



# General Meeting

Sunday, August 21, 2022  
7:00 – 8:30 pm Central Time  
Zoom

**Attendees:** Beth T., Traci L., Walter L., Andrea M., Phylis, Dawn G., Laura B., Michelle M., Valerie F.

## Minutes

### Topic: 2023 and 2024 Retreats

**Agenda item:** Present on 2023 and 2024 Retreat planning; Pose retreat questions to the ISB **Responsible Party:** Beth T.

#### Discussion

- Lodging
  - Camp Allen contract in place
    - Through 2025 we have secured 60 rooms at the single-room cost
      - Decided to keep the contract at 60 rooms this year and request additional rooms once registration is open, if necessary
    - Last year there was an issue with the number of single vs double rooms
      - How we allocate the single vs double rooms is up to us because the rooms are all the same (they all have two beds)
    - Discussed beginning to consider what to do after 2025: stay at Camp Allen or move to another location, possibly outside of Texas
  - Refunds
    - Discussed what kinds of refunds, if any, should be offered, and what parts are under the ISB and what parts are under the Retreat Committee
- Speaker
  - Dr. Jake Porter is scheduled to be 2023 speaker; honorarium has not been finalized yet
  - Retreat Committee is considering establishing a tradition of looking for speakers a year in advance
  - 2024 potential speaker: Dr. Sheri Keffer
    - She is more expensive than normal budget (\$2,500 honorarium plus airfare for 2, transportation, and lodging at Camp Allen for 2)
    - She would stay for and participate in the entire retreat
      - Discussed what is acceptable for allowing the speaker to join in ISA activities as a participant
    - She would like to be able to sell her books at the retreat as well as mention, but not promote, her online community
      - Discussed what is acceptable for promotion since we are a 12-step group
  - Historically the honorarium has been no more than \$500
  - Discussed ways that we might obtain additional funds for a higher honorarium in order to get some of the more popular, well-known speakers
- Registration
  - Charges and fees are going up across the board, which the Retreat Committee must take into account
  - Retreat Committee will do the registration themselves (as opposed to Camp Allen)
  - Retreat Committee expects to open registration in late September/early October
- Responsibilities of the ISB vs. the Retreat Committee
  - ISB
    - Any contracts
  - Retreat Committee
    - Operating budget and funds allocation
    - Retreat logistics

- Finances
  - Financial goal is that the retreat pays for itself
  - If money has been earmarked for scholarships, then it needs to be used for scholarships
  - A new PayPal account could be opened specifically for retreat scholarships

**Agenda item:** Decide whether to open a second bank account for retreat funds and how to make the movement of money easier **Responsible Party:** All

Discussion

- Options exist for setting up a different account or a sub-account for the retreat
  - Discussed whether the purpose was to separate funds or to allow the Retreat Committee to spend funds
- Getting receipts in order to issue reimbursements was an issue last year in part because no reimbursement procedures have been created yet

**Topic: Literature Committee**

**Agenda item:** Literature Committee update **Responsible Party:** Kathy G., Andrea M.

Discussion

- Literature Committee will work on rewording the six gifts (formerly promises) that are too close to the AA promises
- Literature Committee created a literature approval process
  - Awaiting recommendation from Intergroup on the approval process for ISA literature
  - Deadline is September 8<sup>th</sup> for recommendations
- Literature Committee will revise/edit current ISA book into pieces using this new approval process
  - They will post each chapter online individually as it is approved

**Agenda item:** Promises update **Responsible Party:** Kathy G., Andrea M.

Discussion

- Literature Committee asked Intergroup whether they wanted to keep the term “Promises” and transform our promises to be in line with AA promises or keep the current promises, rename them, and adjust the ones that are too close to AA so as not to copyright infringe
  - We cannot post the promises online currently
- ISA Gifts is the temporary name; it will go to an Intergroup vote
- Raised the concern of scripts that include the name of GroupMe within them because those scripts are posted online, which could be considered as promotion
  - Could GroupMe be considered as a tool; therefore, we are not promoting it, but offering it as an option for members?
  - Decided to refer this discussion and decision to the Intergroup

**Topic: Bylaws**

Moved to the next meeting

**Agenda item:** Review, finalize, and vote on Bylaws **Responsible Party:** All

**Topic: General Business**

Moved to the next meeting

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**Agenda item:** Decide whether to create a formal Guiding Principles document **Responsible Party:** All

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**Agenda item:** Decide where/how to store our written records **Responsible Party:** All

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**Agenda item:** Decide whether we want a Finance Committee **Responsible Party:** All

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**Agenda item:** Decide how to store ISB records **Responsible Party:** All

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**Agenda item:** Remove mention of Finance Committee from website **Responsible Party:** Traci L.

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**Agenda item:** Remove all but last four more recent ISB meeting minutes (from website?) **Responsible Party:** Traci L.

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<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Contact Camp Allen to confirm that we are good with 60 rooms and to update contact information to her information because current contact information is outdated	Andrea M.	September 1, 2022
✓ Write retreat reimbursement procedure	Andrea M., Past Retreat Chairs	Next ISB meeting
✓ For 2022 retreat reimbursements, make direct contact with Beth T. the people who provided goods and direct them to Michelle. Note: If there is no response, the ISB will make an announcement via the Intergroup reps with a deadline for submitting receipts from 2022 retreat or else it will be considered a donation		Next ISB meeting
✓ Finalize/confirm honorarium for Dr. Jake Porter	Beth T.	Next ISB meeting
✓ Open a bank account/sub-account for the retreat	Michelle M.	Next ISB meeting
✓ Determine and manage single vs double rooms, costs, scholarship policy, and refund policy; Handle registration	Retreat Committee	Next ISB meeting
✓ Meet to discuss possibility of have retreats at locations other than Camp Allen after 2025	Retreat Committee; Intergroup Committee	Next ISB meeting
✓ Refer discussion around GroupMe name appearing in meeting scripts as a possible form of promotion to Intergroup	Dawn G.	Next ISB meeting

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### ***Next Meeting***

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Date: End of September (exact date TBD)

Time: TBD

Location: Zoom

## ***Other Information***

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### **Resources:**

Link to Google Doc version of Bylaws: [https://docs.google.com/document/d/1beeil\\_u\\_-ESvP9G\\_LGR6222dI2tLkUhp/edit](https://docs.google.com/document/d/1beeil_u_-ESvP9G_LGR6222dI2tLkUhp/edit)