

**SUBJECT: NE FLORIDA INTERGROUP BUSINESS ZOOM MEETING**

**MINUTES OF JANUARY 2, 2021**

1. List of meeting participants is at enclosure (1). There were 33 participants in meeting: 29 voting participants and 4 visitors.

2. Intergroup Chair called meeting to order at 9:45am with a moment of silence followed by the long version of the Serenity Prayer for those who wished to share.

3. Intergroup Chair led participants in the AA Responsibility Statement.

4. Intergroup Chair welcomed participants and provided list of 2021-2022 Intergroup officers and Committee chairs at enclosure (2). One correction: Intergroup Vice Chair phone number was corrected. Office will correct phone number on website and in February Add A Line.

5. Intergroup Chair requested participants sign in to every zoom business meeting with first name, last initial and position for record and voting. Parliamentarian will count voting members. Participants are to keep their mike on mute unless called upon by the Intergroup Chair after raising their hand in Participants box. Exceptions: Vice Chair, Parliamentarian, Secretary and Zoom Host.

6. Intergroup Vice Chair read the First Step, First Tradition and First Concept.

7. The Grapevine Chair provided several great jokes from the Grapevine to inaudible applause.

8. The Intergroup Chair read the December meeting minutes which were approved with change to Elections in Old business to state Kevin Jr voted in with over 2/3 of quorum; Add A Line in Committee Reports changed to state that December Add A Line was supposed to have a part dedicated to service but did not happen due to Mike M illness; Treatment in Committee Reports changed to state that Wesconett Group is looking to have a Women's meeting come into Wekiva Treatment Center and the word moving changed to movie under John C's feedback in old business. The Intergroup Chair stated that in the future participants should read the draft business meeting minutes for the previous month before the meeting and only discuss changes during the meeting.

9. Intergroup Chair provided his vision/goals:

a. Improve service and support for Districts 1, 3, 4, 6, 24, 25 and 30 and their Groups. Ensure Group and District meeting information is accurate and current on website and meeting guide. Publish new District Committee Member (DCM) contact information, current boundaries and group lists. Promote District and Group activities and workshops in Add A Line and on website and Facebook. The 2021 District DCM list, boundary map and Groups list was provided at Enclosures (3), (4) and (5). The Chair and Vice Chair will work with the District DCM to update the list to accurately reflect the groups supported by the Districts and their current meeting format: zoom, hybrid and in-person. Participants are to ensure the information for groups they attend is accurate.

b. Improve Group participation in Intergroup by energetic outreach to groups by personal, Add A Line, website and Facebook invitation with information on

Intergroup services, efficiency and accountability. A list of services was provided at Enclosure (6).

c. Improve Intergroup By-Laws and Procedures. Review and update By-Laws and Office Procedures to improve operations. Examples are adding Parliamentarian appointed by the Intergroup Chair and approved by voice vote of the members, adding responsibilities to the Finance and Archives Chairs and clarifying the missions of Intergroup and its committees to support the Districts and Groups.

d. Improve Intergroup business meeting effectiveness. Meetings in 2021 will be on first Saturday of month and until July all meetings will be on zoom. Meeting ID and password will be the same for all Intergroup business meetings. Zoom open at 9:30am and meeting start at 9:45am. Participants sign in with first name and last initial and Intergroup position. No introductions around room. Keep microphone to motion for approval. Committee chairs to email their monthly Committee reports to Intergroup Office, Chair and Vice Chair the Saturday prior to business meeting. Office to email the business meeting agenda the Tuesday prior to the meeting.

e. Offer fun, exciting and safe special events for fellowship and their families. Example is the upcoming Movie Event at the Ramallah in April.

10. The Intergroup Vice Chair reviewed COVID safety measures to be followed in the Intergroup Office (Enclosure 7) and his intent to work with Office staff to further improve operations and more frequent inventories.

11. The Intergroup Treasurer provided a summary of the Intergroup account balances as of November 30, 2020. The total checking/savings of \$14,739.45 (Enclosure 8) he report did not include the \$5400 (Comfirm amount) federal stimulus funds for staff salaries during the COVID shutdown. Those funds are waiting for federal guidance on how to return the funds.

12. The Intergroup Steering Committee Chair stated that Districts 1, 3 and 25 steering committee members are rotating off the committee and being replaced by new members submitted by the Districts. The next Steering Committee was to be at 5:30pm on January 26. The Steering Committee Chair and Parliamentarian will host a zoom training session for new Intergroup Representatives at 8:30am on February 6 before the next business meeting.

### 13. Old Business

a. The Special Events Chair briefed the draft plan for an Intergroup Movie Event at the Ramallah Club at 5pm on Sunday April 18. The Ramallah will allow use of the parking lot and inside restrooms and lobby for \$1000. He will ask the fellowship to choose the movie on a website in the February Add A Line. He will have detailed costs for the event at the next business meeting. Rosie M is the new Special Events Co-Chair.

b. The Phone Army Chair made a motion to amend the Intergroup Office Procedure "to accept donations and payment for literature and merchandise through Venmo and similar systems in addition to current system, PayPal" (Enclosure 9). She explained that there would be no cost to use the software, unlike Paypal which has a cost and there were privacy settings so the public could not access information on the user or receiver.

The motion passed with substantial unanimity and one dissent.

14. New business

a. The Treasurer made the motion seconded by the Grapevine Chair to change the By Laws to add a Parliamentarian with duties (Enclosure 10). The Acting Parliamentarian stated that the verbiage was slightly modified from the Area 14 Parliamentarian duties. The motion will be posted in the February Add A Line and voted on during the March business meeting.

b. The Treasurer and Finance Chair will coordinate changes to the By Laws to check writing signatures and Finance Chair duties for presentation to the Steering Committee in their January meeting. They will also discuss auditing of the financial books by an outside firm.

c. The Archives Chair made the motion seconded by the Grapevine Chair to change the By Laws to add duties to the Archives Committee (Enclosure 11). He stated that the Archives budget for 2021 included funds for displays and workshops but that travel in Florida would be a personal expense and the Committee would request additional funding if speaking at a National or International Convention. After discussion the Archives Chair rescinded his motion and submitted a revised motion (Enclosure 12) which includes "and other AA Archives activities". The motion will be posted in the February Add A Line and voted on during the March business meeting.

d. The Treasurer provided a proposed 2021 Intergroup Committees budget (Enclosure 13) and will present a full budget for approval to the next Steering Committee

meeting and then the Intergroup business meeting for approval.

15. Standing Committee Reports:

a. Accessibilities. The Chair plans to participate in the Area Assembly Accessibilities workshop and provide a report at the February business meeting.

b. Add A Line. The Chair discussed the January edition and requested articles for future editions be submitted not later than the 18th of the month unless you are the Intergroup Chair.

c. Archives. The Chair discussed transcribing the recent interview with Tom K, 40 years, and the article in the Add A Line regarding the beginning of AA in Florida in Jacksonville 80 years ago this week. The Archives Committee will meet by zoom at 1pm on January 4. He knows about the Archives posters in the Intergroup storage locker.

d. Archivist. The Archivist was not at the business meeting but he plans to start digitizing the Intergroup archives collection as soon as he can start working again in the office.

e. Corrections. The Corrections Committee met with the Jacksonville Police Department representative who advised that the County correction facilities were still not open to visitors and that orientation training was still not being conducted. The Police Department is allowing inmates to have pen pals with AA members.

f. Cooperation with the Professional Community/Public Information. The Chair was not at the business meeting to provide a report.

g. Finance. The Chair will coordinate with the Treasurer regarding her concern about the bookkeeping firm supporting the office financial operations also providing audit services.

h. Grapevine. The Chair will participate in the upcoming Area Assembly Grapevine Committee meeting and advise results at the next business meeting.

i. Phone Army. The Chair is still looking for volunteer for the 9pm to 9am shift on Saturday nights. The office will provide the Chair the list of new Intergroup representatives. Her next volunteer training will be at 3pm on January 16, 2021. She will provide zoom information.

j. Treatment Report. The Chair coordinated turnover with the Past Chair and will meet with the Committee at the next committee meeting.

k. Website. The Office is improving the website design and requesting input from Standing Committees on adding or improving their specific sections.

The Intergroup Chair requested all Committee Chairs submit their monthly report to the Chair, Vice Chair, Secretary and Parliamentarian no later than the weekend prior to the business meeting so the agenda for the meeting would be complete.

16. The Intergroup Chair said that the next business meeting would be at 9:45am February 6 with the same Zoom Meeting ID and Password. Zoom would open at 9:30am

17. The Vice-Chair stated that the Area Assembly would be from January 8 to 10, 2021 on zoom (Enclosure 14) and that weekly Area Service Workshops would be starting on January 13, 2021 (Enclosure 15). He stated

that the Florida State Convention would be from August 5 to 8, 2021 In Person and that more information would be provided at the next business meeting.

18. The Intergroup Chair asked the fellowship to pray for the full recovery of Jack G, former Intergroup Chair, who will undergo heart and kidney operations in the near future.

19. The Treasurer made a motion to close the meeting and the Chair led with the Lord's Prayer for those who wished to share.

Respectfully submitted,

Kevin Jr

NE Florida Intergroup Chair