**Attendance**

* Present (8): Rich K. (BOT Chair & President), Earl D. (Secretary), Nancy G., Ashly B., Ned J., P.A. K., Jay G. (Treasurer), Seth S.
* Absent (0): None

**Opening Matters**

* 1. Serenity Prayer
  2. Check-Ins/Sobriety Statements
  3. Readings
  4. Recording Reference #10

1. **Assign Roles**
   1. Facilitator – BOT Chair
   2. Record Keeper – Secretary
   3. Timekeeper – Seth S.
   4. Spiritual Reminder - All
2. **Announcements**
   1. Board Committee Chairs have received their Organizational Questionnaires
   2. Board Committee Chair Annual Reports due to the Executive Director by June 20
3. **Approval of Agenda**(*BOT Agenda 2019 06*)
   1. Discussion: Change 6.b.3 by moving the review of Draft Literature document “Statement on Distribution of Draft Literature.docx” with Agenda item 6.b.5.
   2. Discussion: BDC topic about when a BOT member exits his/her position and should be resolved before the ABC/M. This topic is to be added to a future agenda. This item becomes #9 transitioning on/off the Board.
   3. Discussion: Should agenda item 6.b.4 from CJC be discussed due to activities within the CJC.
   4. By consensus, the updated Agenda was approved.
4. **Approval of Minutes**(*BOT Minutes 2019 05*)
   1. Discussion: Elevated priority, section 7.a. 2nd bullet point needs to be corrected as there is an option for lease renewal for five years. The minutes were corrected.
   2. Motion to approve the Minutes as updated
      1. Motion: Seth S.
      2. Second: P.A. K.
      3. Vote: 8-0-0
      4. Action: Secretary to watermark “APPROVED” the updated Minutes
      5. Action: BOT Chair to forward Minutes to be posted on the F.W.S. website
5. **Monthly Action Items**
   1. DONE
      1. Rich K. to forward April minutes to F.W.S. Webmaster
      2. Jay G. to forward March Financials to F.W.S. Newsletter Editor
      3. Ned J. to inform Scott F. of appointment to BFSC with access to the Google Group and Dropbox accounts
      4. Jay G. to forward Travel Reimbursement Policy to the Executive Director
      5. Rich K. to forward the updated non-BOT Rotation of Service Policy to the Executive Director
      6. Ashly B. to forward the F.W.S. Webmaster the updated ABC/M Host Intergroup Application
      7. Rich K. to forward the Thank You Note Policy to the Executive Director
   2. PENDING
      1. BFSC Chair to get with the F.W.S. Webmaster regarding the practice and implementation plan for the At Cash Register Giving Policy
      2. BFSC Chair to get with BOT Chair and Treasurer about funding the implementation
6. **Business**
   1. Elevated Priority
      1. Approval of “A State of Grace. Daily Meditations”   
         (*Meditation book-final-18March2018 – word and pdf formats,   
         Meditation book-final-EDITED – word and pdf formats,   
         Meditation book-final-EDITED-ALLChangesAccepted – word and pdf formats,   
         Meditation book-final-Edited-ExecutiveSummary,   
         Meditation book-final-EDITED-2018 ABM Agenda Fourth Attachment,   
         BOT Email from the CJC Concerning the BOC*)
         * Discussion: Thanks to the BOT for approval and funding for the professional editor and continued support for future editors.
         * Discussion: Thanks to the BOC for their investment of time to review and edit one of the of the most significant publications in S.L.A.A. history.
         * Discussion: Approximately nine (9) percent (%) of the document changed; thus, this change limit allows the literature process to continue.
         * Discussion: Copyright of the proposed title and subtitle discussion ensued. Suggested potential titles were offered for consideration. The word “grace” can connote a religious belief system; furthermore, the proposed title is common with other copyrighted media (songs, books, movies, and others). The F.W.S. copyright attorney should be engaged for a preliminary ruling on the current title “A State of Grace. Daily Meditations.” The BOT does not want to delay or hinder the process from moving this document into the next phase.
         * Discussion: What constitutes a change? Word changes are counted but not doubled counted. Punctuation and stylization do not count for word changes.
         * Discussion: What is the tacit budget from the BOT for the BOC to move forward with the next phases of design and production of this literature? The BOT did not authorize a budget or cap. The BOT pushed to the BOC the next stage of literature processing, including quotes, pricing, etc.
         * Discussion: The next steps for the BOT and BOC is to move to product design and production, including budget approval, with cap, for the book.
         * Discussion: The overall literature production system, including cooperation among Conference committees and the BOC, was discussed and can be improved.
         * Motion to approve the “A State of Grace. Daily Meditations” literature as edited by the BOC with its original title and subtitle and subject to review by the F.W.S. copyright attorney seeking a position on its title and subtitle and contingent on the Board to have the resources to publish this book when complete in the production process.
           1. Motion: Ned J.
           2. Second: Earl D.
           3. Friendly Amendment. Strike the last clause of the motion and remove the budget and financial contingency.
           4. Discussion: The purpose and scope of the contingency were debated.
           5. Friendly amendment accepted and motion restated.
           6. Motion to approve the “A State of Grace. Daily Meditations” literature as edited by the BOC with its original title and subtitle and subject to review by the F.W.S. copyright attorney seeking a position on its title and subtitle.
           7. Vote: 6-1-1
           8. Minority Opinion: The financial aspect is not being addressed, making the Board obligated to publish this literature even if F.W.S. would be financially stressed. The requirement without stipulating a budget before the next stage begins is not a prudent management practice.
           9. Second Vote: 5-3-0
           10. Motion: Majority opinion stands. Motion passes
           11. Action: BOT Chair to coordinate with the Executive Director to reach out to the F.W.S. copyright attorney.
           12. Action: BOT Chair to update the BOT members with the position of the F.W.S. copyright attorney.
           13. Action: The BOC to review and advise the Executive Director on the next steps with the literature process dependent on the position of the F.W.S. copyright attorney.
   2. Normal Priority
      1. Purchasing Policy and Procedure   
         (*Purchasing Policy and Procedure.docx*)
         * Discussion: Grammar and spelling change offered.
         * Discussion: A tiered response with subsequent filters or procedures based on pricing levels with greater scrutiny and review on the higher dollar value of a purchase.
         * Discussion: There is no code of business code of conduct written to date; thus, this document reference should be removed from the policy text.
         * Motion to approve as presented with the following, date, “supersede” is the proper spelled, delete the reference to the code of business ethics and conduct, add “the” definite articles in bullets three and four.
           1. Motion: Jay G.
           2. Second: P.A. K.
           3. Vote: 8-0-0
         * Action: BFC Chair to update accordingly the policy document based on the motion, update the footer, and send the policy to the Executive Director for the binder.
      2. TABLED
         * Review of the process and frequency of the Routine Reports for Regular Meetings.
         * Discussion of H.O.W. Literature requested by Earl D.  
           (*H.O.W. Literature Discussion*)
         * Discussion regarding Lisa C’s email on Step Workbook and the 2019 ABC/M.   
           (*Step Workbook Email from Lisa C.*)
         * Draft Literature Statement   
           (*Draft Literature Copyright Memo to Chairs 18April2013-1,  
           Statement on Distribution of Draft Literature*)
         * Strategic planning time consistently on future Agendas
         * Working with a nonprofit Intergroup
         * 2019 ABC/M Bylaws Amendment   
           (*BOT By-Law Change Stmt 51719*)
         * Transition on/off the Board of Trustees (BDC)
7. **Adjournment**

**Closing Matters**

* Check-outs
* Closing Prayer
* 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 | July 20 – 22 – F2F |