

DRAFT_2024 February 14 - 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: 23 Intergroup Reps and 6 Board members.

Acceptance of Minutes from the Last Meeting:

January Minutes: Paul D Webmaster, Second: Steve H B-United **Approved.**

Elections:

Newsletter Coordinator - George H. **Acclaimed.**

Spring Conference - No candidate

12 step Coordinator - No candidate

Reports:

Chair - John D.

- Attended East-a-thon Christmas and New Year's Day
- Alkathon 2024 planning underway
- Thank you to Eric S for his contributions as the previous Telephone Answering Coordinator

Vice-Chair - Jeff L. (absent)

- First, I would like to thank everyone for the opportunity to be of service as the Vice Chair of Intergroup. Our collective work is so critical to supporting alcoholics across our community. I would also like to apologize for missing my first meeting as the Vice Chair. I had a holiday booked in Costa Rica for quite some time and I am likely on a beach or in a jungle right now playing with monkeys. In terms of my priorities, I would first like to prepare a report for Intergroup with options for a future hybrid meeting as we discussed a few months ago. Beyond this, I will work with the Chair and other executives on the Board to identify a few additional priorities that I could focus on this year. One idea may be to examine our Bylaws and other policy documents to ensure everything has been updated and approved. I will also support John in his role as Chair and provide whatever is needed in this regard. I look forward to working with all of you when I return.

Yours in service,

-Jeff

Webmaster - Paul D.

- [Link to Report](#)

Treasurer - Stephan P.

- Cash in Bank: \$29,959

- GIC Investments: \$12,932.01
- Cash on Hand: \$200.00
- PayPal/PayPal Hold: \$28.52
- Total Funds: \$43,120.03

- GIC Update:
- A GIC was cashed on February 7th, amounting to \$9,239.14, not yet reflected in current financials due to statement timing.

- 2023 Financial Summary:
- Income: \$51,346.88, with literature sales at \$19,833.28 and group/individual contributions totaling \$26,452.56.
- Expenditures: \$22,468.31 on rent and other operational costs, leading to a gross profit that supports OAIG operations.
- Profit for the Year: \$5,082.10.

- **Detail Report below**

Newsletter - Dawn-Marie

- Grateful for the opportunity to have served as the Newsletter Coordinator
- Always looking for contributions to the newsletter
- Looking for new Newsletter Coordinator
- Sign-up for newsletter via ottawa.org or newsletter@ottawaaa.org

12-Step - Steve R

- 67 volunteers
- 76 calls logged
 - primarily member support

Telephone Answering Service - Steve R

- 3 new regular volunteers
- 55% of shifts covered
- 95% calls answered

Literature - Walter

- Increase in in-person purchasing
- Shipping now with UPS, streamlined brokerage fees

OWMC - Pauline

- Looking for 6 volunteers a week
- Clarification: 2 years to chair a meeting at OWMC, 1 year to co-chair at OWMC

Secretary - Dick G.(absent)

- Send Intergroup Rep updates to secretary@ottawaaa.org
- **Attendance below**

Area 83 Update – Amy L. (absent)

- **Report attached**

Old Business:

- Marc - Hybrid meeting committee
 - Investigating locations
 - St. Paul's University?
 - Richelieu Community Centre

New Business:

- Andrew - 2024 Alkathon
 - 613-809-4502
 - Looking for feedback: from groups if there is support from Ottawa AA groups for an Alkathon
 - Bronson Centre confirmed for the 4 days (December 24/25, December 31/January 1)
- Jim M. - Can Intergroup investigate options for cashless contributions

Motion to Close: Al L, Stephan P.

Meeting closed at 8:05 PM with the Responsibility Declaration.

Next meeting: March 13, 2024. at 7:00 pm

Zoom link:

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

Treasurer Report for OAIG – Feb. 14, 2024

As of February 14, 2024:

- Cash in Bank: \$29.959
- GIC Investments: \$12,932.01
- Cash on Hand: \$200.00
- PayPal/PayPal Hold: \$28.52
- **Total: \$43,120.03**

2023 Financial Summary:

- **Income Breakdown:** Our primary sources of income included literature sales at \$19,833.28 and contributions from groups and individuals totaling \$26,452.56, contributing to an overall income of \$51,346.88.
- **Expenditures Overview:** The cost associated with providing literature and other materials amounted to \$22,468.31, leaving us with a gross profit that helps sustain OAIG operations. Our expenses, including the maintenance of our office space, communication tools, and the invaluable insurance that safeguards our activities, totaled \$23,763.96.

- **Special Events:** The Eastern Ontario Conference, a highlight of our year, not only fostered fellowship but also contributed financially. The net gain listed is modest, but there are still some outstanding cheques that were written incorrectly and are being reconciled.
- **Profit:** Despite a few areas needing closer scrutiny, our overall profit for the year stood at \$5,082.10.

GIC Update:

On an important note regarding our investments, our first of two GICs maturing this year was cashed on February 7th for a total of \$9,239.14.

While this update isn't yet reflected in the numbers presented today—due to the timing of our bank statements, which typically coincide with our meeting dates—it's worth being aware. This means there will be a noticeable uptick in our available cash reserves.

However, let's manage our expectations—after all, it's a GIC we're talking about, so while the increase is certainly welcome, it will be modest. Look forward to an updated and more accurate accounting for this addition once our bookkeeper reconciles the latest bank statements, ensuring our financial records are fully up-to-date.

Prudent Reserve 2024 and Strategic Decisions

Maintaining our prudent reserve at \$30,000 for 2024 aligns with our commitment to fiscal responsibility and serves the Ottawa-area AA community effectively. With surplus funds at our disposal, it's time to discuss their optimal use.

Reflecting on the notes made last month, I urge that our focus remains on local service and support. Proposed uses include seed money for a Canadathon or Unity Day, supplementing literature for committees to use in detox and/or detention centers, and necessary upgrades for the OAIG office, such as improved security measures (windows/locks) and furniture disposal.

However, organizing events like a Canadathon or Unity Day hinges on volunteer service. This reminder serves as a call to action for Intergroup Reps to motivate and mobilize members from their home groups for these initiatives. Currently, the absence of a Spring Conference Chair/Co-chair underscores the challenge of filling service positions for additional events.

Let's carry this discussion into our groups and meetings, aiming to find consensus and volunteer support for our planned activities. Your engagement and feedback are vital as we decide how best to allocate our surplus for the greatest impact within our community.

Seeking a New Treasurer for 2025

It may seem early, but as we look ahead to 2025, it's time to consider the spirit of rotation that keeps our service fresh and energized. Stepping into the role of Treasurer for the Ottawa Area Intergroup involves a learning curve. To ensure a smooth transition, the ideal candidate will benefit from some hands-on training and shadowing, especially before the Eastern Ontario Conference, our "busy season."

The Treasurer, with help from our bookkeeper, maintains accurate books and records, aligning with generally accepted accounting principles, and ensuring financial transparency within our Intergroup activities. Recommended qualifications:

- Ideally, 3 to 5 years of continuous sobriety.
- Knowledge of bookkeeping and financial reporting is a definite asset.
- Proficient in general computer skills; knowledge of QuickBooks is an asset.
- Previous Intergroup service experience is beneficial.

If you're contemplating a two-year commitment starting in January 2025 and are curious about what it entails, I'm here to chat. I've put in substantial effort to tidy up our financial processes—it's cleaner, though not spotless, in true spirit of AA's principle of progress, not perfection.

Should you have any inquiries or require further details concerning this report or any financial matters, please do not hesitate to contact me at treasurer@ottawaaa.org.

Yours in loving service,

Stephan P.

Treasurer, Ottawa Area Intergroup of Alcoholics Anonymous

Ottawa Area Intergroup of Alcoholics Anonymous

Profit and Loss

January - December 2023

Accrual Basis Wednesday, February 14, 2024 05:57 PM GMT-05:00

1/1

INCOME		
42000 Literature Sales		19,828
42050 Meeting List Sales		13
42055 Newcomer Kits		2
42150 Medallions & Other Sales		4,900
Other Income		26,456
42250 Group /Individual Contributions		56
Total Other Income		26,456
Total Income		\$51,388
COST OF GOODS SOLD		
50000 Cost of Goods Sold		45
51210 Literature		19,935
51240 Medallions & Other		2,080
Total 50000 Cost of Goods Sold		22,310
Total Cost of Goods Sold		\$22,310
GROSS PROFIT		\$28,857
EXPENSES		
50340 Depreciation		3
51000 Office Expenses		1,730
51050 AA Web Site		2
51090 Office Supplies		84
Web Tool/Software		1,380
Total 51000 Office Expenses		3,999
51010 Rent Mc Nabb Community Centre		-58

51020 Rent Mac Hall- Intergroup	36
51030 Bronson Office Rent & Parking	13,295
51040 Telephone	1,25
51080 Insurance	-2,79
51100 Accounting Remote Access Fee	6,16
51120 Bank Charges	26
51122 Stripe Charges	1,08
51150 Cash Short and Over	
PayPal Fees	4
Total Expenses	\$23,796
OTHER INCOME	
42305 Net Eastern Ontario Conference Income	13
42312 Banquet Sales Eastern Ontario Conf.	26,59
42314 Eastern Ontario Conference Donations	4,19
51170 Eastern Ontario Conference-Expenses	-30,85
Total 42305 Net Eastern Ontario Conference Income	2
Total Other Income	\$2
OTHER EXPENSES	
51065 Seminars/Conferences Expenses	5
Total Other Expenses	\$5
PROFIT	\$5,10

Ottawa Area Intergroup of Alcoholics Anonymous

Balance Sheet Comparison

As of February 14, 2024

Accrual Basis Wednesday, February 14, 2024 05:54 PM GMT-05:00 1/2

Assets

Current Assets

Cash and Cash Equivalent 10000 Cash in Bank

10550 GIC -Investments

Cash on hand

Chequing(7059) (deleted)

PayPal

PayPal Hold

12000 Cash on Hand for Deposit

Total Cash and Cash Equivalent

Accounts Receivable (A/R) 11000 Accounts Receivable

Total Accounts Receivable (A/R)

12030 Advance-Spring Conference

12040 Advance - Eastern Ontario Conference

12060 Advance to Canadathon

12100 Inventory Asset

13260 Literature Inventory

13270 Medallions and Other Inventory

13280 Meeting List Inventory

13290 Grapevine Inventory

Total 12100 Inventory Asset

13200 Prepaid Rent Mac Hall

13210 Prepaid Insurance
 13211 Prepaid Web Site for AA
 13240 Prpd Mc Nabb Sunday Mtng. Rent
 13241 Prepaid Rent Bronson
 13250 Prepaid Legal & Accounting Fees
 Credit Card Receivables
 Uncategorized Asset

Total Current Assets

Non-current Assets
 Property, plant and equipment 13410 Office Furniture

 13420 Accum Dprctn. Office Furniture
 13450 Leasehold Improvements

 13451 Computer Equipment
 13452 Accum Dprctn Computer Equipment
 13460 Accum Dprctn. Leasehold Imp

Total Property, plant and equipment

Total Non Current Assets

	TOTAL	
	AS OF FEB. 14, 2024	AS OF FEB. 14, 202 (PY)
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable (A/P)		
20000 Accounts Payable	0.00	928.6
Total Accounts Payable (A/P)	\$0.00	\$928.6
Credit Card		
BMO Credit Card ****1088	-1,665.83	
Total Credit Card	\$ -1,665.83	\$0.0

20100 Accrued Liabilities	0.00	0.0
23000 Payroll Taxes Payable	-3.52	-3.5
23100 Payroll Federal Tax Payable	-135.49	-135.4
23110 CPP Payable	3.33	3.3
23120 EI Payable	135.68	135.6
Total 23000 Payroll Taxes Payable	0.00	0.0
23130 Salaries and Wages Payable	0.00	0.0
25500 GST/HST Payable Intrgrp Oprtns.	-3,153.03	-1,030.4
25550 GST/HST Payable Spring Conf.	-5.71	-5.7
25560 GST/HST Payable Fall Conf	674.43	674.4
Total 25500 GST/HST Payable Intrgrp Oprtns.	-2,484.31	-361.7
25600 Deferred Sales Revenue	0.00	0.0
Receiver General Suspense	860.85	343.4
Total Current Liabilities	\$ -3,289.29	\$910.2
Total Liabilities	\$ -3,289.29	\$910.2
Equity		
30000 Opening Balance Equity	0.00	31,039.0
Retained Earnings	60,747.03	55,664.9
Profit for the year	933.24	12.8
Total Equity	\$61,680.27	\$86,716.8
Total Liabilities and Equity	\$58,390.98	\$87,627.1
Total Assets		

Groups In Attendance	2024-02-14	
Voting		
Not Voting		
Group	Name	
12 & 12 @ 12		
12 & 3 Discussion		
12 Steps to Serenity		
Alta Vista 12 Step Group		
Attitude of Gratitude	Patti	
Awakening Group		
Barrhaven Tuesday Night	Dan	
Beacon Hill	Geraldine	
Bells Corners Big Book Discussion		
Beyond Belief Secular Group	Nick	
B-United	Steve	
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	Marc J	
Fellowship Group		
First Avenue to Recovery		
Fourth Dimension	Sarah	
Freebirds		
Freedom		Kevin M
Friday Night Chelsea Big Book	Ray	
Friendly		
From the Heart		
Gleaning the Big Book		
H.O.P.E. Group		
Hand in Hand		
Happy Hour		

Heritage	Jim	
Hope in Recovery		
Hull Liberty		
Keep It Simple		
Labyrinth Young Peoples Group		
Laurier-Sandy Hill		
Live and Let Live		
Lunch with Bill		
Manotick Gratitude		
Men's AA Newcomers Group		
Merivale Group		
Metcalfe Last Chance		
Morning Glory	Al	
New Day	Christopher	
New Day ONLINE	Randel	
Oasis		
One Day at a Time (Online)		
Orleans Hub		
Orleans Noon		
Osgoode Step		
Ottawa Men's Group		
Ottawa South		
Peace and Serenity		
Pinecrest	Dale	
Podium/Hill Group		
Power Hour Virtual		
Queensway Carleton		
Rainbow		
Recovery on the Hill	Mark W	
Remember When		
Richmond 11th Step		
Saturday Morning Big Book		
Search for Serenity	Fraser	
Secular Sobriety Group		
Secular Sundays		
Serenity at Sunrise		
Share and Care		
Share and Care Saturday		
Sisters of Sobriety	Tracey	
Spirit Group		

Spirit of Hope		
Spirit of the Universe		
Step By Step		
Step Sisters	Laurie	
Stepping Ahead	Nicky	
Steps on Bank	Charlene	
Stittsville Second Chance		
Sunday Morning Venture Group	Joan D	
Sunday Night 12 Step Meeting		
Sunday Night Big Book Study Group		
Tuesday/Friday	Brendon	
Unity Group		
Vanier Early Birds	Inga	Jenny
Vanier Happy Nooners		
Wakefield AA Awakenings		
We Can Recover		
West End Group		
Westboro Big Book Study - Joe and Charlie		
Saturday Westboro Speaker Meeting		
Women's Group		
Women in Step		
Voting Reps	23	
Attendance (Intergroup Board, Committee Reps, Liaisons)		
Position	Name	
Chair	John D	
Vice-Chair	Absent	
Secretary	Absent	
Treasurer	Stephan P	
TAS Coordinator	Steve R	
12 Step Coordinator	Vacant	
Literature Coordinator	Walter H	
Website / Email	Paul D	
Newsletter Coordinator	Dawn-Marie M	
Voting Board Members	6	
Spring Conference Chair (2023)		
Eastern ON Conference Chair (2023)		
Intergroup Liaison D62 (2023)		

Intergroup Liaison D54 (2023)		
Ottawa Withdrawal Management Center	Pauline	
Alt. Delegate Area 83 (2023)		
Guest	George H	
Guest / Past Alkathon Chair	Andrew	

Area 83, General Service-related Items: Report for February 14, 2024 Ottawa Intergroup meeting

- **SAVE THE DATE:** Exciting opportunity (free of charge)!! The 2024 Eastern Canada Regional Forum will be hosted by Area 83, IN OTTAWA!! on **August 23-25, 2024** in the Delta Hotels by Marriott, This will be an In-Person Event. See flyer below and I welcome you to post it in your meeting space please.
 - See links on Area 83 website on Regional Forums! [HERE!](#)
1. **SAVE THE DATE:** **March 17, 2024** Eastern Canada Delegates' Orientation. Online Event
The purpose of this event is to prepare Delegates for the General Service Conference (GSC) which will be held April 24-30, 2022. *All members of A.A. are welcome to attend!*
Translation will be available.
Information and Agenda on this event can be found: [Here!](#)
 2. **The Pre-Conference Agenda Sharing session-** will take place on **April 6, 2024** of the Assembly weekend. We will discuss Agenda items for the 74th General Service Conference. The full list of Agenda items with background information should be coming out in about 7-10 days.
Area 83 will be preparing summaries for the Agenda items, and we hope that you will look them over. Look for PCAS logo on the Home page of Area83aa.org.
-
- SEQ Figure 1* ARABIC
1PCAS Logo, found on
Area83aa.org
- Please talk about these items with members at your group. The PCAS sessions are where we can participate in the discussion and hear varied opinions of Area 83. These discussions are very helpful to the delegate in his deliberations at the Conference. FYI: Our delegate is sitting on the Literature Committee and Archives Committee.
3. **The GSR Workshops** that meet on the 3rd Tuesday of the month at 8 pm. Upcoming topics will include:
 - **February 20th, Preparing to Participate in PreConference Agenda Sharing(PCAS)**
 - What are the hot agenda items?
 - How do you keep your group informed?
 - How does your voice go to the Conference?
 - **March 19th, Preparing to attend the Spring Assembly weekend**
 - Area 83 Website and other useful tools

These sessions are open to anyone interested in General Service.

4. Quarterly Report from G.S.O. Came out on January 31, 2024. You can quickly access this and other communications from GSO via the Meeting Guide App.
5. If anyone knows about online or in-person meetings available in other languages, I would be grateful to hear about them. It would be good to create a list of these meeting in other languages for our friends who would be more comfortable receiving the program in a language other than English. Please let me know (Alt.delegate@area83aa.org)

flyer for a Chinese online meeting (link to flyer is [here](#)):

Bridge to Hope AA Meeting 希望之橋嗜酒者互誠協會

Wednesdays and Saturdays:

8pm Pacific Daylight Time (March to November) **11 pm EST**

7pm Pacific Standard Time (November to March) **10 pm EST**

Zoom ID: 289 612 772

Passcode: unity



Eastern Canada Regional Forum

August 23-25, 2024
Delta Hotels by Marriott
Ottawa, Ontario



Please join us for a weekend full of AA
information and fellowship with Trusted
Servants and GSO Staff!

Interested in Volunteering? Please email
ecrf2024@area83aa.org

More information available on the Area 83 website at the QR
code above or at <https://www.aa.org/regional-and-local-forums>