



Board of Trustees
Meeting Agenda & Minutes

<https://meet.google.com/paq-bioh-bub>

Wed August 5 2026 12 (noon) p.m.

1. Call to order/Serenity Prayer Jana
Present: Elaine, Fred, Isa, Shirin, Margot
Absent: Jana
2. Approval of past meeting minutes
[June 10](#)
Motion to approve by Fred, seconded by Margot. Vote unanimous
3. Welcome New Trustee: Isa B.
4. Old Business:
 - Newcomer Q&A idea *Once/month - newcomers could ask questions.* Tabled for Jana
 - Speakerfest update - Tabled for Jana
 - A guideline for tracking finances and/or opening a bank account *Group conscious meeting should determine treasurer/process. Elaine will write initial guidelines and share with Board. - Elaine will add to monthly email in Sept*
 - *No literature discusses money management. We could update the "meeting minder"*
https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:77578005-80b3-4ff8-9197-9e190f7f58f6?x_api_client_id=chrome_extension_viewer&x_api_client_location=share&locale=en-US&theme=light&page_theme=light
and include the following in a monthly email: EAI offers a "Meeting Minder" (#9) spreadsheet to track contributions to assist groups in managing funds. One person in the group should be responsible for any incoming cash at meetings and time should be set aside quarterly to report on the cash-on-hand and discuss any rent payments, contributions to EAI, or other charges. Groups are welcome to set up bank accounts but can not use the EAI EIN #.
 - *Generally single gender sponsors are the norm. EAI materials don't hold this concept. Not us to decide/have a rule - should be up to each person to decide what they are comfortable with. "use their judgement/comfort" Elaine will check materials and bring new wording back to the Board. Sponsorship pamphlet here:*

- https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:db69f49d-73ae-4605-b42b-9966d684e308?x_api_client_id=chrome_extension_viewer&x_api_client_location=share - Elaine will add to sponsorship packet
 - *Sample language to add: EAI does not endorse either opposite or same gender sponsors. Those interested in connecting via sponsorship should decide for themselves what they are comfortable with.*
 - Thoughts on allowing members to respond to EAI voice mails: *Elaine would reach out to a few members and ask if they would be willing to take a month - Greta agreed and Molly sent her information on how to do this - Elaine will check with Molly*
 - *Lift up in monthly emails groups who give in 2026*
5. Set date for Annual Membership Meeting & Board workshop
 - a. Oct meeting will focus on reviewing the strategic plan and preparing for the Membership meeting on Oct 14.
 6. Financial review:
 - [Balance Sheet - June 30](#)
 -  P&L FY2026.pdf
 7. Guidelines for responding to emails Elaine will check to see if this is still needed
 - a.  How-Tos for EA's New "reply@" Email, 8/5/2024
 - Sept -
 - Oct -
 - Nov -
 8. Responding to [NGIP](#) requests Elaine
 - Sept - Shirin
 - Oct - Isa
 - Nov - Fred
 9. [Strategic Plan](#) Plan update