

Intergroup Meeting Minutes: May 9, 2018

Meeting Chair: Sandy K., Intergroup Chair

- Meeting opened at 7:00 PM with a Moment of Silence, followed by the Serenity Prayer
- Reading of 12 Traditions by Joe DK, Search for Serenity
- Sandy welcomed all the reps and invited the new reps to introduce themselves.
- Introductions from the floor. Groups in attendance: Discovering the Big Book, Heritage Group, Beacon Hill, Carp Fellowship, Parkwood Hills, Search for Serenity, Lunch Bunch, Fellowship Group, Awakening, By the Book, Orleans Hub, Hand in Hand, Westboro Big Book Study Group, Stittsville Second Chance, Back to Basics, 12 x 3, Pinecrest, Hull Liberty, Labyrinth, Ottawa South, Sunday Big Book Study, Step Sisters, Ottawa Men's Group, Women in Step, Vanier, Share & Care
- 28 voting members present and 2 non-voting members (excluding 6 Executive members; absent Executive, Harry B., Stephen C.)
- Minutes were approved as presented.
- The agenda was accepted as presented.

REPORTS

CHAIR PERSON: Sandy K.,

1. The Office Administrator position was posted in the May OPP. One more resume has been received.
2. A young person's Big Book Study began in the Intergroup office on May 3rd. Please let any young people know about it.
3. The Traditions Evening is Thursday, May 17th at the main auditorium at ROH on Carling. Doors open at 6 and the presentation will be from 7 to 9 pm by Debbie D from Concord California.
4. Sandy K attended the Alkathon Inventory in order to answer any questions, if required. She explained Intergroup was not there to persuade. The outcome is that the 2018 Alkathon Committee, once formed later in the year, will meet with Intergroup to discuss further.

VICE CHAIR: Harry B. (absent)

SECRETARY: Anne D.

1. The Intergroup minutes didn't upload the first time. When they did go get uploaded, a second email wasn't sent. Reps can download the minutes directly from the website by accessing the announcements.

TREASURER: Stephen C. (absent)

1. Sandy announced that Stephen sent the April financial statement, all accounts are reconciled to the Bank. Stephen is concerned with the low sales of banquet tickets which he thinks could hinder the hiring of an employee. Sandy will postpone the approval of the financial statement until next month when Stephen is present.
2. Sandy mentioned that Stephen had made a recommendation to the board that a \$3.00 charge be added to all credit card purchases. The board wants to further consider this recommendation before presenting it for approval to the reps.

TAS COORDINATOR: Mickey R.

1. There were 28 unassigned TAS shifts in April. Mickey asked Reps to please announce at their meetings the need for people to take TAS shifts. If shifts are empty and anyone has time to take on another shift to please take it

and then let Mickey know (tas@ottawaaa.org). There is no need to let him know ahead of time. You can find the link to empty shifts at: <https://interactive.ottawaaa.org/tas/>.

2. TAS will have a table at the Spring Conference and Vanier Roundup. Mickey will be training the Ottawa South group on May 23rd after their meeting

LITERATURE: Marie G.

1. Marie will have a literature table at the Spring Conference, Vanier Roundup, Traditions Night and Gratitude Day. The Grapevine literature has been received, but not the AAWS order (Big Books, etc.) It should be here for the Spring Conference.

WEBMASTER: Carolyn O.

1. There will be an Intergroup table at the Spring Conference with information about what Intergroup does. In researching information Carolyn found there are an average of 10,000 unique visits to the Ottawa AA website most months. 30% of these go to Announcements, Minutes, etc., 10% go to Find Help, 10% TAS and 10% Contact us. Intergroup receives many emails every month, but we haven't determined a number yet.
2. Bill P., suggested creating a video on YouTube similar to the ads that used to be on television in the past as many young people use YouTube. Concern was expressed about breaking anonymity is doing that, but Sandy and Carolyn reassured everyone if this was done, certainly there would be strict adherence to the traditions.

NEWSLETTER:

1. The May OPP is on the side table and was completed by Carolyn and Harry this month. Sandy reported that the Executive is looking at establishing guidelines for the Newsletter Editor position. Once the guidelines have been established, then a nominating committee can be created to find a new editor. Doris M. asked if the guidelines would be brought to the Reps. Yes, was Sandy's response.
2. Articles for the newsletter can be sent to newsletter@ottawaaa.org.

12-STEP COORDINATOR: Caterina C.

1. Caterina is looking to find out the number of 12 step calls that are received by the Intergroup office.

MEMBERSHIP ENGAGEMENT: Sandy K

1. Intergroup is in the process of preparing a paper, "What is Intergroup Ottawa Anyway". This paper will outline the services Ottawa Intergroup provides and how that is similar to what GSO provides and, how it differs from what the Districts do, which is communicate information on behalf of the membership to GSO, members, detention centres, treatment facilities and the professional community.
2. This paper can be used to inform groups and members currently not involved with Intergroup. Sandy isn't sure the paper will be ready for the Spring Conference but she does have 10 minutes to speak about Intergroup before the Saturday night speaker. She will use the time to raise awareness of what Intergroup does. It was suggested that the information be put on the website. Sandy agreed.

SPRING CONFERENCE: Brian, Chair

1. 173 banquet tickets sold, but you can still purchase banquet tickets.
2. There will be an afternoon and after dinner speakers, both of whom are from Ontario. There will be panels throughout the day, meditation and discussion meetings. There will be service tables set up in the hospitality room along with Daniel Taping Services. Currently the Spring Conference is in a deficit position, but that can change.
3. The doors open at 8 am. Individuals have donated \$135 and groups, \$2065. Please bring food for hospitality.

MCNABB MEETING:

1. Bill P., Parkwood Hills reported all went well in April. They gave away medallions and collected \$82.90 in 7th tradition.
2. Search for Serenity is taking May. There is one week in May when the room for the meeting will be changed. Sandy will email Joe with the room number.
3. McNabb group commitments: Search for Serenity has volunteered for May, Step by Step volunteered for June and West End Group volunteered for July. Hull Liberty has volunteered for September and Stittsville 2nd Chance has volunteered for November. We need volunteers for August, October and December 2018. Groups are to bring meeting lists, coffee supplies, chips, to print out and take the **McNabb meeting format which is available on the Ottawa AA website, etc. to the meeting.**
4. **Reminder: During the Intergroup meeting in the month after a group's commitment, the Intergroup Rep is asked to report on the McNabb 7th tradition, attendance and any issues that may have occurred. The monthly rent for McNabb is \$80.17.**

OLD BUSINESS-MEMBERSHIP ENGAGEMENT, EMPLOYEE

1. Intergroup is doing the work now (as written previously) so we can use the information to go out to the membership and engage other groups. Here are some of the things Intergroup currently does: 12 Step coordination, web hosting, creating flyers, the group insurance certificate program, the Fall and Spring Conferences, providing meeting place in the Intergroup office.
2. Nigel L, asked if the website has gotten busier over the years?
3. Doris M, asked how many applications for the office administrator had been received. 8 have been received. Doris also asked if the interviewing process could begin. Sandy said the process can begin.

NEW BUSINESS-WORKPLACE SAFETY:

1. The board has created draft guidelines for Cyber Threats, Violence and Medical Emergencies in the workplace. These are required if we are to have an employee and will be useful to our volunteers as well.

NEW BUSINESS-INVITATION TO ADDRESS THE BOARD:

1. Sandy had someone come to her about a rumour they had heard about something involving Intergroup and she wanted to know the truth. Sandy explained what had happened and the person left believing Intergroup was acting in the best interest of the membership. Sandy appreciated the honesty and the opportunity to set the record straight.
2. In light of this experience, the board extends an invitation for anyone to address the board about anything related to Intergroup. Please send an email to chair@ottawaaa.org with an overview of the problem, idea, concern or compliment you would like to share with the board. We will be happy to schedule you into the next executive meeting agenda.

COFFEE VOLUNTEER FOR MAY.

1. Sandy thanked Carrie D., Heritage Group for coffee for the May Intergroup meeting.
2. Pat H, Beacon Hill has volunteered to make coffee for the June meeting.

Motion to adjourn Meeting by: Gene M., Freedom, Bill P, Parkwood Hills seconded. Motion carried.

Meeting closed at 7:50 pm with the Responsibility Pledge

Next meeting: June 13, 2018 at 7:00 PM, Mac Hall, Bronson Centre.