

**OTTAWA AREA INTERGROUP OF ALCOHOLICS ANONYMOUS**  
**General Meeting Minutes for March 8, 2006**

The meeting opened with a moment of silence, the Serenity Prayer and the Twelve Traditions, read by Del G.

**Welcome:** The Chair welcomed all members in attendance.

**Voting Members:** 33      **Non-voting Members:** 6

**Board Members:** Michael C., John S., Chris M., George S., John W., Maureen C., Doris M.

**Agenda and Minutes:**

On motion by Ray L., seconded by Bill P., the agenda was accepted with a correction to the meeting date to show it as March 8, rather than February 8. On motion by Fred P., seconded by Joanne B., the General Meeting Minutes for February 8, 2006, were approved.

**Reports:**

**Chair:** Michael C.

1. Met with the daytime volunteers to become acquainted. They discussed the need for more people on the list of 12<sup>th</sup> step volunteers. Twelfth step volunteers must have two years continuous sobriety. There is a particular need to have female volunteers who are available to take calls during the day. Note there is an announcement in the newsletter about the need for 12<sup>th</sup> step volunteers.
2. The chair (Michael C.) and the Vice Chair (John S.) signed off on the audit of fiscal year ending December 31, 2004. See handout.
3. About the McNabb meeting
  - Usually 50 to 60 people attend
  - \$15 to \$20 surplus per meeting after expenses: McNabb is covering its costs
  - if we move the Sunday meeting to the Bronson Centre, we cannot assume we will have the same room each week
  - if there is a motion to change Intergroup's current practice of holding a meeting on Sunday at McNabb, it must be in writing
  - Intergroup's bylaws require us to hold a Sunday meeting.

Questions from the floor:

Q: The future of McNabb meeting has been raised for two months now. Is there a feeling that we shouldn't do McNabb anymore?

A: The McNabb coordinator, Dan McD, raised the question of McNabb's future.

Discussion to be held off until there is an actual motion on the floor. Discussion ensued: Points noted—At one time, McNabb was a major source of funding; now less so. At one time, McNabb was the only meeting on Sunday morning; now there are several, although not in the downtown core. There is no problem finding host groups.

**Vice-Chair:** John S.

As noted by the Chair, the audit report for 2004 is available.

**Treasurer:** Chris M.

The office assistant gave the financial info to the Treasurer only yesterday. There has been illness in her family and she has not been able to prepare the statements for Chris. Chris promised to have a combined statement for next month's meeting.

**Literature Coordinator:** George S.

Did an inventory on February 25, 2006. He placed an order with New York and that order has already been delivered.

**Newsletter:** John W.

- Our usual print run is 1,500 copies, with about 500 left over. Last month, the order was for only 1,000. However, we ran out.
- Please encourage the members of your group to contribute articles to the newsletter. We need more submissions, from a greater variety of writers. We have regular contributors, but need others as well.
- A number of groups have made an annual payment for the newsletter, rather than paying monthly. The newsletters cost 10¢ each. If a group buys 20/month = \$2 /month = \$24/year. Make cheques payable to Intergroup, but mark "newsletter subscription" or "Primary Purpose" on the memo line on the cheque.
- Des (Pinecrest Group) volunteered to take excess newsletters to the Renfrew Round-up.
- Albert (Uptown) asked for information about the history of the newsletter: When Intergroup was incorporated, a requirement to publish a newsletter was written into the by-laws. A newsletter was being published at that time. Last year, a price of 10¢ per issue was added to help defray the cost. Cost is currently over \$200 per print-run and we receive about \$69-\$70 from groups who pick up copies. Last month's print run of 1,000 cost \$279.
- Questions about how best to let John know about birthday announcements. Some suggestion that not all e-mails are reaching him via the Intergroup website. Information can also be telephoned to him directly: John W. 599-7627. Can send via e-mail and telephone to verify that information has been received. Birthday announcements require: Group name, name of person, sobriety date, number of years.
- Question: is it ok to submit announcements in Spanish—response: we'll try to handle it.

**TAS** (Telephone Answering Service): Maureen C.

Maureen C. thanked Michael for his help with the Excel charts. (see handouts for current and next month). Currently, there are five openings left in March and seven in April. Maureen noted to the members present what changes in volunteers needed to be noted on the volunteer/time slot calendars.

She also noted that the 7 pm to 10 pm time slots were in particular need of volunteers; also Sundays. Please canvass your groups and encourage individuals or the group itself to book a regular time slot for telephone answering.

If there are any questions or problems about answering the phones at Intergroup, please contact  
Maureen at 721-6328.

Michael C. explained the duties and requirements of after-hour volunteers. Besides the daytime volunteers who keep the office open and answer the phone until 4 p.m., there are evening volunteers who answer the phones at the office during the 4 to 7 p.m., and 7 to 10 p.m. shifts.

Calls after 10 pm are routed to the Message Centre (with whom we have a contract). The worker at the message centre takes the caller's phone number and contacts one of names on the after-hours volunteers list. The after-hours volunteer then contacts the person calling in. To be an after-hours volunteer, a person must be an AA member with two year's sobriety, a willingness to be on stand-by two nights per month and a willingness to talk to drunks in the middle of the night.

Note also that when evening volunteers or Saturday or Sunday volunteers do not cover their shifts, the calls go to the Message Centre also. Our contract with the Message Centre is a fixed number of minutes per month (about 240) for a fixed price. Once those minutes have been used up, we are charged 30¢ per minute. Consequently, missed shifts end up adding to our bill with the Message Centre.

Maureen also noted that she is aware that the 12<sup>th</sup> step-list is out of date. She is currently working to up date it. Any volunteers greatly appreciated. It is a time-consuming job.

**Webmaster:** Paul B. (regrets his absence)

**Secretary:** Doris M.

The sign-in sheet is on the back table. Please check the information and update as required. Let me know if you want to have the minutes via Canada Post or e-mail, if you have not already done so.

**Archives Committee:** Regular meeting held on February 21, 2006. Mary W. acclaimed as Vice-Chair. Current bank balance is \$972.09. Dan McD updated the Archives Ctte on the upcoming show "*Reflections*", April 19. Some work must be done on the Archives website. Webmaster, Paul B., will be asked to help. Need someone to volunteer as Intergroup liaison with the Archives Ctte. Requirement: two years sobriety.

There is a new acquisition at the Archives: the program from the memorial service held on the occasion of Bill W.'s death in 1971 at Christ Church in Hull.

**Fall Conference:** No report this month.

**Springathon:** [May 12 & 13 at the Bronson Centre] Lorna M, Chair

Flyers are on hand. (See back table) Flyers do not list the speakers since the speakers were confirmed after the flyer was produced. The speaker coordinator, Kathy E., has chosen the AA keynote speakers: John H., from Burlington, Vermont will be the opening Friday night speaker, and the Saturday closing speaker will be Jane C. from Wallisburg, Ont. Both speakers have strong messages for all ages. There is an insert about the Springathon in the current newsletter.

The Springathon committee would like AA members to donate desserts: pies, cookies, cakes, etc., There is a need also for volunteers to help out in the kitchen Saturday a.m. and for someone to take responsibility for security during the Friday night dance.

Group donations would also be greatly appreciated to pay for the costs of the hall, speaker transportation and accommodation, food, etc. To volunteer, contact Mickey R (Springathon Vice Chair) at 836-2510.

**Old Business:**

- Audit – already noted. See above.
- McNabb meeting – already discussed. See above.

**New Business:**

1. The chair proposed wording for a motion that would allow us to amend By-law article 30:04. Currently, this article requires us to have an audit done for each fiscal year.

Amendment proposed by the Chair: “Audited or reviewed financial statements will be presented to members of Intergroup within six (6) months of the fiscal year-end of Intergroup.”

Reasons for this proposed amendment:

- Cost: an audit costs us \$1,500 to \$2,000 (greatly discounted from standard rates)
- A “review of financial statements” would cost \$1,000 to \$1,200.
- Difference is degree of guarantee. Audit is highest; review of financial statements is about 75% to 80%.
- A financial review would involve a look at cheques, bank statements, executive minutes.
- Auditor has recommended that a financial review is sufficient for an organization of our size and budget.
- Since we are such a small organization with little money, we are not generally viewed as a desirable client.

Discussion followed. Moved by Bill P., seconded by George M, that the wording of the proposed by-law amendment be changed to read:

“Audited or accountant reviewed financial statements will be presented to members of Intergroup within six (6) months of the fiscal year-end of Intergroup.”

In the discussion, it was noted that “accountant” encompassed financial professionals with a CA (chartered accountant), CMA (certified management accountant) and CGA (certified general accountant) designation.

Urgency of this matter is that the wording will govern how we conduct the audit/review of 2005 fiscal year just ended. Since we have a six-month time limit, we need to make arrangements soon to start the audit/ review for 2005.

Carried— that we amend the wording of the proposed change to the by-law to read as follows:

“Audited or *accountant* reviewed financial statements will be presented to members of Intergroup within six (6) months of the fiscal year-end of Intergroup.”

Representatives are to take this proposed amendment back to their groups.

2. Joe P. asked if there were Spanish-language materials or seed money for literature to start a Spanish group. Discussion followed concerning Intergroup stocking literature in languages other than English. The Literature coordinator noted that we have two Spanish 12x12s. He also noted that as well as the books in our office, francophones have two other sources of literature—the district based in Hull and the district based in Gatineau.

Moved by Jack D, seconded by Earl, that two Spanish kits be ordered from New York and that these would act as seed material for a new Spanish group. Cost estimated to be about \$24 US each.

Carried.

Minority view: this is not enough. Response: that the group would attempt to be self-sufficient and look after additional needs. Minority accepted this response.

**McNabb Meetings:** July meeting? No group volunteered so far.

**Coffee and Set-up** next month: Nikki L. and Fabio.

**Clean Up** tonight: all.

**Adjournment:**

On motion by George M., seconded by Brian L., the meeting adjourned, closing with the Responsibility Pledge and Lord's Prayer.

**Next Intergroup Meeting will be held on Wednesday, April 12, 2006 at 7:00 p.m. at the Bronson Centre**