

General Service Association of ABA Board of Directors Meeting Minutes
16 February 2025

1. Call to order/prayer and Tradition 2.

2. Attendance (directors and visitors) – Directors: Peter, Jessa, Kathryn, Con, Alison, Kelly, Joan

Visitors: Maria (GSR), Louisa (GSR), Kheri (OM), Amy

3. Review and adopt agenda for today's meeting

ARE THERE ANY ADDITIONS TO THE AGENDA?

4. Primary Purpose review –

Tradition 1- For our group purpose there is but one ultimate authority, a loving God as expressed in our group conscience. Our leaders are but trust servants, they do not govern.

5. Board of Directors nominations and elections, if applicable. (10 minutes)- **not applicable**

6. Officers Reports

- President's Report — Kathryn
- Treasurer's Report — Kelly – some inconsistencies between reports she had so she needs to update Quickbooks. The 2023 Financial Statements are good to sign off on. They will need to be approved at the beginning of the AGM.
- Operations Manager's Report — Kheri - a quick overview was provided – there have been more website changes, changes to the OM job description, doing more financial tasks

Jessa reported that there was an issue for the Sunday Broadway meeting, the countdown was an hour off.

MOTION TO ADOPT THE OFFICERS' REPORTS. Kathryn motioned, Jessa seconded

7. GSR Committee Report — Maria – reporting back on the areas from last Board meeting. The GSRs were glad to hear about the panel of people willing to help with the Information Hours. Saturday, May 10, 2:30pm EDT proposed for the Traditions. Give questions before the April Board meeting. Joan would need to check her calendar and get back. Jessa and Kathryn confirm that will work for them. Louisa stated that the time can be earlier if that works for people. An alternate date of May 17 was proposed. Peter has a conflict and Jessa isn't available. Kathryn suggested putting options in an email. Louisa said multiple dates had been discussed and May 10 was the best one to avoid various holidays.

Jessa stated that if people can't make the meeting, the questions are going to be provided ahead of time so people can provide their answers via email if they can't attend. It will be a one hour panel discussion about the Traditions. There will be five people on the panel. Jessa stated that we want to meet the GSRs needs and if we need to change the number of people on the panel, we will. Peter suggested maybe only 2-3 people due to the time restriction. Kathryn, Jessa, Peter, Amy, and Joan currently on the panel. People are willing to step down. A decision will be made once the GSR questions are submitted. A Concepts session will be proposed for the Fall.

Maria brought up making the Traditions recordings free of charge to the Fellowship as a whole. Discussion about covering organizational costs and donations. **Kathryn motions to make the Strengths through the Traditions retreat recordings free of charge on the website for the Fellowship. Joan seconds. Passed unanimous.**

8. Standing Committee reports – **QUESTIONS ONLY**

- Self-Support Committee — Jessa – Newsletter will continue to go straight to Kheri for posting. Jessa asked if anyone had reached out regarding the 12 Step List, Kheri said no. Jessa asked about quorum for the AGM. Do we need 12 ABA members to make quorum? Joan stated this is correct. Jessa brought up the service structure document and had questions. Joan answered. The GSA is the Board. The GSO is the employee of the Board. The GSA created and maintains the GSO. The GSO is not a separate autonomous entity from the GSA, it is created and maintained by the GSA and are connected. Jessa mentioned that there was a previous discussion that decided that the GSR is not a committee and that it is an autonomous body. Joan answered. The GSR is not a standing committee created by the Board. It is a separate entity. It is still a committee but it is not a Board created standing committee. The vision was that there would be a representative from every ABA group in the world in order to direct the GSA with the voice of the Fellowship. Joan talked about the GSR sobriety requirement being changed to as little as 3 months and that being an issue in directing the Board, who is required to have 1 year sobriety. There has also been a problem with the number of GSRs being so low. The vision was that the Board is supposed to be directed by the membership. The GSA founded the GSR but it is not a GSA standing committee. It is a separate entity.
- Literature and Outreach Committee — Amy – The committee is planning to create a physical form of the meditation book. An ABA member is giving some money for the paper copy but they are wanting to do an e-book and are requesting \$350 for this. **Kathryn motions that the Board provide \$350 for the meditation book to be created as an e-book and Joan seconds.** ABA is below prudent reserve. Kathryn and Amy discuss that the meditation book will make money and pay for itself. Amy stated that the Board can make the decision to go below prudent reserve. Short discussion

on the purpose of having a prudent reserve. Jessa said that she can put a blurb in the newsletter asking for people to donate towards this. Alison suggested that we wait for the physical sales and have those sales be dedicated towards the e-book. Amy recommends we go ahead regardless. Kathryn agreed. Maria suggests taking an appeal back to the groups. Kathryn agrees that it would be a good idea for GSRs to remind members about the 7th Tradition. Kathryn suggested that ABA expenses and the 7th Tradition be highlighted in a future newsletter. Jessa stated it will be included in the April newsletter. Peter asked a question about putting an order note when donating to direct to the meditation book. **Vote passed unanimously.**

Joan had a question about the Literature Committee report regarding other organizations editing our preamble. Amy answered.

The Literature Committee requests that questions regarding literature be sent to them directly. Joan says yes as long as it's within the scope of their authority. Amy clarifies that any questions that go to the office regarding literature be directed to the Literature Committee versus sending it to the Board. Kathryn states that the issue has been that there isn't a clear process set out right now and that updated Terms of Reference should help. Jessa asked who the updated Terms of Reference be sent to. They get sent to Kheri but the Board needs to approve them. Kheri can go through them to see if there are overlaps. Amy suggests an ad hoc Terms of Reference committee to go through them before they go to the Board. Joan and Amy volunteered to do this. Discussion around it being important for people with knowledge of ABA to be responsible for vetting. Kheri will do an initial look through and then the ad hoc committee will vet them for the April Board meeting. Jessa asked when the AGM report due. Amy suggests March 06 so that they can be posted.

- Retreat and Conference Committee — report stands
- Public Information Committee — Alison — next meeting is next week and will be talking about working more actively with treatment centres around attending meetings or setting some up at the centres.
- GSO and Personnel Committee — report stands – Christina is stepping down from service for health reasons – need committee members
- Website Committee — report stands – we have a new member and are up to five members on the committee, hoping to have a service positions needed banner on the website

Service Positions available – VP, Secretary, Website Chair, Personnel Chair, general Board members

Amy states that we would want ideally 12 Board members with ideally half as non-ABA members

9. Old Business:

1. Board Meeting Manual – service manual – Amy – collecting information on what we currently have, going through the website, get what Kheri has, going to talk with longer term members to get information, have a section on the Google drive for this committee and give Jessa and Amy access to it. Amy asked Kathryn to send her any notes she might have. Kathryn encourages everyone to get in touch with the committee if there have been any processes they have gone through recently with the information, for example, new signatories. Christina will need to be taken off as signatory. Signatories need to be able to go into a Scotiabank physically. It is not known if signatories need to live in Canada as Scotiabank does have an international presence. A conversation would likely need to be had with the bank.

10. New Business:

1. Auditors- We need someone to replace Christina as auditor. Alison willing. **Joan nominates Alison as the second financial auditor. Kathryn seconds. Passed unanimously.** Date will be chosen via email.
2. Service Rotation – Kathryn – talked about in her president report. Service mentorship. What is ABA's view of service rotation? Joan suggested that suggested lengths of service be put in the service manual and not talk about it at the Board meeting right now. Joan's opinion is that it is more important to talk about the AGM and having enough people show up to become Board members. Amy mentioned that ABA is a small fellowship so people stay in some positions longer term because there aren't a lot of other stepping up. Kathryn likes the service mentorship because of the idea of shoulder tapping someone to suggest they volunteer. Succession planning in the corporate world. Jessa talked about how difficult it was to step away from the PI Committee and that it was valuable to have service rotation for new ideas and for experience to fill other positions. Defer further discussion to after the AGM. Amy is willing to get back on the Board at the AGM. Service sponsorship would be more for existing members, not someone new. Amy brings up people inviting people they know to join the Board. There are currently no non-ABA members on the Board.

Can there be an announcement made at the ABAnon meeting regarding Board membership? Kheri and Jessa will connect around advertising in volunteer organizations for Board members. Peter questioned if there is a vetting protocol for applicants that aren't ABA members. This will have to be looked at in the future and a good addition to the service manual. Kathryn suggested we look at other 12 Step organizations to start.

Kheri brought up that Tammie's third portion of the honorarium hasn't been paid because the motion states it can't come out of the prudent reserve. Amy and Joan recommend that we go ahead and pay her.

Joan motions to pay remaining honorarium to Tammie out of the prudent reserve, \$750 in February and \$750 in March. Kathryn seconds. Passed unanimously.

Next meeting date: AGM 16 March 2025

MOTION TO CLOSE THE MEETING. Peter