

Advisory Group Meeting 4/26/20

Laura opened the meeting.

Announced that chat was disabled to decrease distractions for documentation purposes.

Meeting turned over to Pat.

Acknowledged a quorum.

Last week's minutes posted on the website.

Pat asked if anyone had looked at the minutes from last meeting?

Laura reviewed the minutes: most of what was discussed were paying the bills, taxes were signed and going out, getting Word on the laptop was done, we agreed to record the meeting, we talked about moving the Advisory board to 4:30 but no need to do that right now until we are back in the meeting room

Motion to accept the secretary's minutes as they are (Dan/Alice 2nd) passed.

Treasurer's report (Dan)

Feb and March Copies have been emailed to everybody (this will also be posted in the website) Lauren did not receive, Dan will e-mail out. Helen's email clarified.

Current situation:

Ended month of March with \$5700 in checking (operating) account
Plus a \$2000 prudent reserve

That is roughly \$200 less than we had on this date last year.

Very solid position.

A \$700 deposit made April 1 (for March)

Financially we're doing OK.

There hasn't been a huge drop in revenue coming into April

Rene said sales of coins in literature has dropped but that's not an area that typically provides revenue for intergroup and we usually break even on those transactions.

April contributions are reasonable at this point.

March ran at a \$200 deficit

February, \$575 profit

Our operating expenses are roughly \$2000 a month (payroll, rent, telephone, advertising... usual costs without any books or literature) hence \$2000 prudent reserve=one month

We have roughly 2 1/2 months in our checking account.

April - we appear to be weathering the coronavirus well

Laura: " Are people contributing directly to intergroup?"

A: none in Feb/March. Some coming in now

Motion to accept Dan's report (Laura/Lauren 2nd)

Renee's financial report

February:

Books and literature: \$1275.05

Coins and literature: \$650.85

Total: \$1925.90

Contributions: \$1788.89

March:

Books and literature: \$375

Miscellaneous: \$749.60

Total: \$1124.65

Contributions: \$1775.97

Total deposits: \$2962

March wasn't deposited on the 31st because the bank closed early that day so it was deposited until April 1.

Scott stepped down from working on Fridays in the office to save the intergroup some money. He is available though, to come on weekends if a group calls ahead of time (BEFORE Friday).

Renee is working remotely and also going into the office, some things she can't do from home. I've been busier than ever!

Motion to accept the report (Lauren/Laura R. 2nd), passed

Old business

Not moving to 4:30 now while remote - will revisit when back to normal.
Lynelle will be voting no

Renee: website has PayPal set up so people can contribute online, click on contribution tab.

Contributions can now be made by sending a check by mail, through the office in person, online via credit or debit card or PayPal

Groups can get their own debit cards, so as to not use personal accounts.

Alice: Not a good practice for Renee to write her own reimbursement and paychecks. Treasurers should be writing these.

Dan and Pat will become signers on account this week.

Questions re: closing the office on Fridays, phones are forwarded, further discussion on office below

Frank brought up that people who work normal business hours cannot come to the office. Suggested perhaps opening on Saturday instead of Fridays

Proposing Two options:

1. Closed on Fridays and open on Saturdays (same budget)
2. Add a first and third Saturday (small budget increase)

Renee will talk to Scott and see what his availability is, he may be available to come on an as needed basis on Sat.

Close with serenity prayer

IGR Business Meeting 4/26/20

Laura opened meeting:

Welcome. Meeting is being recorded for recording purposes. Chat disabled. Muted everyone. Raise your hand to be called on. Turn meeting over to Pat

Pat: Serenity prayer

Contact Pat or Renee with any new contact information. We are signing you in as you join meeting

We have a quorum 10 IGR's

Read Tradition Four:

Each group should be autonomous except in matters affecting other groups or AA as a whole.

Concept Four:

At all responsible levels a traditional "Right of Participation", taking care that each classification or group of our world servants shall be allowed a voting representation in reasonable proportion to the responsibility that each must discharge.

Next meeting in May:

Mike Volunteered for fifth tradition and Carrie for concept five.

Secretary's Report: Laura

Minutes can be viewed on the web site.

Any amendments to Feb secretary's report? No

Motion to accept secretary's minutes as recorded (Alice/Barry 2nd), passed

Treasurer's report (Dan)

February and March financial statements have been sent to the group. Will be posted on the website.

At the end of March:

\$5700 in checking account(operating acct)

Plus a \$2000 prudent reserve.

Comparing with March 31 of last year, where there was \$5900

\$200 less than our operating account then this time last year.

Contributions in the month of February \$1700, as opposed to \$1400 in Feb of 17

In March they were \$1775 in contributions, the last two months have been steady.

Sales of coins and literature were down in March as it's been harder for people to get in.

Intergroup doesn't make any money on coins in literature. We break even there as they are sold at cost.

We rely on contributions from groups to pay the rent and those have been steady so far.

A \$700 deposit was made on April 1, for March.

As a whole, financially we are in good shape.

Our operating expenses, including payroll for Renee and Scott, telephone, advertising, office expense, etc., is roughly \$2000 a month. That is what our prudent reserve is set at.

It doesn't appear that the coronavirus is having a huge financial strain on the intergroup at this point.

Lauren: Will there be introductions?

A: (See participant list)

Do we have a quorum? Yes

Motion to accept Dan's report (Laura/Alice 2nd)

Chair report:

Office is doing well. communicating with Renee
Can now contribute online, coigaa.org/contributions

Helen's report:

Did not make it to the last district meeting, so not much to report. Sorry.

Host committee for the area assembly is going to meet for the first time this coming week

Delegates meeting at 10am on May 2 (Bonnie sent out an email)
Information will be sent out to everybody.

Insert Carrie: It is not really a delegate meeting. General service conference this year, there's agenda items and if anyone is interested in what those agenda items are contact me. You do want to make sure your delegate gets your opinion on those items, I would show up at 10 o'clock that day and that's when your delegate would take all of your opinions and comments.

Renee:

Office is busy taking calls and getting people set up for online meetings.

Call or email if you need coins or literature. We will arrange payment and pick up outside the office including weekends.

Due to COVID-19, the office is shut down for visitors.

We also have AA members in Bend available for purchasing literature.

For newcomers, contact the office, we will make a big book available to them, including delivery.

Renee's financial report :

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Barry: Is there any indication with the hotline or the office that we are reaching newcomers in the last month or two, especially with Covid, are folks reaching out to AA, trying to get sober any more so or less so, just curious?

(A) Hotline coordinator: not seeing any upswings. Matter of fact, call volume is down a little.

Renee: I have had a number of newcomers wanting to connect to the online meetings. Sending emails and big books

The motion to accept Renee's report (Molly/Jerry)
Accepted as is.

Today's business: Ad Hock committee report and the edits that were done.

Alice:
Thank members that worked on Bylaws and Job descriptions - Pat Renee Helen Lauren Louise Jenna Maura Frank, so dedicated and knowledgeable!

March 3, reviewed job descriptions and suggested changes from the group before us. And the bylaws as well, we worked on aligning job descriptions with bylaws.

Edits were suggested mainly to remove confusion and to clarify more detailed expectations for these positions. We all agreed it best to keep barriers to service at a minimum so some of the discussions about changing or putting boundaries on things just ended up becoming a barrier. Agree that the job descriptions are meant to be more detailed than the general descriptions listed in the bylaws because this is customary. Meet a second time, last chance to meet with a blended face-to-face. Maura and Lauren were not able to be present but submitted suggestions and concerns. After lengthy discussion, we took a group conscience to

recommend that we do not feel that the bylaws themselves need to be amended or re-drafted at this time. Final edits were managed via email. Committee met and agreed on them. Submitted to intergroup for review.

Molly: Are you waiting for feedback from intergroup rep's by any certain time? What are the next steps for this?

(A) The goal is for us to revisit any questions or concerns at the May meeting.

Will send to Barry

New business:

Committee chair reports

Newsletter (Molly)

Soliciting Tips, feedback, stories for how you are surviving and thriving and are you doing well during this isolation period?

Send to coigaa.org

May be special issue, if not, special section in the next newsletter on June 1

Entertainment : not present, we do not have an entertainment chair at this time.

Maura schedules chair:

Meeting schedules have been printed April-July 2020, we cut back on our quantity D/T suspended meetings. We did cover the district needs.

Is Madras IGR here? NO: need to contact for meeting schedule (Scott)

VERY IMPORTANT FOR IGR's to take back to their meetings, to get information to me directly.

Example. I had conflict of information for two meetings

Supposedly meeting at the same time, at the same church, on the same day. I could not add the new meeting being requested as I was not able to get contact information from the office.

Please contact Maura directly for changes or additions by paper, e-mail or telephone so that she can ask questions and get the information she needs, she is not requiring the paperwork necessarily.

Website (Barry):

Added zoom meeting section

Keeping info on home page

Info on managing zoom meetings/best practices

Logging in to zoom meetings

Helen: thanks Barry for his hard work and updates

(everyone clapping)

Maura: thanks Barry, for having this information available to all of us.
People outside the area and across the country come to our meetings.
Kudos.

Hotline (Dan):

Created newsletter for Hotline volunteers
Directing people to website now
Fully staffed

WFS - Our new members dropping off
Early risers - several newcomers

Laura: 12 step list?

(A) Has been cleaned up and sent out to Hotline - as accurate as it can
be now.

Alice : haven't gotten this
Will send out

Barry: which meetings are happening aside from online? Only secretly

Milton: Al Anon

No update because of Covid19

Meetings are not listed on the website because we do not have a website, but Oregon does have a web page

Available through IGR

Newcomers can get info from hotline as well

Motion to end meeting (Laura/2nd Dan)

Closed with the Serenity Prayer