

February 10, 2021 Ottawa Area Intergroup Meeting

Attendance (Intergroup Board)

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

Groups in Attendance

Attitude of Gratitude, B-United, Barrhaven Tuesday Night, Beacon Hill, Beyond Belief, Chelsea Friday Night, Fellowship, Freedom, Heritage Group, Kanata Cofounders, New Day, Parkwood Hills, Podium Hill, Search for Serenity, Serenity at Sunrise, Sisters of Sobriety, Stepping Ahead, Step Sisters, Stittsville 2nd Chance, Uptown, Vanier Early Birds, Venture Group, Westboro Big Book Study, Westboro Saturday 11am, West End Group, Women in Step.

Opening and Introductions

Chair opens the meeting at 7:00pm with a moment of silence, followed by the Serenity Prayer and the reading of the 12 Traditions;

Roll Call and Voter count: 33 voters (26 group reps, 7 executive committee); 6 non-voters

January Minutes are tabled for approval:

Motion to approve: Michel D.

Seconded: Fraser M

Carried unanimously

Reports:

Chair (Harry B.): chair@ottawaaa.org

- 1) Chair visited the Intergroup Office at the Bronson Centre to check in.
- 2) Sandy C. (previous Treasurer) has been assisting the Chair in maintaining finances while the Treasurer's position remains vacant. Chair will be meeting with the virtual bookkeeper in the coming week.

Treasurer (Vacant): treasurer@ottawaaa.org (see attached Treasurer Reports for details)

- 1) Intergroup still has some reserves held in GICs, and is holding fairly steady compared to last year. Literature sales are lower than last year, while group donations are slightly higher. At one month into 2021, we have approximately \$26k in the bank, with a further ~\$15k of assets in books and other goods. Fewer expenses this year, though rent remains the same.

Frank O. Moves to accept the financial statements for January as shared:

Barry D. seconds the motion

Vice-Chair (Frank O.): vicechair@ottawaaa.org

Nothing to report.

Secretary (Charlene S.): secretary@ottawaaa.org

Nothing to report

TAS Coordinator (Carolyn S.): TAS@ottawaaa.org

- 1) Volunteers: TAS is always seeking volunteers, and time commitments can be as low as three hours per month. 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 of one year sobriety is recommended).
- 2) January was a busy month for calls, and four new volunteers were trained.
- 3) Total calls: 191; 25 calls went to voicemail; 7 calls between 10pm and 10am; 102 calls were answered remotely; 104 shifts were assigned (84%).

12-Step Coordinator (Natalie L.): 12step@ottawaaa.org

- 1) Anyone who is interested in volunteering, please contact the coordinator.(minimum of one year sobriety is recommended).
- 2) January was a busy month for 12-Step Calls.

Literature Coordinator (Al L.): literature@ottawaaa.org

- 1) Online orders with curbside pickup continues and is available Saturday afternoons between 2-4pm.
- 2) Coordinator will be making a large purchase of books (~\$500) .

Newsletter Coordinator (Dawn-Marie M.): newsletter@ottawaaa.org

- 1) February edition is ready for distribution and features stories on the secular sobriety movement in Ottawa, the new website, and a flyer for the Spring Conference.
- 2) Any member is welcome to submit articles, editorials, creative corner submissions, etc.

Webmaster (Carolyn O.): webmaster@ottawaaa.org

- 1) New website has been launched with improved meeting search functionality. Upcoming improvements include a new online store with better functionality and auto-syncing receipts for inventory within QuickBooks
- 2) Webmaster encourages groups to create a generic email account for the group so it can be published on the ottawaaa website. In addition, Zoom meeting passwords should be numeric so that people dialing in are able to join.

Spring Conference Chair (Cindy E-M.): spring@ottawaaa.org <https://ottawaaa.org/springathon/>

- 1) Due to Covid-19, the 2021 Spring Conference will be held virtually on April 17th. A flyer has been posted to the website and is shared in the March newsletter. Al-Anon and Al-Ateen will be a part of the Conference, but will have their own Zoom meetings.
- 2) Committee Chair and Vice-Chair have tentatively lined up speakers and panels for the day, as well as a keynote speaker (Polly P.). There will be a breakout room for newcomers.
- 3) There will be no cost, but 7th tradition donations will be encouraged.

- 4) The Spring Conference Committee will continue to meet every Saturday at 1:30pm between now and the Conference. They are still seeking volunteers for various tasks, including security, time-keeping and greeting

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

Committee Reports:

Nominating Committee Lead (Clint M.):

- 1) Calls for volunteers for the Treasurer's position
 - a) As there are no volunteers, Chair asks Intergroup Representatives to return to their homegroups to ask for volunteers.

Policies & Procedures Committee (Clint M.): policies@ottawaaa.org

- 1) Committee Plans to begin meeting again after being on hold for a few months while awaiting updates to the Ontario Corporations Act.

Bylaws Committee Lead (Sandy K.)

- 1) The group is in the process of reviewing and updating the current bylaws to reflect any changes from the new Ontario Corporations Act. Suggested changes will be brought to the membership and then reviewed by a lawyer.
- 2) Committee met on January 24th and will continue to meet on the second last Sunday of each month.

Public Information and CP Committee: (Michel D.): cpc@ottawaaa.org

- 1) Jo Anne, Chair of the Committee, and two other members were interviewed about the Program by the Ottawa Citizen. The committee has done five presentations about AA at Ottawa University and is always looking for more opportunities to share information on the Program.
- 2) This committee meets on the third Monday of the month at 6:30pm. Please contact the Acting Chair, Jo-Anne at cpc@ottawaaa.org if you are interested in participating on the committee.

Area 83 Alternate Delegate: (James O'D.): alt.delegate@area83aa.org

- 1) Area committee met on January 9th to begin preparations for the March 24-26 virtual assembly. All members are welcome to attend.
- 2) Delegates from across Canada and the US meet monthly to discuss best practices and how the groups can work together.
- 3) Video released by GSO to encourage discussion about updating language in the Big Book with gender-neutral language.

Meeting closed at 8:10pm with the responsibility pledge.

Next meeting: March 10th, 2021

Zoom link for next meeting

<https://us02web.zoom.us/j/82438786359?pwd=a3FoYVI4eXIJVkJVraGtjV3VXM2hOdz09>

Ottawa Area Intergroup of Alcoholics Anonymous

BALANCE SHEET COMPARISON

As of January 31, 2021

	TOTAL		
	AS OF JAN 31, 2021	AS OF JAN 31, 2020 (PY)	% CHANGE
Assets			
Current Assets			
Cash and Cash Equivalent			
10000 Cash in Bank	14,003.52	6,099.73	129.58 %
10550 GIC -Ivestments	12,932.01	21,579.03	-40.07 %
12000 Cash on Hand for Deposit	0.00	0.00	
Total Cash and Cash Equivalent	\$26,935.53	\$27,678.76	-2.69 %
Accounts Receivable (A/R)			
11000 Accounts Receivable	0.00	0.00	
Total Accounts Receivable (A/R)	\$0.00	\$0.00	0.00%
12030 Advance-Spring Conference	0.00	1,000.00	-100.00 %
12040 Advance - Eastern Ontario Conference	1,000.00	0.00	
12060 Advance to Canadathon	0.00	0.00	
12100 Inventory Asset	0.00	0.00	
13260 Literature Inventory	10,140.87	8,088.81	25.37 %
13270 Medallions and Other Inventory	2,512.57	2,629.05	-4.43 %
13280 Meeting List Inventory	543.06	-11.78	4,710.02 %
13290 Grapevine Inventory	2,692.75	2,843.21	-5.29 %
Total 12100 Inventory Asset	15,889.25	13,549.29	17.27 %
13200 Prepaid Rent Mac Hall	368.00	506.00	-27.27 %
13210 Prepaid Insurance	-285.51	100.69	-383.55 %
13211 Prepaid Web Site for AA	0.00	0.00	
13240 Prpd Mc Nabb Sunday Mtng. Rent	0.00	46.26	-100.00 %
13241 Prepaid Rent Bronson	1,022.18	1,022.18	0.00 %
13250 Prepaid Legal & Accounting Fees	0.00	0.00	
Uncategorized Asset	0.00	0.00	
Total Current Assets	\$44,929.45	\$43,903.18	2.34 %
Non-current Assets			
Property, plant and equipment			
13410 Office Furniture	5,497.87	5,527.87	-0.54 %
13420 Accum Dprctn. Office Furniture	-5,339.62	-5,339.62	0.00 %
13450 Leasehold Improvements	15,157.77	15,157.77	0.00 %
13451 Computer Equipment	2,496.82	2,496.82	0.00 %
13452 Accum Dprctn Computer Equipment	-2,496.82	-2,496.82	0.00 %
13460 Accum Dprctn. Leasehold Imp	-15,157.77	-15,157.77	0.00 %
Total Property, plant and equipment	\$158.25	\$188.25	-15.94 %
Total Non Current Assets	\$158.25	\$188.25	-15.94 %
Total Assets	\$45,087.70	\$44,091.43	2.26 %

Ottawa Area Intergroup of Alcoholics Anonymous

BALANCE SHEET COMPARISON

As of January 31, 2021

	TOTAL		
	AS OF JAN 31, 2021	AS OF JAN 31, 2020 (PY)	% CHANGE
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable (A/P)			
20000 Accounts Payable	0.00	-1,038.72	100.00 %
Total Accounts Payable (A/P)	\$0.00	\$ -1,038.72	100.00 %
20100 Accrued Liabilities	0.00	0.00	
23000 Payroll Taxes Payable	0.45	0.00	
23100 Payroll Federal Tax Payable	0.00	157.10	-100.00 %
23110 CPP Payable	-5.29	725.86	-100.73 %
23120 EI Payable	28.70	263.40	-89.10 %
Total 23000 Payroll Taxes Payable	23.86	1,146.36	-97.92 %
23130 Salaries and Wages Payable	0.00	635.50	-100.00 %
25500 GST/HST Payable Intrgrp Oprtns.	-407.63	42.44	-1,060.49 %
25550 GST/HST Payable Spring Conf.	-5.71	-5.71	0.00 %
25560 GST/HST Payable Fall Conf	0.00	0.00	
Total 25500 GST/HST Payable Intrgrp Oprtns.	-413.34	36.73	-1,225.35 %
25600 Deferred Sales Revenue	0.00	0.00	
Receiver General Suspense	-104.88	1,775.97	-105.91 %
Total Current Liabilities	\$ -494.36	\$2,555.84	-119.34 %
Total Liabilities	\$ -494.36	\$2,555.84	-119.34 %
Equity			
30000 Opening Balance Equity	255.30	222.30	14.84 %
Retained Earnings	42,992.68	42,995.96	-0.01 %
Surplus/Deficit for Year	2,334.08	-1,682.67	238.71 %
Total Equity	\$45,582.06	\$41,535.59	9.74 %
Total Liabilities and Equity	\$45,087.70	\$44,091.43	2.26 %

Ottawa Area Intergroup of Alcoholics Anonymous

INCOME AND EXPENSES YTD COMPARISON

January 2021

	TOTAL		
	JAN 2021	JAN 2020 (PY)	% CHANGE
INCOME			
42000 Literature Sales	452.04	1,259.51	-64.11 %
42050 Meeting List Sales	1.33	11.49	-88.42 %
42150 Medallions & Other Sales	163.89	424.69	-61.41 %
42200 Grapevine Sales	64.76	120.95	-46.46 %
Total Income	\$682.02	\$1,816.64	-62.46 %
COST OF GOODS SOLD			
50000 Cost of Goods Sold			
51210 Literature	329.33	977.49	-66.31 %
51220 Meeting Lists	1.31	11.08	-88.18 %
51240 Medallions & Other	103.24	334.12	-69.10 %
51250 Grapevine	49.53	105.93	-53.24 %
Total 50000 Cost of Goods Sold	483.41	1,428.62	-66.16 %
Inventory Shrinkage-1	-1,713.03		
Total Cost of Goods Sold	\$ -1,229.62	\$1,428.62	-186.07 %
SURPLUS/DEFICIT	\$1,911.64	\$388.02	392.67 %
EXPENSES			
50001 Inventory Adjustment Account		-54.38	100.00 %
50340 Depreciation	2.50	2.50	0.00 %
51000 Office Expenses			
51050 AA Web Site	72.48	71.55	1.30 %
51070 Internet	43.94	43.95	-0.02 %
51090 Office Supplies		47.83	-100.00 %
Total 51000 Office Expenses	116.42	163.33	-28.72 %
51010 Rent Mc Nabb Community Centre		80.00	-100.00 %
51020 Rent Mac Hall- Intergroup		46.00	-100.00 %
51030 Bronson Office Rent & Parking	1,038.72	1,038.72	0.00 %
51040 Telephone	60.40	60.40	0.00 %
51080 Insurance	161.00	90.60	77.70 %
51096 Office Cleaning & Supplies		60.00	-100.00 %
51112 Salaries and Wages		2,021.76	-100.00 %
51114 Employers Payroll Tax Expenses			
51116 CPP Expense		45.87	-100.00 %
51117 EI Expense		82.50	-100.00 %
Total 51114 Employers Payroll Tax Expenses		128.37	-100.00 %
51120 Bank Charges	20.00	36.25	-44.83 %
51121 QuickBooks Payments Fees	50.00	50.00	0.00 %
51230 Newsletters Printing Costs		125.00	-100.00 %
Ministry of Finance (ON) Expense	3.52		
Total Expenses	\$1,452.56	\$3,848.55	-62.26 %
OTHER INCOME			
42250 Group /Individual Contributions	1,875.00	1,861.69	0.71 %
42300 Net Spring Conference Income			
42311 Sales Spring Conf. Banquet		48.67	-100.00 %
51160 Spring Conference Expenses		-132.50	100.00 %
Total 42300 Net Spring Conference Income		-83.83	100.00 %
Total Other Income	\$1,875.00	\$1,777.86	5.46 %
SURPLUS/DEFICIT	\$2,334.08	\$ -1,682.67	238.71 %