

**Minutes**  
**ARTS Anonymous Board of Trustees Meeting**  
**January 20, 2024**

**Meeting:** Called to order: 3:30 pm ET.

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

**Read:** The Serenity Prayer, Tradition 1, and Concept 1.

**Check-In:** Members checked in for 30 seconds.

**Consent Agenda Items**

**Motion:** To accept the December 9, 2023 amended Board Minutes. Pat 1<sup>st</sup>, Matt 2<sup>nd</sup>. Passed.

**REPORTS**

**Treasurer's Report December 2023 (see below)**

Chair Screen shared the Treasurer's Report.

**Motion:** To accept the December 2023 Treasurer's Report as presented. Pat 1<sup>st</sup>, Matt 2<sup>nd</sup>. Passed.

**Operations Report January 20 2024 (See Below)**

Chair screen shared the Operations report.

**Motion:** To accept the January 2024 Operations Report. Vickie 1<sup>st</sup>, Pat 2<sup>nd</sup>. 1 Passed.

**Conference Planning Committee Report (See below)**

Chair of Planning Committee (Matt B) reported.

**Motion:** To accept the amended Conference Planning Report as presented. Cindyann 1<sup>st</sup>, Vickie 2<sup>nd</sup>. Passed.

**Policies and Procedures Committee Report**

Vickie D. screen shared a draft proposal regarding guidelines for fellowship wide events, previously shared with board members via email.

**Motion:** To accept the Policies and Procedures Report as presented. Allegra 1<sup>st</sup>, Pat 2<sup>nd</sup>. Passed.

**Talents and Skills Report**

Nothing to report as the first meeting will happen on January 25<sup>th</sup>.

**Motion:** To accept the Talents and Skills Report. Allegra 1<sup>st</sup>, Jay 2<sup>nd</sup>. Passed.

**Old Business:**

Author Release Form: Discussion on copyright of members stories tabled.

**Action:** Allegra to flesh out language for the Author Release Form in a side-by-side table.

"Strategy" for Literature (informed discussion and goals for our meeting with Abby)

Round Robin Discussion

**Motion:** To extend the meeting for at least a half hour to continue Round Robin Discussion. Allegra 1<sup>st</sup>, Jay 2<sup>nd</sup>. Unanimous.

**New Business:**

Board Application

**Motion:** To extend the meeting for a 15-minute extension to review the Board application. Pat 1<sup>st</sup>, Jay 2<sup>nd</sup>. Unanimous.

**Meeting closes at 6:45 pm:** Serenity Prayer.

Respectfully submitted,  
Cindyann W.  
Secretary

## **Treasurer's Report December 2023**

<b>TREASURER'S REPORT – December 2023 – A.R.T.S. Anonymous</b>		
<b>BANK BALANCES – December 2023:</b>	<b>Beginning of Month December 1, 2023</b>	<b>End of Month December 29, 2023</b>
Checking Account:	\$4,527.85	\$4,443.66
Savings Account:	\$5,002.05	\$5,002.09
<b>Total Bank Balances:</b>	<b>\$9,529.89</b>	<b>\$9,445.75</b>
<b>DECEMBER INCOME:</b>	<b>This Month – December 2023</b>	<b>Last Year - December 2022</b>
Literature:	\$351.53	\$256.00
Donation:	\$1,108.65	\$893.96
Fundraising:	\$0.00	\$0.00
Other:	\$150.00	\$0.00
<b>Total Income:</b>	<b>\$1,610.18</b>	<b>\$1,149.96</b>
<b>DECEMBER EXPENSES:</b>	<b>This Month - December 2023</b>	<b>Last Year - December 2022</b>
Literature:	\$326.85	\$144.61
Donation:	\$60.57	\$58.63
Fundraising:	\$0.00	\$0.00
Operations:	\$1,306.94	\$1,147.09
<b>Total Expenses:</b>	<b>\$1,694.36</b>	<b>\$1,350.30</b>
<b>Income/Expense Difference:</b>	<b>This Month - December 2023</b>	<b>Last Year - December 2022</b>
	(\$84.18)	(\$200.37)

### **Operations Report**

#### **Operations Report to the A.R.T.S. Board – 01/20/2024**

#### **Website:**

- Posted: Last Day of Conference-related information (including zoom link, updated Treasurer's report), calendars, November and December newsletters, Board minutes, Talents and Skills Committee announcement, Inverted Pyramid graphic, 2023 Financial Management report

- “News” page arranged in two columns for ease of use
- I met with Craig about prioritizing pages and creating a “parallel” website on which to do the work and creating a backup copy. He outlined first technical steps, not limited to experimenting with various templates to see “what gets lost” when transferring from Divvi. He provided links and tutorials and our meeting was recorded. A member experienced with WordPress is reviewing and we will meet next Tuesday. The work is technical at this point

#### **Communications:**

- Mailchimp emails re Last Day of the WSC, Policies and Procedures for the Conference, Sharathon organizing meetings, December Pre-Conference meeting, December newsletter, Talents and Skills committee meeting, “Article 6” meeting
- The list of 2023 Donors to whom tax-exempt statement thank you letters are sent is complete and accurate. The Mailchimp contacts database is tagged with the 2023 Donors and will be used to send the letters using mail merge. Microsoft Office can no longer support mail merges due to AI interference that weeds them out.

#### **Finances:**

- Financial Management report (by quarter) for 2023 completed and posted on the website. It shows we ended the year with a \$897.45 profit.
- Treasurer’s Report for the Conference was updated and distributed to the Delegates and posted on the website to include total numbers for 2023
- Estimated costs of printing pamphlets and booklets updated

### **Conference Planning Committee Report**

January 2024 Conference Planning Report (Conference Chair Report)

Well, we did it! We had the final day of the Conference a couple of weeks ago and the last day was extremely successful. We had the last meeting of The Conference Planning Committee the Saturday before; we came up with these protection statements and protocols for dealing with potential disruption.

#### [Statement for the safety of the Conference](#)

[To protect the Conference proceedings, we ask that members save questions to the allotted question time following each Committee report. Questions or comments about the running of the Conference can be directed to the chat or taken to the Conference Planning meetings once they resume. Disruption will not be tolerated.](#)

[Disruption is defined to include interrupting, asking questions out of question time, making new motions, speaking out of order or interfering with the business of the Conference. Disruption will receive no more than two warnings from the chair and may lead to removal from the remainder of the Conference.](#)

We also agreed to implement muting (and then unmuting) participants during the open forums, which though the kinks might need to be worked out worked well. We wanted to do this so that Delegates and Participants could share without fear or interference as the following preamble states.

#### Preamble for Round Robin Topics

In order for the everyone to speak their thoughts and feelings freely, the 30-second rule will be suspended during the Topic of Discussion. We accept what others have to say as being true for them without fear of judgment. This is a time to listen to each other not to make motions. People will be muted, and then unmuted for their turn. We will not be using raised hands, instead we will call people in turn by the order on my screen until everyone has had a chance to speak for \_\_\_\_ minutes.

At the Last Day of the Conference, we ended up only having time for three out of the four open forums, and which was more than we expected to get to.

Outside Literature (One minute each), Pricing and Accessibility of Literature (Two Minutes each) and a completely open forum (One minute each). There were about 30 participants in these round robins.