

A.R.T.S. Anonymous Inc.
Conference Reports
2004

10:44 Opened with Serenity Prayer

1. INTRODUCTION OF ATTENDEES & ROLL CALL

TRUSTEES

Frank Lagerstedt – Trustee at large, Board Chairperson
Carol H. – Trustee, Corporate Secretary
David P. – Sustaining Trustee, Finance and Budget
Don T – Sustaining Trustee, Eastern Regional
Ed S. – Sustaining Trustee, Public Information
Eva A. – Sustaining Trustee, Special Events
Patti P – Sustaining Trustee - Western Regional
Margi Briggs-Lofton. - Trustee at large

Abby B. – Trustee Emeritus, Founder

WSMRs & ALTERNATES

David S. - WSMR – NY - Catskills Retreat & Tuesday meeting
Eugene - WSMR – NYC - Wednesday night plan meeting
James - WSMR - London
Joan - WSMR -NYC - South Cabrini Saturday morning meeting - artist's way
Lois - WSMR – NJ - Namas Cultural center up the road
Luanne - WSMR – NY - Glen Cove
Marilynn L. – WSMR – NYC Monday Double Winners Meeting
Mary F - WSMR – NJ Villas Cape May
Remy - WSMR - Paris, France
Shari - WSMR - Kansas City Bushels of Fun group

Garry N – OFFICE MANAGER in NYC & alt WSMR of Monday Double winners
(Garry votes as office staff but not as WSMR because Marilyn is present)

NON-VOTING ATTENDEES

Jay M – attending as sound recordist [doesn't vote]

ROLL CALL

All attendees were given time to introduce themselves and briefly speak about the health of the meetings they represent. Board members reported on their activities this past year.

2. APPROVAL OF CONFERENCE AGENDA

MOTION 1 - TO ACCEPT THE AGENDA

Motion – Eva A.

Second –Margi B. L.

Motion 1 = PASSED

3. APPROVAL OF CONFERENCE MINUTES

MOTION 2 - TO ACCEPT THE MINUTES

Motion – Paul P

Second– Marilyn L

Friendly amendment – Eugene (accepted)

Eugene was inaccurately recorded as Meeting Alt rather than Rep. It should be corrected.

Motion 2 = PASSED

4. OPENING REMARKS

Frank Lagerstedt – Trustee at large, Board Chairperson

Last year we focused on stabilizing ARTS financially and bringing in people with skills and willingness to do service that matched manpower needs. We positioned ourselves to be ready to do what we've wanted to do for a while

- Outreach - In the past we didn't have the manpower or structure. Now is the time to do it and we have the people power to sustain it. We can build something that goes forward, has sustainability and accomplishment and is a continuation of what's been going on.

Think about next year - increasing the numbers of those of us who are here.

- In new business we'll talk about next year's business conference scheduling and what works best logistically -- having both conference and convention scheduled together or held separately.

5. TRUSTEE REPORTS

Margi Briggs-Lofton - Trustee at large

(See full report in Annual Report for details.)

Talked about her work with the Vision group and subsequently coming onto the Board, and her impression that ARTS is strong because of its sense of community.

- Goal of her initial work with ARTS was to begin the strategic planning process
- Led a vision group that met monthly and created a vision and mission statement, which were distributed at the Convention. Part of a larger process to center the organization with a firm foundation.
- Sees ARTS as a unique organization that we need to strengthen
- Her vision is to work with infrastructure, bring in more people with management skills, time to offer, make it stronger financially, spiritually and with regard to communications and outreach. Wants to establish regular, meaningful contact between meetings and World Service.
- Vision group had an intimate bonding experience. The next challenge was how to continue the work - we managed to keep the work going and stay connected and accomplished a positive thing. Would like to find ways to grow and expand that.

Discussion:

Q - Joan - how do we channel comments from meetings to Board?

A - email to: ArtsEvents @earthlink.net (Eva)

Q - Joan - we had a newspaper years ago would like to have that again

A - for discussion under NEW BUSINESS

5. TRUSTEE REPORTS (cont'd)

Treasurer's Report - Frank Lagerstedt – Trustee at large, Board Chairperson

(See full report in Annual Report for details.)

COMPARISON SHEETS

- *Last year* - we were in the red by \$400; this year we are ahead.
- *Meeting donations* - show no increase. We would like to get that money to cover basic office functioning and use all special donations for outreach.
- *Personal donations* - is not money to count on regularly. Could be a one-shot deal, could be connected with special appeal.
- *Special events* - less revenue from last year. Had to do with accounting, shifting accounting systems. Now going to Quicken and we can move it forward with same methodology. Also had one less event - Halloween function didn't happen
- *Literature sales* - has gone down, sold less than the year before - need literature to go out, it feeds on itself; should be a red flag if literature is not moving. Literature doesn't make any money for the organization. It is effectively net 0. Literature is something that other 12 step programs use as a significant way of earning money.
- *Expenses* - Postage is down, linked with copy and printing. Has to do with sending fewer appeals. We focused on building organization and luckily received enough personal donations. Office salaries most significant variance, expenses went down. We recently hired Garry and streamlined office procedures,

Discussion:

There was discussion about the impact technology may have on income and expenses as we do more business via email and the web, especially literature. David S. volunteered to look into having supplies ordered in bulk and delivered to the office. Marilyn wanted to discuss having the meetings increase their overall contributions. Abby B. clarified that in AA the sale of the books made them solvent but the pamphlets didn't make them money. Eva A. clarified that ARTS had opened a bank account that is no fee. Shari asked if the royalties to Abby were in alignment with AA traditions. Frank affirmed they were.

QUARTERLY REPORTS

Shows seasonality and specific information and where events happen and expenses and income go up. There was discussion about the involvement with the White Institute and the size of the office.

BALANCE SHEET

The least significant of the 3 reports shows a point in time of assets (have) and liabilities (owe) and net capital (what you're left with). We're small and we have a little money in the bank. We've been solvent every month this year.

Discussion:

There was some discussion about inventory and cost of supplies. There was further discussion about how to get meetings to contribute more to boost ARTS solvency but that was suggested for NEW BUSINESS.

5. TRUSTEE REPORTS (cont'd)

Finance and Budget Report – David P. - Sustaining Trustee

(See full report in Annual Report for details.)

- Is confused about job description and his duties.
- Has put quicken on the new computer and submitted financial reports before each board meeting.
- Is interested in sending appeal letters and creating a newsletter and would welcome people to help with the newsletter.
- Has been in charge of the mailing list and wonders how to increase it.
- His goals are to have operations run smoothly, create a surplus and increase membership's understanding of WS financial status and its impact on the organization.

Discussion followed about solvency, the distinction between Finance and Treasurer, legal status, the need for a strategic planning process, and the need for job descriptions.

Special Events Report – Eva A. - Sustaining Trustee

(See full report in Annual Report for details.)

CONVENTION

- Had closer to 90 registrants this year.
- Newcomers went up from 30-40.

OTHER

- Coordinated retreats, vision group and subcommittees.
- Helped coordinate a year-end appeal that raised \$2660 gross.
- Is putting together budget and spending plan with new categories and creating a pamphlet that would suggest to meetings how much to give
- Filled in as treasure position. Looked over bills and signed checks

Discussion:

There was discussion about possibility of keeping track of time donated by volunteers to track the value of that time. Because it would create a record keeping nightmare it was not pursued further.

Literature Report – Abby B. (not technically the literature person)

- No written literature report. Finances tell how much was sold and we've sold less.
- 2002-2003 we had new literature and it bumped up sales.
- Last year we didn't have new literature because she ran office and didn't have time
- Several new pamphlets need approval. They have been in circulation for a year and although the Board asked for a response - only Kansas and Monday Night responded.
- "The Basic" pamphlet was circulated in both old and new versions with a sticker on the new version "not yet approved". All the meetings bought the new revised pamphlet, and there were no comments beyond that. Can we assume therefore the new pamphlets are approved and therefore vote to take the labels off?

Discussion:

Marilynn – pointed out that no other group has step booklets like us; this makes us unique

Q: Joan – would like to see bigger step meeting in the schedule.

A: Eva – this should be reflected in the weekend’s evaluation form – that is the mechanism for making decisions next year.

There was discussion about how literature comes to be written and approved. We ultimately want a better process for approval that includes more people.

MOTION 3 - TO TAKE A LUNCH BREAK

Motion- Eva

Second- Carol

Motion 3 = PASSED

5. TRUSTEE REPORTS (cont’d)

Eastern Regional Report- Don T.

(No written report available)

Main job takes inquiries off the internet, some phone calls, some as far away in Australia Helped start meetings in Ithaca NY, Warwick NY and Astoria Queens. People are asking for online ART buddies. Frustration doing his job, people want to know where there are meetings and there are no meetings to send them to. Boston is a big area and at least one dozen inquiries yet there is no meeting in New England - but here at the convention saw about 8 people from CONN who we hope will start meetings.

Western Regional Report – Patti P.

(No written report available)

Yahoo groups meeting started by member named Carol. Patti answers lots of email inquiries and very few phone calls. People are having trouble downloading stuff they need. Michael started meeting in Seattle WA. Patti read his testimonial letter from a guy [NEW BUSINESS - testimonials would be great]

WSO office report - Garry

Got sick before conference. Trained for job in October, and took over January as office manager. Picks up mail, responds to literature orders. Receives donations, puts them into Quicken. Maintains ARTS hotline. Any project that needs help – he helps. Overall bookkeeping liaison with trustees, mailing lists, contact info, comes to meetings with reports, appraised of balances, updates meeting list on website and once a month sends it via PDF file, answers personal letters, responds to hotline requests. Literature inventory, getting copies printed. Working approximately 6-8 hours a week.

Discussion:

Q: PATTI – do we have a process of contacting meetings to make sure they are valid?

A: Yes, GARRY will do that.

Q: SHARI – is there a phone line to speak - no better way than to leave messages on hotline or send a letter? How do you handle long distance calls?

A: Office is part of a sublet. Returning phone calls is difficult. We can add to the outgoing message that people should leave their email for better responsiveness

6. UNFINISHED BUSINESS

MOTION 4 – TABLE THE BYLAWS MOTION LEFT OVER FOR 2 YEARS

Motion - Ed

Second - Eva

Friendly amendment - Eva (accepted)

Until we (the board) have the ability to review body of the bylaws as a whole

DISCUSSION

There was discussion about the nature of what we were tabling. It was suggested that the specifics be typed up and made available to all WSMRs. The argument against this was that we didn't have the personnel available for such a labor-intensive task. Additionally, anyone wanting to see the details could call the office and access them.

CALL THE QUESTION

13 yea / 0 nay / 1 abstention

Call the question = PASSED

MOTION 4 – VOTE

12 yeah / 0 nay / 3 abstain

Motion 4 = PASSED

MOTION 5 - TO TAKE A 10-MINUTE BREAK

Motion - Eva

Second - Carol

Motion 5 = PASSED

7. NEW BUSINESS

MOTION 6 – 2002-2003 Conference casts vote of confidence for the slate of 2003

World Service Trustees

Motion – Mary F.

Second – Garry N.

8 yeas / 0 opposed

Motion 6 = PASSED

MOTION 7 – Approve Basic Pamphlet as it stands

Motion– Eva A.

Second – Carol H.

Discussion:

Basic pamphlet had some changes that were done from last year (from last year's business conference) - we were commissioned to solicit feedback and integrate those thoughts into it before we brought it back to the conference for a vote. We got no feedback. Are we ok with calling it conference approved? So if we want to take it up as a motion, it will take a 3/4 affirmative vote. It's not on the agenda - but we just thought of doing it.

13 yeas / 1 opposed
Motion 7 = PASSED

8. COMMITTEE OF THE WHOLE

CONFERENCE

Cost

There was discussion about the pros and cons of charging a fee, how much it might be – to cover costs, etc... Historically meetings would pay for Reps to come to the Conference. Should it be sliding scale or should meetings be empowered to come up with creative solutions to meet the necessary costs to help the program maintain self-sufficiency. Discussed the possibility of charging along a sliding scale. Also discussed that other programs charge nominal fees, AA charges \$75. Some people were uncomfortable charging any amount of money. Other people wanted the ARTS Conference to be financially self-sustaining. Others wanted specific information explaining what the money was being used for.

Format

There was discussion about the format for the Conference. People liked the combined format with the Conference following the Convention. Helped people who were traveling pay for only one trip. Also discussed other formats. Other programs have multi-day business group meetings doing a lot of work over time and those same groups commit not just to being in that group that day but to continue throughout the course of the year. Discussed possibly moving toward such a model, some liked the idea of working throughout the year, others expressed concern.

WEBSITE

Carol will work in a committee with Joe F. to make changes to the website, in design, navigation and content. Joe could set up a database that would give us ultimate flexibility and capacity for expansion. David S suggested combining web technology with a magazine or E-newsletter to keep it interactive. We discussed the possibility of featuring members through website and issue it raises re: anonymity. The committee would move forward only under Board supervision. Discussed making literature for sale online and possibly making it available as a free download – (seeing we only break even, and thus save on printing). Discussed accepting donations online.

NEW BUSINESS

Eugene – wants to get literature out to screen actors guild and is happy to be a liaison
Patti – would like business cards for trustees. We have something like that – Carol suggested it might be made accessible from the website
Carol – items to fundraise for ARTS via the website: T-shirts & mugs. DVD of Convention for sale – (anonymity issues, would need people's consent etc...)
David P. – How do we reach the meetings and how do we increase the appeal and get more mailing addresses

4:41 – Closing Gratitude

Monday, 5/24/04 World Service Annual Business Conference — Meeting Minutes

5:00 – Ended