

## FINAL\_2023 September 13 - Ottawa Area Intergroup Meeting

### **Opening and Introductions**

Chair opened the meeting at 7:00 pm with a moment of silence, followed by the Serenity Prayer.

Reading of the 12 Traditions.

**Roll Call and Voter count:** 27 Intergroup Reps and 7 Board members.

### **Acceptance of Minutes from the Last Meeting:**

August Minutes: Katerina Vanier Happy Nooners, Second: Kerry, Pinecrest. **Approved.**

**Acceptance of Current Agenda:** No formal agenda.

### **Reports:**

Chair - John D.

- Eastern Ontario conference working through tech issues with credit card purchases of literature.
- Continuing to work on getting Intergroup credit card and non-profit business registration.

Treasurer - Stephan P. absent

- **Report below**
- ? Request for income statement to be added to monthly financial report.
- Reminder: group insurance is paid to Cooperators

Website Coordinator – Paul D.

- **Report Link**  
<https://ottawaaa.org/wp-content/uploads/2023/09/Sept23WebmasterReport-1.pdf>
- Reminder - email address cleanup
- Reminder to use the “Request a change to this listing” option in the meeting list.

Newsletter – Dawn-Marie M.

- Looking for submissions
- Continuing with the month/step theme
- Don't forget to subscribe to the newsletter distribution.
  - <https://ottawaaa.org/contact-us/> or email [newsletter@ottawaaa.org](mailto:newsletter@ottawaaa.org)

Literature – Walter H.

- 17 online orders
- \$1,442.40
- Updating prices in existing inventory
- New volunteer for curbside pickup
- Square credit card payment will not be at the conference
- E-transfer can be used

12 Step Coordinator – Steve R.

- 61 members on the 12 Step caller list
- 35 12-Step follow-ups

Telephone Answering Service – Eric S.

- <Audio problems>
- Call for volunteers

Secretary - Dick G.

- Send Intergroup Rep updates to [secretary@ottawaaa.org](mailto:secretary@ottawaaa.org)
- LinkedIn Ottawa Intergroup page:
- **Attendance below**

Eastern Ontario Conference – Roxanne.

- Keynote speaker and comedian on Friday night
  - soft opening on Friday afternoon
- Pricing
  - Day ticket \$25.00 includes all events except banquet
  - \$75.00 all events including banquet
  - Friday comedian only cash at the door (\$15?)

Area 83 Update – Amy L.

- **Report attached**

**New Business:**

**Old Business:**

Meeting closed at 8:00PM with the Responsibility Declaration.

Next meeting: October 11, 2023, at 7:00 pm

Zoom link:

<https://us02web.zoom.us/j/82438786359?pwd=a3FoYVl4eXlJYkVraGtjV3VXM2hOdz09>

## Treasurer Report for OAIG – Sept. 13, 2023

As of September 12, 2023:

- Cash in Bank: \$37,714.12
  - OAIG: \$23,940.45
  - EOC: \$13,773.67 (Banquet/Ticket Sales & Contributions)
- GIC Investments: \$12,932.01
- PayPal/PayPal Hold: -\$19.55
- Cash on Hand: \$128.50
- **Total: \$50,755.08**

Dear Intergroup Representatives and Board Members,

I want to thank all groups for their continued contributions and support. Your generous contributions have been fully accounted for; all cash and cheques have been deposited as of the end of August. Another visit to the Intergroup office is planned in the coming weeks to ensure all financial matters are up to date.

At present, we are in good financial standing, thanks primarily to prudent spending and responsible financial management. Our current focus is primarily on the upcoming Eastern Ontario Conference, and there has been no extraneous spending outside of this commitment. Although we have a comfortable estimated prudent reserve at this time, continued group contributions are both recommended and warmly welcomed to ensure ongoing financial stability so that we may continue with our primary purpose of carrying the message to still-suffering alcoholics.

#### **Updates:**

**Credit Card:** As an incorporated not-for-profit organization, the Ottawa Area Intergroup (OAIG) is subject to certain legal and financial requirements. We are currently in the process of updating our Government of Ontario Corporate Profile. This essential update is required to legally recognize both myself and our Chairperson, John D., as directors and officers of the OAIG. Only after this corporate profile is updated can we proceed with finalizing the credit card application.

**PayPal:** The ongoing issues with the PayPal account are expected to be resolved following the aforementioned corporate profile update.

**Prudent Reserve/Annual Budget:** The need for clarity on whether meetings will continue as hybrid or remain on Zoom has made it challenging to create a budget or determine a prudent reserve. However, I will begin work on the 2024 budget based on best estimates for meeting spaces, equipment, and future printing of our newsletter and pocket meeting guides. I aim to complete this by the end of the year 2023. Initial estimates place this at \$35,000 for annual operating expenses.

**Group Insurance Coverage:** Our partners at Co-operators, led by our contact Stacey Mandigo, continue to ensure we meet safety and legal requirements for our meeting spaces. Stacey has extended the policy to any group in Eastern Ontario struggling with high premiums. For specific geographical details, please contact Stacey directly at the information provided below:

Stacey Mandigo | Commercial Insurance Specialist  
Michelle & Associates Inc. | Co-operators  
480 Somerset Street West, Ottawa, ON K1R 5J8 Tel:  
613-236-0781 Fax: 613-236-3266

Reminder for Insurance: The annual premium is \$105.00 plus 8% Sales Tax, totaling \$113.40. A form detailing the registration process and costs will be attached to my report.

I want to thank everyone for their dedicated service and continued efforts in supporting the Ottawa Area Intergroup of Alcoholics Anonymous. Should you or your group members have any questions or require additional information about this report or any other financial matters, please don't hesitate to contact me at [treasurer@ottawaaa.org](mailto:treasurer@ottawaaa.org).

Yours in loving service,

*Stephan P.*

Treasurer, Ottawa Area Intergroup of Alcoholics Anonymous

## Ottawa Area Intergroup of Alcoholics Anonymous

### Balance Sheet Comparison

As of September 12, 2023

	TOTAL	
	AS OF SEP. 12, 2023	AS OF SEP. 12, 2022 (FY)
<b>Assets</b>		
<b>Current Assets</b>		
Cash and Cash Equivalent		
10000 Cash in Bank	37,714.12	28,279.78
10550 GIC -Investments	12,932.01	12,932.01
PayPal	-19.55	-33.38
PayPal Hold	0.00	0.00
12000 Cash on Hand for Deposit	128.50	125.01
<b>Total Cash and Cash Equivalent</b>	<b>\$50,755.08</b>	<b>\$41,303.42</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>
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	12.11	12.11
13260 Literature Inventory	7,169.87	5,589.92
13270 Medallions and Other Inventory	2,492.25	1,311.54
13280 Meeting List Inventory	570.82	570.82
13290 Grapevine Inventory	3,036.22	2,688.97
<b>Total 12100 Inventory Asset</b>	<b>13,281.27</b>	<b>10,173.36</b>
13200 Prepaid Rent Mac Hall	368.00	368.00
13210 Prepaid Insurance	-3,784.59	-1,852.59
13211 Prepaid Web Site for AA	0.00	0.00
13240 Prpd Mc Nabb Sunday Mtng. Rent	-586.50	-586.50
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	0.00	0.00
<b>Total Current Assets</b>	<b>\$62,155.44</b>	<b>\$51,527.87</b>
<b>Non-current Assets</b>		
Property, plant and equipment		
13410 Office Furniture	5,240.65	5,260.65
13420 Accum Dprctn. Office Furniture	-5,260.65	-5,260.65
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
<b>Total Property, plant and equipment</b>	<b>\$ -20.00</b>	<b>\$0.00</b>
<b>Total Non Current Assets</b>	<b>\$ -20.00</b>	<b>\$0.00</b>
<b>Total Assets</b>	<b>\$62,135.44</b>	<b>\$51,527.87</b>

	TOTAL	
	AS OF SEP. 12, 2023	AS OF SEP. 12, 2022 (PY)
<b>Liabilities and Equity</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable (A/P)		
20000 Accounts Payable	348.89	0.00
<b>Total Accounts Payable (A/P)</b>	<b>\$348.89</b>	<b>\$0.00</b>
20100 Accrued Liabilities	0.00	0.00
23000 Payroll Taxes Payable	-3.52	-3.52
23100 Payroll Federal Tax Payable	-135.49	-135.49
23110 CPP Payable	3.33	3.33
23120 EI Payable	135.68	135.68
<b>Total 23000 Payroll Taxes Payable</b>	<b>0.00</b>	<b>0.00</b>
23130 Salaries and Wages Payable	0.00	0.00
25500 GST/HST Payable Intrgrp Oprtns.	-1,154.73	-302.10
25550 GST/HST Payable Spring Conf.	-5.71	-5.71
25560 GST/HST Payable Fall Conf	674.43	446.71
<b>Total 25500 GST/HST Payable Intrgrp Oprtns.</b>	<b>-486.01</b>	<b>138.90</b>
25600 Deferred Sales Revenue	0.00	0.00
Receiver General Suspense	-399.29	163.84
<b>Total Current Liabilities</b>	<b>\$ -536.41</b>	<b>\$302.74</b>
<b>Total Liabilities</b>	<b>\$ -536.41</b>	<b>\$302.74</b>
<b>Equity</b>		
30000 Opening Balance Equity	0.00	0.00
Retained Earnings	55,664.93	53,562.16
Profit for the year	7,006.92	-2,337.03
<b>Total Equity</b>	<b>\$62,671.85</b>	<b>\$51,225.13</b>
<b>Total Liabilities and Equity</b>	<b>\$62,135.44</b>	<b>\$51,527.87</b>

Groups In Attendance	13-Sep	
Voting		
Not Voting		
Group	Name	
12 & 12 @ 12		
12 & 3 Discussion		
12 Steps to Serenity		
Alta Vista 12 Step Group		
Attitude of Gratitude	Patti M	
Awakening Group		
Barrhaven Tuesday Night		
Beacon Hill	Geraldine H	
Bells Corners Big Book Discussion		
Beyond Belief Secular Group	Nick D	
B-United	Steve H	
By the Book		
Carp Fellowship Group		

Carry the Message		
Centennial		
Chelsea Group		
Co-founders Newcomer Meeting		
Conscious Contact - 11th Step Meditation		
East End Group		
Easy Does It Group		
Fellowship Group	Isabel P	
First Avenue to Recovery		
Fourth Dimension		
Freebirds		
Freedom		
Friday Night Chelsea Big Book	Jeff L	
Friendly		
From the Heart		
Gleaning the Big Book		
H.O.P.E. Group		
Hand in Hand	Mike	
Heritage		
Hope in Recovery		
Hull Liberty		
Keep It Simple		
Labyrinth Young Peoples Group	Catherine B	
Laurier-Sandy Hill		
Live and Let Live	Dick G	
Lunch with Bill	Peter I	
Manotick Gratitude		
Men's AA Newcomers Group		
Merivale Group	Steve C	
Metcalfe Last Chance		
Morning Glory	Al L	
New Day	Christopher	
New Day ONLINE	Randel	
Oasis	Kim B	
One Day at a Time (Online)		
Orleans Hub		
Orleans Noon		
Osgoode Step		
Ottawa Men's Group		
Ottawa South	Stephanie N	

Pinecrest	Kerry	
Podium/Hill Group	Crystal	
Power Hour Virtual		
Queensway Carleton		
Rainbow		
Recovery on the Hill		
Remember When		
Richmond 11th Step		
Saturday Morning Big Book	David C	
Search for Serenity	Fraser M	
Secular Sobriety Group		
Secular Sundays		
Serenity at Sunrise		
Share and Care		
Share and Care Saturday		
Sisters of Sobriety		
Spirit Group		
Spirit of Hope		
Spirit of the Universe		
Step By Step		
Step Sisters	Lorrie	
Stepping Ahead	Nicky S	
Stittsville Second Chance		
Sunday Morning Venture Group		
Sunday Night 12 Step Meeting		
Sunday Night Big Book Study Group		Keith B
Tuesday/Friday	Brendon R	
Unity Group		
Vanier Early Birds	Inga B	
Vanier Happy Nooners	Katerina B	
Wakefield AA Awakenings		
We Can Recover		
West End Group	Tom K	
Westboro Big Book Study - Joe and Charlie		
Women's Group		
Women in Step		
Voting Reps	27	
<b><u>Attendance (Intergroup Board, Committee Reps, Liaisons)</u></b>		



Position	Name
Chair	John D
Vice-Chair	
Secretary	Dick G
Treasurer	Stephan P
TAS Coordinator	Eric S
12 Step Coordinator	Steve R
Literature Coordinator	Walter H
Website / Email	Paul D
Newsletter Coordinator	Dawn-Marie M
Voting Board Members	7
Spring Conference Chair (2023)	Vacant
Eastern ON Conference Chair (2023)	Roxanne
Intergroup Liaison D62 (2023)	
Intergroup Liaison D54 (2023)	
Ottawa Withdrawal Management Center	Pauline E
Alt. Delegate Area 83 (2023)	Amy L
Guest	

### Area 83, General Service related Items: Report for September 13, 2023, Ottawa Intergroup meeting

1. The **2023** General Service Conference final report is available at AA.org <https://www.aa.org/2023-general-service-conference-final-report>  
The Cole's Note version (highlights of the 2023 GSC): can be found in the Summer Installment of [Box 459](#) (AA's General Service Office Newsletter)
2. New online forms are available to submit Proposed Agenda Items for the General Service Conference (GSC).

**DEADLINE FOR CONSIDERATION FOR 2024 GSC IS this Friday, September 15, 2023.** However, agenda items submitted after September 15 will be considered for the 2025 Conference.

En – [G.S.C. Proposed Agenda Item Submission Form En](#)

Fr – [G.S.C. Proposed Agenda Item Submission Form FR](#)

Sp- [G.S.C. Proposed Agenda Item Submission Form ES](#)

3. Update sent out on August 30<sup>th</sup> RE: printing delays and backorders at the General Service Office due to supply chain disruptions. A link of that letter is included here: [update to publishing delays](#)

4. Area 83 Assembly, Kingston, Ontario- October 27-29  
Details for the weekend are available on Area 83's website  
<https://area83aa.org/about-area-83/area-assembly>

Or the glide app:[ [Area83communications.glideapp.io/](https://area83communications.glideapp.io/) ]

Links for Booking Rooms, the Agenda for the Service Information Day is available and the agenda for the Sunday Business meeting should be available shortly after the Area Committee meeting taking place this weekend.

5. The Workshops for GSRs (formerly called GSR sessions) meeting on the 3<sup>rd</sup> Tuesday of the month at 8 pm will include:

- on **September 19<sup>th</sup>**, **“Preparing for the Fall Assembly: Agendas, workshops, business meeting and more....”**
- and on **October 17<sup>th</sup>**, **“More on the Area Assembly and Service”**

***These sessions are open to anyone interested in General Service.***