

**OTTAWA AREA INTERGROUP
General Meeting Minutes for March 14, 2007**

The meeting opened at 7:05 pm with a moment of silence and the Serenity Prayer. The Twelve Traditions were read by Nathan W.

Welcome: The Chair welcomed all members in attendance.

Voting Members: 35

Non-voting Members: 12

Board Members: John S., Harry B., Mike B., George S., Danny M., Maureen C., Paul B., Doris M.

Agenda and Minutes:

On motion by Frank, seconded by Peter, the agenda was accepted as tabled.

On motion by Mike G., seconded by John R., the General Meeting Minutes for February 14, 2007 were approved.

Reports:

Chair: John S.

- Statement of receipts and disbursements Last month questions were raised concerning some items in the format of our monthly statement of receipts and disbursements. John pointed out that the format of our statement has been reviewed in the past by a chartered accountant (CA), a certified general accountant (CGA) and a certified management accountant (CMA). Suggestions made by them have been incorporated into the statement. John himself is an accountant. Also suggestions from the floor have been incorporated into the statement as well. While it's not perfect, it is an accurate representation of what does take place each month.

Vice-Chair: Harry B.

- Financial review As members are aware, an incorporated corporation is required to present a reviewed financial statement for each fiscal year. Our by-laws require this statement to be presented to the members by the end of June, i.e., six months following the end of our fiscal year (a calendar year). We have not yet received the statement for the year 2005, which was due by June 2006. The auditor has promised to have it ready in the next three weeks. Harry is investigating other arrangements for conducting the financial review of our 2006 fiscal year that ended December 31, 2006.
- By-law review Last month, Harry announced that he was forming a committee to review the currently published version of our by-laws to determine that they include all amendments that we have made, to note where wording needs to be fixed to remove inconsistencies, to determine if the by-laws reflect our current service requirements, and to verify that they reflect the principles of rotation and accountability. Claude L. has volunteered to work on these tasks with Harry B. and other members have been recommended as suitable people to work on this committee.
- re: financial review (additional information from John S.) John noted that our current auditor had given us a credit last year that offset part of his fee. Others have submitted quotes for doing the financial review that are being considered.

Treasurer: Mike B.

- Mike presented the statement of receipts and disbursements for the period ending February 28, 2007, and drew members' attention to the notes at the bottom of the statement. Note #5, inventory cost (literature) shows the value of goods currently in inventory. While literature purchases show as a disbursement in the statement, the money is not really "spent"; it has been converted into the assets in the literature inventory and will be recaptured when those items are sold.
- The amount shown as the budgeted monthly amount for any item is an estimated amount only. It is arrived at by dividing the estimated yearly amount by 12, with one twelfth being apportioned to each month. While the actual amount may vary over or under this estimated figure, they tend to balance out over the year.

Literature Coordinator: George S.

- The inventory was taken on 24 February 2007. The inventory cost was approximately \$7,000. Based on the inventory, an order was placed with New York.
- That order has arrived. A box of 12&12's is on backorder.
- George received a note from Jacques M., DCM for Bytown. Jacques is concerned about an erroneous report that two groups in his district have closed. If you phone in a meeting list change, please leave your first name, last initial and phone number.

Newsletter: Danny M.

- The March issue of the newsletter is now available.
- Springathon: Note that the Springathon, instead of doing a four-page insert, is doing a two-page insert this month and will do a two-page insert next month.
- Subscription amounts: The newsletter is not paid for by the subscription amounts. Any additional amounts that a group would like to contribute and that are marked for the newsletter will be greatly appreciated. The newsletter is paid for from general revenues.
- Birthday announcements: when submitting birthday announcements, please supply the person's name, date, and number of years of sobriety.
- Print run: Our current print run is 1200 copies.

TAS: Maureen C.

- More volunteers have come in; more are required.
- More women are needed for the 12th step list, especially women with cars. There is a two-year sobriety requirement for people to be on the 12th-step list.
- Volunteers are also needed for the after-hours list. Note that being an after-hours volunteer means that you could be awakened any time throughout a night when you are on duty by a telephone call. In response to a question, Maureen noted that it was possible for a volunteer to restrict his or her after-hours commitment to one night a month.
- Maureen noted some changes to the schedule.

Webmaster: Paul B.

- Our two months with our current service provider, Primus, shows that we receive 692 hits per day on our website.
- As of this evening, our meeting list is now functioning and available on the website.
- Kingston: John S. added that Kingston has informed us that they will now go on their own with their own website. We used to act as Kingston's web-host. The loss to our revenues with Kingston no longer using this service is about \$200 per year.
- Question: Newsletters on the web: A member pointed out that the newsletters which at one time were to have been made available on the website are no longer available and haven't been for a while. Is something wrong? Answer: putting a newsletter on the website takes up a lot of space. We did not have a lot of space with our previous service provider

Secretary: Doris M.

- Reminded members who have not previously filled in an "Intergroup Representative 2007" info sheet to please do so. The info on this sheet is the basis for our sign-in sheet and supplies the address where we'll send your minutes.
- Said she hoped that members received their February minutes in a more timely fashion. (Several thumbs-up appeared throughout the room.)

Archives Committee: Gord H.

- The Archive's Committee elections were held on February 20, 2007. The officers elected are as follows:
 - Chair: Janet C. (2nd term)
 - Vice Chair: (delayed until the March 20 archives meeting)
 - Treasurer: Ian P.
 - Secretary: Gord H.
 - Archivist: Terry C.
 - Member at Large: Ron H.
 - Member at large ... two openings exist. Sobriety requirement is two years.
- The spring fundraising event for Archives is approaching. It is the movie, *My Name is Bill W.*, starring James Wood and James Garner, as Bill W. and Dr. Bob respectively. Gord has envelopes with tickets, which reps can take back to sell at their groups. If any reps have money to turn in from sold tickets, please see Gord. The goal is to sell 350 tickets. For information on the evening and the film, please see the flyer that was distributed last month and look for info in the newsletter.

Question: Is there an end-of-year financial statement from Archives? Answer: Yes. Believes it was published in the newsletter.

Question: If the archives room is open every day, can we put an announcement to that effect in the newsletter? Answer: Daytime person who is cataloguing material is there at different times.

Question: Are documents being catalogued and digitized? Answer: Catalogued, yes; digitized, no. Yes, documents are handled by visitors to the archives.

Springathon: Morris R.

- Circulars: Morris went through the package of circulars that were distributed to the members. They describe the events that are part of the conference, and include a registration form and a request for advance donations. Registration only fee is \$10; fee for only the dance is \$5. Last year, groups donated \$4,000 to the Springathon (note: being referred to as Spring Conference this year).
- Panel members: See the list of proposed panels on the flyer. The topics for the panels are the same as the names of AA pamphlets, e.g., Young people and AA, AA and the Native North American. If you know of someone who would be a good panel member or chairperson, please contact Morris. His information is on the flyer. He can be contacted 613-747-7150 (leave a message for the Spring Conference committee) or springathon07@magma.ca.
- Registration: Morris introduced Ann S. who is in charge of registration. Advance registrations provide money to set up the conference. See the flyers that were handed out or the insert in the newsletter for address and contact information. Ann introduced Louis B. who is also helping out with registrations.
- Donation: Morris introduced Sean who is in charge of gathering donations for the spring conference. It would be good to have enough donations so that the Friday evening events could be free. Donations and advance registrations should be in by April 20. Send contributions to Spring Conference 2007 c/o Ottawa AA Intergroup, 108-211 Bronson Ave., Ottawa ON or telephone Sean at 613-620-8487 or 613-314-0366.

Question: Why is the event being referred to as the “spring conference” rather than the “Springathon” as in past years? Answer: After search back through old materials, we saw that it was first called the “spring event”, then “spring conference”, then “Springathon”. We decided to go back to “spring conference”, which also draws a parallel with “fall conference”, even though it’s not being held in a hotel, with the greater expense and a banquet.

Question: Do you still want us to donate food? Answer: There will be food for sale, sandwiches, chips, soft drinks, etc.

Fall Conference: Janet A.

- The 56th Eastern Ontario Fall Conference will be held August 31, Sept 1 -2, 2007 at the Crowne Plaza Hotel. These dates are the Labour Day weekend. The conference fee is \$65.
- Flyers are being distributed to events out of town, but will not be distributed in-town until after the Spring Conference.
- The Saturday night key-note speaker is Cliff R. from California.
- The conference committee currently meets the 2nd Thursday of every month.

Question: Why Labour Day weekend? Answer: The hotel set this as the available weekend. Jim T. negotiated with the Crowne Plaza, which has made the commitment to make this Labour Day weekend available to us for the next five years. We have a signed contract only for this year.

Old Business:

- a) Intergroup rep for the archives committee: Jo R., rep for Saturday Morning Westboro, volunteered.
- b) Newsletter: Three questions were posed last month for reps to take back to their groups—

1. Is it ok to increase our printing cost to include two-colour printing? This allows us to have black-ink text (easier to read) and use a colour for graphics such as on the masthead. The additional cost is about \$20/month: ok? General consensus gave approval to this cost increase. Danny M. pointed out that at the end of the year, the newsletter will appear to be over-budget, since this cost is in addition to the amount originally budgetted.
2. Is it ok to print birthday announcements before the birthday actually takes place? General consensus showed disagreement with printing birthday announcements before the celebrant's actual dry date. This suggestion was dismissed.
3. Item three concerned on-line presentation of the newsletter. The write-up in last month's minutes of what was being proposed was incorrect. As a result, the discussion was confused. Danny M. volunteered to re-submit the item at next month's Intergroup meeting.

New Business:

- a) Cancelled meetings: Already discussed. See the third item in the Literature Coordinator's report.

McNabb Meetings:

April 2007	Oasis
May 2007	Saturday Morning Westboro
June 2007	West End Group
July 2007	

Clean Up tonight: all.

Adjournment:

The meeting adjourned at 8:30 pm closing with the Responsibility Pledge and Lord's Prayer.

Next Intergroup meeting will be held on Wednesday, April 11, 2007 at 7:00 p.m. at the Bronson Centre