

Dakota Alano Board Meeting Notes November 18, 2012

Board Members Present: Susan H., Mark W., Julie O., Mary Jo C., Lee A., Rick F., Brad C.

Board Members Absent: Dan C., Frank D.

Advisory Board Members and Guests: Ellen J., Rob M., Mary C., Gary S.

Susan opened the meeting at 6:00 pm with the Serenity Prayer.

Susan read the Opening Statement. Introductions were made. Gary read the 12 Traditions.

Secretary's Report:

A Motion to approve the Secretary's report as emailed was made by Mark. Lee seconded the motion and the motion passed.

Treasurer's Report:

Julie gave the October's Treasurer's Report.

She had received a bill from Brown & Brown for insurance. She wanted to verify it was legitimate before paying the bill. Mary C verified it was for insurance on the board members. Lee made a motion to accept the Treasurer's Report. Rick F. seconded the motion and the motion passed.

Squad Leader and Visitor Questions/Concerns:

There no visitors in attendance.

Committee Reports:

Lit & Med. (Rick): Rick took an inventory of the literature and medallions and replenished our supplies.

Publishing (Lee):

Susan and Lee worked together with submittals from Ellen to publish the November newsletter. Susan and Lee will put holiday events around town in the December newsletter along with suggestions for staying sober over the holidays.

Supplies (Brad):

Brad threw away old chips from Gopher State. Brad will meet with Mary to determine what cleaning supplies we need.

Maintenance (Frank): No report due to Frank's absence.

House Security (Dan): No report due to Dan's absence.

Archives (Mary Jo): Nothing to report.

Old Business:

- DAS House Security – description of position for Operations Journal
Tabled until the December Board meeting. Susan will email a reminder to Dan
- Operations Journal amendment about voting qualifications at the Sept. Board Meeting – Susan drafted the following Policy:
Under Section F – Policies; item 9. All outgoing and newly elected Board of Directors may vote on any Board business at the regular September Board meeting, which is held one week after the Annual General Membership Meeting.

Mark made a motion to accept the new policy as written by Susan. Julie seconded the motion and the motion passed.

- Locks for Lockers
Frank was not in attendance to present his proposal for a solution to the locks. Discussion about some options took place.
 - Put up a flyer advising groups to not use lockers for anything valuable
 - Remove all door and use lockers as open cubbies instead of locked cabinets
 - Add something in newsletter about tightening up security

It was decided to mention the locker issue at upcoming meetings and advise groups to refrain from storing anything valuable in the lockers for the time being. In addition Board members could ask the groups for their input. Susan asked all Board members to mention the locker security issue at any meetings they attend in the near future. Susan will post a flyer on the lockers.

- Key Distribution Policy - Susan to review with the Squad Leader Guide (below)
- Review Squad Leader Guide documents – Susan/All Board Members
Susan and the Board reviewed the Squad Leader Guide documents prepared by Mary and her committee. The documents were reviewed for content only. Mary will work on correcting the formatting issues.

There was some discussion about the Hours of Operation of the House as stated in the House Rules, Section 3.6. The Lease was consulted and a decision was made to leave the hours of operation as they are listed in the lease. Susan requested that the section on House Rules be moved to the front of the guide under meeting information.

Susan requested that the Guidelines for Starting a New Meeting, Section 1.1 be updated to match the most recently approved copy and that this page be moved to the back of the Meeting Information section. Susan also requested that Group Leader Responsibilities, Section 1.2, be updated to match the Operations Journal.

Susan read a statement to be added to the Key Distribution Policy, Section 5.1:
The Dakota Alano Board of Directors reserves the right to manage the distribution of keys to the Alano House should any of the above responsibilities fail to be met, or in any situation where house security is at risk.

The rest of the edits were minor. Susan will email the edits to Mary who will update the formatting for the final documents.

- Business Cards & Envelopes – It was determined that there are enough business cards and envelopes (approx 300) to wait a while longer before printing.

New Business:

Building Reserve (Mark) – mentioned that the Board might want to look into any official documentation of the money being held from the original “building fund”. Mark said he had been getting many questions from members who have seen the financial reports on the bulletin board and wonder why the DAS has so much money. Some discussion followed. Ellen was able to recount the history of the original donations. Mark volunteered to look in the archives for any official documentation. In the meantime, members with questions about the financial status of the DAS should be directed to attend the next board meeting.

Holiday Decorations – The Board will decorate the house with lights previously donated and stored in the upstairs bathroom. Decorating will happen on December 1 at 1 pm. Lee, Mary Jo, Susan, and possibly Gary volunteered to be on this committee and will try to get others to help them.

Mary and Mary Jo volunteered to organize the New Year’s Eve party. Since New Year’s Eve falls on a Monday this year, Julie will talk to the Monday 8 pm meeting to see if they will move their meeting to another room in the house so the party can begin after the 6 pm meeting in the main room. Lee will put an item in the newsletter about the New Year’s Eve event. Susan will notify the church that we intend to have the New Year’s Eve party again this year.

Motion to close:

A Motion to close the meeting was made by Brad and seconded by Lee.

The Motion passed and the meeting closed with the Lord’s Prayer at 7:10 p.m.

Yours in Service,

Ellen J