



A.R.T.S. Anonymous Board Minutes

Date: 6th February 2022

Time: 7pm EST

Facilitator: Allegra B

Minutes: Tracey W

Timekeeper: TBA

Present: Allegra B, David F, Florence F, Matt B, Tracey W, Vicki D

Time (approx)	AGENDA ITEMS	MINUTES
5 min	<p>OPENING</p> <ul style="list-style-type: none"> ● Serenity Prayer ● Read Tradition three and Service Concept three ● Any Housekeeping (by facilitator) 	<ul style="list-style-type: none"> ● Tradition 3 - The only requirement for A.R.T.S. membership is a desire to function as a creative artist. ● Service Concept 3 - To ensure effective leadership, we should endow each element of A.R.T.S. – the Conference, the General Service Board and its service corporations, staff, committees, and executives – with a traditional “Right of Decision. (taken from AA service concepts)
5 min	<p>PREVIOUS BUSINESS</p> <ul style="list-style-type: none"> ● Review and approve previous minutes ● Consent Agenda 	<p>REVIEW & APPROVE PREVIOUS MINUTES</p> <ul style="list-style-type: none"> ● MOTION TO APPROVE January 23rd Meeting Minutes : 1st Allegra 2nd Dave All in favor unan <p>CONSENT AGENDA</p> <ul style="list-style-type: none"> ● MOTION: To accept updated Treasurer’s statement on website as amended: 1st Allegra 2nd Dave <ul style="list-style-type: none"> ○ The 7th Tradition states that every A.R.T.S. Anonymous group ought to be fully self-supporting, declining outside contributions. We have no dues or fees, but we do have expenses in maintaining the fellowship through the World Service literature, website and office, which exists to support the groups. If you can help us be self-sustaining through your voluntary contribution, please take a moment to help A.R.T.S. Anonymous carry the message to the artist who still suffers. You have the option to set your donation

as a regularly recurring, automatic monthly contribution.
With gratitude.

- **MOTION:** To accept Email protocol proposal as written: 1st Tracey, 2nd Matt
 - Email protocols:
 - i. Subject line will have – FOR DISCUSSION; GC FOR APPROVAL; TIME-SENSITIVE; MOTION, etc., to assist in having emails answered in a timely manner. b. All Board members have 7 days to participate in email discussions. The Board Member who began the discussion is responsible for keeping the discussion moving forward, which may include putting forth a motion. Board Secretary (or other designated Board Executive) keeps track of any motions for voting and reminds those who may not have voted to “please vote.”
 - ii. Any motions completed by electronic voting will be put in the next board consent agenda. URGENT ACTIONS: When necessary, voting on urgent motions by email can be requested by noting TIME SENSITIVE in the Subject line of the email and providing rationale with the date and/or time limit.

MOTION to accept consent agenda: 1st Vickie 2nd Tracey. All in fav unan
ACTION ITEM: This motion to go into the policies & procedures manual

20 min

TREASURER'S REPORT, OTHER REPORTS (Events, Website, Office, etc.)

- Discussion of what is next for these areas

PRESENTATION

- **Treasurer's Report for the Feb 6, 2022 Board Meeting**
-
- Income from donations and Literature sales, including \$3800.00 major gift: \$5,170.93
- Ordinary Expenses:
\$1,848.90
- Balance:
\$3,322.02
- Income not counting \$3,800.00 major gift:
\$1,370.93
- Without the major gift, we would have a shortfall of:
-\$477.98
- Other: Transfer to Savings (for Director's Insurance):
\$450.00
- *(Note: this should be prorated as a monthly expense, and that amount put into savings each month in anticipation of semi-annual billing)*
- Income Notes of Interest:
 - Donation Income:
\$4,731.84
 - Donation Expenses:
\$219.87 (4.65%)
 - Literature Income:
\$439.07

		<ul style="list-style-type: none"> Literature Expenses (includes royalties): \$275.16 (62.67%) <p>DISCUSSION</p> <ul style="list-style-type: none"> Vlckie suggested Paypal as a payment option for Literature Allegra mentioned researching around different transaction possibilities (ie, Venmo, Paypal etc) <ul style="list-style-type: none"> Investigation of paypal was mentioned for harvey to do Dave to research different payment methods (write a google doc that outlines the major payment methods) and bring back to the next board meeting for the board to consider Matt to look into international payment options and bring to next board meeting for consideration
	OFFICE REPORT	<ul style="list-style-type: none"> Abbey working on a wikipedia entry for A.R.T.S. Anonymous Abbey wants to reach out to Dr Jamieson (author: 'Mind on Fire', 'An Unquiet mind) from Columbia University re: the issue of the 'avoidant personality syndrome Archive Website updates are done ie. Service info page
10 min	WEBSITE ISSUES <ul style="list-style-type: none"> Need for a new web admin 	
10 min	FILE MANAGEMENT AND EFFICIENT COMMUNICATIONS <ul style="list-style-type: none"> Teams and Microsoft 365 (Tracey and Flo) 	<p>Discussion occurred about the possibilities of using Google Drive, Teams and Microsoft Office for A.R.T.S. Anonymous documentation & organization.</p> <p>Matt suggested we set up a google drive. .</p> <p>Discussion that we need a repository for our documentation.</p>

		ACTION ITEMS: David to call Microsoft Customer Service to find out about using MS Office as a board and give a report at next meeting
20 min	COMMITTEES AND BOARD AND WSBC <ul style="list-style-type: none"> • How to work with Committees • Recruiting new Coordinators, members • WSBC Statement for Meetings • Upcoming Feb 19 PreConf meeting 	Agenda Setting Meeting for Feb 19th > delegate motion, nominating committee motion, community problem solving method.
	EXECUTIVE SESSION <ul style="list-style-type: none"> • 	MOTION BY David F By the next board meeting we gain all necessary login information for the arts anon website and the board initiates a web administrator search and for three (3) candidates. 5 ayes 0 nays Una
20 min	<ul style="list-style-type: none"> • 	
1 min	WRAP UP <ul style="list-style-type: none"> • Decide on & confirm next board meeting NOT MENTIONED • Motion to Adjourn: Allegra all in favor • Serenity Prayer 	