



***Board of Trustees (BOT) Minutes
Meeting Date: January 15, 2026***

BOT In-Person Attendees: Maryrose M, Troy B, Steve G, Kirk T, Gary S, Mark D, Taylor C, Tanya D

BOT Zoom Attendees: Belinda E

BOT Absent: Debbie L

Non-BOT Attendees: Kelli R (Executive Secretary), David D, Byron

I. Call to Order AT 7:00 PM

Maryrose M - Chairman

II. Moment of Silence

Serenity Prayer

III. Announcements

Maryrose M -Chairman

Addressed BOT and related persons' contact information and reviewed the planned 2026 calendar and important dates.

IV. Minutes: December 11, 2025

Kirk T-Secretary

*Motion made by Taylor to approve December 11, 2025 minutes as corrected; seconded by Tanya;
Motion passed unanimously.*

V. Reports

1. Treasurer's Report:

Steve G - Chairman

- Steve G addressed P&L budget vs. actual and discussed the manner in which he will propose changes to the budget and presentation to Tommy (bookkeeper) and using the budget to measure actual expenditures and receipts against expectations. Steve then addressed the balance sheet as of 12/31/2025. The 2026 budget will be submitted for informational purposes and present to Delegates in February 2026 delegates meeting, and Steve will revisit with the BOT at mid-year 2026 to confirm the budget is on track.

2. Executive Secretary's Report

Kelli R

- Kelli generally discussed inventory count and a difference of approximately 0.3% between book and actual. Kelli and the BOT discussed phone volunteers and process.

3. Facilities Report:

Gary S

- Gary provided a summary of his walkthrough of the building he conducted with Kelli on 1/9/2026 to establish a baseline and determine maintenance and other issues of concern. The BOT discussed the various items identified by Gary that require repair or further inspection.

4. Events:

Maryrose M

- Maryrose presented report of events on behalf of Debbie.

5. Outreach Committee Report:

Mark D

- SETA convention upcoming weekend

- 6. Ad hoc Committee Executive Secretary Search:** **Tanya D**
- Interviews in process, along with Maryrose and Troy, with three interviews having been conducted, with two moving forward, and three additional candidates scheduled.

- 7. Ad hoc Committee Lease Investigation:** **Maryrose M**
- Maryrose waiting to hear back from landlord.

- 8. Ad hoc Committee Bookstore Hours of Operation:** **Open**
- Gary motioned to disband this ad hoc committee, and Mark seconded, with all others in favor.*
Kelli will continue to track data on store hours and activity and update BOT as needed.

- 9. Houston Intergroup SETA Liaison:** **Byron**
- SETA Convention and Assembly January 23-25 Beaumont at Holiday Inn

- VI. Old Business:** **Taylor C**
- Reviewed nominations for vacant BOT positions, having received two applications (Benjamin B and David D)

- VII. New Business:** **Maryrose M**
1. Nominate Ad hoc Bookstore Hours of Operation—Disbanded by motion in V. Reports No. 8,
 2. 2026 Budget Review—Steve noting that 2026 budget is still in proposed form
 3. AAWS Price Increase—prices increasing 15-20% in February, and bookstore will increase accordingly, and Steve and Kelli will discuss further and coordinate the process.

Adjourn & Close

Motion made by Troy to adjourn and close the meeting at 8:45 p.m. and seconded by Taylor. All in favor.