

**SUBJECT: NE FLORIDA INTERGROUP BUSINESS ZOOM MEETING MINUTES OF August 14, 2021**

Chair called meeting to order at 9:00 am with a moment of silence followed by the long version of the Serenity Prayer and the AA Responsibility Statement. Chair read the Eighth Step, Eighth Tradition and Eighth Concept.

Chair thanked Jeff Deck, the Club manager and his staff for their hospitality and use of the facility for Intergroup business meetings. Seating capacity had been reduced 40% and tables further separated. All contributions will be given to the Jaba Club for use of their facility .

Housekeeping – In person participants signed in on sheet. Zoom participants should continue to sign in with first name, last initial, position and voting/non-voting. Meeting was recorded for administrative purposes and will be deleted when the minutes are approved at the next business meeting. .

There were 25 voting members, and 9 non-voting participants.

Kevin JR, IG Chair (non-voting)	Beth E, Sun Morn Palatka	Mayra V, St Nicholas
Dan B, Finance	Bob F, KIS	Melissa C, Southside
David M, Treatment	Bryant G, DCM D3 (non-voting)	Monique H, Social Events Co-Chair
John C, Social Events Co-Chair (non-voting)	Charles M, Archives, IGR I am Responsible	Peter L, 7am coffee & reading
Kathy D, Corrections	Craig T, Rule 62 Crew	Renee B, LoveNAction
Rita H, Treasurer	David M, Central Group	Rick D, From the Heart
Lon L, Parliamentarian (non-voting)	Hal B, Beaches Unity	Sheila D, OP Step Sisters
Maggie R, Steering Committee	Keith L, Arlington	Thomas D, OPGAA
Mike M, IG Office (non-voting)	Linda G, Steering Committee (non-voting)	Trish M, Switzerland
Regina A, Secretary (non-voting)	Lisa F, Serenity at Noon	Vanessa R, Women of VPG
Steve C, Corrections (non-voting)	Loretta T, Alexis	Walter S, Clean & Free
		Andrew M Zoom Host (non-voting)

**Secretary's Report** – June Meeting Minutes were sent via email to be read prior to the meeting. Recording has been deleted. Minutes were approved by vote, as produced.

**Service Fair – Bryant G, District 30 DCM**

The event will be held on Oct 2, 10am – 4pm. We have all of the contributions, working budget has been sent to the DCMs. The great thing about this event is that it is all outside, which is potentially safer in light of COVID and the rising variant. The Service Fair is open to the family and will include bouncy houses, popcorn, food, probably pie in the face! We will reach out to Alco house and JABA to see if some of their folks will be able to volunteer.

Flyer is available in the Add-A-Line and on the IG website. Copies will also be available at the Convention. <https://neflaa.org/event/aa-northeast-florida-service-fair/>

If you would like to volunteer or have questions, you can email Bryant at [ggram1701aa@gmail.com](mailto:ggram1701aa@gmail.com).

### Chair Report

Our Vision: To improve our service, support and participation to the Groups and Districts.

On July 10 I participated in a DCM zoom committee meeting for Districts 1, 3, 4, 6, 24, 25 and 30. They discussed the NE Florida AA Service Fair and potential joint workshops. They also discussed their challenges with persons stepping up to do service work in their districts. Recovery, unity and service are all essential to our sobriety. We plan to recruit more participants at the Service Fair.

On August 7 Intergroup hosted Hospitality Room Party at the State Convention. Special thanks to Monique H, Trish M, Beth E, Angie B and Linda G for planning, purchasing and distributing great food and drinks and over 400 copies of the August Add A Line. We have several great Intergroup T Shirts still available for purchase (\$5).

Special thanks also to Charley M who hosted the Intergroup Archives Display at the Convention. He did a super job especially with the Books before the Big Book display case. The vast amount of literature sold at Intergroup is "Conference approved" but what did the founders use to keep sober when there was no Big Book or "Conference approved" literature and would these "special items" would be helpful to the fellowship today as it was back then?

Special thanks to the Phone Army especially Linda G for answering the phones when the office was closed in the afternoon the last several weeks because office was short staff due to COVID and vacations. All office visitors are required to wear a mask.

### Treasurer's Report

ACCOUNT BALANCES as of June 30, 2021	
30-Apr-21	Account Balances
Total Checking/Savings/Cash	\$13,854.78
Inventory	\$13,525.68
Total Prudent Reserve	\$30,747.69

### Steering Committee

- Due to Tim S's vacation and problems from lack of employee vaccinations, the Intergroup office hours will have to be reduced for the next 2 weeks. **Please call the office before visiting** especially in the afternoons. Previous mask and distancing practices have been put back in place. A steering committee quorum was present to approve the reduced hours.

- The Steering Committee composition changes were published in the August Add-a-Line and are ready for the Intergroup Business meeting vote in September. .
- The addition of a Literature Committee to the Standing Committees of the Intergroup will be published in the September Add-a-Line and will be ready for vote in October.
- Printing of a new Where and When will be postponed until 2022
- Alt-Intergroup Chair position is open with nominees to be presented today for a vote.
- Intergroup business meeting date changes to: **Sept 11th Oct 9th**
- Intergroup bathrooms will be unisex until the correct hand bar placement can be installed
- Liability Insurance coverage for the Banquet will be obtained in mid September when Banquet is confirmed since it is non-refundable or transferable

### Steering Committee Motions

1. Motion to change Steering Committee Composition (pg. 21 of the Bylaws) – This motion is in the August Add A Line on pg.2, and will be voted on at the September meeting.

#### Currently reads:

Appendix K 4)

Steering Committee Members: The IG Chair, Vice-Chair, Treasurer, and one (1) representative from each of the seven Service Districts. Each Steering Committee member will have a voice and a vote at the meetings including the chair. The Steering Committee will elect its Steering Committee Chair from the voter membership of the Steering Committee

Appendix K 5)

The Seven (7) Service District Representatives: 1, 3, 4, 6, 24, 25, and 30

#### Change To:

Appendix K 4)

Steering Committee Members: The IG Chair, Vice-Chair, Treasurer, and one (1) representative from each of the seven Service Districts, **and in their absence one (1) Alternate-Representative from each of the seven districts.** Each Steering Committee member will have a voice and a vote at the meetings including the chair. The Steering Committee will elect its Steering Committee Chair from the voter membership of the Steering Committee

Appendix K 5)

- The Seven (7) Service District Representatives: 1, 3, 4, 6, 24, 25, and 30 **and in their absence, their Alternate Representative.**

2. Motion to add a Literature Committee to the list of Standing Committees (Appendix L) – This motion will be in the September Add a Line and voted on in the October business meeting.
  - Literature: informs AA members, groups, and districts through displays or other suitable methods of all available conference approved literature, audio/visual material, or other special items.

- Question was raised if this Committee could be combined with the Grapevine committee. Response was that the combined committee was determined to be too much for one committee. .

### **New Business**

1. Vice Chair resigned due to increased work responsibilities. The Chair thanked him for his great service especially in hiring new office staff. The Chair then nominated Dan B, Finance chair, who provided his AA resume. By vote, 100% approved.
2. Discussion about issues getting group information updated. OP Stepsisters group has contacted IG office and visited and the info is still incorrect. The Office had assisted and is waiting on the group to provide information. The District 30 DCM added that he's reached out groups in his District but – some groups have changed, hard to reach them, so it takes time.
3. New motion to change Article VII, Meeting Conduct – change who can vote to include One(1) Steering Committee Representative, or in their absence, One(1) Alternate Representative from each of the Seven Districts.

The motion was made and seconded and was referred to the Steering Committee.

### **Committee Reports:**

**Accessibilities – No Report**

**Add-A-Line –**

People are getting information to Add A Line too late for publication. In addition, Birthday lists are coming in with no indication of the birthday month, so they cannot be published.

Information for making payments to districts will be included in the Add A Line next month.

**Archives –Old timer's Stories**

- a. Tom K.'s interview has been published in the August Add-A-Line.
- b. Janis J. has been interviewed and that interview is being edited.
- c. Indian Dave's talk has been transferred to the archives' laptop for transcription and editing.
- d. We are working on editing the interview with Tania M.
- e. Maggie R. article on the early ladies of AA from the west side of Jacksonville who helped her get sober has been submitted to the Add-A-Line for publication.
- f. Tom W. has written an article of his remembrances of Ben W. which has been submitted to the Add-A-Line.

1. The Intergroup Chair was in charge of the archives room for the Florida State convention. The displays and activities were very well done. Interest was slow at first but picked up as the week progressed.
2. National Archives Workshop. Tom W. cannot attend. We are proposing sending Beth E., an archives member from District 24. We will take to the steering committee for approval.
3. Our next meeting will be September 13th. When and where to be announced.

## **Corrections**

We had Orientation for Duval County Correctional Facilities volunteers on August 14, 2021. Twelve volunteers participated to prepare for taking A.A. meetings into JSO facilities. However, the jails are not receiving visitors yet due to increased illnesses among people of custody at this time.

On August 6th the Committee Chair and Co Chair participated in a "Behind the Walls" panel at the 64th A.A. conference. The Co-Chair read the opening he has developed for our volunteers to use in jail meetings for the audience of 40 people. He also shared his heart for correctional work.

We are hoping JSO will open to visitors soon and give more Orientation sessions.

## **CPC/PI - No Report**

## **Finance**

Finance Committee did not meet in July. The June bank reconciliation, bank statement and financial statements were e-mailed to Committee members for their review and comments.

There were no unusual items noted in these reports by Committee members.

Old Business: Direct deposit of employee paychecks - Work-in-Progress

## **Grapevine - No Report**

## **Phone Army – No Report**

## **Special Events Committee**

“One Day at a Time” theme for the Fall Intergroup Banquet, October 23<sup>rd</sup> at the Ramallah American Club. 6pm for cake auction, 8pm dinner.

- Moving forward with planning, keeping an eye on Jax guidelines for large gatherings.

- Venmo payment option is on the flyer.
- Looking for additional service volunteers and cakes. Cakes can be home-made or store-bought.
- In addition to Bonos catering, we will have Enlightened catering to provide a vegetarian option.
- Doors will be opened at 4pm for cake delivery. If you need special arrangements to drop it off earlier, reach out to Monique or John. Linda suggested communicating that policy clearly since past events had someone there all day to accept cakes.

## **Treatment**

Approach is to break facilities into 3 tiers.

Larger facilities had been opening back up, but are starting to reconsider with Delta variant.

Gateway is closed to outside.

Mid-size facilities have had some events going on even during COVID, based on agreement with individuals.

Bridging the Gap – reached out to past volunteers, got a response from 6-8 people. This will be part of the focus for August. Need to be careful with this due to HIPAA, and our tradition of attraction rather than promotion. Rate of success post treatment is not that high, so anything we can do to help here would be great. District 30 DCM would like to help with Bridging the Gap.

## **Intergroup Office**

**OFFICE STAFFING** - The IG office is currently being staffed from 9am – 1pm, with help from volunteers. Office hours are being limited due to an office staff contracting COVID and has not been cleared of the symptoms. Office hours will continue to be limited until further notice.

**VOLUNTEERS** - The IG Office is still in need of volunteers. We are looking for individuals that can be relied upon to fill this need when the office reopens through 5pm.

In addition, volunteer slots are for shifts of 4 hours daily, 4 hours in the am or 4 hours in the pm. If anyone is interested in this Service activity call or come by the IG office during business hours to discuss the slots available with Mike M. Volunteers are required to have 6 months of sobriety.

**PHYSICAL INVENTORY** - we are continuing to take the physical inventory of retail merchandise on a periodic basis. As such, the retail merchandise will be physically counted through-out the year, selecting specific items to count and then up-dating the POS inventory. Taking the physical inventory through-out the year, should result in conducting at least two full physical counts in a twelve month period,

We will be discounting several items in our inventory to reduce the inventory valuation to \$10,000. These items will be those that have been on-hand for over 12 months and are not in demand. We will send out an e-mail in the near future of items and discounted prices. If we reduce our inventory, this will create additional cash flow and possibly fund our computer processors up-grade.

**COMPUTER SOFTWARE AND HARDWARE** - The office is considering either replacing our current processors or up-dating the processors we have. We will be contacting several vendors for consideration and obtain an outside opinion of our processors before proceeding.

**OFFICE POLICY** - Until further notice masks will be required in the office.

**Website** – No report

### **Upcoming Events, Meetings**

- Service Fair 2021 (Losco Park) – October 2<sup>nd</sup>
- Fall Banquet – October 23<sup>rd</sup>.
- SSAASA 6 (Tampa) – November 19<sup>th</sup> – 21<sup>st</sup>
- Personal Reminders:
  - Jack G – District 30 DCM spoke to him and he’s doing well.

### **Next Business Meeting:**

The next two meetings will be on the second instead of the first Saturday of the month

Next meeting details:

**Saturday September 11, 9:00am – 10:30am at the Jaba Club**

**Hybrid Meeting: ZOOM ID: 8977 440 1312, PWD: nefl3128**

There will be coffee and refreshments at 8:30am

The business meeting adjourned at 10:39AM. Future business meetings will be adjourned earlier in order to avoid interference with scheduled group meetings.