

Napa Valley Intergroup Meeting Minutes

November 11, 2016

10:00 AM	Opening, <i>page 1</i>
10:15 AM	Monthly Tradition Reading & Discussion, <i>page 1</i>
10:20 AM	Housekeeping Motions & 7 th Tradition, <i>page 1</i>
10:40 AM	Officer Reports, <i>page 2-8</i>
10:45 AM	Liaison Reports, <i>page 9</i>
10:55 AM	Committee & Event Reports, <i>page 9</i>
11:00AM	10 min Break
11:10 AM	Old Business, <i>page 9-10</i>
11:20 AM	New Business, <i>page 11</i>
11:30 AM	Discussion Items <i>page 11</i>
11:40 AM	Review Items under 'Take Back to Your Groups', <i>page 11</i>
12:00 PM	Closing Statement, <i>page 12</i>

Opening

- Moment of Silence & Serenity Prayer
- New Intergroup Reps
- Introductions and your position: Officers, Reps, Visitors
- Sobriety Birthdays This Month
- Last month's minutes (Yellow Copy) & Agenda On The Table (White Copy)
- Minutes are approved unless there are any objections. **Approved**
- Pass the sign-in sheet

Monthly Tradition Reading & Discussion

• **Tradition 11** Our relations with the general public should be characterized by personal anonymity. We think A.A. ought to avoid sensational advertising. Our names and pictures as A.A. members ought not be broadcast, filmed, or publicly printed. Our public relations should be guided by the principle of attraction rather than promotion. There is never need to praise ourselves. We feel it better to let our friends recommend us.

7th Tradition

- We have no dues or fees in A.A. We are entirely self-supporting, declining outside contributions. This self-support includes our rent for this room, the coffee and refreshments, and contributions to our Intergroup, District, Area and GSO in New York.

Housekeeping Motions- Items that are procedural and pass with no objections or the item will move to new business.

Officer Reports

Chair – Brian T. chair@aanapa.org Good morning! I want to thank the officers for distributing their reports and gathering the information. On the table are some copies of the By-Laws and Robert's Rules of Order, please review as needed.

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I would like to thank Barbara and Bryan for their amazing service! In the spirit of rotation their commitments are up at the end of this year.

Alternate Chair – David H. altchair@aanapa.org

Treasurer – Barbara J. treasurer@aanapa.org *OPEN POSITION 2 year term.*

We diligence on the part of all the group treasurers. We understand what a task it is to take care of the group finances and make distributions to the offices that support our local AA and AA as a whole!

That being said we wanted to note that over the past two months we have received money intended for either GSO, District and/or H&I. We have forwarded the checks to their intended location but wanted to take this opportunity to remind groups of where to send their donations.

For contributions made to the pink can, Hospitals and Institutions, please make your check out to Hospitals and Institutions and send to the following address:

Hospitals & Institutions

P.O. Box 192490

San Francisco, CA 94119-2490

For California Northern Coastal Area, CNCA, please make your check out to California Northern Coastal Area or CNCA and send to the following:

CNCA

P.O. Box 884222

San Francisco, CA 94188-4222

For District 11 donations please make your check out to District 11 and send to the following address:

District 11

P.O. Box 2996

Yountville, CA 94599

For contributions to the General Service Office in New York please make your check out to either General Service Office or GSO and send to the following address:

GSO

P.O. Box 459

Grand Central Station

New York, NY 10163

For Intergroup contributions please continue to make your checks out to Intergroup or NV Intergroup and send to the following address:

Intergroup

P.O. Box 10948

Napa, CA 94581-2948

These addresses can also be found on aanap.org. and click on the contact info link at the top. Thank you for your efforts and keep up the good work!

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2016		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
INCOME														
ALCATHONS & ANNIVERSARY PARTY														
BIRTHDAY MEETING		\$121.42	\$322.30	\$40.00	\$234.48	\$120.09	\$153.00	\$156.86	\$135.95	\$178.66	\$210.50			\$362.30
GROUP CONTRIBUTIONS		\$1,564.17	\$684.06	\$158.10	\$1,299.67	\$1,491.88	\$364.40	\$2,241.50	\$442.09	\$803.18	\$1,388.59			\$1,766.28
LITERATURE SALES		\$229.55	\$448.40	\$223.50	\$403.15	\$163.50	\$569.90	\$270.30	\$710.05	\$507.60	\$518.20			\$1,037.64
TOTAL		\$1,925.24	\$1,571.06	\$667.72	\$1,337.30	\$1,775.47	\$1,087.30	\$2,670.66	\$1,288.09	\$1,489.44	\$2,117.29	\$0.00	\$0.00	\$4,054.35
EXPENSE														
ALCATHONS														
ANNIVERSARY PARTY in October														
BIRTHDAY MTG														
Costco membership		\$100.00	\$100.00	\$1,000.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$1,200.00
Rent														-00
Supplies		\$	\$116.30	\$95.87	\$39.96	\$68.44	\$95.89	\$93.45	\$35.00	\$34.98	\$85.45			\$682.92
HOTLINE		\$64.97	\$65.60	\$65.05	\$65.05	\$65.05	\$65.05	\$65.05	\$65.05	\$65.05	\$65.05	\$65.05	\$65.05	\$650.87
Freedom Voice		\$218.12	\$218.12	\$218.12	\$218.12	\$218.12	\$218.12	\$218.12	\$218.12	\$218.12	\$218.12	\$218.12	\$218.12	\$2,399.32
NV Publishing-adis (Napa Register Ad)														-00
I-GROUP		\$15.12	\$23.16	\$29.92	\$27.75	\$42.09	\$31.38	\$55.70	\$49.59	\$41.37	\$58.76			\$374.84
Copies		\$480.00	\$130.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$480.00
Insurance		\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$130.00
PO Box		\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$39.89	\$19.90	\$18.45				\$120.00
Rent														\$180.24
Supplies														
LITERATURE		\$293.00	\$60.00	\$1,051.83	\$235.81	\$711.20	\$1,133.15	\$541.90	\$677.70	\$943.24	\$293.00			\$4,115.78
Books & Pamphlets														\$943.24
Schedules														\$293.00
Sales Taxes														\$224.00
NEWSLETTER		\$	\$60.00	\$	\$60.00	\$	\$104.00	\$	\$	\$	\$	\$	\$	\$224.00
WEBSITE		\$199.50	\$93.87	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$-00
Network solutions		\$71.88												\$249.37
Mobile App														\$71.88
WORKSHOPS		\$	\$100.00	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$100.00
OTHER		\$1,409.59	\$833.95	\$1,823.40	\$773.69	\$618.70	\$1,484.25	\$1,715.36	\$581.76	\$1,287.11	\$2,449.53	\$328.12	\$110.00	\$2,000.00
Prudent Reserve														\$115,395.46
TOTAL		\$28,181	\$64,200	\$6,706	\$60,488	\$12,633	\$35,577	\$44,290	\$113,112	\$23,277	\$29,333	\$328,120	\$110,000	\$115,395.46
H&I collected (this is delay mtg and G mtg H&I Collections)		\$	\$	\$	\$	\$	\$	\$	\$82 H&I from Thursday Night Participation Group	\$	\$	\$	\$	\$417.83

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Secretary - Jenna B. secretary@aanapa.org
create new sign in list

Literature Chair – Bryan H. literature@aanapa.org

OPEN POSITION Term ends Dec. 2018

In October there was \$518.20 in literature sales. Literature order forms along with pricing are available online at www.aanapa.org. If you have any questions or need assistance with your literature orders please feel free to call Bryan H. at (707) 603-5698. Please be aware that my Literature position term is up at the end of the year. 10.5. Thank you for letting me be of service!

Hotline Chair – hotline@aanapa.org

OPEN POSITION Term ends Dec. 2017

Web Editor – webeditor@aanapa.org

please send Cheryl personal email addresses of all officers so that we are able to build a contact page on the website

OPEN POSITION Term ends Dec. 2017

Meeting Schedule Chair –Dawn R. meetings@aanapa.org

Hello Intergroup Officers,

I do not have any changes to the schedule to report. I was getting 2 copies of emails for some reason, not sure why that is. I have been contacted by Michelle Moore from the Norcal H&I committee about their trusted servants desire to bring schedules into the facilities they go into and requesting info about how our meeting schedules are printed, cost etc. They are trying to figure out the best and cheapest way they could go about getting them. I requested that Michelle keep me updated about their efforts so I know if I can be of service in that regard.

Warmest regards, and yours in service,
Dawn

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Newsletter Chair – Chris S. newsletter@aanapa.org

Delegate at Large – delegate@aanapa.org

OPEN POSITION Term ends Dec. 2017

Birthday Meeting Chair – Roy B & Paul M. birthday@aanapa.org Meeting is going awesome. Can't say enough about our team. Great speaker this month, Robi from the peninsula. 30+ years!!!

Best,

Bday-crew

Liaison/Committee Reports

Liaison to General Service -

Liaison to H & I -

Proposed report to be submitted to Intergroup.

H&I welcomes anyone to join us at our monthly business meeting 6:45 pm on the first Friday of the month at the Sea Scout Building. Learn about the workings of H&I and how to get involved. Did you know that there are facilities that you can attend without filling out clearance paperwork, make a commitment or even share? Currently Area 51 brings 26 meetings a week and literature to the Women's Jail, Men's Jail, Men's Jail Spanish, California Medical Facility, Crestwood Behavior Center Vallejo, Crestwood Behavior Center Angwin, McAlister, Napa South Shelter, Napa State Hospital Spanish, Napa State Hospital English, Queen of the Valley Hospital, SHAMIA house and Vallejo Detox. You can learn more about H&I by going to <http://www.handinorcal.org> or by contacting Michelle at handinapa@aol.com

Open Positions

Region 50 Chair – Open Position

Intergroup Liaison – Open Position

Napa State Hospital – Volunteer needed Friday AM

South Napa Shelter – Secretaries needed 3rd Tuesday PM

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Napa County Jail Update- Note: the situation is still fluid... Women have been granted access into the women's section of the Jail. Their service will begin on Thursdays in November. More as it develops.

Please ask your group to create an H&I Liaison service position and have them come to the H&I Business Meeting. Every night there is an opportunity to shadow and observe an H&I meeting in action.

Next meeting Friday, December 2nd 2016

Liaison to NAPYPAA - Kaitlin representing NAPYPAA filling in for Tyler S.
Hosting Xmas Alcathon and was wondering about funds - gave New Years Pass It on Alcathon. Will forward flier to secretary@aanapa.org. Need contact information to associate with alcathon emails.

Financial Oversight Committee –

Financial Oversight Committee
3rd Quarter 2016 Report and Proposed 2017 Budget

The attached document includes the 3rd quarter report and the projected 2017 budget. The proposed budget was based on projected income and expenses for the close of 2016. Officers: if you feel that these numbers are inaccurate and would like to increase or decrease any specific line item in the proposed budget, please let the FOC at least one week prior to the November Intergroup Meeting. If no revisions are deemed necessary, this budget will stand as approved in December 2016 for the 2017 fiscal year.

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INCOME	2016	2017	3Q 2016	
7TH TRADITION:				
Incl. WORKSHOPS, ANNIV. PARTY				
and ALCATHONS	\$1,000.00	\$1,000.00	36.23%	\$637.70
BIRTHDAY MEETING	\$1,400.00	\$1,700.00	111.06%	\$154.78
GROUP CONTRIBUTIONS	\$12,600.00	\$11,000.00	71.02%	\$3,650.95
LITERATURE SALES-8YR AVG	\$3,300.00	\$3,700.00	85.64%	\$473.90
Prudent Reserve	\$2,000.00	\$2,000.00		
TOTAL ESTIMATED INCOME:	\$20,300.00	\$19,400.00	75.00%	\$4,607.77
EXPENSE				
ALCATHONS (3 @ \$650 each)	\$1,950.00	\$1,950.00	1	\$0.00
ANNIVERSARY PARTY	\$1,200.00	\$1,200.00	1	\$0.00
BIRTHDAY MTG				
COSTCO Membership	\$55.00	\$0.00	0	\$55.00
Rent	\$1,200.00	\$1,200.00	100.00%	\$0.00
Supplies (chips & coffee only)	\$1,500.00	\$1,000.00	54.86%	\$677.10
HOTLINE				
Freedom Voice	\$745.00	\$810.00	104.83%	\$35.97
Napa Register daily ad	\$2,600.00	\$2,700.00	100.67%	\$17.44
I-GROUP				
Copies	\$1,000.00	\$500.00	40.08%	\$599.20
Insurance	\$460.00	\$480.00	104.35%	\$20.00
PO Box	\$128.00	\$135.00	101.56%	\$2.00
Rent - Crosswalk Church	\$120.00	\$120.00	100.00%	\$0.00
Intergroup Food and Beverage	\$500.00	\$500.00	42.56%	\$287.21
LITERATURE				
Books & Pamphlets	\$3,000.00	\$3,700.00	122.50%	\$675.05
Schedules	\$800.00	\$1,000.00	117.91%	\$143.24
Sales Tax	\$300.00	\$300.00	97.67%	\$7.00
NEWSLETTER	\$400.00	\$300.00	71.00%	\$116.00
WEBSITE			0.00%	\$400.00
Network Solutions	\$400.00	\$400.00		
Mobile App	\$110.00	\$110.00		
WORKSHOPS (4 @\$100 each)	\$400.00	\$400.00	75.00%	\$100.00
Prudent Reserve	\$2,000.00	\$2,000.00		
TOTAL ESTIMATED EXPENSES:	\$18,868.00	\$18,805.00		
<i>Disbursements</i>	\$1,432	\$595.00		

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Event Report

2016 Anniversary Party – Saturday October 29th

Catherine F. volunteered to chair can be reached at 707-800-5445 please leave message if no answer. Party to be held at: Crosswalk Church Saturday October 29, 2016

Anniversary Party Report and Takeaways-

Used all the money, created a Pass It On. \$70 off raffle \$13 off 7th Tradition. Chili cook-off was a success and people had fun. Closed early at 9 pm because people left early.

Alcathons – Chair Position Open – (2 year sobriety requirement)

- **2016 Thanksgiving Alcathon - 7 Men's Stag** thanksgivingalcathon@aanapa.org
Will be at 7th Day Adventist Church 1105 G St., begins at 8am 11/24.
- **2016 Christmas Alcathon-** christmasalcathon@aanapa.org Flyers are being distributed. Will be at Methodist Church.
- **2016 New Year's Alcathon-** newyearsalcathon@aanapa.org. Cathy (who did the Anniversary Party will be volunteering/sponsoring New Year's Alcathon

Workshops -

- **2016 Workshop #1 – 12 Step Call Workshop- Complete**
- **2016 Workshop #2 – Ginny/SOS Group doing workshop on service November 13 @ 3:45pm @ NRRC**
- **2016 Workshop #3 – “Early Sobriety The First Year” by Katherine 2-4 @ NRRC 12/3/16 Saturday**
- **2016 Workshop #4 – OPEN**

Old Business- after an item is brought up in New Business, it becomes Old Business and voting occurs.

DUTIES FOR ALL OFFICERS

- All officers to Intergroup are expected to submit a written report to the Intergroup Chairperson by 8:00 PM on the Wednesday prior to the monthly Intergroup Meeting.

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- All officers are expected to attend the monthly Officers Meeting on the second Saturday of each month at 9:00 AM in the Blue Room at the Crosswalk Church.
- All officers are expected to attend the monthly Intergroup Meeting on the second Saturday of each month at 10:00 AM in the Blue Room at the Crosswalk Church.
- All officers are to report all/any expenditures to the Treasurer and submit receipts with appropriate documentation.

Third Legacy Review-

I. Treasurer

- The Treasurer is responsible for the Group's finances consistent with tradition Seven.
- Pass the collection basket at each meeting.
- Maintain simple, accurate records of income and expenses as well as a bank account where appropriate according to group conscience.
- Pay rent to the meeting place landlord.
- Report the group's financial condition at business meetings.
- Reimburse suppliers for refreshments and related expenses.

Donna Ray available and takes treasurer position

II. Literature Chairperson

- Principal point of contact for meeting representatives to arrange for purchase of AA-approved materials.
- The Literature Chairperson prepares and orders materials from the GSO and arranges for storage and distribution of those materials.
- Retains meetings' order forms for 36 months.
- Maintains literature inventory record monthly.

No one is available, will carry on to next month's meeting. Please announce to meetings that this position is available. 2 year sobriety requirement and length of duty.

III. Election for a Hotline Chairperson

- Is responsible for arranging the schedule, recruiting volunteers, training the volunteers and general overall supervision of the AA Hotline.
- Continual review and revision of the hotline functions including: newspaper ad, call answering service and voice recording.
- Replies to messages left on the call answering service.

Brian C. available. and takes Hotline position

IV. Web Editor

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- Administers website, www.aanapa.org.
- Keeps an archive of previous Intergroup flyers and documents.
- Assists Officers of Intergroup with the setup of their email accounts.

No one is available and this will be moved to next meeting. Qualifications: sobriety requirement: 2 year sobriety requirement positions span 2 years.

V. Delegate at Large Open Position

- Serves as a roving representative for Intergroup - visit meetings and share the goings on of the monthly Intergroup meeting.
- Attends the monthly Intergroup meeting and notes missing and absent Intergroup meetings to visit.
- When reporting at a meeting explains what the Delegate at Large is and what the responsibilities are.
- Reports back to Intergroup for the meetings that he/she has attended.

No one is available - this carries over to next meeting. 1 year commitment (because it is a resignation). 2 year sobriety requirement.

New Business- action item, a motion is made, clarification and discussion follows. Please email new business items to chair@aanapa.org by the Wednesday prior to the Intergroup Meeting. New Business items need to be written down prior to making a motion.

- I. Cheryl made New Motion to amend the bylaws to add that: When an officer vacates position prematurely the incoming officer assumes the original term of the position.

Dawn seconds motion and Kathy thirds it. Unanimously passes.

New Motion:

Cheryl G. creates motion that officers can vote as well. Roy B. seconds the motion.

“That officers can vote too”

Current Voting By-Laws: (Intergroup By-Laws page 4)

If an officer, liaison, committee chairperson, or event chairperson is also an active Intergroup representative then they may have one (1) vote. Conversely, if an officer, liaison, committee chairperson, or event chairperson does not represent a meeting as the Intergroup representative, they may not vote

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Proposed Voting By-Laws:

“If an officer, liaison, committee chairperson, or event chairperson is also an active Intergroup representative then they may have one (1) vote. That officers can vote too.”

Discussion Items- *general discussion about your group or simply what’s on your mind.*

- What are we going to do with the IG inventory?
suggested to put on a link to a pdf the entirety of the IG inventory, set up email for people to send their comments to and then go into the adhoc committee.

“boil it down/simplify it to make it so we don’t get stuck in the length. Perhaps having a long form and a short form. Make 2 PDFs long for and short form.

inventoryaction@aanapa.org. Put the PDF long form on the web. Send Cheryl PDF

- Thinks that an adhoc committee should be created to pars out the inventory.
- We need to create action around doing something with the inventory because the longer that we sit on it the more likely that nothing will get done with it.
- Thinks that we should leave it as presented at the meeting. Likes the idea of seeing something as it really happened.
- There was a lot of duplication on the long form and it should be cleaned up.
- The long form is a tough read, condensing to the short form is a good idea.
- Likes the idea of the long form but not many people will want to read the long form. Creation of a short form is necessary. This will get more people involved in the process.
- Inventory notes are on the website, but in minutes from last month
- Long and short form should be on the site.
- Thinks that short form should be done by three individuals

Creation of Adhoc committee: Kathleen, Dawn R, and Byron step up to create adhoc committee. They will work together this next month and submit a condensed version of the Inventory by next IG meeting.

- Can we hold off on electing web editor until site is moved?
- We can hold off and would be good to hold off
- We should elect but not have duties picked up until the website is moved.
- Need to know more information about how long it is going to take to fill the position.
- We should continue to put it out to the group
- There are 53 groups in the Valley and 69 meetings; how can we get more IG reps?

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Take Back To Your Groups

- We will be putting a link on aanapa.org to view the entirety of the intergroup inventory. Please look over them and submit any comments and/or suggestions that you may have to inventoryaction@aanapa.org
- New Years Alcathon Chair positions are available.
- Workshop on Service on Nov. 13 @ 3:45pm at the NRRC. Refreshments!
- Elections for Treasurer, FOC, Literature, and Positions will be November 12th
- Delegate at Large, Web Editor, and Literature are open in Intergroup, please show up at the next Intergroup meeting in December in order to volunteer for the position.
- There are currently 1 workshops open.
- Hotline positions and 12-step call positions are needed, especially women.
707-500-7001 (Hotline number)
- Newsletter@aanapa.org is where to submit any ideas, stories, etc. for newsletter.
- Greeter and setup/clean up is needed at the Birthday meeting. Set up begins at 5:30 and clean lasts between 30 - 45 minutes after the meeting ends.
- 6pm Saturday NRRC meeting needs support
- NAPYPAA meets at NRRC on 1st and 3rd Sunday of the month at 6pm.
- Please report meeting location changes on the website aanapa.org. There is a link at the bottom of the page that says "Report Meeting Changes Here" Please click on link and send email. reportmeetingchange@aanapa.org
- Take back to groups and ask whether or not groups believe that intergroup officers (who do not represent a meeting) should have a vote in matters and motions.
- **2016 Workshop #3 – "Early Sobriety The First Year" by Katherine 2-4 @ NRRC
12/3/16 Saturday**
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• **Closing Statement**

The Responsibility Statement:

I am Responsible. When anyone, anywhere, reaches out for help, I want the hand of A.A. always to be there. And for that: I am responsible.