

## October 14, 2020 Ottawa Area Intergroup Meeting

### Attendance (Intergroup Board)

Position	Name	Position	Name
Chair	Harry B.	Literature	Doris M.
Vice-Chair	Frank O.	Webmaster	Carolyn O.
Secretary	Charlene S.	Newsletter	Jeff F.
Treasurer	Sandy C.	Spring Conference	Cindy E-M. (absent)
TAS Coordinator	Al L.	Eastern Ontario Conference	Richard C. (absent)
12 Step Coordinator	Natalie L.		

### Groups in Attendance

Attitude of Gratitude, B-United, Beacon Hill, Beyond Belief, By the Book, Early Birds, Fellowship, Friday Night Chelsea, Hand in Hand, New Day, Orleans Search for Serenity, Parkwood Hills, Podium Hill, Queensway Carleton, Richmond 11th step group, Sisters of Sobriety, Step by Step, Step Sisters, Stittsville 2nd Chance, Venture Group, Westboro Big Book Study, Westboro Saturday 11am, West End Group, Women in Step.

### Opening and Introductions

Chair opens the meeting at 7:02pm with a moment of silence, followed by the Serenity Prayer and the reading of the 12 Traditions;

Roll Call and Voter count: 31 voters (23 group reps, 8 executive committee); 6 non-voters

September Minutes and agenda were approved by majority of members

Motion to approve: Women in Step Intergroup Rep

Seconded: Webmaster

Carried unanimously

### Reports:

**Chair (Harry B.):** [chair@ottawaaa.org](mailto:chair@ottawaaa.org)

- 1) Homegroup Reopenings: Groups are adapting to tightened Ottawa Public Health regulations and guidelines, including gathering with a maximum of 10 people. AA continues to function as well as can be expected under the current circumstances.
- 2) Intergroup Office: There are currently no plans to reopen the Intergroup Office. The Board recently voted to pay rent at the Bronson Centre for the full coming year, in case we are able to reopen in the next 12 months. The price of the storage space that would be needed for Intergroup materials is fairly comparable to the rent. The cost can be covered by the prudent reserve if needed.

**Vice-Chair (Frank O.):** [vicechair@ottawaaa.org](mailto:vicechair@ottawaaa.org)

- 1) Home group continues to support AA members by hosting Zoom meetings daily.

**Secretary (Charlene S.):** [secretary@ottawaaa.org](mailto:secretary@ottawaaa.org)

- 1) Nothing to report

**Treasurer (Sandy C.): [treasurer@ottawaaa.org](mailto:treasurer@ottawaaa.org) (see attached Treasurer Reports for details)**

- 1) OAIG Finances: Finances are similar to last month; still have some cash reserves in GICs; our expenses continue to sit around \$1,500/ month; A few Group donations came in this month, which helped recuperate some of our deficit; Total deficit currently sits at just under \$4k. Treasurer intends to settle the outstanding money owed to the CRA this month.
- 2) Online banking: Intergroup continues to accept e-transfer, though cheques are still accepted.
- 3) **Treasurer's position is up at the end of this year. If you are willing to volunteer for this position, please contact [chair@ottawaaa.org](mailto:chair@ottawaaa.org).**

**TAS Coordinator (Al L.): [TAS@ottawaaa.org](mailto:TAS@ottawaaa.org)**

- 1) Volunteers: TAS is always seeking volunteers, and time commitments can be as low as one three-hour shift per week. The schedule for shifts is available online so it is simple to see where shifts still need someone to cover them. This is a good opportunity for service, especially for sponsees (minimum one year sobriety total).
- 2) 192 calls, 6/ day; 82 voicemail, 18 between 10 and 10; 78 answered remotely. 77 assigned shifts (64%)
- 3) Went to a meeting of all TAS and 12 Step coordinators from across Canada, where discussion included best practices and experiences. The intention is for these meetings to be held more regularly.
- 4) Training: TAS training is available online, and takes a very short amount of time.

**12-Step Coordinator (Nathalie L.): [12step@ottawaaa.org](mailto:12step@ottawaaa.org)**

- 1) Volunteers: Anyone who is interested in volunteering, please contact the coordinator.

**Literature Coordinator (Doris M.): [literature@ottawaaa.org](mailto:literature@ottawaaa.org)**

- 1) Online sales and curbside pickup: Continuing curbside pickup. In the first two weeks of October, sales were at \$562. Some of this revenue will be needed to purchase more Big Books and a few other items. Continued success depends on having volunteers, and orders.
- 2) **Literature Coordinator's position is up at the end of this year. If you are willing to volunteer for this position, please contact [chair@ottawaaa.org](mailto:chair@ottawaaa.org).**

**Webmaster (Carolyn O.): [webmaster@ottawaaa.org](mailto:webmaster@ottawaaa.org)**

- 1) Website and App updates: Acronyms indicating whether a meeting is online or in-person and a new search field for online meeting types were added to the searchable meeting list page. Minor updates were made to the home page. Similar to the home page, the online app has been updated to facilitate finding either online or in-person meetings.
- 2) Zoom meetings: If groups change their meeting times, type of group, etc. please notify the webmaster, since this information will then be made available publicly on the website;
- 3) Recommends that each group create a generic email address for their group so people can contact them for information regarding their group.

**Newsletter Coordinator (Jeff F.): [newsletter@ottawaaa.org](mailto:newsletter@ottawaaa.org)**

- 1) October edition is available online. This edition focuses on the 7th tradition and adapting methods of collection to the times.
- 2) Upcoming editions: Newsletter Coordinator is seeking input and articles from groups who can share news, best practices, and stories about how groups are changing and adapting.
- 3) **Newsletter Coordinator's position is up at the end of this year. If you are willing to volunteer for this position, please contact [chair@ottawaaa.org](mailto:chair@ottawaaa.org).**

**Spring Conference Chair (Cindy E-M.) : (Absent)**

**Eastern Ontario Conference Chair (Richard C.): (Absent)**

**Committee Reports:**

**Area 83 (Kimberly M.):**

- 1) A virtual assembly is scheduled for October 25-26, with a speaker meeting, a workshop and committee report on Saturday, and old business, new business and election of Area officers on Sunday. GSRs from every group are encouraged to attend.

**Policies & Procedures Committee (Clint M.): [policies@ottawaaa.org](mailto:policies@ottawaaa.org)**

The committee plans to continue work on the Policies and Procedures guide once the bylaw updates have been completed.

**Nominations Committee (Clint M.):**

- 1) The Chair proposes to formally appoint Clint M. as Nominations Coordinator for upcoming virtual elections for Board positions that are up for rotation.
  - a) Beyond Belief Intergroup Representative motions to approve
  - b) Vice-Chair seconds
  - c) Motion is Carried.
- 2) The Nominations Coordinator will be the main point of contact for members interested in one of the positions. Ideally, we would have 2-3 people standing for the position; however, if no one volunteers, the position remains vacant. Formal nominations from the floor will commence in November. The literature coordinator reminds everyone that position descriptions can be found in the Bylaws and the most recent draft of the Policies & Procedures document.

**CPC and Public Information committee: (Michel D.):**

- 1) The CPC & PI Committee did not meet this summer, but they did put advertisements about AA in a few local newspapers with some positive results; Four newspapers out of the 28 contacted placed AA public announcements over the summer.
- 2) A Professor from Ottawa University requested a presentation about Addiction and a second one on Aging and Addiction. The latter will take place in November and the former will be on 21 October. This will be the second year in a row that P.I./CPC has presented in her class.
- 3) This committee meets on the third Monday of the month at 6:30pm. Please contact the Acting Chair, Jo-Anne at [cpc@ottawaaa.org](mailto:cpc@ottawaaa.org) if you are interested in participating on the committee.

**Going Forward Committee:** On hiatus due to current COVID circumstances.

**McNabb Meeting:** Meetings continue to be cancelled until further notice.

Meeting closed at 8:14pm with the responsibility pledge.

**Next meeting: November 11th, 2020**



## Ottawa Area Intergroup of Alcoholics Anonymous

### Treasurer Report

October 14, 2020

1. Cash in the Bank \$9043, value of GICs \$17365.
2. Year to date deficit of \$3762.
3. Group donations on par with last year.
4. Interac Etransfer to treasurer@ottawaaa.org

#### To Do

1. Cycle every day until Nov 7.
2. Bake a birthday cake.
3. Search for a replacement.
4. Continue with zoom and practice social distancing.

# Ottawa Area Intergroup of Alcoholics Anonymous

## INCOME AND EXPENSES YTD COMPARISON

January 1 - October 12, 2020

	TOTAL		
	JAN 1 - OCT 12, 2020	JAN 1 - OCT 12, 2019 (PY)	% CHANGE
<b>INCOME</b>			
42000 Literature Sales	5,734.78	20,958.44	-72.64 %
42050 Meeting List Sales	256.57	737.44	-65.21 %
42150 Medallions & Other Sales	1,482.86	3,289.67	-54.92 %
42200 Grapevine Sales	337.55	2,157.38	-84.35 %
Uncategorized Income		0.00	
<b>Total Income</b>	<b>\$7,811.76</b>	<b>\$27,142.93</b>	<b>-71.22 %</b>
<b>COST OF GOODS SOLD</b>			
50000 Cost of Goods Sold			
51210 Literature	4,594.73	16,520.28	-72.19 %
51220 Meeting Lists	246.98	733.22	-66.32 %
51240 Medallions & Other	991.64	2,218.09	-55.29 %
51250 Grapevine	285.91	1,660.39	-82.78 %
<b>Total 50000 Cost of Goods Sold</b>	<b>6,119.26</b>	<b>21,131.98</b>	<b>-71.04 %</b>
Inventory Shrinkage		625.24	-100.00 %
Inventory Shrinkage-1		190.89	-100.00 %
<b>Total Cost of Goods Sold</b>	<b>\$6,119.26</b>	<b>\$21,948.11</b>	<b>-72.12 %</b>
<b>SURPLUS/DEFICIT</b>	<b>\$1,692.50</b>	<b>\$5,194.82</b>	<b>-67.42 %</b>
<b>EXPENSES</b>			
50001 Inventory Adjustment Account	81.51	-59.40	237.22 %
50340 Depreciation	22.50	1,412.51	-98.41 %
51000 Office Expenses		93.27	-100.00 %
51035 Postage and Courier	18.30	25.58	-28.46 %
51050 AA Web Site	833.93	219.99	279.08 %
51070 Internet	439.45	1,924.67	-77.17 %
51090 Office Supplies	440.77	596.85	-26.15 %
51091 Water Cooler - Water	30.00	127.95	-76.55 %
51092 Water Cooler - Rent & Supplies	149.49	36.00	315.25 %
51095 Repair & Maintenance		25.00	-100.00 %
51140 Photocopying		344.36	-100.00 %
<b>Total 51000 Office Expenses</b>	<b>1,911.94</b>	<b>3,393.67</b>	<b>-43.66 %</b>
51010 Rent Mc Nabb Community Centre	414.06	1,287.39	-67.84 %
51020 Rent Mac Hall- Intergroup	368.00	470.00	-21.70 %
51030 Bronson Office Rent & Parking	10,387.20	10,170.36	2.13 %
51036 ROH Auditorium Rental		100.00	-100.00 %
51040 Telephone	841.92	2,009.24	-58.10 %
51060 Travel		1,676.89	-100.00 %
51080 Insurance	1,559.80		
51096 Office Cleaning & Supplies	300.00	148.15	102.50 %
51100 Accounting Remote Access Fee		302.54	-100.00 %
51110 Audit and Legal Fees		12.00	-100.00 %
51112 Salaries and Wages	6,363.82	7,202.52	-11.64 %

# Ottawa Area Intergroup of Alcoholics Anonymous

## INCOME AND EXPENSES YTD COMPARISON

January 1 - October 12, 2020

	TOTAL		
	JAN 1 - OCT 12, 2020	JAN 1 - OCT 12, 2019 (PY)	% CHANGE
51114 Employers Payroll Tax Expenses			
51116 CPP Expense	215.42	278.12	-22.54 %
51117 EI Expense	146.91	163.29	-10.03 %
<b>Total 51114 Employers Payroll Tax Expenses</b>	<b>362.33</b>	<b>441.41</b>	<b>-17.92 %</b>
51120 Bank Charges	282.15	194.68	44.93 %
51121 QuickBooks Payments Fees	500.00	122.35	308.66 %
51230 Newsletters Printing Costs	375.00	1,360.00	-72.43 %
Ministry of Finance (ON) Expense	142.88	171.55	-16.71 %
Uncategorized Expense		0.00	
<b>Total Expenses</b>	<b>\$23,913.11</b>	<b>\$30,415.86</b>	<b>-21.38 %</b>
OTHER INCOME			
42220 McNabb Meeting 7th Tradition	122.50	519.45	-76.42 %
42250 Group /Individual Contributions	18,289.64	18,722.16	-2.31 %
42300 Net Spring Conference Income			
42311 Sales Spring Conf. Banquet	-0.01	7,836.31	-100.00 %
42313 Spring Conf Day Tickets & 7th	100.00	5,545.50	-98.20 %
42315 Group Donations Spring Conf	400.00	2,683.60	-85.09 %
51160 Spring Conference Expenses	-453.60	-13,098.35	96.54 %
<b>Total 42300 Net Spring Conference Income</b>	<b>46.39</b>	<b>2,967.06</b>	<b>-98.44 %</b>
42305 Net Eastern Ontario Conference Income			
42312 Banquet Sales Eastern Ontario Conf.		15,224.85	-100.00 %
42314 Eastern Ontario Conference Donations		2,246.54	-100.00 %
42316 Donations Groups- East. Ont. Conf		2,920.00	-100.00 %
51170 Eastern Ontario Conference-Expenses		-3,279.90	100.00 %
<b>Total 42305 Net Eastern Ontario Conference Income</b>		<b>17,111.49</b>	<b>-100.00 %</b>
<b>Total Other Income</b>	<b>\$18,458.53</b>	<b>\$39,320.16</b>	<b>-53.06 %</b>
<b>SURPLUS/DEFICIT</b>	<b>\$ -3,762.08</b>	<b>\$14,099.12</b>	<b>-126.68 %</b>