

ISB = ISA SERVICE BOARD Meeting Notes

Wednesday October 28th, 2020, 6-8 PM CST

Location: ZOOM

ISB present: Shannon H., Gaylynn N., Ellen F., Ronda L., Dawn G., Lia R. Kelly S., Erika R.

CHANGES THAT AFFECT THE ISA WHOLE

Bylaws

The ISB reviewed the Bylaws that have been used since the first incorporation as a non-profit organization. The Bylaws were revised to reflect our current definitions/names; purposes; outline ISB service terms, nomination and removal or replacement, delineate quorums, officers, duties of the ISB; meeting regularity; committees and bylaw amendments.

Shannon is researching the possibility and cost for ISB liability insurance. To date, an affordable option has not been found and she found that some smaller organizations *don't have* it.

Meeting Status

Dawn reported that she received the following stats from the ISA Meeting Contacts:

- There are 12 mtgs and 2 phone mtgs.; most are meeting via Zoom
- The Thursday night meeting (at M.Magness office) has closed.
- Weekly ISA meeting attendance exceeds 150 per week (for all meetings)
- Largest mtgs. are Dallas, Sat. Montrose (9am), and Friday phone mtg.
- Challenges included hybrid mtgs., step work beyond the 1-2-3 Waltz, getting moderators to help with Friday noon (CST) phone mtgs., and in-person vs. zoom needs.
- **Dawn** will get a contact (from **Ellen**) so she can reach out to the person that needs moderator help for the Friday phone mtgs.

New Service Board members 2021 – to carry out what we outlined in Bylaws: “ISA meeting contacts shall be asked to bring nominations from their groups to replace those whose terms will expire no later than 30 days prior to the first Quarterly Meeting of each Year”. Nominations are then due by December 20th, 2020, as our target date for that meeting is Wednesday, January 20th, 2021. **Shannon & Gaylynn** will exit the Board after the January, 2021 mtg.

Infidelity Survivors Anonymous: Who, What, How

The membership voted on this document from 9-26-20 and to 10-10-20. 25 people voted, 23 votes to approve and 2 votes to reject. The Meeting Contacts were notified via Group Me of the result.

Tax preparation for 2020 tax year

Gaylynn sought email approval of a request to get our taxes prepared by Gayle Kildoyle who demonstrated a knowledge of non-profit tax preparation. The cost will be \$500 for her to complete and file our 990 for the 2020 tax year. 7 votes of approval were recorded, with one request about the price. Ms. Kildoyle will also be asked to sign a confidentiality agreement.

2020 Draft ISA book

The Dallas ISA mtg requested copies and offered to pay for them. **Gaylynn** will send a Read Only PDF file so they can print their own copies. 2021 retreat registration will include an option to purchase the draft book for \$10; so only paid copies will be published.

Website Commentary & Requests

Kelly shared the comments received on website, including a request for a weekend Tools Workshop. **Ronda** will address the workshop comment. All other comments were resolved.

A special Zoom forum was held on Nov. 14th to accommodate an ISA who asked to address the ISB.

OPEN ITEMS:

ISA Preamble

The ISB would like to submit The ISA Preamble to the membership for consideration as an additional reading for meetings and to be included in ISA Literature. The ISB wanted to try a new approval process and has not yet initiated the following process because of the upcoming Holiday schedule.

Membership presentation and approval process will be as follows:

This announcement will be sent to Meeting contacts on _____

Please read at two consecutive meetings, beginning Saturday, _____ and ending on Friday, _____.

“The Infidelity Survivors Anonymous: Who, What, How was approved by the members and has been condensed into a document called The Preamble. The content is the same, however a “Preamble” is read aloud in meetings prior to the reading of the 12 Steps, if approved by our membership.

Insert – The Preamble

In an effort to properly conduct group discussion, there shall be a group discussion after the meeting on the last meeting in the reading period, on _____ to talk about the Preamble. The group comments will be directed to the ISB by Meeting Contacts, through an online link that individuals can also use, that will expire _____. The ISB will review, revise and issue for approval vote by Membership.”

Committees

Committee coordinators will be asked to make reports for the next ISB meeting in January 2021.

MEETINGS COMMITTEE Dawn G.-Coordinator

1. Establish the Intergroup of Meeting Reps. The growth template discussed by the ISB would include having Meeting Reps that are elected representatives so that they are the ISA Intergroup that acts to represent their meetings in the conduct of ISA affairs. Meeting contacts in most cases are still the original volunteers who started the meeting, or were the most willing, consistent person in their meeting who handles email requests.
2. Ask meeting groups to establish a name that reflects their membership location, focus, or other specific.
3. Status from current meetings – Revisions, attendance and challenges
4. Meeting script. Idea: Each meeting is responsible for their own meeting script and may have a version posted on the website for quick access.
5. New Meetings Report
6. Meetings Closed Report
7. Zoom Accounts, funding and applications- **Ellen**

RETREAT COMMITTEE Andrea M. -Coordinator

Camp Allen, TX Feb. 26-28, 2021

Registration will go on website in November; new contract is for 40 rooms. Retreat committee is working to get speaker, handle agenda, etc. Ellen is handling scholarships (10 available for ½ cost=\$110 per person) via her ISA email.

TOOLS COMMITTEE- Marcia P.- Coordinator

What Tools WS occurred in 2020 (Jan/Apr/Jul/Oct)?

Next workshop is Dec. 12 & 13th, 2020; it filled up and there was a full wait list; another has been scheduled for the week before (Dec. 7 & 8th) and registration is on Website.

Gaylynn did a Nov. 2020 Tools workshop for the Dallas ISA group.

What is the protocol for non-Houston meetings that want to host a Tools WS? (tokens, etc.)

LITERATURE COMMITTEE Kathy G.- Coordinator

What is the status and focus of the committee? What is the process used for literature approval and printing?

ADMINISTRATIVE COMMITTEE – ***Gaylynn N.- Coordinator, transfer to Michelle M.***

Keep website updated- training Michelle M. (Pearland)

It has come to ISB that members do not know how to contact about Zoom information or making changes to the website.- What can we put on the website to address this?

FINANCE COMMITTEE – ***Gaylynn N.- Coordinator, ISB Treasurer Ellen, backup is Dawn***

Quarterly Reports to the Service Board- ***Gaylynn & Ellen***

Gaylynn & Shannon are signers for the Wells Fargo account- need to add ***Ellen & Dawn***

Work with the Literature Committee for the sale of literature and tokens

ISB Meetings: 3rd Wednesday Jan/Apr/July/Oct

*** Next Quarterly Meeting, Wednesday January 20, 2021 TBA**