**Attendance**

* Present (7): Rich K., Earl D., Nancy G., Ashly B., Ned J., P.A. K., Jay G.
* Absent (0): None

**Opening Matters**

* 1. Serenity Prayer
  2. Check-Ins/Sobriety Statements
  3. Readings
  4. Recording Reference #07

1. **Assigned Roles**
   1. Facilitator – Rich K.
   2. Record Keeper – Earl D.
   3. Timekeeper – Nancy G.
   4. Spiritual Reminder -All
2. **Announcements**
   1. Document in Dropbox\Documents & Materials received from the National Executive Service Corps about Board Governance (Board\_Governance\_ESCH Seminar\_NS\_2.22.19.2)
3. **Approval of Agenda** (*BOT Agenda 2019 03*)
   1. Add the BOC Report to 7.c.5.
   2. Update Liaison Report heading for 7.d.2.
      1. Change “CPIS” to “CPIC”
      2. Change “...CTIOC...” to “...CSTCC...”
   3. Add conversation of the Individual Contribution Month (*Flyer for May Contributions*) during the CFC Liaison Report discussion.
   4. Motion to approve Agenda as amended: Ned J.
   5. Second: P.A. K.
   6. Vote: 7-0-0
4. **Approval of Minutes** 
   1. Minutes from BOT Regular Meeting (*BOT Minutes 2019 02*)
      1. Corrections: 6.a.5 change from next “week” to next “month”
      2. Motion to approve corrected Minutes: Earl D.
      3. Second: Ned J.
      4. 7-0-0
      5. Action: BOT Chair to forward corrected Minutes to be posted on the F.W.S. website
5. **Monthly Action Items**
   1. DONE
      1. Chair to forward January minutes to Webmaster
      2. Chair to sign e-file authorization for IRS Form 990
      3. Treasurer to forward 1st Quarter financials to Newsletter Editor
      4. Chair to write in newsletter report regarding the literature price increase
      5. BFSC Chair to forward to F.W.S. Office copy of Designated Giving Policy
   2. PENDING
      1. None
6. **Routine Reports**
   1. Report on Suggestions to the Board
      1. None
   2. Executive Director’s Report -   
      (*ED Report to the BOT – 19-03-09, Sales Comparison – JanFeb 18 & 19*)
      1. Hazelden plan on placing three orders at 250 books each.
      2. Shipments down; Y2Y (printed) Basic Text sales down 6%; and the BOT should keep on top of the sales trends
   3. Board Committee Chair Reports
      1. Copyright Translation –Rich K.   
         (*BCTC – 18-12-20 Minutes, BCTC – 19-01-17 Minutes,   
         BCTC Report to BOT 19-03-09*)
         * None
      2. Development – P.A. K.   
         (*BDC Minutes 2019-01, BDC Report 2019-3 Version 2 (1)*)
         * Discussion: Does the member of the BDC share a metric or factors that a candidate should meet? What is the approval process?
           1. Looked overall as a whole; discussion ensues of pros and cons.
           2. Codification of factors could be an activity for future BDC consideration.
         * Discussion: Candidate numbering scheme vs. First Name and Last Initial.
           1. Done for anonymity reasons.
         * Correction: Report and minutes file names
         * No additional BOT candidate discussion followed.
      3. Finance – Jay G.   
         (*BFC Minutes 2018-12, BFC Minutes 2019-01, BFC Report to BOT 2019-03*)
         * Thanks to the BFC for consideration of KPIs and metrics.
      4. HR/Personnel – Nancy G.   
         (*BHRPC 3 9 2019, BHRPC 2019 1\_14 Minutes, BHRPC 2019 2 11 Minutes*)
         * Suggestion: Compliance with the General Data Protection Regulation (EU) 2016/679 ("GDPR") for the EU members.
      5. Outreach – Earl D.   
         (*BOC Report by Earl D - 2019 03 March.docx*,  
         *SLAA BOC Minutes – Regular Meeting – 2019 01 January 07,   
         SLAA BOC Minutes – Regular Meeting – 2019 02 February 11*)
         * Discussion: BOC name change discussion and rationale for the “Daily Reader” book. Rationale provided by the BOC.
      6. Programs and Memberships – Ashly B.   
         (*ABM January 2019 Minutes,* *BPMC January 2019 Meeting Minutes,   
         BPMC March 2019 Report*)
         * ABM Subcommittee: Estimate of costs and alignment with the budget? Over/under budget? Not enough information yet.
         * The Manual is a work in progress.
      7. Fellowship Self-Supporting – Ned J.   
         (*BFSC Report to BOT -2019 03, BFSC. Minutes 2019-1 doc, BFSC.Minutes.2019-2*)
         * The BFSC is understaffed.
         * Support for the Strategic Giving Master Plan.
         * The BFSC acts as the S.L.A.A. “7th Tradition Committee” like other Twelve Step programs.
   4. Board Liaison Reports
      1. Rich K. – CCC, Chairs, CSMRWG   
         (*Rich K Liaison Reports – 19-03-09*)
         * CCC: Support to rewrite/repost prior BOT Draft Literature Statement
         * CSMRWG: defunct subcommittee
      2. Earl D. – CHRC, CPIC, CSTCC   
         (*CHRC, CPIC & CSTCC – Liaison Report by Earl D – 2019 03 March*)
         * CHRC: Dating Plan could be reconsidered as a priority item; concern for the low membership support of the committee.
      3. Nancy G. – CSC, CIC, CSpC   
         (*3 9 19 CSC CICC CSpC*)
         * What is the probability of the forum tool introduction at the 2019 ABC/M? Unknown but the likelihood of a roll-out at the ABC/M a possibility.
      4. Ashly B. – CMRC  
         (*CMRC Liaison Report March*)
         * Support for the 18-month chip.
      5. Ned J. – CDC, CJC  
         (*CDC, CJC Liaison Report 2019 03 Ned J*)
         * CDC: Discussion of membership alignment and cooperation within the committee. Will there be “diversity training” at the 2019 ABC/M? Unknow.
         * CJC: *The eJournal* technical problems are numerous, and the publication is not available for future sales. Discussion: Options to “correct” the situation, including membership to be informed.
         * The BOT should have a robust software/hardware technology framework for apps, digital content, et al.
      6. P.A. K. – CAC, CLC   
         (*\_CAC&CLC Liaison Reports 2019-03*)
         * CLC: What is the status of the “12x12” document? The draft is available for review. The CLC is regaining its focus and organizational activities.
      7. Jay G. – CBC, CTIOC, CFC   
         (*CBC, CFC & CTIOC Liaison Report – Jay G., CCC Report part2\_Jay G.*)
         * BFSC: What constitutes BFSC review of content related to fundraising? Getting the “word” out to the community is essential. When and where should the BOT get engaged in such content review?
         * CFC: The Committee is interested in fundraising support. May is Individual Contribution Month (*Flyer for May Contributions*). What is the Charter of the CFC? Does it include fundraising? Alternatively, Conference Committee budget activities only?
         * CFC: Improve the coordination among the BOT, BOT Committees, the Conference Committees, and Intergroups/Groups for fundraising. The BFSC is working on a strategic campaign. BFSC seeks better instruments to allow donations and metrics to track these contributions.
         * CFC: BOT Committee Chairs to provide this flyer to their respective Conference Committees to announce May is the Individual Giving Month.
7. **Business**
   1. Elevated Priority
      1. BOT Candidate Appointment for Conference Year (CY) 2019
         * Candidate #041.  
           (*BOT App – Seth S. 12719, BOT\_Candidate\_Oral\_Interview – Seth S*)
           1. Position Open: To fill the shortest open position due to the vacancy of Bob G; approximately four months.
           2. Discussion: The BDC did approach the candidate in CY2018, but the candidate was unavailable. The BDC voted 4-0-0 to bring the candidate forward to the BOT.
           3. Discussion: Strong support by those that know him personally.
           4. Discussion: Sporadic absences at CY2019 meetings (non-BOT Committee and F.W.S. Committees).
           5. Motion to appointment BOT candidate for CY2019 to fill the vacancy of Bob G. and ends after the 2019 ABC/M: Earl D.
           6. Second: Ned J.
           7. Vote: 6-1-0
           8. Minority Option: No opinion given. Vote accepted as stands (approved).
           9. Action: BDC Chair to inform the candidate
           10. Action: Chair to reach out to F.W.S. to add to BOT Google Group and Dropbox
      2. Non-BOT Applicant Approval for the BDC subject to the 90-day probationary period
         * BDC – Applicant #043.  
           (*non-BOT\_Application\_RickB*)
           1. Discussion: The BDC voted 4-0-0 to bring the applicant forward   
              to the BOT.
           2. Discussion: Support for/against and how the applicant works with others ensued.
           3. Motion to approve non-BOT applicant to the BDC subject to the 90-day probationary period: Earl D.
           4. Second: Nancy G.
           5. Vote: 5-2-0
           6. Minority Option: No opinion given. Vote accepted as stands (approved)
           7. Action: BDC Chair informs the applicant of approval and access to the BDC Google Group and Dropbox.
           8. Action: BDC to update the application form changing BGNC to BDC (“BoardCommitteeNomineeApplicationFormFILLABLE.pdf”).
      3. At Cash Register Giving Policy   
         (*At Cash Register Giving Policy – BOT Approved 06 June 2018*)
         * Discussion: BFSC estimates the cost of implementation at $975 and not to exceed $1250.
         * Discussion: Strong support for implementation.
         * Discussion: The CY2019 budget did not include this expense.
         * Motion to fund the implementation for a block of support time at $975 and not to exceed $1250: Earl D.
         * Second: Jay G.
         * Vote: 7-0-0
         * Action: BFSC Chair to get with Webmaster on practice and implementation plan.
         * Action: BFSC Chair to get with BOT Chair and Treasurer about funding the implementation.
   2. Normal Priority
      1. Discussion of whether Webmaster should be exempt from the non-BOT Rotation of Service Policy.
         * Discussion: The Webmaster is crucial to the BOC function. The Webmaster is a paid contractor. The debate is about a role of professional service (i.e., Webmaster) and not about a member of the Fellowship.
         * Discussion: The Webmaster sits on other committees
         * Discussion: There are different roles (e.g., Executive Director and Webmaster) on other BOT committees that could be addressed by this discussion and vote.
         * Action: This topic is tabled until next month.
      2. TABLED
         * Updated ABC/M Host City Application (*Revised Host City Application*)
         * Thank You Note Policy (*SLAA BFC Thank You Notes Policy*)
         * Purchasing Policy and Procedure (*Purchasing Policy and Procedure*)
         * F.W.S. Policy for Reimbursing Travel Expenses (*F.W.S. Policy for Reimbursing Travel Expenses 19-02*)
         * Review of the process and frequency of the Routine Reports for Regular Meetings.
         * Discussion of H.O.W. Literature requested by Earl (*H.O.W. Literature Discussion*)
         * Discussion regarding Lisa C’s email on Step Workbook and the 2019 ABC/M.
         * Draft Literature Statement (*Final Statement on Distribution of Draft Literature*)
8. **Adjournment**

**Closing Matters**

* Check-outs
* Closing Prayer
* Meeting Schedule for Conference Year 2018-2019

|  |  |  |
| --- | --- | --- |
| **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 | July 20 – 22 – F2F |