

# ISA Board Meeting Minutes

4/10/2022 | 2:00 – 3:30 p.m. Central time |

## Board members

Laura B. | Dawn G. | Valerie F. | Phylis F. | Traci L. | Walter L. | Michelle M. | Andrea M.

12645 Memorial Drive, #307, Houston, TX 77024

Topic	Item	Responsible Party
Opening & Welcome	<b>Serenity Prayer (We/Us) &amp; Welcome to New Board Members</b>	<b>All</b>
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	<ul style="list-style-type: none"> <li>Following introductions, the following officers were named: Michelle M. will continue in the Treasurer position; Valerie F. will assume the Secretary Position and will be assisted by Andrea M.; Phylis F. will assume the Chair position.</li> </ul>	~
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General Business Updates	<b>Meetings -</b>	<b>Dawn G.</b>
	<ul style="list-style-type: none"> <li>ISA currently has 13 registered meetings, including 2 new meetings, (Men’s meeting, and Professional Counselor’s meeting); Average attendance based on responding meetings is 173/week, or 15 – 20 attendees per meeting. There is a possibility that the Corning, NY meeting may be closing.</li> </ul>	~
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	<b>Website -</b>	<b>Traci L. &amp; Michelle M.</b>
	<ul style="list-style-type: none"> <li>New website is active! Thank you, Michelle M., and Traci L., for your hard work on this project! Additional updates will include meeting scripts and other fine-tuning. Walter L. will join the website committee and assist.</li> </ul>	~
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<b>Finance -</b>	<b>Michelle M.</b>	
<ul style="list-style-type: none"> <li>1<sup>st</sup> quarter financial report emailed by Michelle M.</li> <li>Account transition is complete.</li> <li>Meeting donations are up from an average of \$213/month last year to an average of \$335/month.</li> <li>Recent expenses include general liability insurance.</li> </ul>	~	
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<b>Retreat -</b>	<b>Andrea M.</b>	
<ul style="list-style-type: none"> <li>Much discussion regarding the 2022 retreat. Excellent feedback – majority of attendees (85%) rated the retreat as acceptable and were satisfied or very satisfied.</li> <li>Multiple retreat committee questions were presented which will be discussed at the next quarterly meeting. Issues include committee size limits, request for definition of “self-sustaining”</li> </ul>	~	
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	<ul style="list-style-type: none"> <li>○ <b>Action Item:</b> Phylis F. will reach out to Ronda L. and invite her to join the meeting to provide historical context and wisdom.</li> <li>○ <b>Action Item:</b> Laura B. will create Doodle poll and coordinate meeting set-up on ZOOM.</li> </ul>	<b>Phylis F.</b>
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		<b>Laura B.</b>
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	<b>Additional Items:</b>	<b>All</b>
	<ul style="list-style-type: none"> <li>• The need to reestablish/create the Literature Committee was discussed. A discussion about this will be included on the agenda at the next quarterly meeting.</li> </ul>	~
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