

Intergroup Representatives (IR) Meeting Minutes

Thursday, March 5, 2026 – 7:00 PM – Zoom

1. Call to Order and Opening

The meeting was called to order by Gene M. President, and participants were informed that the session was being recorded and summarized using automated tools. The Serenity Prayer was recited collectively. Tradition Three was read: The relatives of alcoholics, when gathered together for mutual aid, may call themselves an Al-Anon Family Group, provided that, as a group, they have no other affiliation. The only requirement for membership is that there be a problem of alcoholism in a relative or friend.

2. Introductions

Board President Gene M. welcomed attendees and initiated introductions for the benefit of new participants.

- **Jennifer H.** introduced herself as the new Secretary.
- **Diana B.** introduced herself as Treasurer.
- **Mary K.** and **Mary R.** (Office Liaison) also introduced themselves.
- Gene welcomed **Lorene M.**, a prospective board members.
- New IRs and prospective Board member, Lorene M., introduced themselves.

3. Secretary Report (Jennifer H.)

- Jennifer H. is transitioning into the Secretary role and will need guidance on retrieving recordings and transcripts so turnaround time for minutes may be delayed.
- Office staff, particularly Susan and Justine, can assist with accessing cloud-stored materials.
- Minutes from last month's meeting were approved.

4. Treasurer's Report (Diana B.)

Treasurer Diana B. presented the January 31, 2026 financial reports (full report is attached):

- **Total revenue:** \$8,791
- **Net operating surplus:** \$3,936
- **Literature sales:** \$2,344 (slightly below budget)
- **District contributions:** \$841
- **Group contributions:** \$3,089 (above budget)
- **Miscellaneous contributions:** \$1,679 (above budget)
- **Monthly expenses:** \$4,317 (below budget)
- **Cash balances:**
 - Checking: \$7,386
 - Reserves: \$69,799

Additional notes:

- Diana B. moved \$5,000 from checking to the money market account, bringing the money market total to \$15,000.
- She contacted the PNC investment representative regarding placing additional funds into CDs and investments, following last year's strategy to ensure year-end liquidity.
- She plans to prepare the 2026 budget before the next Board meeting.
- She is also working on expanded financial reporting for *Sincerely Al-Anon* to better reflect office operating costs.

Gene M. clarified for new members that the Bylaws require maintaining one (1) year of operating expenses in reserve (approximately \$73,000), explaining the high reserve balance.

5. Public Outreach Report (Mary K.)

Mary K. reported:

- No current public outreach activity due to the need for a new committee chair.
- Upcoming outreach materials will be sent to AA offices; Susan is compiling address lists with assistance from her contacts.
- Mary Kay has drafted updated Public Outreach "how-to" materials and a cover letter.
- She will circulate the draft to the Board for review and intends to present it to IRs at next week's meeting.

6. AIS Office Report (Mary R.)

Mary R., Office Liaison, provided the February AIS Office Report (full report is attached):

- The AIS IR Office report highlighted volunteer changes, service updates, and outreach efforts within the Al-Anon community. It acknowledged new and departing volunteers, detailed service activity, and announced upcoming resources and needs.
- **Volunteer Transitions and Appreciation:** Denise K. was welcomed as the new Afterhours Answering Service Chair, and Anne H. joined as a volunteer. Longtime contributors Debbie S. and Sandra N. were thanked for their dedicated service.
- **Service Activity and Volunteer Needs:** The Answering Service logged zero calls in February, with gratitude extended to all volunteers. The office seeks volunteers for the Speakers Bureau and Alateen meetings, particularly in District 9, with contact details provided for interested parties.
- **Program Updates and Outreach Efforts:** The new 2026–2029 Service Manual is expected in April. February saw three Speakers Bureau requests, 14 newcomer welcome emails sent, and distribution of newcomer packets and meeting lists. The office uses a new newsletter system and promotes available welcome and professional outreach emails. An essential Public Outreach Committee Chair position is open to help expand program awareness.

7. Old Business

- The Never-Ending Story – Phones: Diana B reported that office phones were finally installed and operating in the AIS office.
- The South Central Regional Delegates' Meeting was announced for March 6-8, 2026 with provided information and a link to a flyer included with the Agenda.

8. New Business

- **Prospective Board Members**

Gene outlined the process for onboarding Lorene and Connie as AIS Board members. Connie was unable to attend due to a medical issue:

- Connie will attend the next IR (Information Representative) meeting in April and introduce herself at that time.
- Prospective member(s) will introduce themselves and share their service history.
- They will temporarily exit the meeting while IRs vote.
- Upon approval, they will be notified to rejoin and will become full board members.

Lorene M. was in attendance and introduced herself. She has forty (40) years in Al-Anon, is active in parent meeting and a Friday night group and is interested in board service.

Connie L., who was not present, has approximately eighteen (18) years of consistent AFG membership, has prior GR and DR service, is active in District 14, and familiar with IR meetings.

- Connie's and Lorene's contact information is already on file from their applications.
- Their information will be added to the Secretary of State's listing of directors; this is required for all not-for-profit corporations.
- Office staff (primarily Susan) will update the phone list accordingly.

- **Other New Business:**

- Volunteer Position Activities List will be provided at next month's IR meeting.
- List of future Public Outreach initiatives were discussed and new PO opportunities were offered by attendees.
- Upcoming AFG events were attached to the Agenda.

9. Open Sharing

IR shared a new meeting in Edwardsville, IL.

10. Attendees

There were 24 meeting attendees with five (5) Board members, Susan C. (office staff), and 18 IRs, including three (3) new IRs, in attendance,

11. Adjournment

The meeting was adjourned at 8:05PM with the Serenity Prayer and Al-Anon Declaration: **Next IR Meeting is Thursday, April 2, 2026 at 7:00 PM on Zoom.**

Respectfully submitted,

Jennifer H., Board Secretary

**March 5, 2026 IR Meeting
AIS Office
Treasurer's Report**

Status as of January 31, 2026

1. Total Revenue of \$8,791 is above the 2025 monthly budgeted average of \$5,925.
2. Net Operating is at a surplus of \$3,936 for the month.
3. Literature Sales were \$2,344, below the 2025 monthly budgeted average of \$2,500.
4. District Contributions were \$841 for the month.
Group Contributions were \$3,089, below 2025 monthly budgeted average of \$2,333.
Miscellaneous Contributions of \$1,679, above 2025 monthly budgeted average of \$667.
5. Monthly Expenses of \$4,317, below the 2025 monthly budgeted average of \$6,005.
6. Literature costs of \$363, below the 2025 monthly budgeted average of \$1,667.
7. Total cash in checking was \$7,386. Total Cash and Reserves of \$69,799.

Respectfully submitted,

Diana Butler

March 5, 2026

**AIS Office
Treasurer Report**

Status as of January 31, 2026

	<u>Summary</u>	<u>2025 Budget</u>	<u>Monthly Average (2025 Budget / 12)</u>	<u>Variance</u>	
Total Revenue	8,791.00	71,100.00	5,925.00	2,866.00	
Net Operating Surplus (Deficit)	3,936.00	(965.00)	(80.42)	4,016.42	
Literature Sales	2,344.00	30,000.00	2,500.00	(156.00)	
District Contributions	841.00	0.00	0.00	841.00	
Group Contributions	3,089.00	28,000.00	2,333.33	755.67	
Miscellaneous Contributions	1,679.00	8,000.00	666.67	1,012.33	
Expenses	4,317.00	72,065.00	6,005.42	(1,688.42)	
Literature Costs	363.00	20,000.00	1,666.67	(1,303.67)	
Checking Account	7,386.00				
Cash on hand & Investments	<table border="1"><tr><td>69,799.00</td></tr></table>	69,799.00			
69,799.00					

**Respectfully submitted,
Diana Butler, Treasurer**

AI-Anon Family Groups of Greater St. Louis Treasurer Report							
January 31, 2026							
	Month	YTD	12 Month	Variance	12 Month	12 Month	12 Month
	Jan-26	Jan-26	Budget	2025	Actual	Actual	Actual
			Dec-25		12/31/2025	12/31/2024	12/31/2023
Revenue							
3000 Annual Appeal/Events	-	-	500	(500)	888	245	837
District Contribution	841	841	-	-	8,539	30	
3005 Dollars & Sense	2	2	300	(298)	153	250	287
3015 Fundraising Revenue-Jewelry	-	-	500	(500)	730	707	496
3015 Fundraising Revenue-Pens	6	6	100	(94)	44	136	17
3015 Fundraising Revenue-Journal	168	168	1,000	(832)	951	912	1,191
3020 Gift Certificates	(25)	(25)	-	(25)	(30)	15	65
Gifts of Gratitude	-	-			875		
3025 Group Contributions	3,089	3,089	28,000	(24,911)	26,741	30,090	27,816
3030 Interest Income	84	84	1,500	(1,416)	1,398	1,700	1,139
3035 Literature Sales	2,344	2,344	30,000	(27,656)	24,618	32,184	32,873
3040 Misc. Contributions	1,679	1,679	8,000	(6,322)	8,975	4,904	12,823
3040 Birthday Contributions	-	-	100	(100)	445	380	112
3040 Memorial Contributions	-	-	100	(100)	125	50	556
3045 Processing Fee Income	66	66	1,000	(934)	794	986	1,301
3055 Unrealized Gain/Loss	-	-	-	-	-	-	-
Total Revenue	8,254	8,254	71,100	(63,688)	75,246	72,588	79,513
Expenditures							
5000 Advertising	-	-	-	-	-	-	-
5015 Bank Charges	0	0	75	(75)	76	75	75
5025 Business Gifts	-	-	-	-	-	-	-
5030 Business Lic & Permits	-	-	100	(100)	106	75	96
5035 Computer Service	-	-	-	-	-	124	200
5040 Credit Card Fees	43	43	650	(607)	613	649	820
5050 Dues & Subscriptions (QBO)	83	83	1,500	(1,418)	1,308	1,439	1,583
5055 Fundraising Exp - Jrnl.Pens	-	-	-	-	356	94	-
5060 Insurance	49	49	1,040	(991)	1,030	1,022	1,040
5070 Liaison Conf Exp	-	-	-	-	183	-	-
5075 Literature Expense							
5080 Literature For Sale	363	363	20,000	(19,637)	17,617	25,123	22,530
5085 Outreach Lit (Donated)	172	172	200	(28)	502	219	426
5090 Meals & Entertainment	-	-	-	-	-	-	50
5095 Miscellaneous Exp	-	-	500	(500)	271	341	-
5100 Office Supplies	-	-	1,500	(1,500)	1,451	1,423	1,281
5105 Office Equipment/Repairs	-	-	-	-	176	-	1,101
5125 Postage	-	-	1,000	(1,000)	749	877	932
5130 Printing	-	-	500	(500)	146	-	455
5135 Professional Fees	-	-	100	(100)	150	100	100
5140 Public Outreach Expense	-	-	500	(500)	-	85	172
5155 Rent	443	443	5,000	(4,557)	4,848	4,814	4,877
5170 Tax Pers Prop	-	-	-	-	11	-	10
5175 Telephone/Internet	180	180	2,200	(2,020)	2,200	2,156	2,136
5180 Website Mgmt	-	-	500	(500)	-	240	-
Payroll Expenses							
Taxes	212	212	2,700	(2,488)	2,597	2,648	2,622
Wages-Office/SA	2,773	2,773	34,000	(31,228)	33,941	34,011	31,877
Wages-Accountant	-	-	-	-	-	600	2,400
Total Expenditures	4,317	4,317	72,065	(67,748)	68,330	76,115	74,781
Net Operating Surplus (Deficit)	3,936	3,936	(965)	4,060	6,916	(3,527)	4,732
Change in Payroll Liabilities	(16)	(16)			(267)	(460)	42
Change in Investment Value	538	538			2,762	1,739	(5,434)
Contributions - AFG of MO & WSO		-			-	-	-
Total Incr (Decr) in cash		4,458			9,411	(2,248)	(660)
Cash - Beg Bal 12/31/24		65,341			55,930	58,178	58,838
Cash - End Bal 01/31/2026		69,799			65,341	55,930	58,178
Cash-Checking		7,386			6,549		
Petty Cash		100			100		
Cash-Savings MM - reserve		10,523			7,523		
Cash-Savings Fund - reserve		51,790			51,169		
Total Cash		69,799			65,341		

AIS IR Office Report -- February 2026

Welcome to our new Afterhours Answering Service Chair, Denise K. We are so grateful for your willingness to support both our current and future Al-Anon members. Your service makes a real difference, and we're delighted to have you in this role. **Welcome to Anne H.** We are delighted to have you on the team and truly appreciate your willingness to volunteer four-hour shift with the Answering Service. Your support makes a real difference, and we're grateful to have you on board.

Also, a **BIG SHOUT OUT** to **Debbie S.** for her many years for service as the Answering Service Committee Chair. Your guidance and unwavering commitment have had a real impact on our office. **A BIG THANK YOU** to **Sandra N.** for years as a volunteer checking for message at the office after hours. We're grateful for all you've done. Thank you.

Answering Service (After Hours) February calls: 0 - Huge thanks to all Answering Service volunteers!

Volunteers Needed -WE WANT YOU! The AIS Office is seeking volunteers for the **Speakers Bureau**. Call the office or submit a volunteer form via the website.

Alateen Meeting Needs Volunteers - New Alateen Meeting – District 9 *HOW: Honest Open Willing Alateen AFG* Sundays at 7 PM Holy Spirits Annes Center, Maryland Heights, MO 63043 **AMIAS needed:** Karen is seeking 3+ volunteers. Contact: karen1013jff@gmail.com

WSO Updates - 2026–2029 [New Service Manual](#) Printed copies expected in **April**.

Speakers Bureau - February requests: 3

Newcomer Outreach – Welcome to Al-Anon Emails sent: 14- Newcomer packets (K-10) distributed/mailed: 4 Meeting lists printed: 2 (for NC or members)

Reminder: The Office has a **Welcome to Al-Anon** email available for groups—especially Zoom groups. Groups can request copies for newcomers. A **Professional Outreach email** is also available.

Newsletter System Update - The office is using a new program to send the *Sincerely Al-Anon* newsletter. Only **one group of emails per 24 hours** can be sent. There are **three groups** total.

March 4th is Lois's Birthday – everyone will receive the March issues in her honor on Wednesday the 4th.

Meeting Updates - Please send all meeting changes to: aisoffice@stl-al-anon.org

AIS Public Outreach Committee Chair Needed. This role is essential to helping our community grow and thrive. The PO Committee make sure people hear about the program we love – the program that has supported, shaped, & inspired so many of us. If you're passionate and want to help others discover the same support and connection you've found, this is a meaningful way to give back. Your leadership can help ensure the program continues to reach those who need it most. Please call the AIS Office.

In Service,

Susan Carpentier