

## Alano Club Board Meeting Minutes

December 12th, 2023

Meeting called to order at 4:00pm.

Attendance:

- Board members present (Zoom and in person at Club): Kathleen P., Kendra K., Tom C., Kelly Y., Deb A., Randy B.
- Staff present: Scott K.
- Board members absent: Luther K., Paulette J., Richard M.
- Guests: Catherine C.

1. Review of minutes from 11/14/23. Motion to accept as written by Tom C., Deb seconds. None opposed.
2. Administrative Report
  - No report by Scott K.
  - Scott said he will go to the AT&T store when he is back in town. We are paid through December, but need to transfer phone to a new credit card.
  - ACTION:** Tie in Luther on phone discussion.
3. Financials (Deb A.)
  - QuickBooks and Wild Apricot are working well with donations.
  - Mobile website was updated.
  - \$3000 in donations since August, no planned fundraiser yet.
  - \$10,000 was transferred from the Community Foundation to checking.
  - Paulette has been helping with financials.
  - ACTION:** plan a budget committee meeting in the second week of January. Kelly, Kathleen, Deb, and Paulette all offered to be on the committee.
  - Since many businesses require credit cards (not checks) Deb suggests we look into getting a debit card from the bank (checking account). Comments made that there is no fraud protection with debit cards. **ACTION:** Deb will talk to the bank about options and discussion is moved to January meeting.
4. Maintenance
  - Luther is still looking for someone who is interested in helping the Club with maintenance.
  - Kendra made an online order from GFS, worked well and was delivered inside of the Club. Jeanishia will let Kendra know when stock gets low on anything or cleaning supplies are needed.
  - Trash discussion. Why don't we have our own trash disposal? We currently use the Villager dumpster, but J is uncomfortable taking trash there. **ACTION:** Kathleen will talk to theatre owner and tell them we have permission. For the time being, J will leave trash in outside trash next to front doors and Kendra will take it to the dumpster.

-**ACTION**: plan a budget committee meeting in the second week of January. Kelly, Kathleen, Deb, and Paulette all offered to be on the committee.

5. Tech Report

-Wild Apricot software: communications team needs to get on board and help with sending emails out. Tom and Randy offered to try to be trained. Website has been transferred from WIX to Wild Apricot (that is part of the package with the membership list).

6. Old Business

-Brady's estimate for chair cleaning is \$600 for 50 chairs. With Scotch Guard and another treatment (Milgo?) the total will be \$700. Deb makes a motion to get the chairs cleaned and treated for \$700, Tom seconds, all in favor. **ACTION**: Kendra will schedule the chair cleaning with Brady's.

-AlcaThon: Kendra asked for permission to buy a ham and drinks for the Alca-Thon. Deb makes motion and Kathleen seconds. Motion passes.

7. New Business

-Review of files in basement, plan to go through in January. **ACTION**: Deb will take two boxes of recent receipts to her house to go through. We also need to go through the book inventory.

-Discussion of where to post cards, etc the Club receives. There is a tack board near the kitchen to hang things. Deb expressed interest in posting upcoming conferences. Scott K suggests not posting other AA info at the Club.

-General Services is doing polling because they are considering changing the Big Book. **ACTION**: Kathleen offered to send this poll to the Club members.

-A bylaw committee will need to be formed in January as our current bylaws expire January 2024.

No Guest Comments

Meeting adjourned at 5:05 pm, motioned by Deb seconded by Kelly

**Next board meeting:**

**Tuesday, January 9th at 4pm**