



ORANGE COUNTY AL-ANON INFORMATION OFFICE: www.orangecountyalanon.org
SOUTHERN CALIFORNIA AL-ANON WORLD SERVICE: www.scws-al-anon.org
AL-ANON FAMILY GROUPS HEADQUARTERS: www.al-anon.org
LOS ANGELES COUNTY AL-ANON CENTRAL OFFICE: www.alanonla.org

**Minutes of the Orange County/Greater Long Beach
Intergroup Service Representative (ISR)
Meeting of December 8, 2021**

Call to order and Serenity Prayer – by Carol G. at 7:30 p.m.

Reading: Twelve Traditions was read by Flavia M.

Spiritual Guidelines for Al-Anon Business Meetings: (Adopted October 20, 2021, from World Service Conference procedures for use at our intergroup meetings.)

Introductions and Thanks: We end the first six months of your Service Board's term with gratitude for all those who have contributed their time and talents to helping our Al-Anon Information Service carry the message of help and hope. Please join us in applauding a few of many: Ben P., Brian B., Gary G., Terri Z., and Marque H. Jacquie Z., Ginger C. and JoJo D. were also recognized as AIS Office volunteers and thanked for their support.

PRESENT:

Officers: Chair – Carol G., Ex-Officio – Chair-Elect – Laura B., Treasurer, Sarah G.; Acting Secretary, Chip G. (no vote).

Committees: Alateen – Keli M., (absent), Institutions - Ginger C., Nominations/Historian – Amber E., Orange Blossom- Rachele A. (absent), Nancy R. - Public Information - Marni C., Mary M., Fund Raising Liaison & Phone Coverage - Lauren H., World Service - Isabel C. (absent)

Non-Voting Liaisons: Farsi Language Liaison – Ben P. (absent) and Spanish Liaison (position vacant)

Also present: Kevin O. – Acting Coordinator, Al-Anon Information Service Office of Orange County/Greater Long Beach.

Quorum: A majority (27 of 81 registered members) were present to satisfy the quorum requirement of 15% = 12.

REPORTS:

Acting Secretary – Chip G. – After review of the minutes of October 20, 2021, an amendment was made to Birthday announcements. Suzie V. should be Susie with an "S". Upon motion made by Sarah G. and seconded by Flavia M., minutes were approved as amended.

Summary of Motions:

September 15, 2021 - There were no motions made at the meeting requiring approval.

OLD BUSINESS:

Zoom thought Force Report on Online Intergroup Meetings: Updated 9/07/21
Members reviewed the report attached to these minutes.

November 17, 2021 –

- 36 ISR members agreed by consensus to adopt the World Service Conference Guidelines for Participation (attached to these minutes)
- Motion made by Rachelle A. to approve a Letter of Engagement required to initiate free legal review of existing bylaws and proposed changes to the bylaws. Seconded by Sam M.
Decision: Yes= 35, No= 4, and Abstentions=2. Carried.
- Motion made by Chip G. to purchase Adobe Reader Software for publication of the Orange Blossom. The cost is \$360.00 per year. Seconded by Sarah G.
Decision: Yes= 8, No= zero, and Abstentions=zero. Carried.
- Propose immediate change to bylaws to delete the word salaried from the requirement that an employee be on duty when a volunteer is serving in the office.
Decision: Yes= 9, No= zero, and Abstentions=zero. Carried. Forward to ISR meeting December 8, 2021.
- Motion made by Sarah G. to purchase additional software that would allow a word search on our entire website. The cost for the additional software is \$99.00 per year or \$349.00 for the lifetime of our software license. Seconded by Lauren H.
Decision: Yes= 9, No= zero, and Abstentions=1. Carried.

Old/Unfinished Business –

Using KBDM (Knowledge-Based Decision Making) to reach an Orange County/Greater Long Beach Intergroup decision on the question of whether Intergroup and Service Board meetings will remain on Zoom or be in-person. Thanks to Lauren H. for preparing the KBDM framing document. Our Service Manual advises in Warranty Three “That all important decisions be reached by discussion, vote and whenever possible by substantial majority.”

Upon showing of virtual hands, members present agreed that this decision requires a 2/3 majority (2/3 of 27 = 18).

Discussion: A sample of issues discussed regarding the pros and cons of meeting in-person included members liking the in-person interaction and open discussions. Zoom meetings facilitate members who live out of the area to participate in the ISR meetings, safety precautions, cost of the meeting room, baby sitters, driving at night, and health issues were also discussed. Perhaps a hybrid meeting would be acceptable. It was pointed out that the Omicron virus is changing daily, so protocols established today may be useless next time we meet.

Motion was made by Gabriela M. and seconded by Paula Z. for Intergroup meetings to remain on Zoom.
Decision: Yes= 16, No= 16, and Abstentions=0. Lacking a 2/3 majority, the motion failed.

Motion made by Andy S. and seconded by Caroline H. to conduct future ISR meetings in-person.
Decision: Yes= 16, No= 16, and Abstentions=0. Lacking a 2/3 majority, the motion failed.

This item will be carried over to the next meeting for discussion.

Action: An information poll will be sent to all ISR members prior to the next meeting to get input on the question of in-person meetings vs. Zoom meetings.

New Business:

Introducing Proposed Bylaws Change:

As required by our Bylaws, Intergroup Service Representatives received written notice of this proposed bylaws change in the December 1, 2021, announcement of tonight's meeting. To meet bylaws requirements that Information Service Representatives receive written notice at least four weeks before a vote is scheduled, we will not vote on this proposed change until the February meeting. The notice reads: "Also, at this meeting we are introducing a proposal that the word "salaried" be dropped from references in our manuals to the requirement that the office be staffed during business hours by a salaried employee and that volunteers not be on duty without the presence of a salaried employee. At one time, part-time employees may have met the definition of salaried in the labor code. Today, the term "salaried" suggests full-time employment. This not only affects vacation and sick time coverage, but also the suggestion many members have made that having part-time employees would minimize disruption when there are staffing changes."

Action: Carry over on agenda for discussion at the February 16, 2022 ISR meeting.

Treasurer – Sarah G. - see report appended to these minutes. Monthly reports are linked under calendar of events on the website. As of November 21, 2021, the total Service Office income was \$6,111.39. Total Service Office expenses were \$9,244.44, comprised of payroll, literature, rent and other office expenses, producing a shortfall of -\$3,133.05. Group contributions totaled \$3,091.33 for the month. We have had a negative cash flow for most of the pandemic. Total assets from checking/savings/other equals \$130,431.13.

Action: It was suggested to present the financial report at your meetings. Tell members what the money is for. Contributions need increasing across the board.

7th Tradition - Please continue to make contributions through ocalanon.org. There is a button to click for contributions. Please include meeting information where indicated.

Acting Office Coordinator– Kevin O. gave an oral summary of items. AIS OC/GLB now has a full stock of CAL literature. Literature sales are on the rise with the opening of more in-person meetings. Office hours were modified to Tuesday through Thursday, closed for a one-hour lunch period between 1 and 2p.m., opening at 9:30 am to 4:30 pm.

Chair-Elect – Laura B. – No report.

Ex-Officio – Amber E. - No report.

Alateen- Keli M. - Absent

Alateen Liaison – Position open.

Farsi Liaison - Ben P. – Absent.

Spanish Liaison - Position open.

Fund Raising Liaison/Phone Coverage – Lauren H. – No report.

Institutions –Ginger C. – There are plans for two panels in Orange County (Zoom and In-person) – Gary G. coordinated one of the panels.

Nominations/Historian – Amber E. - No report.

Orange Blossom –Rachelle A. and Nancy R. encouraged anyone who has Publisher to assist with changes to the Orange Blossom. All events mentioned in tonight’s meeting will be placed in the next newsletter. Marni C is assisting with the newsletter.

Public Information – Marni C. - No report.

World Service – Isabel C. (absent) – No report..

Chair – Carol G. read from a written report appended to these minutes.

Website Upgrade - A word-search function is being added to Intergroup/AIS Website so that members can more easily look for features in the meeting directory—such as “in-person, hybrid, babysitting, and wheelchair access”—as well as information in other sections of the Website.

Holiday Meeting Information - If there are temporary changes in your meeting information for the holidays, report it to our Webmaster by using the link above the Meeting Directory to send the information to the Southern California World Service Group Records Coordinator, who will forward the information to our ocalanon.org Webmaster.

Prepare to Nominate Service Board Members—At our February meeting, we will nominate candidates for the Service Board and for a Chair-elect who will become chair in June 2023. Each World Service District within the Intergroup geographic area is to nominate a minimum of three Service Board candidates. Service Board terms are for two years. Nominees are to have accepted nomination before their names are introduced as candidates.

Announcements:

- A report was received from Marque H. showing that the Alathon held on December 4, 2021 was a success. We had a lot of participants. Thanks to all who volunteered and attended.

Birthdays for November and December 2021:

Pamela Z. = 10	Theresa M. = 7	Valerie G. = 14
Maureen N. = 4	Gary G. = 24	Amber E. = 14

Motion to close by Flavia M. and seconded by Chris M. was carried.
Meeting adjourned at 8:59 p.m. with Carol G. leading the Serenity Prayer

Respectfully submitted,
Chip G., Acting Secretary
(As edited by board members)