



***Board of Trustees (BOT) Minutes
Meeting Date: February 19, 2026***

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

BOT Zoom Attendees: Debbie L Belinda E

BOT Absent: Tanya D

Non-BOT Attendees: Kelli R (Executive Secretary), Byron (SETA Liaison), Cody (Executive Secretary in training)

I. Call to Order AT 7:01 PM

Maryrose M - Chairman

II. Moment of Silence, followed by Serenity Prayer

III. Announcements

None

Maryrose M -Chairman

IV. Minutes: January 15, 2026

Kirk T-Secretary

Kirk recited the minutes from the January 15, 2026 BOT meeting. Motion made by Taylor to approve January 15, 2026 minutes, as corrected; seconded by Steve. Motion passed unanimously.

V. Reports

1. Treasurer's Report

Steve G - Chairman

- Steve G discussed P&L for January, noting that both contributions and bookstore revenue were higher than budgeted, with a modest gain of approximately \$8,000. Steve next discussed three categories of rent, which Steve will discuss further with Kelli. Steve indicated that the 2026 budget has been put together, and Kelli noted that the overall 2026 budget has a net operating loss of approximately \$(16,000), which is partially the result of double salaries for the Executive Secretary, with the hiring of Kelli's replacement who will start in March and be trained under Kelli through her retirement in the end August. Troy noted that an explanation of the projected net loss to the Delegates would be helpful.

2. Executive Secretary's Report

Kelli R

- To be presented at Delegates Meeting.

3. Facilities Report

Gary S

- Gary informed the BOT that a new countertop has been purchased and will be installed this week (or soon), and that Gary will contact the landlord about the issues with the dumpster and front door. Gary also noted that the base cove molding in the restroom will be fixed and the carpets need to be professionally cleaned, rather than having volunteers clean the carpet. Gary will also seek volunteers to hang new window tinting on the front windows of the bookstore. Maryrose will review the lease to determine if it addresses the life expectancy of the carpet and if landlord is responsible for replacement of the carpet. Gary will also obtain estimates for having the carpet professionally cleaned. Gary will also contact the fire extinguisher vendor regarding inspection/replacement.

4. Events Report

Debbie L

- Debbie informed the BOT that the first workshop, How to Lead a Meeting, will be held on April 11th and Lester B from the Cypresswood Group will be presenting; Beth Yeager will speak at the Summer Open House on June 13th; and Debbie would prefer to invite someone from the South side of the District to lead the September workshop. Debbie also discussed having a cake auction and raffle at the Holiday Open House as a fundraiser, with a budget of \$1,000 to purchase three items for the raffle. Troy suggested utilizing Byron to find SETA Committee chairs for the September workshop.

5. Outreach Report

Mark D

- Mark informed the BOT that the Beaumont SETA Convention had been cancelled due to weather, and he will be attending the Mouth of the Brazos conference in Lake Jackson on March 7th. Mark will continue to perform his outreach to various groups.

6. Nominating Committee

Taylor C

- Taylor indicated that the BOT would typically be considering BOT nominees for the 2027 to 2030 slate, but the BOT currently has two vacancies that need to be filled, and the Nominating Committee has conducted initial interviews and reviewed applications for the two open positions, which will be further addressed at the Delegates Meeting.

7. Ad hoc Executive Secretary Search Committee

Troy B

- Troy presented in Tanya's absence, noting that the Committee (Tanya, Maryrose and Troy) had virtually interviewed three candidates, selected by Kelli, for one hour and asked each candidate identical interview questions. The Committee unanimously selected Cody to be a full-time employee for the initial six months, beginning in March, and be trained by Kelli during the transition period prior to her retirement. Cody will enter into a one-year contract as Executive Secretary on September 1, 2026.

8. Ad hoc Lease Investigation Committee

Maryrose M

- Maryrose has reached out to the landlord and is waiting for a response.

9. Houston Intergroup SETA Liaison:

Byron

- Byron is looking for volunteers for the SWRAASA assembly in October 2026 and welcomes BOT members to volunteer and assist to find others to volunteer.

VI. Old Business:

- Nothing to report.

VII. New Business:

Steve G/Maryrose M

1. 2026 Budget Approval—Steve noted that the 2026 budget is based on the 2025 budget, and is slightly in the red for 2026, partially due to additional employee cost. Taylor asked about payroll processing expense (ADP) and fee changes resulting from an additional employee. *Steve made a motion to approve the 2026 budget to be presented to the Delegates; seconded by Troy; all in favor.*

2. BOT Approval for Hire as Assistant Manager and Executive Secretary—Cody was introduced by Kelli, and Cody provided a summary of his work experience, background, qualifications, and volunteer experience. Cody left the meeting and the BOT discussed the lack of employee benefits and whether Cody was aware. The BOT were all in favor of Cody starting on March 2nd and introducing Cody at the Delegates Meeting.

Adjourn & Close

Motion made by Troy to adjourn and close the meeting at 7:55 p.m. and seconded by Debbie. All in favor.