Members Present: Rich K., Bob G., Earl D., Nancy G., Ashly B., Ned J., P.A. K., Jay G.

Members Absent: None

1. **Assign roles**
   1. Facilitator – Rich K.
   2. Record Keeper – Bob G.
   3. Timekeeper – Nancy G.
   4. Spiritual Reminder - All
2. **Announcements**
   1. Survey Ends December 31st.
3. **Approval of Agenda** (*BOT Agenda 2018 12*)

The agenda was amended and without objection was approved as amended.

1. **Approval of Minutes** 
   1. Minutes from BOT Regular Meeting (*Draft BOT Minutes 2018 11*)
      1. Motion made by Earl D. and seconded by Nancy G. to accept minutes as presented. VOTE: 8-0-0.
      2. Action Item: Bob to forward to Beth S. for posting to the website.
2. **Monthly Action Items**
   1. Bob to forward October minutes to Beth (DONE)
   2. Ned to ask Beth for analysis of needs about checkout (In progress)
   3. Rich to have Pam contact Sheraton to make changes and then sign contract with approved changes (DONE)
   4. Rich to inform Board and CCC regarding Contract signing (DONE)
   5. Rich to forward September 30th Financials to Newsletter Editor (DONE)
   6. Rich to send information to Williams Crow Mask (DONE)
   7. Rich to inform Cory of appointment to BFC (DONE)
   8. Rich to inform Pam and Ashly of addition of Jay G. and Phillip to the ABM Planning Committee (DONE)
   9. Rich to notify Rita H. of Earl being the new CSTCC Liaison (DONE)
3. **Business**
   1. Elevated Priority
      1. Appointment of Jay G. as Treasurer – Jay G. was asked to leave the call. After discussion, a motion was made by Earl D. and seconded by Bob G. to appoint Jay G. as the Treasurer of The Augustine Fellowship, S.L.A.A., Fellowship World Service. VOTE: 7-0-0.
      2. Once the vote was taken Jay G. returned to the call and was notified that he is now the Treasurer.
         * Action Item: Rich K. to contact Bank to add Jay G. as a signatory on the checking account.
         * Action Item: Rich K. to request a debit card from the bank for Jay G.
         * Action Item: Rich K. to notify the Executive Director of the appointment of Jay G. as Treasurer.
         * Action Item: Rich K. to get Jay G. office keys, passwords, access codes and contact information needed.

NOTE: After the call ended, Rich K. noticed that Jay G. had not been appointed as the Chair of the Board Finance Committee and requested that the members conduct an e-mail vote to do so. Motion to appoint Jay G. as the Chair of the BFC was made by Earl D. and seconded by P.A. K. VOTE: 8-0-0 to appoint Jay G.

* + 1. Non-BOT member appointments

1. Appointment of Cory F. to ABM Planning Committee as CFC Representative (*ABMPC – Cory F Application, ABMPC – Cory F Non Disclosure and Conflict of Interest Documents*)
   1. After discussion a motion to allow Cory F. to serve as a non-BOT member on the ABMPC was made by Ned J. and seconded by P.A. K. VOTE – 7-0-1
   2. Action Item: Ashly B. is to add Cory F. to the Google Group, inform Pam and Rita of appointment.
2. Appointment of Sam E. to BCTC (*BCTC – non-BOT Application & Forms – Sam E*)
   1. After discussion, a motion to appoint Sam E. as a non-BOT member to the BCTC subject to a 90-day provisional period was made by Bob G. and seconded by Earl D. VOTE: 8-0-0.
   2. Action Item: Bob to request that Pam add Sam E. to the Google Group and Drop Box and notify Sam E. of appointment.
      1. Change of Copyright Attorney to San Antonio
         * We have used a copyright attorney in Massachusetts for many years. Although we are not unhappy with the attorney, the BCTC has discussed finding someone more local to the San Antonio office. To that end, the Executive Director located a firm in San Antonio that could meet our needs (Gunn, Lee and Cave.) Additionally, instead of billing at $360 per hour with our previous firm, questions that can be answered by either a paralegal or a clerk which would be billed between $160 and $220 an hour. The attorney would be billed at $340 per hour.
         * A motion to allow the Board to use this firm in the future and for Rich K. to sign an engagement letter was made by Bob G. and seconded by Earl D. VOTE: 8-0-0.
         * Action Item: Bob to ask Pam to reach out to the attorney so we can begin this relationship.
      2. Anorexia Steps 4-5-6-7 Booklet Discussion (*BOC Review of the ‘Anorexia Steps 4-5-6-7’ Booklet, Appendix\_L\_Final\_Board\_Approved*)
         * There are many changes needed to this document and the BOC requested input from the full Board about returning the document to the CAC for edits.
         * The consensus was that according to the Appendix L, it is the responsibility of the BOC to make any needed edits. If these edits end up being more than 25% of the original document, then the document will need to go back to the Conference at a business meeting for approval or rejection of the document as edited.
   3. Normal Priority
      1. Designated Giving Program (*BFSC – Donor Agreement v06 09-08-18 word, BFSC DGP v14 – 09\_08\_18 word*)
         * This is a continuation of the previous month’s discussion.
         * As a result of the previous discussion, the BFSC wanted additional input from the Board. Ned J asked three questions on which the members provided their opinions.
           1. Do we need a donor agreement?
           2. From whom can designated donations be received?
           3. From whom can project (category) recommendations be received?
         * After the members gave input, Ned J. said his committee will incorporate these and come back with an edited policy.
      2. Literature Price Increase (*BFC Literature Increase Recommendation, SLAA\_OrderFormPRINT.pub*)
         * There have not been literature price increases for over six years. The BFC is making a recommendation that some prices be increased:
           1. Pamphlets will increase from $1.10 each to $1.25 each,
           2. Booklets will increase from $3.30 each to $4.00 each,
           3. Plastic Chips will increase from $0.85 each to $1.00 each, and
           4. Writings from the *Journal* will increase from $5.50 to $6.00 each.
           5. There will be no increase for the Basic Text, audio CDs, medallions or any items at this time.
           6. All quantity discounts will remain the same.
         * A discussion was had to delay the implementation of the increases to allow notification of the membership through the newsletter, etc.
         * A motion was made to increase prices per the recommendation of the BFC to begin on May 1, 2019 by Earl D. and seconded by P.A. K. VOTE: 8-0-0
         * Action Item: Rich K. / Jay G. to reach out to Pam, Beth S. and Matt F. re: price increases.
      3. Release of Copyright on “Step Questions Workbook” back to Lisa C. – After discussion, the consensus was not to release the copyright. There may be a need for a vote if an official request is made to the Board.
      4. Discussion of whether Webmaster should be exempt of the non-BOT Rotation of Service Policy. – Tabled.
      5. Updated ABC/M Host City Application (*Revised Host City Application*) – Tabled – Tabled.
      6. ABM Minutes Review Process Discussion (*ABM Minutes Review Process*) – Tabled.
      7. Thank You Note Policy (*SLAA BFC Thank You Notes Policy*) – Tabled.
      8. Review of the process and frequency of the Routine Reports for Regular Meetings. – Tabled.
      9. Discussion of H.O.W. Literature requested by Earl (*H.O.W. Literature Discussion*) – Tabled.

Meeting Schedule for Conference year 2018-2019

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| **8 Sept 18 – Regular** | **13 Oct 18 – Interim** | **10 Nov 18 – Regular** |
| **8 Dec 18 – Interim** | 12 Jan 19 – Regular | 9 Feb 19 – Interim |
| 9 Mar 19 – Regular | 13 Apr 19 – Interim | 11 May 19 – Regular |
| 8 Jun 19 – Interim | 13 Jul 19 – Regular | F2F – TBD |