

## Intergroup Meeting Minutes: December 11, 2019

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### Meeting Chair: Sandy K., Intergroup Chair

- New members introduced themselves.
- Meeting opened at 7:00 PM with a Moment of Silence, followed by the Serenity Prayer
- Reading of 12 Traditions by Lorraine K., Women in Step Group.
- Roll Call from the floor was taken. Groups in attendance: Awakening, Podium Hill, Women in Step, Fellowship, Friday Night Big Book Chelsea, West End Group, Step by Step, Attitude of Gratitude, Back to Basics, B-United, Ottawa South, Stepping Ahead, Stittsville Second Chance, Step Sisters, Hand in Hand, Maitland Group, Beyond Belief Secular Group, Freedom Group, Parkwood Hills, Queensway Carleton, Search for Serenity, Orleans Hub, Beacon Hill, Serenity at Sunrise, New Day, Uptown, Pinecrest, By the Book, Secular Sobriety Group.
- 27 voting members present and 11 non-voting members (excluding 8 Executive members) attended.
- The November minutes were approved as presented.
- Agenda approved as distributed with the corrected spelling of Canadathon.

### REPORTS

#### CHAIR PERSON: Sandy K.

1. Four new meetings are now included on the website meeting list. They are Free Birds, Power Hour, Beyond Belief Secular Group & Music in Recovery. The current chair will step down after the January 2020 Intergroup meeting.

#### VICE CHAIR: Harry B.

1. Renewal date for the group insurance just passed. Information provided on the side table.

#### SECRETARY: Anne D.

1. New Intergroup reps asked to complete the Intergroup Rep information sheet.

#### TREASURER: Sandy C. & Dan (Office Administrator)

1. Treasurer is happy to be back to work.
2. Financial statements were distributed. Office Administrator reported overall Literature sales are up 13.5% and cost of goods sold are up 18.6%. Gross profit is up 73% over last year. Chip sales have been high. Group and individual donations are up. Both conferences this year made a profit. Revenue, sales and expenses continue to be monitored on a weekly basis by the Office Administrator.

#### TAS and 12 Step COORDINATOR: Al L.

1. There were 224 calls in November with 83 going to voicemail, 27 received between 10 pm and 10 am, 31 remotely answered call and 21 unassigned TAS shifts. TAS Coordinator would like to see the number of unassigned shifts drop to zero.
2. A couple of new people have signed up to be on the 12 Step list. More women are required to take 12 Step calls. 12 Step calls are a good way to give back.

#### LITERATURE: Doris M.

1. Appreciation expressed for volunteers at the Intergroup office who handle the phones and literature sales. Anyone wanting to train to be a backup office volunteer can contact the Literature Coordinator.
2. Year-end inventory will take place on December 29<sup>th</sup> from 10 am to 3 pm. Volunteers are already in place.
3. A new set of the Steps & Traditions window blinds are now available for sale. The cost is \$64 for both.
4. An 18-month chip along with the 1 to 11-month chips are available.

#### WEBMASTER: Carolyn O.

1. The Meeting Guide APP is becoming more popular. Groups were asked to check their group's information on the APP and report any errors to the Webmaster. A new meeting list will be printed early in the new year.
2. Pembroke meetings are not on our meeting list now -- they are managing their own meetings.
3. The Alkathon Schedule is on the website.

#### NEWSLETTER COORDINATOR: Jeff F.

1. December OPP was available for pickup. Groups were asked to take copies to other meetings they attend.
2. Groups were asked to send articles or news for print to newsletter@ottawaaa.org.

#### ELECTIONS: Intergroup Chair passes the meeting over to Jean F., to Chair the Elections

1. Jean explained the Third Legacy Procedure for the election process and emphasized the representatives "Right of Decision".
2. Ron M., Nominating Committee member introduced the candidates for each position. Each candidate gave a brief service history. Voting took place after each position was announced. Election results are as follows:

Vice Chair of Intergroup (election) – Standing: John P., Step by Step	<b>Elected</b>
Frank O., Early Birds	<b>No Candidates</b>
Secretary – _____	<b>Acclaimed</b>
12-Step Coordinator – Standing: Natalie L., Beacon Hill	<b>Acclaimed</b>
Webmaster -- Standing Carolyn O'D., Saturday Morning Westboro	<b>Acclaimed</b>
Vice Chair Spring Conference – Willy P., Awakening Group	<b>Acclaimed</b>
Vice Chair Eastern Ontario Conference – Travis H., New Life New Hope	<b>Acclaimed</b>

3. Jean F. turned meeting back to the Intergroup Chair who thanked those who allowed their names to stand.

#### POLICIES AND PROCEDURES COMMITTEE: Clint M.

1. The Committee met on November 24<sup>th</sup> to begin working on the roles and responsibilities section of the Policies and Procedures document. The committee meets again on December 29<sup>th</sup> and is hoping to present to the membership the roles and responsibilities section and, possibly, the office procedures by the end of February.

#### MCNABB MEETING:

1. Ray N., Ottawa South, reported for November 2019. They collected \$112.28 in the 7<sup>th</sup> Tradition with approximately 20 in attendance each Sunday. The Intergroup Executive is hosting McNabb in December 2019. West End Group volunteered for January 2020 while Search for Serenity, Orleans volunteered to host the February meetings. B-United volunteered to host the McNabb meetings for March, with Step by Step volunteering for April and Step Sisters for May.
2. Groups are to bring meeting lists, coffee supplies, chips, to print out and take the **McNabb Meeting Format (available at <https://www.ottawaaa.org/intergroup/mcnabb.php>)**, 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 7<sup>th</sup> tradition, attendance and any issues that may have occurred. The monthly rent for McNabb is \$80.17.

#### OLD BUSINESS: None

#### NEW BUSINESS:

1. Alkathon – A motion was made by John P., Step by Step, that Intergroup provide \$750 seed money to the Alkathon. Peggy F., Pinecrest Group seconded the motion. Discussion revealed operating costs for the Alkathon are between \$4700 and \$5000. Motion carried.

2. Canadathon – At a request from the membership, Intergroup Reps were asked if their groups are interested in having Intergroup bring the Canadathon under its umbrella as the Spring and Eastern Ontario Regional conferences; and to report back in January. It was suggested and agreed that Intergroup provide a fully refundable deposit to reserve the McNabb Community Centre for July 1, 2020.

#### **MEMBERSHIP SHARING**

1. No discussion this month.

#### **COFFEE VOLUNTEER (January)**

1. No selection made.

**Motion to adjourn Meeting by:** Andrew B, Freedom Group, seconded by Kristen S., Maitland Group.

Meeting closed at 8:15 pm with the Responsibility Pledge

**Next meeting: WEDNESDAY, January 8, 2020 at 7:00 PM, Mac Hall, Bronson Centre.**

