

**SUBJECT: NE FLORIDA INTERGROUP (IG) BUSINESS ZOOM MEETING MINUTES ON February 3, 2024**

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 Second Step, Tradition and 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 30 participants: 25 voting members and 5 non-voting participants.

Dan B, Vice Chair, Finance	Brent L., Slow Down	Renee B, LoveNAction
Doug S, Corrections Committee, Treasurer	Christina V, Orange Park Stepsisters	Richard P., Westside
Walter S, Clean & Free	Jill J, Fiesta	Shan C, Jax Bch YPG
Angie B, Secretary(non-voting)	John B., Mens Redeye	Stephanie I, PPG
Ashley R, Add A Line	MALCOLM O, GRACE OVERCOMERS	Tricia R, Women of YPG
Gene M, Accessibilities	Margaret H., Women Enjoying Sobriety	Rich G. Alt for Fernandina
Kevin G, Archives	Mary D, This Too Shall Pass	Harley J., Visitor
Lil-lyn B, Chair CPC/PI, Women Enjoying Sobriety	Matthew O, Free Thinkers Group	Lisa D, Central Group
Linda G, Special Events	Nuwo, Fernandina	Roxanne G, PPG, Alternate
Paul C, Steering Committee Chair, Trout River	Randy O, Phoenix Men's	Bob F. KIS Group

**Secretary Report – Angie B**

The Meeting Minutes from Dec and January were reviewed, and revisions were requested. The Secretary will make the necessary changes and provide updated copies to the IG office.

**Chair Report – Holly C.**

Dan B. chaired the meeting as Holly was on vacation.

**Vice-Chair/Office Report – Dan B**

OFFICE STAFFING -The Intergroup office is fully staffed and running smoothly. The office is however, looking for a paid part time employee to fill a vacancy in that position.

VOLUNTEERS – The IG Office is still 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

consider 2 hour slots if necessary. Volunteers are required to have 6 months of sobriety. If anyone is interested, call or come by the Intergroup office to discuss available slots with Ashley R .

WHEN AND WHERE –Are being printed in the Intergroup office. The IG office continues to review a more streamlined W&W, which would be less pages and therefore less balky.

The IG office continues to actively update Group meetings and updating the printed When & Where's. The Groups are asked to work with the IG office to insure Group meetings are properly represented in the current When & Where.

Back Office Procedure Manual - Being updated to fully address the new accounting and bookkeeping procedures regarding Shopify accounting procedures.

**Treasurer – Doug S.**

Dan B. gave the report for Doug S. The cash position is the result of a successful Fall Banquet.

Inventory is at a good level. The Prudent reserve is \$30,630.

Dan explained the Financial Statements are comparable to prior year.

Financially we are in good shape.

ACCOUNT BALANCES December 31, 2023	
<b>Checking/Savings</b>	
1021 · Cash - Regions Bank	\$13,580.52
1024 · Cash in Drawer	\$100.00
<b>Total Checking/Savings</b>	<b>\$13,680.52</b>
1360 · Inventory	\$11,067.76
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
<b>Total 1400 · Prudent Reserve</b>	<b>\$30,630.91</b>

	Dec 23	Jan - Dec 23	Dec 22	Jan - Dec 22
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 - Contribution Income				
4002 - Groups	5,220.24	64,613.90	3,275.42	61,878.86
4003 - Pink Can Contribution	50.60	443.52	43.00	437.77
4005 - Faithful Five	259.96	3,004.96	60.00	1,956.10
4006 - Birthdays		206.00	43.00	164.00
4007 - Other Contributions	783.36	4,731.43	34.72	1,738.17
<b>Total 4000 - Contribution Income</b>	<b>6,314.16</b>	<b>73,001.81</b>	<b>3,485.14</b>	<b>66,425.40</b>
4020 - Retail Income	3,792.61	54,974.97	4,237.12	47,041.84
4060 - Income - Special Events				
4062 - Banquet		10,000.00		9,000.00
4065 - Cake Auction		8,900.00		6,775.00
4067 - Raffle Tickets		880.00		952.00
<b>Total 4060 - Income - Special Events</b>		<b>19,780.00</b>		<b>16,727.00</b>
<b>Total Income</b>	<b>10,106.77</b>	<b>147,756.78</b>	<b>7,736.26</b>	<b>130,276.24</b>
<b>Cost of Goods Sold</b>				
4510 - Cost of Retail Sales	1,510.72	39,615.05	1,726.81	32,363.11
5001 - Cost of Revenues - Other				
4550 - Cost of Event - Spring Picnic		1,118.69		
4540 - Cost of Event - Banquet Expense		9,525.72		
5215 - IG Business Meeting Expense		195.29	27.65	322.64
5195 - CC Fees	160.78	2,272.38	107.08	1,923.43
5290 - IG Breakfast Expense		29.36		61.00
59900 - POS Inventory Adjustments	234.50	325.90	822.80	1,562.89
<b>Total 5001 - Cost of Revenues - Other</b>	<b>395.28</b>	<b>12,815.54</b>	<b>957.53</b>	<b>12,682.68</b>
<b>Total COGS</b>	<b>1,906.00</b>	<b>52,430.59</b>	<b>2,684.34</b>	<b>45,045.79</b>
<b>Gross Profit</b>	<b>8,200.77</b>	<b>95,326.19</b>	<b>5,051.92</b>	<b>85,230.45</b>
<b>Expense</b>				
60000 - Salaries and Benefits				
<b>Total 60000 - Salaries and Benefits</b>	<b>5,259.01</b>	<b>42,416.00</b>	<b>3,086.72</b>	<b>29,631.52</b>
61000 - Office Expense				
<b>Total 61000 - Office Expense</b>	<b>1,219.86</b>	<b>15,147.16</b>	<b>1,489.51</b>	<b>15,670.00</b>
62000 - Facilities and maintenance				
<b>Total 62000 - Facilities and maintenance</b>	<b>1,252.53</b>	<b>18,873.00</b>	<b>1,260.82</b>	<b>17,896.56</b>
6300 - When & Where Cost		1,244.28		
55000 - Committees Expense				
<b>Total 55000 - Committees Expense</b>	<b>1,144.87</b>	<b>11,752.62</b>	<b>1,834.70</b>	<b>13,028.47</b>
70900 - Business Expenses				
<b>Total 70900 - Business Expenses</b>	<b>15.13</b>	<b>282.25</b>	<b>90.63</b>	<b>317.88</b>
62100 - Contract Services				
<b>Total 62100 - Contract Services</b>	<b>300.00</b>	<b>3,600.00</b>	<b>579.00</b>	<b>3,879.00</b>
65100 - Other Expenses				
<b>Total 65100 - Other Expenses</b>	<b>20.00</b>	<b>246.89</b>	<b>8.00</b>	<b>107.77</b>
<b>Total Expense</b>	<b>9,211.40</b>	<b>93,562.20</b>	<b>8,349.38</b>	<b>87,565.40</b>
<b>Net Ordinary Income</b>	<b>1,010.63</b>	<b>1,763.99</b>	<b>3,297.46</b>	<b>2,334.95</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
73000 - Miscellaneous Income				
73050 - Interest Income		3.35	1.78	11.62
6310 - Sales Tax Collection Allowance	7.70	85.77	5.24	74.44
<b>Total 73000 - Miscellaneous Income</b>	<b>7.70</b>	<b>89.12</b>	<b>7.02</b>	<b>86.06</b>
<b>Total Other Income</b>	<b>7.70</b>	<b>89.12</b>	<b>7.02</b>	<b>86.06</b>
<b>Net Other Income</b>	<b>7.70</b>	<b>89.12</b>	<b>7.02</b>	<b>86.06</b>
<b>Net Income</b>	<b>1,002.93</b>	<b>1,853.11</b>	<b>3,290.44</b>	<b>2,248.89</b>

## **Steering Committee – Paul C**

Staff pay raises for the IG office were approved. Budgets were approved for Committees as well as the 2024 Holiday Schedule. There was a recommendation for the Corrections Committee to purchase the 164-page version of the small and large print Big Books for the jails.

## **Committee Reports:**

### **Accessibilities – Gene M**

Gene introduced the Accessibilities Liason, Harley J.

### **Add-A-Line – Ashley R**

The Eastside 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 15<sup>th</sup> of every month.

### **Archives – Kevin Jr.**

#### **\* Old Timer Interviews:**

Chris G to interview Erica X 50 years sobriety District 30. Charlie M to interview Tom W, 39 years Sobriety, District 1.

Members are invited to interview Old Timers in their groups using a list of questions recommended by GSO. Archives Committee will record and transcribe the interview for interviewer/Old Timer review.

#### **\* Group Histories:**

The Eastside Group was founded in January 1975 and was an offshoot of the Alexis Group. Members are requested to check the history book on the counter at the business meeting and on the Intergroup website under the Intergroup/Committees/Archives tabs and submit their group history and pictures outside and inside without people to the Committee.

#### **\* Archives Display Cases in Intergroup office**

Material in the cabinets is being updated. We welcome members contributing historical books/pictures and other material relevant to AA history in North Florida.

#### **\* Florida AA Archives workshop in Winter Park**

Workshop is on 17 February 2024. All are invited to join us. The Archivists for Stepping Stones and Dr Bob's House will be presenters.

#### **\* 67th Florida AA State Convention**

The Convention will be held at the Hyatt Hotel in Jacksonville from 1-4 August 2024. The Archives Committee will co-chair a large Archives Display Room and a Founders Movie Room with Area 14 Archives

#### **\* Founders Day in Akron, Ohio**

Christopher G will participate on June 10, 2024

**\* National AA Archives Workshop in Des Moines, Iowa**

Kevin Jr will participate 26-29 September 2024

**\*Next Zoom Committee Meeting on 24 February**

Please join us on zoom at noon on 24 February (the fourth Saturday of the month) ID 880 9091 9993  
PW Bill&Bob

**CPC/PI – Lillyn B.**

Happy to report having new volunteers; 4, who have been given pamphlets to begin passing out. All feel most comfortable with Dr's offices being first. They have also been given a letter of introduction and most recently a new pamphlet created by the PICPC Working Group in CA this chair attended on ZOOM most months last year.

The "Health and Wellness" Dept at UNF had a pamphlet rack in the Fitness Center. There were a variety of causes represented, one on "Prescription Drug Addiction" stood out! Permission was granted to provide AA pamphlets for consideration, of which 6 were offered. Waiting now for a decision.

Attended District 25's new Workshop Series which was kicked off with Lori, the Area 14 Alt Delegate presenting the "Safety Pamphlet." There were many interesting "real life" scenarios discussed and then presented by the small groups to the whole. Jake, DCM, agrees to suggest "How to Sponsor Your Dr." by the CPC/PI Committee as one of the Workshops this year. Waiting to hear back from him also.

**Corrections – Doug S., Rosie M.**

The Committee is waiting for an Orientation Schedule from JSO. Volunteers must be fingerprinted and go through orientation.

There has been a recent order for literature.

**Finance – Dan B.**

The Finance Committee did not meet in January. The December bank statement and reconciliation was emailed to the Committee members. The December financial statements were emailed to the Committee for their review and comments.

There were no unusual items noted in the bank statement or financials by Committee members.

Old Business/Finance Committee Comments:

1. Group contributions - The December Group contributions were \$1800 over the prior year. Year to Date Group contributions were \$2600 greater as compared to the prior year.
2. Cash balance as of 12/31/2023 was \$13,680. This cash balance is adequate for the operation of the IG Office to cover operating costs and committee expenses.
3. Cash balance as of 01/31/2024 was \$12,871. The bank has been reconciled through 01/19/2024. This cash position is the result of a very successful Fall Banquet and a special \$10,000 Group contribution in 2023.

New Business:

2024 – The Committee has received and is reviewing the following:

1. Prudent Reserve- Sent to Steering Committee for their review at the January meeting
2. Committee Budgets-Sent to Steering Committee for their review at the January meeting

### **Grapevine – Melissa**

Melissa was not present but submitted a joke for the meeting.

Grapevine is running a special for those already subscribed. For an extra \$10, you can access the website as well as the app.

### **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.

### **Special Events – Holly /Linda G.**

Linda G gave the report. 3/16 or 3/23 has been determined to be date for Spring Picnic. No venue has been chosen.

Holly and Linda G. are still planning the Spring event but the new chairs, Kim S. and Andrea H., will be doing all the planning for the Fall banquet.

### **Treatment – Rick D.**

Rick D. wasn't present but submitted this report:

Available commitment for Group : Gateway Detox Mon 8pm. If interested, please contact Rick D. His number can be found in the Add A Line.

River Region has been shut down.

I need to coordinate with intergroup to see if the pamphlets/pamphlet racks have come in.

What is the new budget for Treatment Committee?

### **Website Committee – Ashley R.**

The Website is being maintained daily.

### **Workshop Committee – Christopher G.**

Northeast Florida Intergroup Workshop Committee meets on the 3rd Wednesday of each month on Zoom at 6pm; Zoom ID: 830 4651 0891 Password: DTR30d. Our next meeting will be 2/21/24.

This is a brand new committee and needs support. Come join us!

Budget requested for 2024 was \$1200.00, awaiting word back if approved. Secretary is needed for

this committee. A Treasurer and Site Coordinator were voted in at the January meeting.

We currently have 2 events planned so far in 2024:

"I Heard at a Meeting: Big Book VS. Meeting Rhetoric" Workshop: February 10th, 2024, 2pm - 4pm. JABA Club (3645 Spring Park Rd, Jacksonville, FL 32207) is the location. Snacks will be served, coffee purchased from coffee bar. 50/50 to be done, with half going to the winner and half to Jaba, basket is passed

"Home Group" Workshop: April 27th, 2024, 2:00pm – 4:30pm. JABA Club (3645 Spring Park Rd, Jacksonville, FL 32207) is the location. Past Trustee Billy N. has agreed to come to Jacksonville and speak, he does a fantastic talk about the importance of the Home Group, and this will be the topic. Snacks will be served, coffee purchased from coffee bar. Committee is considering doing a light food as well. To be discussed at a future committee meeting. 50/50 to be done, with half going to the winner and half to Jaba, basket is passed

Committee members were presented with 10 additional workshop topics and will return at a later meeting and resume planning.

### **Old Business**

When and Where's: Tabled. Holly was to present a proposed spreadsheet type of meeting guide. We'll table this until next month. Holly sends her apologies.

Reminder: Business Meeting Date changes: It was voted on last month and the following Business Meeting dates were changed: March 9th July 13th April 13th August 10t

### **New Business**

Available time slots for the Hospitality Room for the 67<sup>th</sup> Annual FL State Convention were discussed.

### **Upcoming Events - Please See Flyers**

2-8-24 – 60<sup>th</sup> International Women's Conference (Zoom)

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

2-25-24 - Plain Language Big Book Info Session (Zoom)

3-01-24 – Big Book Comes Alive (Jax 3/1 – 3/2)

3-09-24 – Drop the Rock: The Ripple Effect Workshop

4-27-24 – Importance of a Home Group Workshop (@JABA)

8-01-24 – 67<sup>th</sup> FI State Convention (Jax) – please register!

**Chair: NON-AA ANNOUNCEMENTS**

The meeting adjourned with the Lord's Prayer.

**Next Business meeting:**

**Saturday, April 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.**