

# Alcoholics Anonymous Josephine County Intergroup

## June 15, 2023 - Meeting Minutes DRAFT

Present: Suzanne, Chrissy, Suzanne, Kelly, Alvin, Dallas, Amber, Jeri

Suzanne opened the meeting at with a moment of silence followed by the Serenity Prayer at 7:02 p.m.

### Kelly G – Secretary’s Report:

Kelly distributed the minutes for May 17, 2023 business meeting via email prior to the meeting for all to review. Dallas made a motion to accept the minutes as submitted. Jeri seconded. Passed unanimously. Kelly resigning after this meeting. Kelly to add Chrissy, Amber and Jeri to the Intergroup contact list that can be found here, [https://docs.google.com/spreadsheets/d/16mEb7h1w32z\\_-Kxkze3iwdyBUWjm5aPgC2xX\\_I0Krwg/edit?usp=sharing](https://docs.google.com/spreadsheets/d/16mEb7h1w32z_-Kxkze3iwdyBUWjm5aPgC2xX_I0Krwg/edit?usp=sharing). Once a new secretary is found, someone can contact Kelly to transfer ownership of the Google Doc.

**Suzanne** – Intergroup and Volunteer Chair Report: Nothing to report.

### David – Treasure Report:

David presented the treasure’s report for May 2023. Amber made a motion to pass the Treasurer’s report as presented. Dallas seconded. Passed unanimously.

11:27 AM  
06/13/23  
Cash Basis

### Josephine County Intergroup Balance Sheet As of May 31, 2023

	<u>May 31, 23</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Contributions Account 5649	4,721.79
Total Checking/Savings	<u>4,721.79</u>
Total Current Assets	4,721.79
Fixed Assets <small>Managers Report 6-15-2023-1.docx</small>	
Fixed Assets (orig.furn.&fix.)	500.00
Total Fixed Assets	<u>500.00</u>
<b>TOTAL ASSETS</b>	<b><u>5,221.79</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Bal Equity	1,615.33
Retained Earnings	6,312.49
Net Income	<u>-2,706.03</u>
Total Equity	<u>5,221.79</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>5,221.79</u></b>

11:30 AM  
06/13/23

**Josephine County Intergroup  
Monthly Income  
May 2023**

Name	Amount
<b>Contributions</b>	
Language of the He...	87.31
<b>Total Contributions</b>	<b>87.31</b>
<b>TOTAL</b>	<b>87.31</b>

11:25 AM  
06/13/23  
Cash Basis

**Josephine County Intergroup  
Profit & Loss YTD Comparison  
May 2023**

	May 23	Jan - May 23
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Contributions	87.31	1,023.31
<b>Total Income</b>	<b>87.31</b>	<b>1,023.31</b>
<b>Cost of Goods Sold</b>		
Bright Star Press	142.40	273.90
<b>Total COGS</b>	<b>142.40</b>	<b>273.90</b>
<b>Gross Profit</b>	<b>-55.09</b>	<b>749.41</b>
<b>Expense</b>		
Office Expense	0.00	334.95
Office Rent	350.00	1,670.00
Picnic Expense	0.00	1,215.00
Postage	0.00	11.01
Spring Fling	0.00	455.42
Telepage	137.08	1,270.33
Telephone	50.83	209.73
<b>Total Expense</b>	<b>537.91</b>	<b>5,166.44</b>
<b>Net Ordinary Income</b>	<b>-593.00</b>	<b>-4,417.03</b>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
Literature income	2,097.20	3,545.35
<b>Total Other Income</b>	<b>2,097.20</b>	<b>3,545.35</b>
<b>Other Expense</b>		
Literature expense	897.15	1,834.35
<b>Total Other Expense</b>	<b>897.15</b>	<b>1,834.35</b>
<b>Net Other Income</b>	<b>1,200.05</b>	<b>1,711.00</b>
<b>Net Income</b>	<b>607.05</b>	<b>-2,706.03</b>

### **Alvin – Web Servant Report:**

April and May minutes up to date on the website, as well as May financials. A couple of changes to meeting schedules that have been updated. Looking forward to getting printed meeting schedule and online schedule to match. Memorial info for Julie R up on the website.

### **John F. – Central Office Manager’s Report:**

1. I cancelled the reservation at Josephine County Fair Grounds for the Arts and Crafts Building for a ticketed banquet on available date Sept. 9<sup>th</sup> and retained the Tap rock Evergreen room for the same date.
2. I am Coordinating an Open House service workshop for Intergroup service positions, 12 step, sponsorship, phone volunteer and jail opportunities for Grants Pass in August with the approval of the Hi-lo Club. Menu themes, finger foods.
3. I am revisiting the By-laws and am putting together submissions to the current available documents for the Steering committee of possible revisions.
4. We are conducting a jail orientation meeting on the 3<sup>rd</sup> Sunday of the month at 4pm in room 215 for prospective volunteers and newly approved applicants.
5. I’ve purchased a new insurance policy to cover fire, theft, vandalism, and natural disasters for \$259.00 a year with \$15,000 coverage for inventory and computer, copiers. With \$100,000 coverage for the Steering committee in the event of liabilities related lawsuits. I cancelled the old policy giving us only \$4700 coverage for \$500.00 yearly.
6. I’ve submitted copies of the meeting guide via email to the Steering committee for possible additions and deletions prior to the July through September printings.
7. I have formatted a flyer for the July 4<sup>th</sup> picnic and have welcomed participation from SORYPAA.
8. We have put in a service request to find a solution for the office ventilation system with building Management.
9. Currently we have a good supply of literature.
10. Secured our responsibility to coordinate marathon meetings for Dec. 24/25 and Dec. 31/Jan. 1 at the Hi Lo. We have been invited back by Hi Lo Club to host Thanksgiving again. More discussion on this needed, taking in to consideration expenses.
11. Answering service incoming calls are:
  - 53 total entries from April 10, 2023 to June 10, 2023
  - 6 Hang ups
  - 9 information calls
  - 4 twelve step calls and
  - 25 turning the phones over calls.
11. Office:
  - General Information: 2
  - Meeting Schedules: 10
  - Al anon Help: 1
  - Other 12 Step Help: 1
  - Referrals:
  - Literature Orders: 7

Chip Orders: 2  
Donations: 1  
Drop Ins: 47  
Misc. Calls: 12  
Other:

**Dallas – Vice Chair and District Liaison Report:** Nothing to report but added to John's report. Dallas got SORYPAA members to handle the volunteer positions and activities for the 4<sup>th</sup> of July event.

### **Joey – Literature Chair Report**

Not present but emailed his report to Kelly after the meeting: Ordered both books and coins based on a full count of every item in the office, and what we needed to restock. Also ordered about \$275 of books for Brookings included in our order that they will pick up and pay for on Monday June 19, 2023.

Something is causing the inventory count to be way off on a regular basis. Not in small amount either. In some cases books were off by 17 or more in numbers only. Even items that we have not sold in months were somehow changed on the inventory since my last count less than two weeks ago. I have run a test on the inventory/invoice form, and it seems to be working correctly, so I am not sure how the numbers keep changing so drastically. I will continue to count multiple items weekly to compare the numbers and try to figure out what is happening.

I am going to ask our web servant to help me establish a dedicated email address for Literature only so that I can open accounts with both the AA World Services Store and Bright Star Press (coins and chips) for the purpose of streamlining the ordering process. As far as I can tell in the past literature chairs have placed orders using their personal information which leaves the process unavailable in the case of emergencies or simple rotation of service positions. Both accounts will be password protected and the passwords will be available in a file at Central Office.

While doing a full office inventory, I discovered several pamphlets that were outdated and have had major changes to the language used for various reasons. I pulled these off of their shelves and ordered small amounts of the newest version of each so that we are in compliance with AA approved literature. I kept 1 or 2 of each of the old pamphlets for the archives. They are in a box marked archive on the back shelf.

If you have any questions or concerns, please feel free to leave me a note in the literature file behind the desk, or contact me directly.

### **Newsletter**

No one to report.

### **Group Liaison Reports**

Jeri – Jeri is the new intergroup rep for the Looking Forward Group. Jeri reported The Looking Forward Group has three meetings, two on Zoom, and one in person: Thursday on Zoom and Saturday mornings on Zoom and in person. Saturday morning is always well attended. Went to the live meeting last Saturday. Was good to be there. Group as a whole is hoping to have a better interaction between in-

person and Zoom meeting participants for the monthly business meeting. They're working on it. They are one group that has three meetings.

Friday Night Speaker Meeting – Dallas announced this week will be held at the Hi Lo Club instead of St. Luke's.

Next Generation Group – Amber shared. Meeting is held Sunday nights at 6 at Hi Lo. Going strong, about 20+ participants.

Turning Point Group - Christy reported they meet Mondays and Wednesdays from 6-7 p.m., about 10-14 people at the Central Office

### **OLD BUSINESS:**

Bank signers updated: Steve is to be taken off the account and Suzanne B, as new Chair for Intergroup is to be added to the account. Suzanne and David will take care of this.

Update on Intergroup Inventory with Carrie B as a facilitator: Suzanne needs her information to contact her. She is the DCM for Bend area. Dallas hasn't made the connection either. Suzanne and/or will follow up. She's doing a group inventory in Ashland on July 8. We could split the cost for gas. We could do ours July 7 or July 9.

Jail Meetings: Jo Co Jail Meeting Guidelines for review. Tabled until next month. All Intergroup members are asked to read the guidelines before the next meeting on Thursday, July 20 so they can be discussed and voted on at that time.

Central Office fundraiser event in June or July: Dropping this for now.

4<sup>th</sup> of July Event: John would like to see us all there and help with set up, serving and cleaning up. Details are on the Intergroup website.

John proposed steering committee for approval or recommendations for a cover sheet for flyers. Since we don't have a newsletter, hoping to have a cover sheet attached to flyers and distributed to the groups. Jeri made a motion, Dallas seconded. Passed unanimously.

John proposed an Intergroup and volunteer/service fair at the Hi-lo club on Sept. 9 at 1:30 or 2 p.m. to 5 p.m. Panel and literature. Volunteer appreciation, educational information on what an actual 12-Step calls, jail opportunities, and Intergroup involvement. Main intent is to create attraction for people to get involved in the service structure. Dallas made a motion for Intergroup to host this event. Amber seconded. Passes unanimously.

Secretary position is open and vacant after tonight. Kelly asked if anyone present was willing to serve in this position. No one stood.

### **NEW BUSINESS:**

Amber asked what positions are available: Besides Secretary, Volunteer coordinator, Events co-coordinator are open. Volunteers are also needed every other Monday in the afternoon (4-hours) to staff the Central Office.

Dallas made a motion to close made by at 8 p.m., Amber seconded, passed unanimously. Closed with the Responsibility Statement.