

August 10, 2022 - Ottawa Area Intergroup Meeting

Attendance (Intergroup Board, Committee Reps, Liaisons)

Position	Name	Position	Name
Chair	Mary K.	Literature Coordinator	Al L.
Vice-Chair	John D.	Website / Email	Carolyn O.
Secretary	Vacant (Carolyn taking minutes)	Newsletter Coordinator	Dawn-Marie M. (Absent)
Treasurer	Tim W.	<i>Spring Conference Chair</i>	Dick G. (Absent)
TAS Coordinator	Eric S.	<i>Eastern ON Conference Chair</i>	Derek R. (Absent)
12 Step Coordinator	Vacant	<i>Alt. Delegate / Intergroup Liaison</i>	James O. (Absent)

Groups in Attendance

Group	Name	Group	Name	Group	Name
12 & 12 @ 12		B-United	Rita.	Fellowship Group	
12 & 3 Discussion		By the Book	Bonnie B.	First AAvenue to Recovery	
12 Steps to Serenity		Carp Fellowship Group		Fourth Dimension	
Alta Vista 12 Step Group		Carry the Message		Freebirds	
Attitude of Gratitude	Pam C.	Centennial		Freedom	
Awakening Group		Chelsea Group		Friendly	
Barrhaven Tuesday Night		Co-founders Newcomer Meeting		From the Heart	
Beacon Hill	Cathy F..	Conscious Contact - 11th Step Meditation		Gleaning the Big Book	
Bells Corners Big Book Discussion		Early Birds	Eric S..	Hand in Hand	
Beyond Belief Secular Group	David Y.	Easy Does It Group		Happy Destiny Beach Meeting	

Group	Name	Group	Name	Group	Name
Happy Nooners	Katrina B.	Online Big Book Meeting		Serenity	Mark W.
Heritage		Orleans Hub		Serenity at Sunrise	Paul A.
Hope in Recovery		Orleans Noon		Share and Care	
Hull Liberty		Osgoode Step		Share and Care Saturday	
Keep It Simple		Ottawa Men's Group		Sisters of Sobriety	
Laurier-Sandy Hill		Ottawa South		Spirit of Hope	
Live and Let Live	Dick G.	Parkwood Hills		Spirit of the Universe	
Lunch with Bill	Peter I.	Pinecrest		Step By SStep	
Maitland Step Group		Power Hour Virtual		Step Sisters	Sara S.
Manotick Gratitude		Queensway Carleton		Stepping Ahead	Nicky S.
Mens AA Newcomers Group		Rainbow		Stittsville Second Chance	Bruce H.
Merivale Group		Remember When		Sunday Morning Venture Group	Craig H.
Metcalfe Last Chance		Richmond 11th Step		Sunday Night 12 Step Meeting	
Morning Glory	Stephan P.	Saturday Morning Westboro	Jess M.	Sunday Night Big Book Study Group	Yvonne P.
New Day Meeting		Search for Serenity Orleans	Fraser M.	The H.O.P.E. Group	
New Life - New Hope		Secular Sobriety Group		The Labyrinth Young People's Group	
Oasis	Kim A.	Secular Sundays		The Podium/Hill Group	Crystal

Group	Name	Group	Name	Group	Name
Tuesday/Friday		We Can Recover		Where it all Begins	
Unity Group		West End Group	Tom K.	Women in Step	
Wakefield AA Awakenings		Westboro Big Book Study - Joe and Charlie	.	Women's Group	

Opening and Introductions

Chair opened the meeting at 7:pm with a moment of silence, followed by the Serenity Prayer.

Reading of the 12 Traditions.

Roll Call and Voter count: 27 (22 group reps, 5 board members ← Eric voted for Early Birds, not as a Board Member). Quorum achieved.

Acceptance of Current Agenda

No formal motion to approve but there were no objections.

Acceptance of Minutes and Financial Reports from Last Month's Meeting

Motion to approve May, June and July Minutes and financial statements made by Eris S., Seconded by Katrina. Motion carried.

Reports:

Chair (Mary K.): chair@ottawaaa.org

- Mary stressed the need for a Secretary.

Vice-Chair (John D.): vicechair@ottawaaa.org

- John is continuing to work on a plan to move toward re-opening the office at the Bronson Centre. Volunteers are needed.

Treasurer (Tim W.): treasurer@ottawaaa.org

- Current status: Cash in Bank \$32,368.35, GICs \$12,932.01: Total \$45,300.40
- Reports are attached.
- Reconciliation of literature sales for 2021 is up-to-date. GST and tax return filing will be made shortly.
- All deposits are up to date.

- A question from the floor was raised asking what our prudent reserve methodology is. Tim confirmed that it is one year of operating expenses and he will come back with an estimated amount of these costs next month.

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

- Absent.
- The newsletter went out to Reps with the agenda and has been published on the website..

Secretary (Carolyn filling in for Secretary - vacant): secretary@ottawaaa.org

- Mailing list is up to date.
- A question came up about having a printed meeting list. Carolyn advised that it's almost impossible to produce a printable list of zoom meetings. We can put together a list of in-person only meetings in pdf format. It would still run the risk of getting out of date quickly but it's better than not having anything. Groups can print it and give it to newcomers as appropriate.

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

- Nothing to report.

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

- Another order for literature has just gone in. Daily Reflections is still on back-order (it's been a few months). Big Books and One Year Medallions have been very popular.
- We need 4 volunteers (preferably) to run the daytime office shifts in order to re-open. We've called for volunteers but haven't had any yet.
- Curbside also needs 2 volunteers. The current volunteer will be resigning soon (same for Al).

TAS Coordinator (Eric): TAS@ottawaaa.org

- Eric brought up the topic of Nomads meetings / Badge of Courage. These are meetings for healthcare workers, first responders, lawyers, etc. They are held in anonymous locations. The people running the meetings may decide to advertise them on the website with a name and contact number. The TAS team should be aware of what these meetings are so they can refer inquiry calls to Eric..

Spring Conference Chair (Dick G.) spring@ottawaaa.org

- Not applicable. (Conference report for 2022 was given in May.)

Eastern Ontario [Fall] Conference Chair (Derek R.): eoc@ottawaaa.org

- Absent.

Area 83 Alternate Delegate / Intergroup Liaison (James O.)

- Absent

Old Business:

(Carried over from the May Meeting) Resuming Intergroup Membership Meetings at the Bronson Centre:
Derek R motioned that the membership meeting resume in-person at the Bronson Centre. Motion seconded by Al L.

- Potential venues to hold in person Intergroup Groups are being explored. No rooms that are large

enough are available at the Bronson Centre.

- Carolyn suggested exploring availability of gyms / auditoriums at OCDSB schools as another avenue (in addition to churches and community centres). An updated will be provided next month.

Request for Notice of Motion to make a decision on the Eastern Ontario Conference at the August Meeting:

- Bruce H. made a motion to call for a vote on the future of the EOC conference at the next meeting. Seconded by Tim.

Formal motion was made by Al L. to cancel the conference. Seconded by Craig H.

Discussion:

- An email was received by board members from the EOC chair and he didn't feel there should be a vote in his absence.
- It was raised that John (vice-chair) has not been invited to any committee meetings as Intergroup liaison and there has been no progress reports received whatsoever.
- When the vote was called there were 21 in favour and 1 abstention.
- Motion to cancel was carried. The statement on the Conferences page on the website will be updated to replace the statement under the Eastern Ontario Conference that says planning is underway with a statement that says there will be no conference this year.

New Business:

2023 Spring and Fall Conferences

A committee is being formed chaired by a former EOC chair (Peggy F) to look into running next years' conferences. Chairs and Vice-Chairs are needed.

Introduction of 12 Step Coordinator Nominee

Not discussed.

Quorum explanation (carryover from question posed at last month's meeting)

Quorum requires 22 voting reps and 4 board members. The rationale behind it is as follows: When the board was approved to vote on motions there were concerns that the board could influence outcomes by voting as a block if all 9 members were present so it was agreed that reps would always have a comfortable $\frac{2}{3}$ majority by setting the number of voting reps at 22. The board should be represented by at least 4 members but historically the board attendance has been stronger than 4.

Meeting closed at 8:10 pm with the Responsibility Pledge.

Next meeting: September 14th, 2022 at 7 pm

Zoom link

<https://us02web.zoom.us/j/82438786359?pwd=a3FoYVl4eXlJVkVraGtjV3VXM2hOdz09>



Ottawa Area Intergroup of Alcoholics Anonymous

Treasurer Report

July 31 , 2022

Cash in the Bank \$32,368.35, and the value of GIC's \$12,932.01. Total balance is \$45,300.40. These are accurate numbers of our current financial situation.

There have been group and individual contributions, which is greatly appreciated. I have made trips to the office every weekend and all mail has been checked for bills and contributions.

We are continuing to complete the inventory update, which will give accurate reports. There has been great progress since our last meeting. The inventory for 2021 has been updated in Quickbooks. The bookkeeper is in the process of making a GST payment, and looking into doing taxes for the previous years.

I think we have a healthy financial situation with no unnecessary spending. I continue to monitor our bank account daily to ensure that we are being responsible. If you have any questions or concerns feel free to reach out at treasurer@ottawaaa.org , and I'll do my best to answer them.

Yours in service,

Tim W.

Ottawa Area Intergroup of Alcoholics Anonymous

Balance Sheet As of July 31, 2022

	TOTAL	
	AS OF JUL. 31, 2022	AS OF JUL. 31, 2021 (PP)
Assets		
Current Assets		
Cash and Cash Equivalent		
10000 Cash in Bank	32,368.35	18,316.07
10550 GIC -Investments	12,932.01	12,932.01
12000 Cash on Hand for Deposit	0.04	0.00
Total Cash and Cash Equivalent	\$45,300.40	\$31,248.08
Accounts Receivable (A/R)		
11000 Accounts Receivable	0.00	0.00
Total Accounts Receivable (A/R)	\$0.00	\$0.00
12030 Advance-Spring Conference	0.00	0.00
12040 Advance - Eastern Ontario Conference	1,000.00	1,000.00
12060 Advance to Canadathon	0.00	0.00
12100 Inventory Asset	0.00	0.00
13260 Literature Inventory	5,233.18	11,420.54
13270 Medallions and Other Inventory	1,242.82	2,559.00
13280 Meeting List Inventory	543.06	543.06
13290 Grapevine Inventory	2,688.97	2,909.18
Total 12100 Inventory Asset	9,708.03	17,431.78
13200 Prepaid Rent Mac Hall	368.00	368.00
13210 Prepaid Insurance	-1,530.59	401.41
13211 Prepaid Web Site for AA	0.00	0.00
13240 Prpd Mc Nabb Sunday Mtng. Rent	0.00	0.00
13241 Prepaid Rent Bronson	1,022.18	1,022.18
13250 Prepaid Legal & Accounting Fees	0.00	0.00
Credit Card Receivables	100.00	100.00
Uncategorized Asset	-2,568.05	-1,175.00
Total Current Assets	\$53,399.97	\$50,396.45
Non-current Assets		
Property, plant and equipment		
13410 Office Furniture	5,452.87	5,482.87
13420 Accum Dprctn. Office Furniture	-5,339.62	-5,339.62
13450 Leasehold Improvements	15,157.77	15,157.77
13451 Computer Equipment	2,496.82	2,496.82
13452 Accum Dprctn Computer Equipment	-2,496.82	-2,496.82
13460 Accum Dprctn. Leasehold Imp	-15,157.77	-15,157.77
Total Property, plant and equipment	\$113.25	\$143.25
Total Non Current Assets	\$113.25	\$143.25
Total Assets	\$53,513.22	\$50,539.70

Ottawa Area Intergroup of Alcoholics Anonymous

Balance Sheet As of July 31, 2022

	TOTAL	
	AS OF JUL. 31, 2022	AS OF JUL. 31, 2021 (PP)
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable (A/P)		
20000 Accounts Payable	0.00	0.00
Total Accounts Payable (A/P)	\$0.00	\$0.00
20100 Accrued Liabilities	0.00	0.00
23000 Payroll Taxes Payable	0.45	0.45
23100 Payroll Federal Tax Payable	-107.03	-107.03
23110 CPP Payable	3.33	3.33
23120 EI Payable	135.68	135.68
Total 23000 Payroll Taxes Payable	32.43	32.43
23130 Salaries and Wages Payable	0.00	0.00
25500 GST/HST Payable Intrgrp Oprtns.	-146.17	-815.50
25550 GST/HST Payable Spring Conf.	-5.71	-5.71
25560 GST/HST Payable Fall Conf	0.00	0.00
Total 25500 GST/HST Payable Intrgrp Oprtns.	-151.88	-821.21
25600 Deferred Sales Revenue	0.00	0.00
Receiver General Suspense	-104.88	-104.88
Total Current Liabilities	\$ -224.33	\$ -893.66
Total Liabilities	\$ -224.33	\$ -893.66
Equity		
30000 Opening Balance Equity	566.38	405.50
Retained Earnings	51,023.60	51,027.86
Surplus/Deficit for Year	2,147.57	
Total Equity	\$53,737.55	\$51,433.36
Total Liabilities and Equity	\$53,513.22	\$50,539.70

Ottawa Area Intergroup of Alcoholics Anonymous

Profit and Loss January - July, 2022

	TOTAL	
	JAN - JUL., 2022	JAN - JUL., 2021 (PP)
INCOME		
42000 Literature Sales	8,343.24	3,727.80
42050 Meeting List Sales		1.33
42150 Medallions & Other Sales	2,455.54	1,261.23
42200 Grapevine Sales	392.32	72.38
Other Income		
42250 Group /Individual Contributions	12,489.94	12,018.72
Total Other Income	12,489.94	12,018.72
Total Income	\$23,681.04	\$17,081.46
COST OF GOODS SOLD		
50000 Cost of Goods Sold		
51210 Literature	6,187.36	1,409.28
51220 Meeting Lists		1.31
51240 Medallions & Other	1,606.27	149.11
51250 Grapevine	220.20	56.66
Total 50000 Cost of Goods Sold	8,013.83	1,616.36
51124 Square service charges		-0.53
Inventory Shrinkage-1		-1,713.03
Total Cost of Goods Sold	\$8,013.83	\$ -97.20
SURPLUS/DEFICIT	\$15,667.21	\$17,178.66
EXPENSES		
50340 Depreciation	17.50	17.50
51000 Office Expenses		109.14
51050 AA Web Site	593.00	144.96
51070 Internet	510.30	2,106.37
51090 Office Supplies	438.00	
Total 51000 Office Expenses	1,541.30	2,360.47
51030 Bronson Office Rent & Parking	7,526.08	7,271.04
51040 Telephone	730.45	554.65
51080 Insurance	2,798.84	1,127.00
51120 Bank Charges	168.75	46.01
51121 QuickBooks Payments Fees	350.00	380.00
51122 Stripe Charges	382.97	149.66
Ministry of Finance (ON) Expense		7.04
Suspense		-251.35
Uncategorized Expense	3.75	
Total Expenses	\$13,519.64	\$11,662.02
OTHER EXPENSES		
Reconciliation Discrepancies		-2,876.89
Total Other Expenses	\$0.00	\$ -2,876.89
SURPLUS/DEFICIT	\$2,147.57	\$8,393.53