

# Intergroup Meeting Minutes: January 11, 2017

## Meeting Chair: Jean F. – Intergroup Chair

- Meeting opened at 7:00 PM with a Moment of Silence, followed by the Serenity Prayer
- Reading of 12 Traditions by Anne D., Intergroup Secretary
- Introductions from the floor. Groups in attendance: Sobriety Group, Lunch Bunch, Freedom, Westboro Morning, H.O.P.E, Willing to Change, Beginners Group, Discovering the Big Book, Westboro Sunday Night, By The Book, Hull Liberty, Sisters of Sobriety, Uptown, Open Door, Heritage, Barrhaven Tuesday Night, Step by Step, Pinecrest, Westboro Big Book, Carp Fellowship, Stittsville Second Chance, 1<sup>st</sup> Avenue to Recovery, West End, New Day, Orleans Hub, Podium Hill, Maitland Step Group, Parkwood Hills and Sunshine Group.
- 31 voting members present and 13 non-voting members (excluding 7 committee members).
- Motion to accept previous month's minutes with the correction of Mickey R's home group to Westboro Saturday 11 am: Antoine B., New Day; Seconded by Earl M., Orleans Hub. Motion carried.
- Motion to accept the agenda with the addition of Alkathon Report, presented by Kirk R, Alkathon Chair made by Daniel M., Hull Liberty, seconded by Jeff F., Maitland Step Group. Motion carried.

## REPORTS

### ALKATHON CHAIR: Kirk R.

1. The Alkathon went well. There were 3 past chairs on the committee. Financially it did ok. There were no complaints from the attendees. There were things that could have been done better, but Kirk received lots of good comments. The food was good. Kirk feels blessed to have chaired it.
2. In 2017 Mac Hall may not be available for the Alkathon as Christmas Eve and New Year's Eve both fall on Sunday. There is a gospel church that happens in Mac Hall on Sundays. Kirk has suggested to someone at the Bronson Centre that the church be held in the auditorium next year, which would free up Mac Hall for the Alkathon. The new committee is already looking for a new venue, which could be much more expensive than the Mac Hall rental.

### INTERGROUP CHAIR: Jean F

1. Jean gave a renovations report: walls have been removed and others have been built to contain the new Literature inventory with a secure door with a deadbolt installed, the main reception area has been painted, and main entrance rearranged. So far \$2600 of the \$3500 approved by Intergroup has been spent. Phase 2 will happen this weekend with organizing of the multi-purpose room, which will hold the Treasurer's office, archives and space for training 12 step volunteers, etc. Phase 3 is to fix/redo the reception flooring. Jean will get 2 estimates for that work. Other items to be purchased are a table for volunteers, a table for the multi-purpose room, a second couch, display cabinets for archives and literature, a glass door for the multi-purpose room. Other repairs that need to happen are to repair the flooring and paint the multi-purpose room.

**SECRETARY: Anne D.** –New Reps please fill out the information forms on the table and return to me.

### INTERGROUP VICE CHAIR: Sandy K. no report

### TREASURER: Steve

1. Stephen presented the unaudited year-end report to the reps. The report will be given to Gord, the current Intergroup auditor, to review. The Intergroup office renovations will not be seen on the Statement of Operations. They are on the Balance Sheet under Leasehold Improvements. The renovations will be expensed over a 5-year period.
2. The Literature inventory is still a concern. Steve and Joe did a physical count on Jan 2, 2017 and there continue to be discrepancies. At year end there was an \$863.08 loss in literature. It may be that this number represents

books that are given away and not recorded. If books are given away, they need to be accounted for in the bookkeeping system. Steve and Christina took 2 actual inventories in 2016. They plan on doing monthly counts for the next while to try and get a hand on where the books are going.

3. Group donations are down. Individual donations are considered as anonymous.
4. In Note 3, the correct bad debt figure is \$682.08. This represents some very old uncollected accounts. Steve considers the current Account Receivable as fully collectible.
5. For the January financial statement, Steve will be presenting statements that show actual vs budget.
6. Jean told the reps that while there is a surplus over the prudent reserve the Intergroup Executive is not planning to recommend dispersing any surplus as a committee has been formed to consider hiring an employee.

#### WEBMASTER: Jason M. absent

1. Jean reminded reps Jason would like to have a link on the Ottawa AA website for the Meeting Guide app. The app is available through the App Store and Google Play. This will be revisited under New Business.

#### TAS COORDINATOR: Mickey R.

1. Mickey introduced himself and told the reps his goal, as TAS Coordinator is to improve participation by the members of AA. This month 22% of shifts weren't taken. Lots of people have been trained, but many do not sign up for shifts. Mickey had some questions he asked the reps to take back and discuss with their groups. Here are the questions:
2. Why are members not taking shifts? Is this a technical issue? Is it a difficult to use problem or are members unaware of this service commitment and its importance in helping the alcoholic who still suffers or new/visiting member? What do we need to do to improve service participation by our Ottawa members?
3. **After discussions with your group, Mickey asks each rep to email him at [tas@ottawaaa.org](mailto:tas@ottawaaa.org) with any issue that hinders their group's participation and any suggestions they may have to increase participation. Also, if there are any outstanding issues that haven't been addressed to pass that information on as well.**
4. Recently there was a problem with the group not having the latest instructions for the new login for the UNITE Mailbox number. These instructions on are the website after you login, but Mickey would like to have direct communication. He would like to email any updates to members taking shifts/or trained members. **Mickey asked the reps to email him a list of the names, phone numbers and email addresses of the people in their groups who are taking TAS shifts or have been trained.** Mickey will update the TAS contact list.
5. Some comments came from the reps that because the phone is going directly to voicemail, some people are just hanging up. There was a suggestion that the message needs to be changed so people understand to stay on the line and a person, if available, will answer the phone.
6. A question was asked about the length of sobriety needed to answer the phones. Mickey suggested 1 year and also the thought about doing the phone commitment with your sponsor. Mickey will look at training again.

#### NEWSLETTER EDITOR: Rick B:

1. There is a new Editor's Statement on the bottom of the first page of the newsletter.
2. All the articles in this issue are locally produced articles. Rick asked reps to let their group members know he is very happy to receive article submissions. Please send to [newsletter@ottawaaa.org](mailto:newsletter@ottawaaa.org) by the beginning of the month.
3. The colour version is on line and Rick thinks it looks a great deal better than the black and white printed version.
4. Jean mentioned that the new Primary Purpose editorial policy was taken directly from the Grapevine editorial policy (see [www.aagrapevine.org/grapevine-editorial-policy](http://www.aagrapevine.org/grapevine-editorial-policy)). Whenever there is a question of policy for the operations of the Ottawa Area Intergroup, the first place Intergroup Executive goes for an answer is GSO (General Service Office) in NYC. The Executive does review each month's newsletter prior to printing; however, the editor has the right of decision.

#### **LITERATURE: Christina J.**

1. Christina reported all beginners' literature is in and the new meeting lists. As requested by the members, there is now space for phone numbers on the backs of the meeting list.
2. Intergroup now has the metallic chips for sale. They are \$8.00 for a package of 10.
3. Literature is for sale daily between 10-4 if volunteers are available. Please phone first. The literature room is open an hour before and an hour after every Intergroup meeting for literature and medallion sales.

#### **SPRING CONFERENCE: Jean F. reported**

1. Jean attended the last meeting of the Spring Conference and reports they have a full committee. They are looking for people to help with the Speakers (pick up at the airport, dinner, take to venue). The venue is St. Anthony's Hall, which is located at St. Anthony Street and Preston Ave (near the Queensway). It has lots of free parking and accessible by bus #85 and #14. The cost for the dinner and conference will be \$50. General admission will be \$10 in advance and \$15 at the door. The conference evening will include a band and dance.

#### **MCNABB MEETING:**

1. Dwayne reported for the Stittsville group that there was good attendance for 2 of the weeks and 1 week with poor attendance. The 7<sup>th</sup> tradition collected was \$63.15.
2. The Intergroup meeting is the business meeting for the McNabb meeting. The monthly rent is \$80.17.
3. Heritage Group has volunteered for January 2017 and Uptown for February 2017. By The Book has volunteered for September 2017.

#### **OLD BUSINESS- INTERGROUP OFFICE REQUIREMENTS: Jean F.**

1. Jean mentioned that the Intergroup office is not to be used for long term large amounts of storage. Some storage is acceptable, but the office rent is too expensive to be used for long-term storage. Jean asked for a motion regarding the Intergroup Office Requirements paper she presented to the reps last month.
2. Paul B., New Day made a motion to approve the Intergroup Office Requirements as presented. Seconded by Pam R., Sisters of Sobriety. Motion carried.

#### **OLD BUSINESS- 12 STEP VOLUNTEER COORDINATOR POSITION: Jean F.**

1. Someone had posed a question as to why the 12 Step Volunteer Coordinator position needed to be a board position. Jean commented that due to the fact that this position would need to be involved with Literature, the Webmaster and the Treasurer that it was necessary to be a part of the board.
2. Shawn McC., Sunday Night 12 Step Men's group, made a motion that the bylaws be amended to add a 12 Step Volunteer Coordinator to the Intergroup Executive. The 12 Step Volunteer Coordinator will maintain and update a list of 12<sup>th</sup> Step volunteers. The list will be made available to TAS volunteers. Michael D., Sobriety Group, seconded. Motion carried.
3. The election for this position will take place in March. Jean asked for people to volunteer for a nominating committee to find people willing to stand for this new position. The requirements are the person has to belong to a home group in the Ottawa area and have 2 years of sobriety. Please send names for this position to Jean at [chair@ottawaaa.org](mailto:chair@ottawaaa.org).

#### **OLD BUSINESS-SUBCOMMITTEE ON EMPLOYEE: Jean F.**

1. This subcommittee is ongoing and will take some time. Jean let the reps know this is only the beginning and Intergroup is not in position to hire anyone at this time.

#### **NEW BUSINESS-MEETING GUIDE APP: Jean F.**

1. Jean reported for Jason that the Meeting Guide App has been designed and managed by AA members. Daniel M., Hull Liberty made a motion to have the Meeting Guide App linked to the Ottawa AA website. Sheila seconded. Motion carried.

**NEW BUSINESS-LONGTIMERS LUNCHEON: Kevin McD.**

1. Kevin McD., Freedom Group has tickets for the Longtimers (Archives) Luncheon being held at Kitchissippi United Church on February 25<sup>th</sup>. If any reps are interested in selling them, please see Kevin after the meeting.

**NEW BUSINESS-CANADATHON: Gene M.**

1. The first meeting of the 2017 Canadathon will take place Sunday, January 15<sup>th</sup> at 1 pm at the Bronson Centre. They are looking for volunteers for all positions.

**Motion to adjourn Meeting by:** Paul W, West End group, Daniel M., Hull Liberty seconded. Motion carried.

Meeting closed at 8:00 PM with the Responsibility Pledge

**Next meeting: February 8, 2017 at 7:00 PM, Mac Hall, Bronson Centre.**