

Intergroup Meeting Minutes: November 14, 2018

Meeting Chair: Sandy K., Intergroup Chair

- New people to Intergroup were invited to introduce themselves. It was recommended reps read the minutes from the past meetings on the Intergroup website to be informed as to what has been happening at Intergroup.
- Intergroup activities/accomplishments from the “What is Intergroup Anyway?”, information sheet were posed as questions to those in attendance.
- Meeting opened at 7:00 PM with a Moment of Silence, followed by the Serenity Prayer
- Reading of 12 Traditions by Tim W, Uptown.
- Roll Call from the floor was taken. Groups in attendance: New Day, Women in Step, Orleans Hub, Search for Serenity, Pinecrest, Lunch Bunch, Freedom Group, Step by Step, Alta Vista Open Door, Awakening, By the Book, Crossroads, Heritage, Westboro Big Book, B-United, Venture, Awakening, Labyrinth, Hull Liberty, Beacon Hill, Stittsville, Carp Fellowship, 12 x 3, West End Group, Hand in Hand, Back to Basics, Uptown, Maitland.
- 28 voting members present and 10 non-voting members (excluding 8 Executive members)
- The October minutes were accepted as amended with the change of the date for the December meeting to be Monday, December 17th.
- Agenda changes: Joe D-K asked that the word Agenda be added to the agenda. The agenda was accepted as amended.

REPORTS

CHAIR PERSON: Sandy K., No report

VICE CHAIR: Harry B. (and backup newsletter editor)

1. The OPP newsletter is on the table for pickup. Harry expressed appreciation for the many contributions to this issue of OPP.
2. The Fall Conference went very well. The Vice Chair attended the wrap up meeting for the Fall Conference.
3. Membership Engagement will begin in the new year with the new Executive.
4. Insurance – 17 groups have now registered for Insurance.
5. A volunteer has come forward to be a part of the Newsletter Committee.

SECRETARY: Anne D.

1. New members were asked to pick up Rep Information sheet and complete.

TREASURER: Bill P.

1. The accounts have been balanced.
2. Volunteers are requested to follow the instructions when processing sales of literature.
3. Cash & GICs total \$34,400.
4. The Office Administrator has been invaluable.
5. Literature & medallion inventory will be taken Nov 25 & 26th by Bill, Doris and a couple of other volunteers.
6. The inventory shrinkage question last month was due to a literature order being entered twice. That has been corrected.
7. The negative \$1000 in Accounts Payable was also corrected.
8. Literature sales were up slightly.
9. Question was asked regarding the exact **monthly** costs (including vacation pay and employer costs) of the Office Administrator. Bill to report back next month.

TAS COORDINATOR: Mickey R.

1. The TAS Coordinator is asking people to fill in the TAS Christmas season schedule as there are usually more calls during that time.
2. In the spirit of rotation, the current TAS coordinator will be stepping down at December 31st.
3. He asks people to consider the position for themselves.

LITERATURE: Doris M.

1. Most books are on the shelves and available for sale.
2. Another order for Big Books and One Big Tent will be put in shortly. A question was asked about the book, "The God Word". It has not been released yet.
3. Literature Coordinator will have a table at the Archives Luncheon on Saturday, November 17th.
4. Appreciation was expressed for those volunteering to fill in at the Intergroup Office on Saturdays.
5. Inventory to be done Nov 25 & 26th. There can be no literature sales on those days.

WEBMASTER: Carolyn O.

1. The Webmaster is continuing to build the online literature sales store.
2. The Lunch with Bill group has purchased the hardware for Square for the easy gathering of 7th tradition funds from those who care to use it instead of cash. The beta testing will begin on Friday.

12-STEP COORDINATOR: Caterina C.

1. A new updated copy of the 12-Step list printed and will be put in the red binder in the Intergroup Office.
2. The current 12-Step coordinator will be stepping down at Dec 31st.

SPRING CONFERENCE: Dwayne, Chair

1. The Spring Conference Committee is being formed and will begin meeting in a couple of weeks. If you are interested in a position, please contact Dwayne.
2. April 13, 2019 is the tentative date for the Spring Conference which will be held at the Hellenic Centre.

FALL CONFERENCE: Ron M, Chair

1. The Chair and committee members learned a great deal during the conference.
2. The unofficial profit is about \$4000.
3. This was attributed to the large number of daily tickets sold and group donations.

MCNABB MEETING:

1. Ray, from Ottawa South sent a report to the Chair that \$61.30 was collected in 7th tradition and there were 10–15 people in attendance every week, except the week of the Fall Conference when only 6 attended.
2. McNabb group commitments: Stittsville 2nd Chance has volunteered for November. Freedom Group volunteered for December 2018 and Heritage group for January, 2019. By the Book volunteered for February 2019 and New Day volunteered for March 2019. 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.**
3. **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.**

ALKATHON REPORT: Travis

1. Sixteen groups have signed up so far to host meetings during the Alkathon.
2. Group meetings held between midnight and 7 am will be held in Mac Hall.
3. Groups are invited to fill out a form online (Ottawa AA website) to take a meeting on Christmas or New Year's Eve/Day. November 23rd is the deadline to sign up for meetings.

4. The Alkathon will publish the meeting schedule in the December Primary Purpose and on the Intergroup website.
5. Committee Coordinators are needed for the following positions: Kitchen; Coffee; Registrations; Decorations; Safety and Security; Serving; Housekeeping; Logistics.
6. Volunteers are also needed. New members can be volunteers. Some of the volunteer positions are greeting, serving, helping with coffee and cleaning up. Groups could volunteer to cover certain areas, but a coordinator is required for each position.
7. Food donations are essential. Cooked Turkeys (no stuffing) and hams, side dishes, salads, cheeses, desserts, etc.
8. Financial Donations are appreciated. Cheques can be made out to Ottawa Area Alkathon and dropped off at the Intergroup Office.
9. Please contact Travis H. at Alkathon@ottawaaa.org or 613-501-4988 if you are interested in being on the committee. Some coordinator positions require 1 to 2 years of sobriety.
10. The next Alkathon meeting is Nov 18th Room 109 at 1 pm. The next meeting will be Dec 2nd and then weekly after that.
11. Those wanting to volunteer can go on the Intergroup website and fill out the volunteer form. Once completed, hit submit.
12. Travis asked for \$750 as start-up funds from Intergroup. The Chair moved the request to New Business.

OLD BUSINESS:

ELECTIONS

1. The chair called for nominations from the floor: Peggy F is nominated for Fall Conference Chair (accepts); Roxanne B is nominated for Spring Conference Vice Chair (accepts); Sandy C is nominated for Treasurer (accepts); Carrie D is nominated for 12-Step Coordinator (accepts).
2. Nominations are also required for TAS Coordinator, Literature (Doris M will stand), Newsletter Editor and Fall Conference Vice Chair.

PINECREST GROUP MOTION TO AMEND INTERGROUP BY-LAW – Pinecrest Group

1. The chair read from the Intergroup Bylaws the section on the establishment of responsibilities of Intergroup.
2. Prior to voting on the motion, the Chair read the following statements. The statements are a legal opinion sent to Intergroup by a member:
 “I am enclosing a statement confirming that most Intergroup business may be concluded without bylaw amendments because bylaws consist mostly of the general powers of the not-for-profit corporation and its members. This statement should be read before any motions are made or voted upon concerning bylaws. Please specifically draw this to the attention of any new officers who replace you when you finish your term. In short, be sure to pass it on.
 “Statement of Bylaw Amendments – to be read before motion is made
 “Intergroup is incorporated as a not-for-profit corporation and so must have bylaws which are a general outline of the powers of the corporation and its members. Most business may be conducted at meetings by consensus or by passing simple motions. Just because the wording of something to be done is not exactly the same as the wording in the bylaw does not mean it requires a bylaw amendment. In fact, most business may be conducted without any bylaw amendments. No bylaw amendments should be proposed or considered without prior consultation with a lawyer familiar with corporate governance principles and the Ontario Not-for-profit Corporations Act, known as ONCA.”
3. The Chair asked the Pinecrest group rep and the seconder, Pat H., from Beacon Hill if they wanted to withdraw the motion based on the legal opinion presented. Both agreed to withdraw the motion.
4. There were questions and discussion from the floor regarding whether groups want to have meetings in the Intergroup office and/or the need to have a policy in place. The Chair suggested the Reps go back to their groups and read the policy with the thought to return to it in January, 2019.

INVESTIGATION OF HUMAN RIGHT ALLEGATION – Sandy K, Chair

1. The chair reported the details of the incident. As the person refused to meet with Intergroup there was a question as to their identity so GOOGLE and the RCMP were contacted to verify the identity of the person making the allegation.

DECEMBER INTERGROUP MEETING DATE CHANGE:

1. The December meeting will be held MONDAY, DECEMBER 17th.

NEW BUSINESS:

NO LITERATURE SALES NOV 25 & 26 DUE TO INVENTORY BEING TAKEN A POLICY ON LITERATURE ROOM ACCESS TO BE CREATED

INTERGROUP CONTRIBUTION TO ALKATHON

1. Nigel L., Labyrinth Group, made a motion that Intergroup contribute, not advance, \$750 to the Alkathon Committee. Seconded by Frank K., Hull Liberty. The change in wording from advance to contribution would mean that the Alkathon committee would not be required to repay if they didn't want to or didn't have sufficient funds to repay. The Alkathon Committee is an independent committee, it doesn't come under the Intergroup umbrella. Motion carried.

ON-LINE TRANSACTION FEES

1. Dan M, Venture Group made a motion: That for all purchases made on the Intergroup website, the cost of the online transaction fees charged by the service provider(s) be added to the price of goods sold; and that those fees be shown on the purchaser's sales receipt. Seconded by Paul B., Step by Step. A discussion followed. Motion carried.

COFFEE VOLUNTEER FOR November/December

1. The Chair thanked Pat H., Beacon Hill, for coffee for the November Intergroup meeting.
2. Nigel L., Labyrinth Group and Frank K., Hull Liberty, volunteered to make coffee for the December meeting.

Motion to adjourn Meeting by: Rob G., B-United Group, seconded by Frank K., Hull Liberty

Meeting closed at 8:25 pm with the Responsibility Pledge

Next meeting: MONDAY, December 17, 2018 at 7:00 PM, Mac Hall, Bronson Centre.