

Intergroup Meeting Minutes: February 8, 2017

Meeting Chair: Sandy K. – Intergroup Vice Chair

- Meeting opened at 7:00 PM with a Moment of Silence, followed by the Serenity Prayer
- Reading of 12 Traditions by Carol B., Stepping Ahead
- Sandy asked all new reps to raise their hands. As new reps, Sandy suggested they might benefit by reading the Intergroup Bylaws, the 12 Traditions, the minutes to the previous Intergroup minutes which can be found on the Ottawa AA website. Sandy also showed a copy of an article from G.S.O. called A.A. Guidelines Central or Intergroup offices. Here is the link to that article: http://www.aa.org/assets/en_US/mg-02_centralorinter.pdf
- Introductions from the floor. Groups in attendance: Sobriety Group, Lunch Bunch, Freedom, Westboro Morning, Discovering the Big Book, Westboro Sunday Night, By The Book, Hull Liberty, Uptown, Barrhaven Tuesday Night, Step by Step, Pinecrest, Carp Fellowship, Beacon Hill, West End, New Day, Orleans Hub, Podium Hill, Maitland Step Group, Parkwood Hills, Orleans Search for Serenity, Back to Basics, Stepping Ahead, Big Book Study Sunday Night, Labyrinth, Oasis, Ottawa Men's Group and Share and Care.
- 32 voting members present and 2 non-voting members (excluding 7 committee members).
- Motion to accept previous month's minutes as presented: Marcia P., Oasis; Seconded by Randy S., Uptown. Motion carried.
- Motion to accept the agenda, as presented made by Daniel M., Hull Liberty, seconded by Marie G., Labyrinth Group. Motion carried.

REPORTS

VICE CHAIR: Sandy K.,

1. If anyone hasn't been in the office recently, some of the renovations have been completed with walls down and new paint on the walls.
2. The CDs on the side table are for the Reps to take. The CDs are of a G.S.O. presentation about Central and Intergroup offices done by Billy N from Atlanta, Georgia recorded at the Stateline Retreat in Las Vegas, Dec, 2016. As G.S.O. carries the message, Sandy thought it would be a useful listen for all Reps and any others as carrying the message is our primary purpose.

INTERGROUP CHAIR: Jean F –absent

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

TREASURER: Steve

1. Henschell Business Services, who was hosting our QuickBooks accounting software, went out of business and did not notify Stephen or Intergroup. QuickBooks is now up and running using Intuit QuickBooks Cloud and all our information is intact.
2. Stephen presented a proposed budget for 2017 based on the actual figures of 2016 rounded up to the next \$100. He would like Reps to go back to their groups and discuss the budget with their group members. Stephen thinks it is important for members to understand how the budget is put together. **Next month a motion will be made and voted on regarding the proposed budget.**
3. For the month of January literature sales are down more than half from last year. Group contributions are down a few hundred dollars, as well. Stephen is concerned about these low figures and is hoping the numbers go up soon. The conferences are considered to be a zero net for budget purposes. Donations/advances to Alkathhon and Spring Conference are not factored into the budget. If you look on the balance sheet the advances to the Spring and Fall Conferences are listed under Other Current Assets as this money is expected to come back to Intergroup.

4. Tom asked a question about the cost of the new meeting list. The new list costs less than the previous ones and we are selling them at a cost \$.25 which is less than our cost.
5. Marcia P asked about the prudent reserve. Stephen explained the Prudent Reserve, as agreed by the Intergroup Reps last year, is to be \$30,000. This is the amount needed in cash (or near cash) to discharge obligations for up to one year and to cover the potential loss of a conference, without receiving any other revenues in the year; i.e. the cessation of business. At present we have \$37,624.97 in cash and equivalents as shown on the January 31, 2017 balance sheet and therefore Intergroup continues to operate well within our prudent reserve.

WEBMASTER: Jason M.

1. Stats for December were 3066 users of the website and 50 emails. In January there were 3326 users and 29 emails. The Spring Conference website is up and running. The online reservation form is up. There is small issue with the ordering of 8 people for a table, but Jason will have it fixed tonight.
2. Jason did the migration of Quickbooks to the Intuit OnLine Plus version at half the price due to Intergroup being a not for profit corporation. If we wanted to do online literature sales that could be done with this new version of QuickBooks.
3. The Meeting Guide App link is not up yet, but will be in the near future.
4. Jason spoke about the upcoming website committee he is planning on starting based on information he heard at the AA Tech Workshop: **Alcoholics Work Better in Groups!** "Decisions in the Fellowship of Alcoholics Anonymous are usually made through an informed group conscience and the decision to create a website is no different. Whether area or district, central office or intergroup, A.A. experience suggests forming a committee to discuss all aspects of the project, including all possible concerns about the Traditions."**MG-18 - A.A. Guidelines on the Internet**
5. Jason is looking for individuals with experience in the fellowship that touches on/connects with the website (archives, PI, TAS, etc) as he knows that the content of the website is of critical importance. Jason would like a group of people to come up with a survey/feedback form that he would present to the Reps for their groups' input. Jason will have both a paper and online form and will be looking for ideas in March. In April he is planning on forming a core committee and then begin working on the website. Once a core committee is set up he will then invite others to join.
6. Jason would like to have someone join him as Alternate Webmaster so that they would then be in position to take over as webmaster when he completes his term in 2 years. They must have some experience in PHP programming and WordPress. If anyone is interested in that position please email Jason at info@ottawaaa.org.
7. A question was asked about backups. Jason explained that GoDaddy backs up everything every day. Quickbooks was backed up by Henschell Business Services.

TAS COORDINATOR: Mickey R. away.

1. Sandy reminded the Reps to please speak to their groups about ways of improving the TAS service and for the groups to please email their suggestions to tas@ottawaaa.org. Mickey is looking for input on how to improve the TAS service in the Ottawa area.

NEWSLETTER EDITOR: Rick B:

1. The current newsletter is 16 pages in length. Rick has lots of material for the March edition as well. He is thankful for all the submissions.

LITERATURE: Christina J.

1. Christina reported all beginners' literature is in and the new meeting lists. The new chips have been selling well. Intergroup has been invited to host a table at the District 48 Renfrew Roundup as they don't have literature sales.
2. 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: Catarina

1. There will be 3 main speakers at the Spring Conference this year. February 18th is the next committee meeting. There will be a live band after the third speaker at the new venue, St Anthony's Hall at 523 St Anthony Street in Ottawa.
2. Catarina said they are looking for donations of food for the Hospitality Suite and donations of money from groups (which can be sent to the address in the Primary Purpose or dropped off at Intergroup). Tickets are now available: \$10 in advance and \$15 at the door.

MCNABB MEETING:

1. No one was available from the Heritage Group to speak on how things went at McNabb in January.
2. The Intergroup meeting is the business meeting for the McNabb meeting We need to have a monthly report done by the hosting group. The monthly rent is \$80.17.
3. Uptown Group has volunteered for February 2017. Parkwood Hills will volunteer for March. By The Book has volunteered for September 2017 and Saturday am Westboro will take October. We still need volunteers for April, May, June, July, August, November and December 2017.

NEW BUSINESS-CANADATHON. Jason M

1. Jason reported that McNabb Community Centre will host the 2017 Canadathon with Al Anon and District 90-05 (French) participation. The Canadathon committee is looking for 2 Intergroup Reps to attend the Canadathon committee meetings (February 19th is the next meeting). Daniel M., Hull Liberty volunteered to attend as a liaison rep.
2. Michel D, Sobriety Group made a motion for Intergroup to contribute \$1000 to the Canadathon. Daniel M., Hull Liberty, seconded. Motion carried.

Motion to adjourn Meeting by: Daniel M., Hull Liberty, Linda T., Beacon Hill, seconded. Motion carried.

Meeting closed at 8:00 PM with the Responsibility Pledge

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