

## March 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)	<i>Spring Conference</i>	Cindy E-M.
TAS Coordinator	Carolyn S.	<i>Eastern Ontario Conference</i>	Richard C.
12 Step Coordinator	Natalie L.		

### Groups in Attendance

B-United, Barrhaven Tuesday Night, Beacon Hill, Beyond Belief, By the Book, Chelsea Friday Night, Fellowship, Freedom, Heritage Group, Ottawa South, Parkwood Hills, Podium Hill, Queensway Carleton, Search for Serenity, Secular Sobriety, Serenity at Sunrise, Sisters of Sobriety, Step by Step, Stepping Ahead, Step Sisters, Stittsville 2nd Chance, Uptown, Vanier Early Birds, Westboro Big Book Study, Westboro Saturday 11am, West End Group.

### Opening and Introductions

Chair opens the meeting at 7:01pm with a moment of silence, followed by the Serenity Prayer and the reading of the 12 Traditions;

Roll Call and Voter count: 32 voters (25 group reps, 7 executive committee); 7 non-voters

February Minutes and March's financial statements are tabled for approval:

*Motion to approve: Michel D.*

*Seconded: Isabelle P.*

Carried unanimously

### Reports:

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

- 1) Chair attended Spring Conference Planning Committee meeting; anticipating that it will be well attended.
- 2) Sandy C. (previous Treasurer) has been assisting the Chair in maintaining finances while the Treasurer's position remains vacant. Chair is still looking into the idea of a virtual bookkeeper to review our financials quarterly.

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

- 1) OAIG is in a good place financially. Prudent reserve is adequate to fulfil our financial obligations for up to a year in case it becomes necessary.
- 2) All intergroup reps are asked to inquire about anyone wishing to volunteer for role of Treasurer.

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

Nothing to report.

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

Nothing to report.

**TAS Coordinator (Carolyn S.): [TAS@ottawaaa.org](mailto:TAS@ottawaaa.org)**

- 1) 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) 150 calls in total; 65 calls went to voicemail; 22 calls between 10pm and 10am; 81 calls were answered remotely; 83 shifts were assigned (74%).
- 3) One group member suggested that we look into longer shifts, so fewer volunteers are needed per day, as well other best practices used by other groups. To be discussed.

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

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

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

- 1) Online orders with curbside pickup continues and is available Saturday afternoons between 2-4pm.
- 2) Coordinator made the first large purchase of books (~\$700) for 2021 and will be making another large order in April. Large-print version of the Big Book is the best seller. Grapevine literature is now available through the online store.

**Newsletter Coordinator (Dawn-Marie M.): [newsletter@ottawaaa.org](mailto:newsletter@ottawaaa.org)**

- 1) March edition is online and features information on upcoming conferences, as well as a look-back on this past year and how Covid changed the way we meet and function.
- 2) Any member is welcome to submit articles, editorials, creative corner submissions, etc.

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

- 1) New website has been launched with improved meeting search functionality. Webmaster will continue to make upgrades and changes to the back-end of the website.
- 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](mailto:spring@ottawaaa.org) <https://ottawaaa.org/springathon/>**

- 1) Due to Covid-19, the 2021 Spring Conference will be held virtually on April 17th. Al-Anon and Al-Ateen will be running a parallel Conference on the day, with some crossover meetings. Maximum number of participants has been raised to 1000. There will be no cost or tickets, but 7th tradition donations will be encouraged.
- 2) Committee Chair and Vice-Chair have lined up speakers and panels for the day, as well as a keynote speaker (Polly P.). There will be breakout rooms, including one specifically for newcomers.
- 3) 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 greeters for

waiting rooms, chat monitors, “spiritual bouncers” (monitoring participants for safety), moderators, time-keepers.

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

- 1) Richard C. will be stepping down as Chair of the Eastern Ontario (Fall) Conference.

**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](mailto: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. Updated draft will be distributed to the membership.
- 2) Committee met twice in February and will continue to meet on the second last Sunday of each month.

**Public Information and CP Committee: (Michel D.): [cpc@ottawaaa.org](mailto:cpc@ottawaaa.org)**

- 1) Trying to increase awareness of the PICPC - A mailblast going out to churches across the city.
- 2) This committee meets on the third Monday of the month at 6:30pm. Please contact the Chair, Jo Anne, at [cpc@ottawaaa.org](mailto:cpc@ottawaaa.org) if you are interested in participating on the committee.

**Area 83 Alternate Delegate: (James O’D.): [alt.delegate@area83aa.org](mailto:alt.delegate@area83aa.org) <https://area83aa.org/>**

- 1) March 24-26 Virtual Area Assembly information available on the OttawaAA website and the Area 83 website. All members are welcome to attend. See attached reports for more information.

Meeting closed at 8:30pm with the responsibility pledge.

**Next meeting: April 14th, 2021**

Zoom link for next meeting

<https://us02web.zoom.us/j/82438786359?pwd=a3FoYVVI4eXIJVkJVraGtjV3VXM2hOdz09>

# 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
<b>Assets</b>			
<b>Current Assets</b>			
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	
<b>Total Cash and Cash Equivalent</b>	<b>\$26,935.53</b>	<b>\$27,678.76</b>	<b>-2.69 %</b>
Accounts Receivable (A/R)			
11000 Accounts Receivable	0.00	0.00	
<b>Total Accounts Receivable (A/R)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
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 %
<b>Total 12100 Inventory Asset</b>	<b>15,889.25</b>	<b>13,549.29</b>	<b>17.27 %</b>
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	
<b>Total Current Assets</b>	<b>\$44,929.45</b>	<b>\$43,903.18</b>	<b>2.34 %</b>
<b>Non-current Assets</b>			
<b>Property, plant and equipment</b>			
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 %
<b>Total Property, plant and equipment</b>	<b>\$158.25</b>	<b>\$188.25</b>	<b>-15.94 %</b>
<b>Total Non Current Assets</b>	<b>\$158.25</b>	<b>\$188.25</b>	<b>-15.94 %</b>
<b>Total Assets</b>	<b>\$45,087.70</b>	<b>\$44,091.43</b>	<b>2.26 %</b>

# 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
<b>Liabilities and Equity</b>			
Liabilities			
Current Liabilities			
Accounts Payable (A/P)			
20000 Accounts Payable	0.00	-1,038.72	100.00 %
<b>Total Accounts Payable (A/P)</b>	<b>\$0.00</b>	<b>\$ -1,038.72</b>	<b>100.00 %</b>
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 %
<b>Total 23000 Payroll Taxes Payable</b>	<b>23.86</b>	<b>1,146.36</b>	<b>-97.92 %</b>
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	
<b>Total 25500 GST/HST Payable Intrgrp Oprtns.</b>	<b>-413.34</b>	<b>36.73</b>	<b>-1,225.35 %</b>
25600 Deferred Sales Revenue	0.00	0.00	
Receiver General Suspense	-104.88	1,775.97	-105.91 %
<b>Total Current Liabilities</b>	<b>\$ -494.36</b>	<b>\$2,555.84</b>	<b>-119.34 %</b>
<b>Total Liabilities</b>	<b>\$ -494.36</b>	<b>\$2,555.84</b>	<b>-119.34 %</b>
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 %
<b>Total Equity</b>	<b>\$45,582.06</b>	<b>\$41,535.59</b>	<b>9.74 %</b>
<b>Total Liabilities and Equity</b>	<b>\$45,087.70</b>	<b>\$44,091.43</b>	<b>2.26 %</b>

# Ottawa Area Intergroup of Alcoholics Anonymous

## INCOME AND EXPENSES YTD COMPARISON

January 2021

	TOTAL		
	JAN 2021	JAN 2020 (PY)	% CHANGE
<b>INCOME</b>			
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 %
<b>Total Income</b>	<b>\$682.02</b>	<b>\$1,816.64</b>	<b>-62.46 %</b>
<b>COST OF GOODS SOLD</b>			
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 %
<b>Total 50000 Cost of Goods Sold</b>	<b>483.41</b>	<b>1,428.62</b>	<b>-66.16 %</b>
Inventory Shrinkage-1	-1,713.03		
<b>Total Cost of Goods Sold</b>	<b>\$ -1,229.62</b>	<b>\$1,428.62</b>	<b>-186.07 %</b>
<b>SURPLUS/DEFICIT</b>	<b>\$1,911.64</b>	<b>\$388.02</b>	<b>392.67 %</b>
<b>EXPENSES</b>			
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 %
<b>Total 51000 Office Expenses</b>	<b>116.42</b>	<b>163.33</b>	<b>-28.72 %</b>
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 %
<b>Total 51114 Employers Payroll Tax Expenses</b>		<b>128.37</b>	<b>-100.00 %</b>
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		
<b>Total Expenses</b>	<b>\$1,452.56</b>	<b>\$3,848.55</b>	<b>-62.26 %</b>
<b>OTHER INCOME</b>			
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 %
<b>Total 42300 Net Spring Conference Income</b>		<b>-83.83</b>	<b>100.00 %</b>
<b>Total Other Income</b>	<b>\$1,875.00</b>	<b>\$1,777.86</b>	<b>5.46 %</b>
<b>SURPLUS/DEFICIT</b>	<b>\$2,334.08</b>	<b>\$ -1,682.67</b>	<b>238.71 %</b>