

INTERGROUP BUSINESS MEETING 7/10/2021

Take Back to Your Groups

- IG Open Positions
 - Hotline Chair
 - Alt. Chair
 - Financial Oversight Committee Chair
 - Next Monthly Birthday Meeting is IN-PERSON ON July 30 at 7pm at Crosswalk Church
 - Fully Vaccinated: No masks required
 - Non-Vaccinated: Inside: Masks required; Outside: No masks required
 - IG Finalizing FY22 Budget. To be shared prior to August IG meeting for for group approval.
 - Next IG Rep Monthly meeting to be held in-person on Aug. 14 at 10am at Crosswalk church
 - Please send meeting changes to: reportmeetingchange@aanapa.org
 - The Summer Intergroup Newsletter is available:
www.aanapa.org/service/intergroup/newsletters
 - If you have any contributions for the Napa AA Fellowship Newsletter, please submit to:
newsletter@aanapa.org
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Call to order

Moment of Silence & Serenity Prayer

Introductions

New Intergroup Reps and Officers Rep packet can be found on aanapa.org.

- Tracey W. – Seascouts 5:30pm

Please provide contact information to Secretary

Sobriety Birthdays July

- Jay B. – 3 yrs
- Jo M. – 34 yrs

Review/approval of minutes

Minutes are approved unless there are any objections.

Monthly Tradition Reading & Discussion

Reader ~~Katie Z~~ **Anthony S.** – Tradition 7 – “Every A. A. group ought to be fully self-supporting, declining outside contributions.”

Next Month’s Reader: **Jay B.**

7th Tradition

We have no dues or fees in A.A. We are entirely self-supporting, declining outside contributions. Visit aanapa.org and use the Venmo link or mail your contribution to NVIG P.O Box 10948, Napa, CA 94581-2948

Housekeeping Motions

These are procedural motions and pass if no objections. If the motion does not pass it will move to new business.

Reports

Chair: John K

chair@aanapa.org

Alternate Chair: vacant

altchair@aanapa.org

Hotline Chair: Janet S

hotline@aanapa.org

Co-Chair: Anthony S

No report

Due to lack of Chair communication and activity, per IG Bylaws the Hotline Chair will need to be replaced and filled by another.

Secretary: Seth T

secretary@aanapa.org

Please update contact info

Literature Chair : Shaela A.

literature@aanapa.org

Napa Intergroup Literature
July 10, 2021

Inventory has been completed and updated to the spreadsheet. I was able to get a good clean/organization done at the storage container where all of the books are located. I will be placing an order later this month to stock up now that in-person meetings are coming back.

June Sales		
Thom H	1-Pass It On/cash	<u>\$11.00</u>
	Total	\$11.00

The literature order form is available as shown below on our website...

<http://www.aanapa.org/service/resources/group-resources/literature>

Please use it to check prices and submit with any order.

In Service,

Shaela A.
literature@aanapa.org
707.294.7023

Meeting Schedule Chair: Jo M. meetings@aanapa.org
Printed schedule is being updated to reflect returns to live meetings. Next run of 300 copies in works should cover immediate needs of PICPC and live meetings. Copy Corner will be our printer. Past printing was quarterly, and may be more frequent during changing times.

- There is concern whether information on schedule will be accurate with printing planned for Monday 7/12
- It is important for groups to send any updates or changes to reportmeetingchange@aanapa.org

Newsletter Chair: Katherine Y newsletter@aanapa.org
No report

Delegate at Large: John B/Katie Z delegateatlarge@aanapa.org
This month I visited Came to Believe, TGI Sunday (the TGI meetings now have a rep), Stepping Stones, Wheel of Sobriety, Saturday Sharing Meeting.
My co-DAL Katie Z will begin attending meetings this month.

- Majority of meeting don't have a IG rep or IG rep attending the monthly meeting

Birthday Meeting Chairs: Donna R. & Patti G. birthdaymeeting@aanapa.org
Crosswalk has opened access for Birthday meeting. Will require effort by Birthday Chairs, and purchase of insurance. E mail sent to reps 6/28.

- All service positions filled & checking supplies
- Temporarily postpone greeters and hugs during chip collection
- In sanctuary (as normal)

Voting/Group Conscience
Move Birthday meeting back to in-person?

- Yes: 15
- Abstain: 2
- No: 0

Web Editor: Brian D. webeditor@aanapa.org

Phil B to provide support to Web Editor during next few months.

Ad hoc Website Committee report shown below, and worksheet for review during their report.

Plan is to present to group next month. Answering the questions: who are our users and what do we provide them?

Treasurer: Frank M treasurer@aanapa.org

Financial Oversight Committee

Committee chair still vacant. Budget info/proposal by Seth T, Frank M and John K shown in New Business.

- It is important to have this committee in place.

Ad Hoc Website Committee

The following are people who have expressed an interest for the Ad Hoc Web Committee.

Name	Service Entity	
Bennet, Phil	NAPYPAA, Intergroup	
Dickinson, Jeff	District 11	
Dodd, Brian	Intergroup	
Siebert, Grady	H&I	
Tcheleshev, Edward	At Large Advisor	
Wooledg, Cara Mae	At Large Advisor	

There has not been a formal meeting in June. The next is TBD.

Phil B and Jeff D were given training and access to the Website to not only start to increase the available information for their respective Service entities but also to help ease the workload for the Intergroup Web person. Both Phil and Jeff are already posting to the website.

I will also make myself available to Chair the Ad Hoc Web Committee if so designated.

Jeff Dickinson

Hospitals and Institutions Liaison: John C

john@curnutt.org

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, National Vallejo, CenterPoint, 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 Grady at gradysibert@gmail.com 707-319-9094.

Open Positions

Crestwood Behavior Center Angwin Facility Coordinator

CenterPoint Coordinator

COVID-19

H&I has been given permission to deliver literature directly to a facility in need during the COVID-19 disruption.

H&I does have cash on hand and is solvent but funds are earmarked for literature as soon as are allowed back into the facilities we serve.

New policy manuals <https://www.handinorcal.org/policies>

Online Contributions

Notice: New sticker on pink cans - Make credit card contributions online and get an immediate receipt: www.handinorcal.org/contribute

Please make sure to write on contribution checks AREA 51. This allows H&I to track donations by the Napa area.

H&I business meeting is now meeting in person.

There is talk of many facilities opening up to H&I meetings including Napa State Hospital, Vallejo Detox, CenterPoint, SHAMIA House and National Vallejo.

Next meeting August 6th live at 6:45pm at Seascout

- H&I only serves institutions that invite H&I in. There is a process. H&I cannot dictate which facilities they can go in.
- Every institution has its own process & paperwork for clearance for people to come
- At this point, paperwork for jails tbd

General Service Liaison: Darlene

No report

- Needed positions. Alt. DCMC/PICPC Chair
 - Archives Chair
 - Literature/LaVina chair
 - Financial oversight Committee
- Summer assembly District 70. Aug 7. ID 93054406846
 - See IG website for details
- Workshops TBA
-

- NEXT District meeting Aug 14 on Zoom

Napypaa Liaison: Jay

No report

- This month Napypaa discuss if they are willing to hold IG workshop to help people understand IG and spread the word

Old Business

Yellow Pages ad

Motion: "NVIG to pay for printed Yellow Pages ad for next 15 months at \$15/mo to include the Hotline number." Passed 5/8/21. **No action/response from Hotline Chair.**

- Due to no action, we missed deadline for submission for printed Yellow pages.
- This will be removed from future agendas

Radio PSA

Group response on review of PSA's. J. Curnutt report on re-work of PSA #1.

- John C. presented draft rough of PSA for review
- Feedback
 - Able to broadcast for free
 - IG would provide monthly or quarterly PSA to radio
 - Submission to radio station doesn't guarantee being played. Dependent on # of other submissions
 - It is important for Hotline and Website to be accurate as we are directing people to these areas
- Next Steps
 - Recommendation to wait until Hotline message/meeting information is updated
 - PSA tabled until Hotline chair filled
 - John C. will create all 20ish PSAs
 - Need to finalize process of submissions. Who is responsibility for monthly/quarterly submissions?

Hotline Message Update

Goal: removing outdated information

No updates to date - **No response from Hotline Chair**

- Tabled until new Chair position filled

IG Business Meeting to remain Zoom format

Ongoing discussion

- No discussion at this time. Item was to carry over to August meeting, with Reps/Officers to review and be ready to discuss/resolve. Points raised at meeting of 6/12 shown below.
- Discussion from 6/12/21
 - We may see increased participation from upvalley reps (2x)
 - Potential cost savings (rent, coffee, donuts, expense to reach meetings)
 - Seems to be more efficient with Zoom (2x)
 - Zoom has been a life saver.
 - It seems if Zoom has more participation (would need to compare pre & post COVID attendance lists to verify)

Insurance for Groups - - (See previous minutes for discussion details.)
Discussion pended during COVID.

- So far no requests from groups to have IG help provide insurance for groups
- Decision to wait until requests come in to re-launch the committee

IG Incorporation into 501c3 - (See previous minutes for discussion details.)
Discussion pended during COVID

- Not required for getting insurance as while as added filling complexity
- To be removed from future meeting agendas

NVIG Inventory Question 7-*Does NVIG represent the fellowship of the Napa Valley?*

We are here for all who wish to participate/Spanish district chooses not to get involved this is their choice each group is autonomous/We listen to any proposition brought forth/How many are in the Napa Fellowship is very squishy we don't know/what is the Diversity? We don't know it is hard to reach all meetings/By visual here today there are only 8 of us that shows lack of participation/Does the Hispanic district have an Intergroup of their own?/ Intergroup doesn't represent them and they don't what it to they were left scarred and unhappy with the Institute/Our intergroup is the Face of NAPA how do we put our best foot forward/ The website or Hotline is the 1st point of contact for new members/it has always been an issue not all groups are interested, they don't care and don't want a rep/we aren't doing anything bad/Changing the meeting from Saturday to a weeknight might make it more attractive for Reps and for minorities and Diversity/there are a lot of small groups that don't support intergroup/A bilingual Delegate may be helpful to reach the minority groups/Every meeting is on the schedule which Intergroup supports and the Website/All groups are supported on our platforms.

Tabling Question #7 review until August IG meeting.

New Business

Return of Live Birthday meetings

Follow-up on e-mail request for group input, and Birthday Chairs' report.
[See please notes under Birthday meeting report](#)

Intergroup Budget

Sheet below shows actual income and expenses for **2019-2020** (July-April non-COVID, March-June COVID), **2020-2021** (COVID all year) and the projected expenditures for **2021-2022**.

INCOME-As we are in transition from COVID to new normal, we can expect contributions and Literature sales to start climbing back. A reasonable forecast might be halfway between the two previous years. ($\$18,795 + \$11,037.90 = \$29,832.90 / 2 = \$14,916.45$).

EXPENSES-If we assume things will open up, then full funding for Alcathons, Anniversary Party, Birthday Meeting, Hotline, Literature (including schedules) Newsletter, Website and Workshops could be fully funded at the previous budgeted amounts totaling \$14,439. The actual Intergroup Business meeting may/may not go live-that is under discussion-and Insurance, PO Box and Storage are included in the \$14k. Copies, rent, supplies, zoom, coffee & doughnuts all go back and forth depending on how the meeting ends up.

These numbers are just a place to start.

WHERE WE ARE TODAY-we have \$10,743.48 in the bank, less consideration of prudent reserve of \$4500...so **\$5973.48**. If Birthday Meeting goes live, we need insurance at estimated \$475, and whatever start-up expense the Chairs need (*Do we have rent credit with Crosswalk?*) Storage is due in July (\$300/yr). Alcathons and Anniversary Party are 4-6 months down the road, and most other expenses are monthly or quarterly.

So, we can meet immediate and short term/large ticket items, hold the Prudent Reserve, and still make distributions. There is a lot of maybe in our future, but think we can work it through.

Next Steps

- **Motion: IG to disburse \$4K of current of account balance**
 - 2nd received
- **Discussion**
 - I need to understand the fixed costs and unknown variable before I can make decision
- **Voting**
 - Yes: 11
 - No: 0
 - Abstain: 5

- Approved: Disburse \$4K
- Need to pay outstanding expenses including insurance
- Need to send proposed budget to IG members at least 2wk prior to August meeting for approval

This is why we need a functioning Financial Oversight Committee...Intergroup's biggest problems in the recent past have come from lack of clarity on what funds we had, and where they were being spent.

Intergroup Budget	2019-2020	2020-2021	2021-2022
INCOME	Actual	Actual	Projected
7TH TRADITION:			
Incl. Anniv. Party, Alcathons, & workshops*	\$1,486.00	\$ 105.42	
BIRTHDAY MEETING	\$1,504.00	\$ 78.00	
GROUP CONTRIBUTIONS	\$13,062.00	\$ 10,403.13	
LITERATURE SALES	\$2,743.00	\$ 451.35	
TOTAL	\$18,795.00	\$ 11,037.90	
EXPENSE			
ALCATHONS (3 @ \$850 each)	\$2,236.00		\$ 2,550.00
ANNIVERSARY PARTY	\$1,500.00		\$ 1,200.00
BIRTHDAY MTG			
Rent	\$1,200.00	\$ 29.98	\$ 1,200.00
Supplies & Zoom	\$1,203.00	\$ 613.30	\$ 1,350.00
HOTLINE			
Freedom Voice	\$801.84	\$ 801.84	\$ 810.00
Napa Register daily ad	\$2,337.00	\$ 1,752.84	\$ -
I-GROUP			
Copies	\$542.00		?
Insurance	\$475.00		\$ 475.00
PO Box	\$168.00	\$ 204.00	\$ 204.00
Rent - Crosswalk Church	\$120.00		?
Supplies & Zoom	\$270.00	\$ 89.94	?
Storage	\$300.00	\$ 300.00	\$ 300.00
Misc	\$60.00		
LITERATURE			
Books & Pamphlets	\$2,671.00	\$ 769.68	\$ 4,200.00
Schedules	\$699.00		\$ 1,000.00
Sales Tax	\$288.00	\$ 74.00	?
NEWSLETTER	\$495.67		\$ 400.00
WEBSITE			
In Motion Hosting	\$188.00	\$ 179.88	\$ 250.00
WORKSHOPS (4 @\$125 each)	\$0.00		\$ 500.00
TOTAL	\$15,554.51	\$ 4,815.46	\$14,439.00
DISBURSEMENTS		\$ 1,482.23	
TOTAL		\$ 6,297.69	
Prudent Reserve Reserve = \$4,500 (3months prorated operating expenses)			

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.”

LITERATURE INVENTORY

	Literature Inventory 2020	Stock	order	Jan	order	Feb	Mar	Apr	May	Jun	Total
B-1	Big Book (HC)	36		12			5	6	2		31
B-30	Big Book (SC)	16				2					19
B-16	Big Book (LP)	3									8
B-35	Big Book (Pocket)	16									16
SB-1	Big Book (Span/HC)	2									2
B-20	Experience, Strength & Hope	3									3
B-2	Twelve & Twelve (HC)	11		1				1	1		14
B-15	Twelve & Twelve (SC)	3		1			3		2		8
B-17	Twelve & Twelve (Pocket)	19									19
B-14	Twelve & Twelve (LP)	3									3
SB-14	Twelve & Twelve (SpanSC/lp)	1									1
SB-15	Twelve & Twelve (Span/SC)	9									9
B-3	A.A. Comes of Age	7		4		1					5
B-5	As Bill Sees It	14									14
B-18	As Bill Sees It (SC)	3									3
B-27	AS Bill Sees It (LP)	0									0
B-8	Dr. Bob & the GOT	12									12
B-9	Pass It On	11				1	1			1	9
B-12	Daily Reflections	12		1							11
B-19	Daily Reflections (LP)	5		1							4
B-6	Came to Believe	15									15
B-26	Came to Believe (LP)	23									23
B-7	Living Sober	16							3		13
B-25	Living Sober (LP)	5									5
BM-31	Service Manual/Concepts	0									5
MB-32	Twelve Concepts Booklet	2									2
B-70	Our Great Responsibility	0									5
GV-20	Beginner's Book	2									2
GV-30	One on One-Sponsorship	5									5
BB-06	Best of Bill	10		5							5
	A Visual History	0					3				7

H&I SAMPLE WORKSHEET FOR WEBSITE REVIEW

Audience:

New Recruits
Already in H&I
Facilities
Send Donations

New Recruits:

- (1) What is H&I
- (2) How to get involved
- (3) Ways to get involved
- (4) Where to get involved – facilities
 - a. Clearance form access
- (5) Sobriety requirements
- (6) Who do I contact to get involved

Already in H&I:

1. Agendas & minutes
2. Send \$ to Norcal
3. Higher level meeting info and information

Facility:

1. What is available for our facility
2. Pink pamphlet, bylaws
3. What does H&I expect
4. What can we expect
5. Contact information
6. How do we get H&I into our facility