

SUBJECT: NE FLORIDA INTERGROUP (IG) BUSINESS ZOOM MEETING MINUTES ON December 2, 2023

The chair called the meeting to order with a moment of silence followed by the long version of the Serenity Prayer and the AA Responsibility Statement. The chair read the Twelfth Step, Twelfth Tradition and Twelfth Concept.

Housekeeping: In person participants signed in on attendance sheet and zoom participants signed in with first name, last initial, position, and voting/non-voting/visitor. The meeting was recorded for administrative purposes. The recording will be deleted when the minutes are approved at the next IG business meeting.

There were 36 participants: 28 voting members and 8 non-voting participants.

| | | |
|--------------------------------------------------|---------------------------------------|---------------------------|
| Holly C, Chair (non-voting) | Anna I, Westconnett | Mayra V, Fiesta |
| Angie B, Secretary(non-voting) | Charlie M, IGR I am Responsible | Melissa D, Grapevine |
| Dan B, Vice Chair, Finance | Christopher G, Drop the Rock | Richard P., Westside |
| Walter S, Treasurer, Clean & Free | David S, Rule 62 | Stephanie I, PPG |
| Ashley R, Add A Line | Edward F, Salisbury Men's | Timothy F, Arlington |
| Doug S, Corrections | Frank M, Alt, Monday Night BBS | Tony C, Orange Park |
| Kevin G, Archives | John B., Men's Redeye | Tricia R, Women of YPG |
| Lil-lyn B, Chair CPC/PI, Women Enjoying Sobriety | Joyce V, Orange Park Stepsisters | Carl G, Visitor |
| Linda G, Special Events | Lisa D, Central Group | Kevin S, Fernandina Group |
| Paul F, Phone Army | MALCOLM O, GRACE OVERCOMERS | Luis M, High Noon Visitor |
| Rick D., Treatment Committee | Matthew W, From The Heart Men's Group | Roxanne G, PPG, Alternate |
| Alisha N, Jax | Mary D, This Too Shall Pass | Brent L., Visitor |

Secretary Report – Angie B

November meeting minutes were accepted with the following changes. Doug S. and Angie B's last names will be removed from the minutes and two attendees were inadvertently left off. Those will be corrected and forwarded to Ashley.

Chair Report – Holly C.

The first year of Holly's term has come to an end. She appreciates the positive feedback she has received, and she appreciates everyone's participation.

Vice-Chair/Office Report – Dan B

OFFICE STAFFING -The Intergroup office is fully staffed and running smoothly. Hours have been cut for part-time employees because it is slow in the office.

VOLUNTEERS – The IG Office is looking for volunteers who can be relied upon and are willing to work in the Intergroup office with the office staff. Volunteer slots are for shifts of 4 hours, but they will settle for 2 hours. Volunteers must have 6 months of sobriety. If you are interested, please contact Ashley at the Intergroup office to discuss available slots.

WHEN AND WHERE –Are being printed in the Intergroup office now. Currently reviewing another format to streamline for less pages and therefore less bulk. Meetings are being updated with each printing. There has not been a big demand. Treatment centers will be given a flash drive to print the publications when they request them. Flash drives have been ordered in the office.

POS CONVERSION – Shopify is fully integrated with QuickBooks. Procedures are being written for how the system works.

The office is looking into an inventory control feature with Shopify. QuickBooks had an inventory control feature.

Treasurer -Walter S

Account balances are \$11,731. Inventory is \$10,374. Prudent reserve is \$30,630.

AA World Services put out a notice on how they calculate their Prudent Reserve, which is 7-9 months of their operating budget.

Banquet Income and Expenses were reported with over \$10,000 profit.

Doug S. is the new Treasurer.

| ACCOUNT BALANCES October 31, 2023 | |
|------------------------------------------|--------------------|
| Checking/Savings | |
| 1021 · Cash - Regions Bank | \$11,610.73 |
| 1024 · Cash in Drawer | \$121.00 |
| Total Checking/Savings | \$11,731.73 |
| 1360 · Inventory | \$10,374.54 |
| 1400 · Prudent Reserve | |
| 1476 · Regions Bank 5982- CD #001 | \$10,000.00 |
| 1481 · Regions Bank 6794- CD #002 | \$10,540.62 |
| 1486 · Regions Bank - CD #003 | \$10,090.29 |
| Total 1400 · Prudent Reserve | \$30,630.91 |

| | Oct 23 | Jan - Oct 23 | Oct 22 | Jan - Oct 22 |
|-------------------------------------------------|------------------|-------------------|------------------|-------------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4000 - Contribution Income | | | | |
| 4002 - Groups | 4,436.09 | 55,815.37 | 4,573.88 | 54,845.40 |
| 4003 - Pink Can Contribution | 220.00 | 392.92 | 98.00 | 394.77 |
| 4005 - Faithful Five | 155.00 | 2,325.00 | 181.00 | 1,681.10 |
| 4006 - Birthdays | 44.00 | 108.00 | | 121.00 |
| 4007 - Other Contributions | 120.00 | 4,338.07 | 398.00 | 1,669.45 |
| Total 4000 - Contribution Income | 4,975.09 | 62,979.36 | 5,250.88 | 58,933.22 |
| 4020 - Retail Income | 2,952.17 | 47,043.63 | 2,834.92 | 40,307.88 |
| 4060 - Income - Special Events | | | | |
| 4062 - Banquet | 5,400.00 | 8,360.00 | 72.00 | 9,000.00 |
| Total 4060 - Income - Special Events | 5,400.00 | 8,360.00 | 7,799.00 | 16,727.00 |
| Total Income | 13,327.26 | 118,382.99 | 15,884.80 | 116,036.10 |
| Cost of Goods Sold | | | | |
| 4510 - Cost of Retail Sales | 997.19 | 34,803.36 | 1,774.58 | 28,976.88 |
| 5001 - Cost of Revenues - Other | | | | |
| 4550 - Cost of Event - Spring Picnic | | 1,118.69 | | |
| 4540 - Cost of Event - Banquet Expense | 8,383.82 | 8,383.82 | 6,457.72 | 8,812.72 |
| 5215 - IG Business Meeting Expense | | 195.29 | | 258.43 |
| 5195 - CC Fees | 325.01 | 1,721.55 | 145.73 | 1,567.67 |
| 5290 - IG Breakfast Expense | | 29.36 | | 61.00 |
| 59900 - POS Inventory Adjustments | | -560.40 | 3.02 | 648.67 |
| Total 5001 - Cost of Revenues - Other | 8,708.83 | 10,888.31 | 6,600.43 | 11,348.49 |
| Total COGS | 9,706.02 | 45,691.67 | 8,375.01 | 40,325.37 |
| Gross Profit | 3,621.24 | 72,691.32 | 7,509.79 | 75,710.73 |
| Expense | | | | |
| 60000 - Salaries and Benefits | | | | |
| Total 60000 - Salaries and Benefits | 2,780.00 | 33,909.30 | 2,158.37 | 24,243.18 |
| 61000 - Office Expense | | | | |
| Total 61000 - Office Expense | 1,061.87 | 11,187.53 | 1,105.92 | 13,299.20 |
| 62000 - Facilities and maintenance | | | | |
| Total 62000 - Facilities and maintenance | 1,367.40 | 16,219.42 | 1,944.14 | 15,336.96 |
| 55000 - Committees Expense | | | | |
| Total 55000 - Committees Expense | 409.94 | 9,802.37 | 1,664.21 | 10,688.21 |
| 70900 - Business Expenses | | | | |
| Total 70900 - Business Expenses | 15.13 | 251.99 | 15.13 | 212.12 |
| 62100 - Contract Services | | | | |
| Total 62100 - Contract Services | 300.00 | 3,000.00 | 300.00 | 3,000.00 |
| 65000 - Operations | | | | |
| Total 65000 - Operations | | 67.92 | | |
| 65100 - Other Expenses | | | | |
| Total 65100 - Other Expenses | 22.40 | 206.89 | 10.55 | 91.77 |
| Total Expense | 5,958.74 | 74,645.42 | 7,198.32 | 73,905.64 |
| Net Ordinary Income | 2,335.50 | 1,954.10 | 311.47 | 1,805.09 |
| Other Income/Expense | | | | |
| Other Income | | | | |
| 73000 - Miscellaneous Income | | | | |
| 73050 - Interest Income | | 3.35 | 1.33 | 9.07 |
| 6310 - Sales Tax Collection Allowance | 8.62 | 72.51 | 7.94 | 65.07 |
| Total 73000 - Miscellaneous Income | 8.62 | 75.86 | 9.27 | 74.14 |
| Net Other Income | 8.62 | 75.86 | 9.27 | 74.14 |
| Net Income | 2,326.88 | 1,878.24 | 320.74 | 1,879.23 |

Steering Committee – Vacant

There was no Steering Committee report. No meeting was held due to lack of participation. Dan B. reported that there has been no Steering Committee quorum for 6 months. He has made decisions regarding operating the Intergroup office. We need a new Steering Committee Chair and a representative from each district. We need a representative for District 3,4, 6, 24, and 25. Bob with the Kiss Group from Fernandina agreed to represent District 4. He will reach out to his DCM.

Committee Reports:

Accessibilities – Gene M

Gene was not present, and no report was provided.

Add-A-Line – Ashley R

The Riverside home group history was added in this month's AAL.

Requesting groups to share any events that they would like to be posted in the AAL. Please submit AA birthdays by the 15th of every month.

Archives – Kevin Jr.

The Committee will meet hybrid at noon today December 2 at the IG office. The next committee meeting will be hybrid at noon January 6, 2024.

Biannual Southern States AA Service Assembly (SSAASA) November 17-19 in Orlando Fl. Christopher G and Kevin Jr participated in the Assembly with over 300 attendees from the throughout the SE United States Kevin Jr. The Archives Workshop was cochaired by the Past Area 14 Delegate/ Archivist and current Area 14 Archives Chair. Topics included what to keep in a group/district/Intergroup archives, document protection, group histories and old timer interviews. A copy of the Area 14 History which includes early boundary maps and beginnings of the seven districts in NE Florida was requested for posting on the Intergroup website and in the NEFL Add A Line. Shared our experience with the Otter transcription system used during old timer interviews as well as publishing group histories and old timer interviews on the Intergroup website and in the Add A Line. No other Districts are currently publishing their histories or interviews. The next SSAASA will be held in December 2025 in Arlington Virginia near Dulles International Airport.

Old Timer Interviews. Charley M is preparing an article from the transcript for Sue G approval to post on the IG website and publish in the Add A Line. Charlie M to interview Tom W. Please contact the Committee if you want to interview any Old Timer with at least 40 years sobriety.

Group Histories: The December Add A Line highlights the Riverview Study Group first started in July 1972 as the Trout River Group in District 4. Its early meetings were integrated with alcoholics at all strata of society. at the St James Lutheran Church on Riverview Street. Because it was getting bigger, and the church had commitments to other community organizations, it changed its name to the Riverview Study Group and moved to its current location in the Northside Club at 7944 N Smyrna

Street in October 1974. The meeting place was originally a two-bedroom single family cottage. See me or Ashley if you want to review the Group Histories we have in NE Florida. If you do not see the history of your group in the binder, please take a blank group history form to complete with your old timers and take pictures of the outside of the meeting location and the meeting room without people. and give them to the office for us to put in a one-page format for the binder and the IG website.

6th Florida AA Archives Workshop: The Committee is chairing the planning team with Areas 1, 14 and 15 for the 6th Florida AA Archives Workshop to be held on February 17, 2024, in Winter Park, We will have presentations from the Archives of Stepping Stones and Dr Bob's House Please join us.

67th Florida State Convention: The Committee is hosting the Archives Room for the 67th Florida State Convention. Will have several zoom workshops, displays and old AA movies. Please join our planning team.

IG Archivist: The Committee is still working to fill the Archivist position.

CPC/PI – Lillyn B.

The chair will be attending a two day “2nd Annual CPC & PI Conference” on ZOOM. The flyer is attached. How timely; since what was learned @ SSAASA was that there is so much more for this chair to learn.

Christmas “wish list:”

1. Recruit a Co-Chair.
2. Find a Service Sponsor with CPC/PI experience.
3. Directly ask people to help; like our responsibility statement teaches: “the hand of AA...”
4. Network with other CPC/PI Chairs

Corrections – Doug S, Rosie M

An Orientation schedule will be provided in January. The Pretrial Detention Center and Matrix are going well. Please contact Doug and Rosie if interested in taking meetings into the jails. Volunteers are needed.

Finance – Dan B.

The Finance Committee did not meet in November. The October bank reconciliation and financial statements were emailed to the Committee members. There were no unusual items noted in the bank statement or financials by Committee members. The October Group contributions were comparable to the prior year. Year to Date (YTD), Group contributions were \$4000 greater than the prior year. Cash balance as of 10/31/23 was \$11,731. This balance is adequate for the operation of the IG office to cover operating costs and committee expenses. Cash balance as of 11/30/23 was \$14,910. The bank has been reconciled through 10/20/23. This increase in cash position is the result of a very successful Fall Banquet.

New Business

Committee Budgets – 2024 Proposals were given to the Steering Committee for review.

The Prudent Reserves will be presented to the Steering Committee for review.

Grapevine – Melissa

The new App came out for Grapevine for a monthly fee of \$2.99/month. You can download the App from the App store. AA Grapevine Podcast is available at AAGrapevine.org and there is a new Podcast uploaded every Monday. Grapevine is running a sale of 25% off merchandise.

Phone Army – Paul F

Phone Army has 29 members who answer the phone when the Intergroup Office is closed (Weekdays 5 p.m. to 9 a.m. the following day and weekends 24 hours).

There are also 21 members who are ready to back up any of the members who are not able to fulfill their commitments.

The Phone Army desperately needs more members added to the 12 Step List. This includes men, women, LGBTQIA+ and Young People. Please pass this word onto your groups.

Special Events – Holly

The Banquet was successful. The financials were discussed. The Fall Banquet resulted in \$10,679.82 profit. Next year's banquet will be November 9, 2024.

The Masquerade Ball will remain under District 30.

Treatment – Rick D.

Call Rick if any Home Groups are interested in taking meetings into Treatment Centers. Rick picked up books he ordered for Treatment Centers. He is awaiting pamphlet orders.

Website Committee – Ashley R

The Website is being maintained daily. Ashley is creating an easier way for users to navigate the webpage and find updated meetings, volunteer opportunities, and find contact information.

Old Business

When and Where – there was a request from Arlington Group that the body vote to either reprint the old style When and Where or continue to produce them in the Intergroup Office. Tim, Arlington Group, will make a motion to take a vote to the body after Walter is finished with a new prototype that is in a spreadsheet format so that all options can be considered. Walter should have his prototype ready in time for the January Business meeting.

Need Archivist and Steering Committee Chair.

New Business

Linda G. suggested a possible new business card. She had a two-sided business card that she presented. Holly suggested that the business card be taken back to the groups and then there will be a vote on it next month.

Ramallah Club rent will go up from \$1800 to \$2750 in 2024. Kim S. and Andrea H. have been appointed as the new Special Event Committee Chairs. Holly will take a vote at the next meeting.

Walter S. submitted a motion to change the Business meeting dates to the second Saturday of the month due to conflicting events on the first Saturday of the month. The following meetings would be changed to the second Saturday: January 13th, March 9th, April 13th, July 13th, and August 10th. A motion was made and carried for the January Business Meeting only. The remaining meetings will be voted on at the next meeting because many people left the meeting before it ended.

Mary, Winners Group, has asked us to make a speakers exchange.

The Masquerade Ball to be self-supporting under District 30. There was a motion so that District 30 could keep the money that was generated as seed money for their annual event. The motion was carried unanimously.

Holly created a Workshop Committee and appointed Christopher G. as chair.

Upcoming Events - Please See Flyers

Christmas Eve, Christmas Day and New Years Eve Marathon Meeting – San Marco Club

1/3/24- Archives Roundtable (1st Wed of every month, Zoom)

1/26/24- Southern States Women's Conf. (Jax 1/26 – 1/28)

2-8-24 – 60th International Women's Conference (Zoom)

2-17-24 – 6th Florida AA Archives Workshop (Winter Park, FL)

3/1/24 – Big Book Comes Alive (Jax 3/1 – 3/2)

Chair: NON-AA ANNOUNCEMENTS

The meeting adjourned with the Lord's Prayer.

Next Business meeting:

Saturday, January 13, 2023, at 9:00am in person and on Zoom

Fellowship at 8:30 with refreshments.

ZOOM ID: 870 4750 2345, PWD: 314187

Joining in person is highly encouraged.

Respectfully submitted by Angie B.