



Meeting Minutes ~ Alano Club of Kent County

1020 College Ave NE
Grand Rapids, MI 49503

- ▶ **Mission Statement:** Serving those affected by life-threatening addiction, the Alano club of Kent County is a welcoming place supporting meetings and fellowship.
- ▶ **Vision Statement:** Rebuilding lives, healing families, and strengthening communities with the goal of ending the generational cycle of addiction and its devastating impact on society.

SUBJECT: Board of Directors Meeting Minutes **MEETING DATE:** Aug 18, 2020

LOCATION: Zoom Teleconference **MEETING START:** 5:38 PM

PREPARED BY: Mark Rector **NEXT MEETING:** Oct 17, 2020 (Prior to Ann Mbr. Mtg)

ATTENDING: Lucas DeBlaay (Chair), Elisha Ash (Vice-Chair), James Berg, Ken Derylo, David Hamilton, Amelia Mueller (Treasurer), Don Nicewander, Mark Rector (Secretary), Maggie Stalker, Grant Young (Executive Director)

ABSENT: Mike Baker, Brent Dornbos, Jose Salinas, Lin Snyder,

1. Serenity Prayer / Call to Order Opening:

Mr. DeBlaay asked for a moment of silence, led the Serenity Prayer and called the meeting to order.

2. Consent Agenda:

- a) **Review & approval of June 2020 minutes.**
- b) **Review & approval financial reports. June published – Moved, seconded & Approved. July coming.**

3. Board Position – term expiring in October: Mark Rector

- a) **Secretary vacancy:** Officer Election will be held at the first Director's meeting following the Annual Membership Meeting. Any Director interested in becoming Board scribe should contact Mr. DeBlaay.

4. Board Vacancy and Director Nominations:

- a) Three Director vacancies to come before the Annual Membership meeting in October for election.
- b) The following names have been put forward as nominees for Directorships:
 1. **Sue Decker** – Timing was insufficient to get this nominee the information she desired to make an informed decision whether to seek Board Appointment by this meeting.
 2. **Lauren Frazier** – A Story of Gratitude speaker from the October 10, 2019 Gratitude in Action GALA. Mr. DeBlaay and Mr. Young recommend Ms. Frazier.
 - **Action:** Under [Section 3.3](#) of the Bylaws, Ms. Frazier was appointed to the Board of Directors by Chairman DeBlaay. Her appointment was unanimously affirmed by those Directors present. Under Section 3.3, Ms. Frazier shall hold office until the next election of Directors.
 3. **Brad Rose** – Director(s) to follow up with nominee, his interest in Appointment to the Board and bring that back to next Board meeting.
 4. **Kevin Bassett** – Director(s) to follow up with nominee, his interest in Appointment to the Board and bring that back to next Board meeting.

5. Leading with Transparency:

- a) **Communication:**
 1. Bylaws – have been published to the ACKC website (www.gralanoclub.org/bylaws)
 2. Minutes – of Board Meetings and Annual Membership meetings will be posted on ACKC bulletin board
 3. Financial – Annual Audited Financial Statements will be published on website. Current through 2018.
- b) Open lines of communication with Board Directors. Discussed ability to contact Directors through ACKC website link to improve transparency.
- c) Letter to Membership being drafted by Mr. Young and Mr. Deblaay, to address state of the Club; promote Town Hall Meeting (9/15/20); and Annual Membership Meeting (10/17/20).

6. Bylaws and Articles of Incorporation:

- a) Bylaws (2007) currently state we are a "Directorship Non-Profit". The Articles of Incorporation (2007) indicate that we are a "Membership Non-Profit"

- b) Discuss Articles of Incorporation proposal to Membership to allow Amendment to include phrasing,: “rehabilitation of those suffering from life threatening addictions“
- c) The Board discussed Amending our Bylaws (Section 2.11 – Voting) to allow Voting at annual meetings by absentee ballots. Several ACKC members have expressed interest in voting at an Annual Membership Meeting but for various reasons may not be able to physically attend (e.g., out of town, health concerns related to COVID-19, etc.). The Board feels allowing email or absentee voting, if we can ensure integrity of membership right to vote, would increase membership participation in their Club. The current Bylaws read: *“Each member who is eligible to vote shall be entitled to one vote, in person or by written ballot provided by the Board. A majority of the votes cast by the members entitled to vote at any meeting determines passage or denial of the issue.”*
 - **Action: Motion made to Amend Bylaws section 2.11 Voting:**
 - *Each member who is eligible to vote shall be entitled to one vote, in person, by written ballot provided by the Board, or by electronic means or absentee ballot providing the Board implements measures to secure the integrity of a members’ right to vote. A majority of the votes cast by the members entitled to vote at any meeting determines passage or denial of the issue.”*
 - Motion seconded. Passed unanimously.

7. Town Hall Meeting (09/15/2020 @ 7pm):

- a) Format is open discussion. Topics to include: Articles of Incorporation and Bylaws, and any topics Members may wish to discuss. We will also promote the Annual Membership Meeting.

8. Annual Membership Meeting (10/17/20 @ 1:30pm):

- a) Board members discussed meeting location to be determined. Concern voiced about Governor’s Executive Order limiting inside meetings to a maximum of 10 persons. Mr. Young will investigate legal and technical options and report to the Chair.

9. Privacy Information Policy:

- a) Confidentiality and anonymity is critical in our organization.
 - **Action** Motion made to adopt a Privacy Information Policy: “The Board affirmed that the security of personal membership records are to be highly regarded and protected. Only the Executive Director, his / her designated back up employee, and the Executive Board shall have access to membership records.” The motion was supported and unanimously affirmed. Motion passed.

10. Executive Director Updates:

- a) Financial Pulse: Bank account is \$116k. Has not dipped below \$100k in 2020. Income / expenses being monitored by the E.D. and income is exceeding expenses through June 2020.
- b) Operations Update: More newcomers arriving at ACKC daily. We are still operating under The Governor’s restriction of no more than 10 persons in a single meeting, at this time.
- c) Current Meeting Schedule: We are grateful to be able to keep the doors open as much as possible in the current restrictions of COVID-19. Schedule posted on the website.
- d) West Michigan Recovery Golf Outing Update: 97 players enjoyed the day at Scott Lake.
- e) Celebration of Life – Pearl R.: Was held for long-time Club member, outside at the Club on August 8.
- f) COVID-19 Safety Plan & Outlook: We are trying to be creative to allow maximum club operations to offer meeting spaces.
- g) Outside Meetings Accommodations and Improvements: ED discussed proposals to host outdoor meetings.
- h) Fundraising for the next quarter: Giving Tues, EOY Appeal, Thanksgiving Dinner, & Christmas Dinner:
- i) Gala Feat. Mark Lundholm – Thursday, February 4th 2021: Moved from October, due to COVID-19. We were fortunate to retain the keynote speaker.

11. Closing Thoughts – Elisha Ash, Board Vice-Chair

- a) Ms. Ash thanked the Board members for their participation with the group meeting held 08/17/20 on the ACKC property. She encouraged Board Members to respect all opinions from all members and to listen with empathy. In recovery, we are talking about people’s lives. Approaching all members with dignity and respect are utmost in our care for the organization.

12. Next Meeting: October 17, 2020, prior to Annual Membership meeting.

13. Meeting Adjourned: 7:38 PM

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Respectfully submitted: Mark Rector, Board Secretary (please contact author for corrections)