

Triangle Club Board of Directors Meeting
November 3, 2015

Present: Leigh H., Carrie C., Walker R., Jim H., Suzi K., Jessica W.
Absent: George H.
Visitors: Lauren B., Dawn U., Michael P.

Meeting was called to order at 7:30 pm by Leigh H., Board President.

The first order of business was to review the Minutes from the last Board Meeting. Jim H. made a motion to accept the October Minutes into record, which was seconded by Carrie C. All Board members unanimously favored the vote, thus approving the Minutes into record without any revisions or corrections.

Outreach Committee Report. The idea of the Triangle Club having business cards, to promote physical location and web site address was discussed. Jim H. made a motion for the Board to approve having Vistaprint print up these business cards with Triangle Club funds. Walker R. seconded this and all Board members present voted in approval. Leigh will be responsible for ordering cards.

Finance Committee Report. The current balance is XXX. Carrie C. corrected this, stating that \$XXX was paid out of this today for the Triangle Club November rent. Also there is a deposit not included in the bank statement.

The necessity of keeping receipts for any expenditures or banking transactions was stressed, as good recordkeeping concerning finances is crucial for compliance with our tax-exempt status.

The printed report of Seventh Tradition contributions from all group and meetings held at the Triangle Club was reviewed by the Board. Contributions are continuing to rise. Noted in the "Events" column, the Halloween Party brought in \$XX, and the AA Young Peoples' After-Party brought in \$XX.

ACTION: There was then discussion as to whether there needs to be any parameters concerning the use of the Triangle Club ATM card, as Jim H. expressed some concerns about its use. After exploring some options, the Board made a motion for the ATM card having a limit of \$25 in expenditures before the card user would have to seek approval from the Board. Carrie made the motion for this parameter, which was seconded by Walker. All Board members voted in favor of approving the motion.

Facilities Committee Report. Tar for the roof was donated by George H. The speaker system was installed. Lauren B. labeled the supply drawers. Work was done to begin patching drywall. The roof still needs repair, the drywall needs completion, matching paint is needed for the front divider wall, some electrical works needs completion. In the bathroom, the ceiling needs drywall and paint, the bathroom sink and vanity have yet to be installed. The current bathroom sink will be moved to function as a utility sink for the

coffee station. The mailbox is yet to be installed. Matching paint needs to be re-ordered to touch up current paint.

The issue of efficient, cost-effective ways to heat the building was discussed.

ACTION: Suzi made a motion to have Leigh and Jim open a personal natural gas account for the Triangle Club, with the cost paid through the Triangle Club ATM debit card. Jessica seconded the motion and all Board members present voted in favor of the motion.

REQUEST: Jim H. was asked to do research to develop a short-term plan to quickly address the issue of heating the building, using the project plan form. The Board will reimburse Jim for the heater he purchased.

REQUEST: Leigh asked the Board to consider the following issues by the next Board meeting. These issues include what the Triangle Club will do for Thanksgiving, Christmas Eve, Christmas, and New Years. One idea would be to have key holders take 2 hour shifts around the clock, having meetings, etc. These details need a decision soon.

REQUEST: The Board will also consider the advantages of charitable giving that occurs during holidays. Some options for fundraising through Kickstarter and Go Fund Me were briefly discussed. Jim mentioned hearing that NPR, The Ledger-Enquirer offer free Public Service Announcements to nonprofits, offering the Triangle Club some free advertising options. Jessica W will research crowdfunding options.

The issue of Clubhouse security was raised. Somehow, after the Halloween Party, the building was left unlocked. A solution is imperative to prevent this sort of occurrence. Meetings need to function as groups, with assigned chairpersons, to provide more accountability and responsibility, and to reflect the spirit of rotation of 12-Step service work. People need to sign up and chair, rather than relying on the same few people to fulfill this role week after week.

It would be helpful if there was a procedure in place for the meetings and groups to communicate with each other. Leigh stated she could hang wall files for each meeting/group to aid in the communication process.

REQUEST: Leigh asked the Outreach Committee to develop flyers or brochures to distribute to Treatment Centers, Courts, Hospitals, etc. to increase awareness of the existence and mission of The Triangle Club.

APPROVAL: The Board was asked to make a motion for a request made for a non 12-step literature book club weekly meeting to be held at The Triangle Club. Jim made a motion to approve the request, which was seconded by Carrie. All voted in favor of approving this request.

Leigh called the meeting to adjourn at 8:15 pm.

Respectfully Submitted,

Suzi K.

Board Secretary