

Minutes
ARTS Anonymous Board of Trustees Meeting
December 9, 2023

Meeting: Called to order: 4:30 pm ET.

Present: Allegra B., Cindyann W., Jay M., Matt B., Pat Q. Vickie D.

Read: The Serenity Prayer, Tradition 12, and Concept 12.

Check-In: Members checked in for 30 seconds.

Consent Agenda Items

Motion: To accept the November 11, 2023 Board meeting minutes. Cindyann 1st, Allegra 2nd. Passed.

Treasurer's Report (see below)

Chair Screen shared the Treasurer's Report.

Motion: To accept the November 2023 Treasurer's Report as presented. Pat 1st, Vickie 2nd. Passed.

Operations Report December 2023 (See Below)

Chair screen shared the Operations report.

Motion: To accept the December 2023 Operations Report. Matt 1st, Jay 2nd. 1 Passed.

Conference Planning Committee Report December (See below)

Chair of Planning Committee (Matt B) reported.

Motion: To accept the December Conference Planning Report as presented. Allegra 1st, Jay 2nd. Passed.

Policies and Procedures Committee Report December 9, 2023

Vickie D. reported.

Motion: To accept this report such as it is with my signature added at the bottom. Jay 1st, Pat 2nd. Unanimously passes.

Motion: To establish a Policy and Procedures Committee as a standing committee of the Board of Trustees. Allegra 1st, Pat 2nd. Unanimously passed.

Motion: To nominate Vickie D. As the chair of the Policy and Procedures Committee of the Board. Jay 1st Cindyann 2nd. Unanimously passed.

Old Business:

1. Author Release Form

Chair: The author release form is still with the lawyers. They are consulting with the intellectual property department. I am just staying in regular touch. This is all I have to report on that.

2. Website Upgrade

Motion: To accept the first screen slide example of a website design to consider and the feedback responses from this meeting for suggested changes regarding: colors, considering the audience, letter sizing, and visual shaping. Matt 1st Pat 2nd. 5-yes, 1-no. Passed. Minority heard.

3. "Strategy" for Literature

Motion: To extend the Board Meeting for another and the discussion to a close at 6:47 pm ET. Allegra 1st, Cindyann 2nd. Passed.

Motion: That we schedule a meeting with Abby to talk about her literature; not a board meeting, but an additional meeting. Matt 1st, Jay 2nd. Unanimously passed.

Meeting closes at 6:50: Serenity Prayer.

Respectfully submitted,
Cindyann W.
Secretary

November 2023 Treasurer's Report

TREASURER'S REPORT – November 2023 – A.R.T.S. Anonymous		
BANK BALANCES – November 2023:	Beginning of Month November 1, 2023	End of Month November 30, 2023
Checking Account:	\$6,064.20	\$4,527.85
Savings Account:	\$3,002.01	\$5,002.05
Total Bank Balances:	\$9,066.21	\$9,529.89
NOVEMBER INCOME:	This Month – November 2023	Last Year - November 2022
Literature:	\$687.34	\$86.00
Donation:	\$1,052.05	\$1,266.07
Fundraising:	\$728.85	\$2,356.22
Other:	\$0.00	\$0.00
Total Bank Balances:	\$9,066.21	\$9,529.89
NOVEMBER EXPENSES:	This Month - November 2023	Last Year - November 2022
Literature:	\$401.17	\$189.95
Donation:	\$53.27	\$72.28
Fundraising:	\$159.64	\$229.99
Operations:	\$1,271.02	\$996.30
Total Expenses:	\$2,004.62	\$1,489.09
Income/Expense Difference:	This Month - November 2023	Last Year - November 2022
	\$463.62	\$2,219.20

Operations Report to the A.R.T.S. Board – 12/09/2023

Website:

- Chinu and I created a couple of ideas for a new Home Page.
- Craig says the \$100 charge for each “coaching” meeting is for two hours

- Posted: Conference-related information (including zoom links), calendars, newsletters, Board minutes, Sharathon flyers, Members Stories announcement with Workshop script, “mini” Delegate Packet for the Final Day of the Conference
- Meeting list updated on 11/28, sortable list updated
- Traits and Tools updated on the “About ARTS” page, in the downloadable free Basic Pamphlet, and in the A.R.T.S. Meeting Basics pamphlet on the website
- Updated Literature Committee post with Members Stories Workshop script, Sub-committee descriptions, 2023 LDAP

Communications:

- Mailchimp emails re Last Day of the WSC, Policies and Procedures for the Conference, Sharathon, December Pre-Conference and Agenda-Setting meetings, November newsletter
- Undergoing testing of using mail merge function in Mailchimp in preparation for 2023 Donor acknowledgement letters

Finances:

- Director’s Insurance payment of \$439 made
- The Profit & Loss Statement for November (out of Quickbooks), shows a \$2,000 difference from the November Treasurer’s Report due to a \$2,000 transfer to the savings account. We actually ended November in the black.

Other:

- Basic Pamphlet in kindle now contains the updated Traits and Tools
- Pro-bono attorney we were working with has been seconded for a special project. Her supervisor is working with the Intellectual Property department to address our concerns about the Author Release form

December Conference 2023 Planning Report.

Hello all, since my last report in November we have had the December Agenda Setting for the December Pre-Conference next week. The meeting was well attended with a healthy mix of Board Members, Delegates and Participants from around the world. The agenda was set with each item being voted on. (Dec 16 Pre-Conference Agenda included below) Each item passed with a majority and when applicable the minority opinions were heard. There will be some very interesting discussions and the opportunity for motions in this Pre-Conference, mainly around the beginnings of the Conference organizing its own Policies and Procedures and also looking at the direction the Conference would like to take. I am relieved that we also are looking at disruptions and, in my opinion, the potentially problematic on the spot motions.

It's looking like to be a fruitful Pre-Conference. There was a real feeling of us all working together. This was probably the most collaborative Agenda Setting meeting we’ve had to date, again in my opinion. The next Conference Planning Committee meeting will be on Saturday the 6th of January and will be

purely logistical, following the decisions made by the December Pre-Conference, it'll be nailing down all the details for the Last Day of Conference in January.

Thank you everyone. Yours in Service Matt B Conference Chair

Pre-Conference: Saturday, December 16 Time: 10:00 am PT/ 1:00 pm ET (US) Zoom

Attendance:

Facilitator: Matt B.

Minutes: Cindyann W.

	Agenda Item	Minutes
Opening 10-15 min.	Welcome: Start Closed-Captioning <ul style="list-style-type: none"> • Serenity Prayer • Read 12 Concepts of Service Housekeeping <ul style="list-style-type: none"> • Thirty-Second Rule • Mute, Raising hands • Rename to First name and last initial • Introductions Start Recording	
1. 25 min.	Round Robin: What is your response the question, "What is next for the Conference?"	
2. 20 min.	Discussion: (Article-6, see below) How may the Conference govern itself?	
3. 20 min.	Discussion: Open forums throughout the year for delegates and members.	
4. 10 min.	Set: Hours and time and Break for January 13, 2024, Last Day of the WS Conference.	
5. 15 min.	Address: How to handle procedural and on the spot motions and disruptions at the	

	Jan 13 Last Day of the Conference	
6. 10 min.	Set: A date and motion to discuss the Community Problem Solving Method.	
Close 5 min.	Closing the Meeting Serenity Prayer	

Article-6

World Service Conference Organization: The WSC governs itself, although it collaborates with the Board of Trustees. The Conference chooses its election methods and rules for voting, such as percentage of votes required to pass resolutions.

Conference Committees: The Conference may choose to establish committees. Any A.R.T.S. member may serve on committees. Each committee may have a Board member serving as Board liaison. The committee will elect a member as committee chair.

Board Committees: The Board of Trustees may also establish committees and include Program Members as well as Conference Delegates.

A.R.T.S. Anonymous World Service Charter: as passed by the 2022 World Service Conference on October 29, 2022, ratified on October 30, 2022.

Policies and Procedures Committee Report December 9, 2023

We have had no meetings of the P&P Committee. There are a number of tasks this committee could complete that might benefit the ARTS program.

1. Compile all the policies and procedures which have been passed by the board in 2022 and 2023. This would be done by reviewing minutes of board meetings.
2. What procedure does the board wish to make for the P&P Committee to make recommendations to the BoT?
3. Make sure that activities sponsored by the board fall within the Traditions and Concepts.
 - a. What procedures should we follow with regards to use of the ARTS website, newsletter, and mailing lists by unofficial (*ad hoc*) committees or individuals?
 - i. What is the relationship of an *ad hoc* committee to the ARTS fellowship?
 - ii. When does an *ad hoc* committee need to inform the BoT of its activities?
 - iii. When are *ad hoc* committees appropriate, and when should they be under the aegis of the BoT or the Conference?
 - b. What is sponsorship by the BoT and what is the BoT’s responsibility for activities it sanctions?
 - c. What policies and procedures would be beneficial for the board to enact in order to ensure that the Traditions and Concepts are observed?

- i. 7th tradition and fundraising.
 1. Should admission to fundraisers be “by suggested donation” or by fixed ticket price?
 2. What are the criteria that determine whether an activity is part of the program or separate?
 - a. Is it a recovery event?
 - b. Are the Steps and Traditions read?
 - ii. Workshops and the Traditions
 1. Apparently, the Workshop Committee has some guidelines in development.
 2. Is the Workshop Committee accountable to fellowship through the board or should it be a Conference Committee? At present there is no structure for Conference Committees.
 3. The role of the BoT according to the Charter and the Concepts is to safeguard the Steps and Traditions.
 - iii. Other issues the P&P Committee is not aware of.
4. What are the thoughts of other BoT members regarding the need for developing policies and procedures? What areas need to be addressed?