

# Around the Coffee Pot...

May 16, 2004

Volume 1, Issue 6

## 5/12/04 Board Meeting Notes

(1) Welcomed new board members Liz Gooch and Richard O'Leary. Liz accepted nomination as secretary of the board. (2) Discussion on quorum, by-laws and decision to have committee review by-laws to bring to next meeting. (3) Approved \$200 discretionary spending approval for Treasurer without advanced approval from Board. (4) Carpet installation in back building will be completed in near future. (5) Committee will look at updating the Alano Club brochure. (6) Discussion about a summer bowl-a-thon - tabled until more input from summer members. (7) Benefits of club membership include: (a) free sobriety medallions, (b) anniversary cards, (c) would like to gather more sobriety / recovery anniversary dates for recognition in monthly newsletters. (8) Net income for April of \$869.63 (see bottom left). (9) One year lease signed on apartment rental at \$550 per month with \$50 monthly reduction for outside maintenance and minor inside projects. (10) Approval to get bids on installing shower in apartment bathroom and obtain bid for electrical work. (11) Looking for more volunteers to open the club various hours during the week. (12) Spring clean-up and flower planting scheduled for Saturday,

May 22nd at 11:00 a.m. - looking for volunteers to help with outside clean up or for donations of flowers to be planted outside. (13) Outside steps to parking lot project completed and new rails to match ramp to house are in the works. (14) Membership survey discussed to gather input about opening up the club and identify interest in volunteering. (15) Update on Venetian Booth activities. (16) United Way funding approved of \$4,706 plus designated donations.

**NEXT MEETING,  
WED. JUNE 9TH AT  
7:00 PM.**



**Club Open Hours**  
**Monday - Friday**  
**11:45 - 1:15**  
*Additional hours as we  
have more volunteers*

The "Serenity House - Alano Club of Charlevoix, Inc." was organized in 1986 to provide a meeting place for 12 step meetings. The organization is a non-profit corporation governed by a Board of Directors elected from its membership.

Club membership is never required and should never be implied for participation in 12 step meetings held at the club.

We request each group to organize itself as suggested through their respective 12 step program to avoid any violation of their traditions.

The Alano Club is a group of people interested in helping those seeking relief from addiction related problems by providing a place for 12 step meetings to be held.

<u>April 2004 Financial Summary</u>	
Income:	
Donations	\$ 223.05
Bowl-a-thon	\$ 750.00
Meeting rent	\$ 680.19
Membership Dues	\$ 125.00
Apartment Rental	\$ 450.00
<b>Total Income</b>	<b>\$2,228.24</b>
Expense:	
Meeting Supplies	\$ 192.26
Membership Plaque	\$ 250.00
Payroll Taxes for Jan	\$ -135.44
Building Repairs	\$ 472.42
Supplies	\$ 62.12
Utilities	\$ 450.32
Phone	\$ 32.93
Garbage/Snowplow	\$ 34.00
<b>Total Expense</b>	<b>\$1,358.61</b>
<b>April Net Income</b>	<b>\$ 869.63</b>

**Spring Clean Up  
and  
Flower Planting**  
**Saturday, May 22**  
**11:00 a.m.**  
**Need Volunteers  
Or  
Flower Donations**

## Dealing With Disruptive Behavior

The issue of how to deal with another person's disruptive behavior during a 12 step meeting or while at the Alano Club has come up several times recently. There are no "rules" about this, but here are a few suggestions. As a meeting chair person, you have the right to ask the person to not engage in inappropriate behavior or conversation. The chair person may want to announce this at the beginning of the meeting. If there is a senior member present, perhaps they can escort the person out of the meeting area and talk with them quietly about the issue. If you feel threatened or intimidated in any way, please notify someone in authority - the police or a Board Member. The Board of Directors may consult the police and ask that the person not return to the property until there is sufficient evidence that the person can conduct themselves appropriately. Written incidents submitted to Board members would be best, but if this is too uncomfortable, at least tell someone in authority about the situation. An incident can also be reported anonymously using the secure mail slots in the doors of the front and back of the main building to drop off a

note or written statement. If the disruptive person is very agitated or abrasive, de-escalation of the situation is the first priority. De-escalation skills involve staying calm, using your head, trusting your instincts, and knowing when to leave the situation. When the issue has quieted, it is not over if you haven't informed someone. Please inform Scott or Sue of any incidents. If a situation can be handled at the group level, that would be best. If the Board needs to take action, we can and will for the safety and protection of the membership. We would prefer that the situation be resolved without restricting someone's privileges and exhausting all reasonable efforts in the process.

## Treasurer Comments to the Membership

The Board voted to operate the Alano Club on a volunteer basis for the remainder of 2004 at the April meeting and re-affirmed this plan again at the May meeting. One of the issues that we need to keep in mind is the financial obligations as an employer. As a non-profit organization, the Alano Club has been a "reimbursing employer" for the past 18 years regarding unemployment compensation. In January of 2004, we had two claims filed for unemployment benefits and returned the necessary paperwork to the State as requested within the 10 day period. We have not heard anything back from the State and have been working with the CPA who has done the books for the Alano Club for a number of years. As a reimbursing employer, we are responsible for 100% of the unemployment benefits paid out to our past employees. This amount could be in the thousands of dollars. We are doing well financially since mid-January through your efforts and generosity. The projects that we have been completing were those that money had been donated toward in the past but not completed. By obtaining a bid for electrical work, we will have a goal for separate grant writing projects to fund this work. By installing a shower unit in the apartment, we will eliminate further water damage, keep a satisfied tenant and prevent our insurance rates from climbing. Meeting rent, membership dues, current fundraising levels and apartment rental income will cover our operational expenses without employees in 2005. Before we return to paying employees to keep the Club open, we need a plan to pay for wages, taxes, worker's comp, unemployment and answer the question, how will these funds be generated year after year? Until we have resolved the past financial issues, your patience and continued positive involvement are needed. The Board of Directors are very thankful for all of your efforts and understanding. Yes, the storm has passed and the wind has stopped blowing, but we still have some cleaning up to do before we can responsibly move forward with making decisions about becoming employers once again.

<i>Membership Updates</i>	<i>May 12, 2004</i>
Past due	4
Due in next month	10
Due in 2+ months	18
Due in 2005	27
Due in 2006+	6
Lifetime	9
<b>TOTALS</b>	<b>74</b>

**Share Your Email and Save \$\$\$ for the Alano Club!!**  
**Receive your monthly newsletters and more via the internet and save us the cost of postage, ink, envelope, label and copies! ☺**  
**We send 23 of 74 via email so far!**

**Newsletters & updated Alano Meeting Schedules now available on the internet!! Email to Scott to get more info: [scott@basesteincenter.org](mailto:scott@basesteincenter.org)**

Happy Anniversary recently to:

Bill S - 12 years Betty S - 17 years

### Board of Directors

Sue Goodwin - President  
 Jeff Kirby - Vice-President  
 Scott Kelly - Treasurer  
 Liz Gooch - Secretary  
 Howard Horton  
 Helen Paul  
 Betty Collins  
 Richard O'Leary

### Thought for the Day:

An attitude of gratitude...  
 Is it showing in my life?

## Serenity House—Alano Club of Charlevoix

106 Mason Street  
 Charlevoix, MI 49720  
 Phone: 231-547-9184  
 AA Hotline: 231-348-5005

Please note: ADDRESS CHANGE!!  
 When Charlevoix changed addresses due to 911 inclusion, the address was changed to 106 Mason Street. Please make a note for your records and future correspondence.