1. **Opening Matters**
	* 1. Check-Ins/Sobriety Statements
		2. Readings
			+ [Twelve Concepts](https://slaafws.org/download/core-files/The_Twelve_Concepts_of_SLAA.pdf) - (Non-Chair Member with most seniority) – Nancy G.
			+ [Twelve Traditions](https://slaafws.org/download/core-files/The_Twelve_Traditions_of_SLAA.pdf)- (Member next most seniority on the BOT) – Ned J.
			+ **BOT Preamble** - Sex and Love Addicts Anonymous is a Twelve Step, Twelve Tradition oriented fellowship based on the model pioneered by Alcoholics Anonymous. The only qualification for S.L.A.A. membership is a desire to stop living out a pattern of sex and love addiction. S.L.A.A. is supported entirely through contributions of its membership and is free to all who need it. The BOT is a business meeting. We are the business arm of our recovery organization. Respecting the Second Tradition, we need to put individual feelings aside when we work for the BOT and focus on what serves the Fellowship best. This is a job. We are trusted servants. We abuse that trust when we do not act professionally in discharging the business of the Fellowship. – P.A. K.

Recording was started.

1. **Assign roles**
	1. Facilitator – Rick S.
	2. Record Keeper – Christina M.
	3. Timekeeper – Nancy G.
	4. Spiritual Reminder - All
2. **Announcements**
	1. Welcome Anne K. to the board!
	2. There have been issues with Free Conference Call services; we need to be aware the services may not be free moving forward.
	3. PA K. and Christina M. will switch Chair assignment; Christina will Chair in Feb, PA will Chair in March.
3. **Approval of Agenda** (*BOT Agenda 2020-01*)

We elevated the approval of two non-BOT applicants to the BTC to item b) under Elevated Priority.

Point of Clarification: All submitted report files associated with a Board Committee Report should be listed on the agenda. NOTE: Ned had requested the addition of the following documents to his Board Reports for the January agenda, but the were not, so here they are for the minutes:

BOC:

***ASOG Actual versus Estimated V.03 - 01 07 2020***

***BOC Minutes 11 04 2019***

***BOC Minutes 12 02 2019***

BFSC:

***BFSC Report to BOT 01 08 2020***

We will add an item to the February Agenda to discuss Agenda formatting issues and the idea to potentially have the Secretary prepare each month’s agenda.

Agenda was approved with a 6-0-1 Vote.

1. **Approval of Minutes** *(December\_BOTMinutes.12.14.19)*

Approved with a 6-0-1 Vote.

1. **Monthly Action Items**
	1. Forward November 2019 meeting minutes to Beth - CHRISTINA (DONE)
2. **Routine Reports**

a) Report on Suggestions to the Board – Nothing to report

b) ED Report and Sales Summary *(ED Report to BOT 09Jan20; Sales Comparison NovDec 2018 v NovDec 2019)*

Concern was raised over literature sales being down in some areas. It’s not a huge percentage each time, but it only takes drop of water a day to ultimately empty a bucket; suggestion was made to continue 7th tradition work and try to balance out decline of literature sales.

Point was raised referencing Pam’s sale’s summary document, which was a 2-month summary we receive every other month. Looking at the 3 month summary might be better, because a small swing, (order placed or not placed) could change the numbers drastically. Comparing a 3-month summary of this year as compared to last year, sales were up.

Emphasis was placed on the BFSC to help explore other sources of income.

Greater Delaware Valley Intergroup has been putting more focus on literature meetings, to emphasize sale and usage of literature.

c) Webmaster’s Report *(2020-01 Webmaster Report)*

Comment was made regarding how great this report is, as viewed as an “employee report”. It’s a great description of what a person does in a given work period.

Point was raised regarding Journal subscriptions; there wasn’t a place to put another address into the application.

The BHRPC is getting a lot of good information from these reports regarding knowledge redundancy and how to cost out the potential loss of Beth’s services.

**Board Committee Chair Reports**

a) **Copyright Translation** –Rick S. *(BCTC Report for Nov & Dec, 2019}*

Included in these reports is a copy of the edited confidentiality and non-disclosure form submitted by an international member (Europe) who is interested in serving on this committee. One Board member spoke very highly of this BTCT candidate, based on his long time commitment and performance as chair of the CTIOC.

Suggestions were made to get a written committee application from this international member, and to speak further with Seth regarding this issue. Another suggestion was made to avoid trying to resolve this issue through emails, and perhaps initiate a phone call.

Action Item: Christina will send Rick a blank Board Committee application for non-BOT members (DONE)

b) **Development** – Seth S. *(BDC Report – January 2020)*

c) **Fellowship Self-Supporting** – Ned J. (*BFSC Report to BOT 01 08 2020*; *BFSC-Minutes Final – 11 13 2019*)

Appreciation expressed for all Ned’s work as Chair of the BFCS per his detailed reports.

d) **Finance** – Jay G. (*BFC Report to BOT 2020-01; BFC Minutes October 2019; BFC Minutes November 2019)*

Appreciation expressed to Jay as Treasurer; point brought up about past discussion regarding discernment over “pools of money” and that’s something the BFSC has taken seriously and applied this concept to their committee workings.

e) **HR/Personnel** – Nancy G. (*1 11 2020 BHRPC BOT Report; BHRPC Meeting Minutes- October 2019; 11 11 19 BHRPC Minutes)*

Question was raised over the suggestion of mandatory Diversity Training at the IRC in this report. Nancy clarified a discussion was had over the possibility of the Conference Diversity Committee’s ideas regarding the logistics of a training. It would not be mandated. Point was made that certain staff members may not be present at the IRC, if a staff training was introduced. Perhaps the Board’s involvement with Diversity Training should come through the BDC as opposed to the BHRPC.

Concern was raised over using the terms “Full-time status” or “Half-time status” regarding the Webmaster’s duties/pay. These terms implicate a status as an employee, and the webmaster is an independent contractor, not an employee. Careful clarification must be always be made in any Minutes regarding this. The Webmaster has certain duties and is paid a fixed amount regardless of what hours she works (she has the freedom to dictate her hours). She can also take on other clients as she is independent.

f) **Outreach** – Ned J. (*BOC Report to BOT-01 06 2020; BOC Minutes 1 06 2020 Final; BOC Minutes 11 04 2019; BOC Minutes 12 02 2019; ASOG Actual versus Estimated V.03 - 01 07 2020*

g) **Programs and Memberships** – P.A.K. (*BPMC Chair Report 2020-01; BPMC November Meeting Minutes; BPMC December 2019 Meeting Minutes)*

Appreciation expressed for PA especially in regard to her work on the ABM Planning Committee. There was a change made to this year’s International Scholarship. The final budget for this fiscal year that was passed by the BOT included a $3000 allowance for delegates outside of North America. For several reasons (only $2000 was spent last year at 2019 ABM) the Planning Committee changed the format of this scholarship; the tiers were awarded as followed: 1st tier scholarship was $500 to an intergroup that has **never** sent a delegate, 2nd tier was $500 for an intergroup who hadn’t sent a delegate in a certain number of years; 3rd tier was $500 to **any** international group, available until funds run out. In 2019 we awarded scholarships to Australia ($500), France ($500), UK ($500), and Sweden ($500). NOTE: **The change this year will be an increase to the 1st tier, so if an international group has never sent a delegate, they are eligible for a $1000 scholarship.**

**Board Liaison Reports**

a) **Seth S. – CLC, CICC, CMRC (**CMRC, CICC, CLC January 2020)

b) **Nancy G. – CSpC, CSTCC** (*CSpC CSTCC 1 11 2020*)

c) **Ned J. - CHRC, CPIC** (*CPIC, CHRC Liaison Report -01:06:2020*)

Question posed regarding the current status of this committee. There have been challenges in the past regarding process, and inability to move forward. They have just now agreed to establish a monthly agenda. There are personality conflicts within the committee. The co-chairs do not see eye-to eye. There is a certain level of dysfunction present but they are attempting to steer things back on track.

d) **P.A.K. - CAC, CSC** (*CAC and CSC Liaison Reports 1-2020*)

Concerns were raised over the CSC. There are only 3 members of this committee; there is no communication between the Chair and the rest of the committee. There was a 5-page agenda.

Point was raised there was a prior attempt to merge this committee with the Sponsorship Committee for exactly these reasons. There are ongoing health concerns going on with this particular Chair. Issues have persisted over the last 3 years.

Question/rhetorical speculation was raised over what the role is of a Conference Liaison. Every committee/liaison is different; whether we vote/don’t vote, whether we steer, or just sit silently and report back, etc. Informal suggestion was made for PA to reach out to Philip and the CCC for feedback.

e) **Jay G. - CCC, CFC** (*CCC&CFC Liaison Report 2020-01*)

f) **Christina M. - CDC, CTIOC** *(CDC & CTIOC reports 1.11.2020)*

Point of clarification regarding the Diversity Training: it is currently in workshop stages as a power point presentation. When and if it was elevated to a level where it could be shown to FWS staff/BOT, it could be emailed to them (taking into consideration inability for members to travel). It has never been discussed as a “mandated” training. It is being fashioned as more of a positive inclusion exercise rather than a standard corporate institutional diversity educational tool.

g) **Rick S. - CBC, CJC** (CJC & CBC CONF COMM REPORTS, 01092020)

CBC is currently looking over the Bylaws to see if there are necessary changes. Looking into questions raised over issues about late-comers showing up to the ABM and there not being any room, and questions over credentials for voting/representation. This question was posed to the CCC, and it was recognized by Jay and Seth that these were two separate issues.

1. **Business**

**ELEVATED PRIORITY:**

1. **Approval of Committee assignments for Anne K.**

Nancy moved to put Anne K. onto the BPMC, BFC, CTIOC, and CMRC. PA seconded. Motion was approved 7-0-0.

ACTION ITEM: The Chair of each Committee will ensure Anne K. is added to their respective Google Groups and/or Dropbox if applicable. (PA K., JAY, FREDRIK, MONA) Christina M. will reach out to Fredrik/Mona and inform.

1. **Approval of Non-BOT members David & Philip to BTC** *(Board Committee Nomination From Non Board Members – Phillip Wood 2020 01 09; Board Committee Nomination From Non Board Members – David W)*

Both these candidates were spoken of very highly by BOT members who had experience working with them. They are both excited about being on a technology committee and willing to serve.

Christina moved to accept David W.’s application to the BTC. Anne seconded. Approved 7-0-0.

PA moved to accept Phillip W’s application to the BTC. Nancy seconded. Approved 7-0-0.

1. **Approval of make-up of Board Technology Committee (BTC)**

Jay moved to approve Seth S. & Christina M. to serve as Board members and Co-Chairs of the Board Technology Committee. Christina seconded. Vote was approved 7-0-0.

Action Item: Christina & Seth need to create a Google Group/Dropbox/website update, etc.

1. **Discussion of extension of Webmaster contract.**

Beth’s contract ends at the end of January. The BHRPC recommends an extension. Her reports are testimony to how much work she is accomplishing for the Fellowship. The BHRPC hasn’t yet gotten 3 other quotes from other capable parties for comparison as of yet. Nancy is hoping the BHRPC will be able to soon discuss competitive bids.

Suggestion was made to get specific comparative quotes based on complete job performance.

Suggestion was made to extend Beth’s contract for 3 more months.

Interest raised regarding the timing of the deliverables and using that to consider an extension. Past investigation into other webmaster quotes was based on superficial Googling; it was a good starting point, but getting competitive bids needs to be based on quotes by actual people currently sitting in similar positions, whom we can interview, who are basing their bid on their current credentials, and base Beth’s extension on that.

Point raised this is a great opportunity for the Fellowship to go out and seek within the job market other candidates in order to find the specific value for this kind of position, so we can accurately assign value to our Webmaster. We need to get a written job description and take it to other candidates in the market and see what they would charge for this kind of position. The process and procedure to get this information is important.

Point raised that taking on this process of quote comparison will be time-consuming.

Jay put forth a motion to extend Beth’s current independent contract position subject to the same scope of work and payment, time frame is indefinite; either party (FWS or Beth can cancel upon 30 days advance written notice.) Nancy seconded.

Vote was 6-1-0.

Minority opinion was heard: Beth does an amazing job as web master, but it’s best standard practice to continue review performance levels and compensation levels in the current market. Because it’s been 4 months and we have not done gotten competitive bids, we have no real comparative market analysis, and we are continuing on this way without a clear timeframe for resolution. The minority vote is in regard to being in opposition to the way this process has been going.

Revote was 6-1-0.

1. **Approval of CSM** (*CSM2020 tracked edits 04Jan2020*)

The CCC created a CSM revision workgroup which met monthly/weekly. There had been repeated requests from the CCC for the BOT to approve the revised CSM. Some noted changes that were made were a re-written description of the Board election process, a corrected section on Board Committees and their responsibilities, a general description of the Board, an inclusion of the prospective BTC and their strategy, etc.

Point was raised that major documents require a lot of time for review. Board was only given a week to review this document, which appears to have an estimated 10 – 15% of redline changes. Member doesn’t feel confident they have had enough time to review this document with an intelligent eye.

Point raised much of these changes were in regard to style, not substance. Assurances were made that the revisions did not alter the original document in any major way as to compromise its effectiveness.

Question was raised over the multi-colored quality of the edits; these may reflect different times an editorial change was made. Appendix J was added as new, so it’s in orange.

Question raised for the possibility for the CSM to address the issue of a Board Member being asked by a Conference Committee Chair who is requesting a specific gendered liaison to be added to their Committee.

Jay moved the Board approved the revised Conference Service Manual (*CSM2020 tracked edits 04Jan2020*) as previously distributed to the Board, subject to a listing of the board Technology committee. Nancy seconded. Vote was 7-0-0.

1. **New BFSC Designated Giving Programs** (*FWS Staff Appreciation Fund-DGP docx*

 *ABC/M and IRC Scholarship Fund-DGP docx*)

This is like a Go-Fund me page for specific projects. There are 2 projects currently at the BFSC: the staff appreciation fund and the ABC/M and IRC scholarship fund. Donations can be directly applied to these two different projects. They are subject to the same critera as any donations to our Fellowship.

Question was raised regarding including International scholarships beneath the umbrella of ABC/M and IRC scholarships. Answer was yes; there is nothing that excludes international attendees from these funds. Suggestion made to include verbiage to encourage donations going to both domestic and international participation for ABM/IRCs.

Next actions steps would include creating a flyer, a website announcement, a giving module on Q-give, and a link to Quickbooks, among other things. There would be about a month-and-a-half of preparation before this could go live.

Treasurer noted we would need to establish a separate bank account for said funds, and we would have to accumulate and maintain at least $500 in this balance to keep this account open without accruing fees. These funds would be accounted separately, even though they would be attached to the Frost bank account.

Action Item: BPMC to come back to the Board in February with a proposal of how the project money should be claimed/allocated for 2020.

Nancy made the motion to approve the establishment of 2 BFSC Designated giving projects: the FWS Staff Appreciation Fund and the ABC/M & IRC scholarship fund. Ned seconded. Motion was approved 7-0-0.

Recording was stopped.

Check-outs

Closing Prayer:

Higher Power, make me worthy to serve You through this Fellowship and the Twelve Steps and Twelve Traditions. Help me to be generous with my time and effort, to give without counting the cost, to give back wholly for what I have so freely received without looking for any reward, other than that of knowing I have done your will. Through my service, may I give hope and peace to those who still suffer. – (Anne K.)

Meeting Schedule for Conference year 2019-2020

|  |  |  |
| --- | --- | --- |
| 14 Sept 19 – Regular | 12 Oct 19 – Interim | 9 Nov 19 – Regular |
| **~~14 Dec 19 – Interim~~** | **~~11 Jan 20 – Regular~~** | **8 Feb 20 – Interim** |
| **14 Mar 20 – Regular** | **11 Apr 20 – Interim** | **9 May 20 – Regular** |
|  **13Jun 20 – Interim** | **11 Jul 20 – Regular** | **F2F** |