be submitted via email to BOT members by August 15th.

Status of Action Items for June 9<sup>th</sup> – Special Board Meeting –

- a. By-laws revision – approved and signed. A signed copy was provided to each board member via email.

Executive Assistant/Office Committee Updates - Nothing major happening. EA provided support to the members in Pennsylvania for the half-day retreat in August similar to the support provided to the Ohio Intergroup. Ohio Intergroup estimated contribution to the WSO is \$700.

Treasurer Report - One CD has matured. Investing in CDs generates more income than the small increase previously gained. Our income is less than anticipated. We are doing okay. The last few conventions have generated much less than projected. Hopefully the upcoming convention will generate some additional funds.

Literature Committee Updates - Concepts of Service Sub-Committee is actively working on developing our FAA concepts. A more detailed report will be available at our next meeting. The Historical Sub-committee is currently on hold as the leader has taken on the role as convention chair. The Abstinent Times Sub-Committee is currently managed by one member. Additional support is greatly appreciated. The next quarterly newsletter will be issued in September. There are currently no other active sub-committees within the literature committee.

Public Information Updates - Nothing new to report. The next meeting will revisit the potential yo-yo campaign initiative.

Convention Committee Updates - Chair was excused. The co-chair reported thus far things look promising. We currently have 42 members registered.

By-Laws Committee Update - Updated By-laws signed and distributed to BOT members. No meeting this month. Next meeting will be August 14th at 7pm.

### **Old Business/Motions Status**

February/April – Motion to establish appropriate time and length for comments by visitors - Motion was tabled. This issue will be addressed during additional updates to the by-laws.

### Pending Discussion Issues from previous agendas and/or minutes

*January* - Previous Minutes – July 2023 and Annual Report 2023 – Letter was issued; member resigned. Board Members voted to post a statement on the website. **Action Item - EA/Webmaster** post a statement indicating due to unforeseen circumstances minutes are not available for July 2023/Annual Report 2023.

*February* – 1. Requirements for Committee Membership – issue was tabled. This issue will be addressed via pending By-Laws updates.

2. Board Individually/then collectively conduct a thoughtful assessment/inventory of how our traditions are reflected in our service work and share our insights before or at the next board meeting. **Action Item - All Board Members** - Each Board Member will individually conduct a thoughtful assessment and send their information to other members by August 15th. We will collectively discuss the results at our next meeting on September 8th.

3. For discussion - Procedural guidance about responsibilities, authority and accountability for serving the Board's direction and intent. **Action Item** – Issue as stated was a bit unclear. **Linda A.** will resubmit this item providing additional clarification of the concern at the next board meeting.

4. Motion: to revisit engagement with Intergroup representatives to keep each community apprised of actions that may impact FAA as a whole. In accordance

with Tradition Four, where it states “we want to give each group the freedom to express the needs of its members.” We need to establish a process to allow the intergroups to express their needs. Board members voted 7 yes and 1 No to host a fellowship wide townhall meeting on September 29<sup>th</sup> at 3pm EST. **Action Item** – TownHall meeting will be advertised via a flyer. Co-chair Laurie N. will facilitate with maximum participation from board members.

### **New Business**

*(from May agenda)*

For Discussion: With the proliferation of virtual, phone, hybrid, etc. meetings and activities/events, is there a need to create a requirement to establish all FAA -related activities, meetings, events, etc. through the office for posting using only our FAA established platforms so that all are clearly recognized as FAA - acknowledged items and are readily accessible to all members, in compliance with our "sunshine law" requirements for transparency and accessibility."

For Discussion: Recommendation to revise/update the statement about service on the FAA Board Committees, to be consistent with our stated purpose and our traditions. Also, a brief statement on the role of service in the recovery journey, and a description of other types of equally important service at meetings, intergroups, workshops, retreats and Conventions. This would consolidate our information on the integral part of recovery that service plays in our individual and collective growth.

*(current)*

Motion: To create an "Ad Hoc" committee to facilitate the creation of a draft "Policies and Procedures" chapter by each standing Board Committee for integration into an "FAA Board of Trustees Policy and Procedures Manual." Justification: The purpose is to have the By-Laws reflect the Board's various responsibilities and actions, while establishing the policies and procedures for how these responsibilities are to be conducted in a more flexible and responsive document, as circumstances dictate needed updates.

Motion: Propose each committee submit a written report of any committee updates seven days prior to the BOT meeting. This allows time for board members to review the information and only discuss concerns or anything requiring board approval during the meeting. Justification: We have met every month for approximately 90-minutes, and often times we have carryover agenda items because much of our time is spent reviewing committee work. Many of us serve on these various committees and have access to the minutes. These reports will keep us as board members apprised of what is happening yet more effectively utilizing our board meetings for decision-making.

**Next Meeting – September 8<sup>th</sup> at 7:30pm.**

**Closing: Serenity Prayer**

