

Meeting: LifeRing Utah Board Meeting	Facilitator: Mr. John B.	Scribe: Ms. Michelle F
Date: Sunday, November 12, 2017	Time: 3:00-5:00pm	Location: Cottonwood Heights, UT

Meeting Objectives/ Outcomes/Outputs

The primary objectives of the LifeRing Utah Discussion are to:

- Elect and confirm board member roles
- Choose dates for quarterly meetings
- Outreach opportunities
- Streamline meeting protocol

Attendees:

Title	First Name	Last Name	In Attendance
Mr.	John	B.	Present
Mr.	Ty	M.	Present
Ms.	Sally	B.	Present
Ms.	Michelle	F.	Present
Ms.	Marcia	W.	Present
Ms.	Mary	A.	Present
Mr.	Rob	W.	Present

Discussion:

3:00-3:30pm	Topic: Quarterly Meetings	Presenters: John B.
<ul style="list-style-type: none"> • Quarterly meetings chosen to occur the second Thursday of the month <ul style="list-style-type: none"> ○ January 11, 2018 ○ April 12, 2018 ○ July 12, 2018 ○ October 11, 2018 • Meeting place options: USARA, public library, Ty's shop • Backup representatives to be chosen from regular meeting if a convener cannot make quarterly meetings <p>Motion: Mr. Ty M. made motion for board members to commit to be at quarterly meetings Consent: UNANIMOUS</p>		
3:30-4:00	Topic: Board Members and Job Roles	Presenter: John B.
<ul style="list-style-type: none"> • Four executive committee members, need odd # for board of directors • Foreign Non-Profit <ul style="list-style-type: none"> ○ Use IRS # for Oakland to provide non-profit status for LifeRing Utah • Annual meeting requirement with minutes to be posted to website <ul style="list-style-type: none"> ○ Discussed having a summer potluck social to qualify as annual meeting requirement 		

- Draft of job roles distributed by Mr. John B.
 - Facebook and Meetup groups to be maintained by webmaster if developed
- Elected Officers:
 - President: John Bennett (replacing Mahala K.)
 - Vice President: Sally B.
 - Treasurer: Marcia W.
 - Secretary: Michelle F.
 - Webmaster: Rob W.

Motion: Ms. Sally B. made a motion to adopt job descriptions

Consent: Seconded

4:00-4:30	Topic: Meeting Details	Presenter: John B.
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- Every meeting to have at least one copy each of *Empowering Your Sober Self and Recovery by Choice* workbook--two workbooks for the Friday meeting
- Rent:
 - Wednesday noon – none
 - Monday – make a deal with the church, donation-based?
 - UNI and Saturday meetings – free
 - Tuesday – donation based
- Meeting Protocol:
 - Use opening and closing statements regularly or meeting direction
 - Start meetings ON TIME
 - Highlight key points if a newcomer arrives late

4:30-5:00	Topic: Outreach and Miscellaneous	Presenter: John B.
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- Outreach ideas:
 - USARA meeting
 - Coordinate with treatment centers in the Valley
 - Speak to doctors/therapists at UNI
 - UNI inpatient (Leave schedules and literature at nurses' stations)
 - Bring schedules/literature to individual therapists
 - Commit to talking to doctors/therapists before January convener's meeting
 - Bring literature to Fit To Recover
 - Reach out to contacts from Recovery Day
 - Judicial system
- Miscellaneous:
 - Wes to take over Wednesday noon meeting until December, then John to take over
 - Change meeting room at UNI (south of the reception desk)
 - Email/phone list – internal purposes only or print and have at each meeting
 - Name and phone list for newcomers
 - Dog Walk
 - 1st/3rd Sundays of the month

Motion: Mr. Ty M. motioned to reinstate and coordinate dog walk (updated on the website)

Consent: Seconded

Motion: Mr. John B. motioned for conveners to have an email/phone sign-up sheet at all meetings, either comfortable sharing with others or only for notifications/internal use check boxes

Consent: Seconded