



**Board of Trustees (BOT) Minutes**  
**Meeting Date: April 16, 2026**

**BOT In-Person Attendees:** Maryrose M, Troy B, Steve G, Gary S, Mark D, Tanya D, Debbie L, Benjamin B, David D

**BOT Zoom Attendees:** Taylor C, Belinda E

**BOT Absent:** Kirk T (traveling)

**Non-BOT Attendees:** Kelli R (Executive Secretary), Cody B (Assistant Manager), Byron A (SETA)

**I. Call to Order AT 7:00 PM**

**Maryrose M – Chairman**

**II. Moment of Silence, followed by Serenity Prayer**

**III. Announcements**

**Maryrose M – Chairman**

None.

**IV. Minutes: March 19, 2026**

**Kirk T – Secretary (absent)**

- Maryrose presented the minutes from the March 19, 2026, BOT meeting and asked if the BOT had any comments or corrections to the draft minutes. The BOT provided some minor comments to the minutes. *A motion made by Troy to approve the March 19, 2026, minutes, as revised; seconded by Debbie. All in favor.*

**V. Reports**

**1. Treasurer's Report**

**Steve G**

- Steve G discussed P&L for March, noting that bookstore income was higher than budgeted, but membership contributions were lower. and COGS were lower than budgeted, basically offsetting each other. Year-to-date results have higher bookstore sales and membership contributions than budgeted, and expenses have been lower than budgeted. Balance sheet on March 31 was similar to February. Troy noted that a delegate expressed concerns that the BOT was not formally approving the Treasurer's report, and the Board agreed to discuss during New Business. Steve also noted that Taylor had mentioned at the last meeting that payroll was not budgeted to account for payroll increase from March through August. The payroll line as budgeted has been corrected to reflect the fluctuation.

**2. Executive Secretary's Report**

**Kelli R**

- Kelli informed the BOT that the website has been having issues, and she is working with the vendor to fix the issue. Taylor also mentioned that Wi-Fi connectivity is not optimal.

**3. Facilities Report**

**Gary S**

- Gary informed the BOT that the property manager is not going to address the issues with the front door, and he has obtained one bid for the repair (estimate provided to BOT) of approximately \$1,600. Gary will obtain another bid.

**4. Events Report**

**Debbie L**

- Debbie informed the BOT that the first workshop, How to Lead a Meeting, was held the prior weekend (April 11<sup>th</sup>), with 45 paid attendees and brought in \$900, with food expenses of \$248.67 and pamphlet

- expense of \$19.27 (total expenses, \$267.94; net income \$632.06; bookstore brought in \$1,930). Beth Y from Taos, NM will speak at the Summer Open House on June 27<sup>th</sup>. At the next workshop on September 12<sup>th</sup>, Jim (District 82 and SETA Literature Chair) and Mike (District 81 Literature Chair) will be facilitating if they would like, topic to be determined but likely on literature. Christmas Open House is tentatively scheduled for December 12<sup>th</sup>, and speaker to be determined.

## 5. Outreach Report

**Mark D**

- Mark attended a Saturday night speaker's meeting at the Brazos Club in College Station, which was well attended, and he provided some pamphlets. Mark is also going to the Safe Harbor Group (The Woodlands) on April 30<sup>th</sup> and will continue to perform his outreach to various groups.

## 6. Nominating Committee

**Taylor C**

- Nothing to report.

## 7. Ad hoc Lease Investigation Committee

**Maryrose M**

- Maryrose has heard back from the landlord, and rent is going up substantially. She has been working with Kevin (CBRE) to negotiate with the landlord. Flex warehouses are more in demand than when Intergroup entered into the prior lease during Covid, but Maryrose is continuing negotiations and potentially looking at other locations. Taylor will join the Investigation Committee, and Steve will also assist. Troy made a good point about whether to complete the door repair until the lease is finalized and location confirmed. Maryrose mentioned how long the door has been an issue, and she wants to find a solution, as it is not covered by the lease.

## 8. Houston Intergroup SETA Liaison:

**Byron A**

- Byron reported that SWRAASA will be held in October. District 90 will hold their convention on August 8<sup>th</sup> and 9<sup>th</sup>.

## VI. Old Business:

- The BOT previously discussed sending Cody to Intergroup conference in November in San Antonio for cost of approximately \$750. *Taylor made a motion to send Cody to the Intergroup conference, and Steve seconded. All in favor.* Taylor also recommended sending either the Chair (Maryrose) or Vice-Chair (Troy) to attend the conference as well. Troy said he would cover his cost. *Motion revised by Taylor to send two people, Debbie seconded. All in favor.*

## VII. New Business:

**Maryrose M**

- One of the Delegates mentioned to Kelli that they are concerned that the BOT was not approving the Treasurer's Report. Troy will address at the Delegates Meeting if the issue arises, as the Bylaws do not require BOT approval. There was general discussion about the financial review process, and anyone interested in reviewing can contact Steve. The BOT further discussed fiduciary duties and level of limited review by BOT members other than Steve.
- Kelli also discussed there is no written agreement with group that rents the room from Intergroup, but they would like to enter into a letter agreement to formalize the arrangement with the new manager coming aboard. Steve volunteered to attend the meeting with Kelli and the group to discuss it further.

## Adjourn & Close

*Motion made by Troy to adjourn and close the meeting at 7:49 p.m. and seconded by David. All in favor.*