



ORANGE COUNTY AL-ANON INFORMATION OFFICE: [www.orangecountyalanon.org](http://www.orangecountyalanon.org)  
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**Minutes of the Orange County/Greater Long Beach  
Intergroup Service Representative (ISR)  
Meeting of February 16, 2022**

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.)

**PRESENT:**

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

Committees: Alateen – Keli M., 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 (43 of 81 registered ISRs) were present to satisfy the quorum requirement of 15% = 12.

**REPORTS:**

Acting Secretary – Chip G. – The minutes of December 8, 2021 were reviewed and upon motion made by Caroline V. and seconded by Susie V., approved as presented.

Summary of Motions:

January 19, 2022

- Motion made by Sarah G. to create on a Three-Year Trial Basis an Office Oversight/Continuity Committee of Past Board Chairs, Al-Anon Members who own businesses and Other Al-Anon members with Business and Organizational Leadership Experience. Seconded by Keli M.  
69% of voting members approved the motion. Carried.
- Motion made by Lauren H. to arrange a second Town Hall meeting. Seconded by Sarah G.  
Decision: Y=63, No= zero, and Abstentions=zero. Carried.

As requested by ISR members, the following financial information was provided by the Treasurer – Sarah G.:

1. Bank balance as of December 31, 2021 was \$124,104.39.
2. The majority of the money is collected from contributions and sale of literature.
3. Monthly shortfalls were probably caused by lack of in-person meetings and contributions.
4. The prudent reserve is used when the monthly income is less than expenses.
5. Savings and reserves were not accessed unless there was a shortfall.
6. An increase in contributions was suggested until our income is higher than expenses.
7. Contributions from some meetings have been lower in the past year.
8. Ways to maintain AISO operations by lowering costs will be discussed at the next Town Hall meeting.

Sarah G. provided the following Monthly Financial Reports (see reports appended to these minutes). Monthly reports are linked under calendar of events on the website. As of January 31, 2022, the total Service Office income was \$9,400.57. Total Service Office expenses were \$9,527.72, comprised of payroll, literature, rent and other office expenses, producing a shortfall of -\$127.15. Group contributions totaled \$5,833.42 for the month. We have had a negative cash flow for most of the pandemic. Total assets from checking/savings/other equals \$124,243.96, a slight increase December 30, 2021 of \$639.57.

Sarah G. also presented a chart of annual expenses, such as rent, payroll, insurance, supplies and fees, that showed it takes approximately \$117,312 to fund a years operations.

**Action:** It was suggested to present the financial report at your meetings. Tell members what the money is for.

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

### **Old/Unfinished Business –**

1. Question of Meeting on Zoom or In Person:

Note: As agreed, a 2/3 majority of members present is required to pass a motion about returning to in person meetings. The Chair-Elect, Laura B., will head a Task Force after June that will make recommendations after reviewing suggestions and possibly suggest a second vote.

**Action:** Table this topic pending Task Force Report and recommendations.

2. Question of Updating Bylaws and Manuals to delete the word “salaried” from 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:

**Motion** was made by Maureen W. and seconded by Theresa M. to remove the word salaried from Bylaws and Manuals effective immediately. A 2/3 majority of members was present.

Decision: Yes = 40, No = 2, Abstentions = 3 (87% of eligible voters)

### **New Business:**

1. Nominating Service Board Members and Chair-Elect

Amber E., Ex-Officio & Nominations Chair conducted the nominations process. Nominees for Service Board and for a Chair-elect who will become chair in June 2023 are being made. 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. The candidates nominated were present and either accepted or declined the nomination. The following Districts were represented:

District 57 Caroline H. was nominated by Kevin O., but declined.

District 60 Alejandra M. accepted nomination by Julie G. for Service Board  
Suzy V. declined nomination

District 63 – Theresa M. volunteered for Service Board  
Tawny T. volunteered for Service Board

District 66 Kathy L. was nominated but declined  
Alison S. was nominated but declined  
Sam M. accepted nomination by Cindy R. for Service Board

Sarah G. accepted nomination by Sharon D. for Chair-Elect

Due to length of topics discussed during the meeting, the following reports were not presented:

Acting Office Coordinator– Kevin O.

Chair-Elect – Laura B.

Ex-Officio – Amber E.

Alateen- Keli M.

Alateen Liaison – Position vacant.

Farsi Liaison - Ben P.

Spanish Liaison - Position vacant.

Fund Raising Liaison/Phone Coverage – Lauren H.

Institutions –Ginger C.

Nominations/Historian – Amber E. – See above.

Orange Blossom –Rachelle A. and Nancy R. Marni C. is also assisting with the newsletter\.

Public Information – Marni C

World Service – Isabel C. (absent)

Chair – Carol G.

Announcements: None

Birthdays for January and February 2022:

Jennifer P. = 1

Elora C. = 7

Keli M. =29

Motion to close by Laura C-B. and seconded by Sharon D. was carried with unanimous vote.  
Meeting adjourned at 9:07 p.m. with Carol G. leading the Serenity Prayer.

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