

FINAL_2024 November 13, 2024 - 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: Claire. (Share and Care)

Roll Call and Voter count: 30 Intergroup Reps and 5 voting Board members.

Acceptance of Minutes from the Last Meeting:

September Minutes: Paul George **Approved**.

Acceptance of Agenda:

Board Reports

Old Business

Eastern Ontario Conference - Kevin O

Spring Conference - Marc J

Alkathon

New Business

Secular Ontario AA Round Up (SOAR) Nick D

Claire John P **Approved**.

Reports:

Chair - John D.

- Elections December Intergroup meeting
- Meet and Greet November 20 at the Bronson Centre

Vice-Chair - VACANT

Treasurer - Stephan P.

- **Report below**

Secretary - Dick G

- Send Intergroup Rep updates to secretary@ottawaaa.org
- Draft minutes usually sent within 2 weeks of the meeting
- **Attendance below**

Webmaster - Paul D.

- [Link to Report](#)

Newsletter - George H.

- 2025 focus will be on Traditions
- Email address is newsletter@ottawaaa.org.

12 Step Coordinator - VACANT

Telephone Answering Service - Steve R (Absent)

Literature - Walter H

- Plain Language Big Book in stock
- Significant on site sales (5883.50)

Area 83 Update – Amy L.

- **Detailed report below**
- Remote Communities Forum Dec 1, 2024
- GSR workshop
- Website requires userid/password (in attached event)
- Area 83 Committee Meeting on Dec 7, 2024 (hybrid event)

Old Business

Eastern Ontario Conference

Kevin O.

- Well attended, less attendance than 2023
- Feedback:
 - Friday afternoon and evening well attended
 - Good relationship with host at the Hellenic Centre
 - New location for the hospitality suite
 - good feedback
 - need more gluten free food options
 - Meditation meeting well received
 - too much time between meetings
 - more signage needed
 - smoking tent well received
 - Banquet
 - target 250, sold 211
 - lower sales of advance tickets
 - Lower revenue resulted in a loss of approximately \$4,000.00.

Spring Conference

Marc J.

- Committee meeting online
- Hellenic Centre booked
- Saturday, May 10, 2025

2024/2025 ALKATHON

Sarah / Jesse

Recovery is a gift

December 24 noon - 25 noon

December 31 - January 1

NYE dance

Asking groups for contributions

alkathonottawa.ca

STEPHAN - DO NOT E-TRANSFER TO INTERGROUP FOR THE ALKATHON

New Business

Secular Ontario AA Round Up (SOAR)

Nick D

- Biannual round up
- September 27, 2025 - 9AM - 5PM
- Lord Elgin
- approximately 200 attendees
- open to all AA members
- Asking for Intergroup financial support of \$1000
- JOHN D - Will discuss at the next meeting

Motion to Close: Patty, Rick

Meeting closed at 8:07 PM with the Responsibility Declaration.

Next meeting: December 11, 2024, at 7:00 pm

Zoom link:

<https://us02web.zoom.us/j/82438786359?pwd=a3FoYVl4eXlJVGkVraGtjV3VXM2hOdz09>

Treasurer Report for OAIG – Nov. 13, 2024

Good evening, everyone.

As you all know, I have served as the treasurer for the Ottawa Area Intergroup for nearly two years now. In line with AA's principle of rotation — a key aspect of our service structure rooted in both our Traditions and Concepts — I will conclude my term in this role immediately following our January 2025 meeting.

Tradition Two reminds us that our trusted servants do not govern; instead, they serve to carry the message and ensure continuity within the fellowship. Concept IX expands on this by emphasizing the need for rotation to prevent any individual from holding too much authority and to foster humility and shared responsibility. Rotation ensures our service positions are open to new voices and ideas, helping to keep our fellowship vibrant and in line with our commitment to service.

Today, I want to emphasize why it is necessary for someone to step forward to fill the treasurer position in December's election and to outline the responsibilities this role entails. The tasks are manageable — made even more so with the support structures we have in place — but are essential to keep our Intergroup running smoothly and upholding our AA principles.

Responsibilities of the Treasurer

The treasurer's responsibilities are essential to maintaining our Intergroup's financial health and operational stability. Here's a breakdown:

- **Banking and Financial Management**

- Monitor chequing and savings accounts with the Bank of Montreal.
- Work with our Bank of Montreal representative to resolve issues if they arise.
- Oversee the corporate credit card to ensure it is paid in full each month, supporting our principle of being fully self-supporting.

- **Bookkeeper Coordination**

- Work directly with our bookkeeper, who handles GST returns on a quarterly basis and maintains our financial records.
 - *The bookkeeper's support reduces the need for extensive accounting knowledge in this role, making it accessible to those without financial expertise.*
- This collaboration is vital for maintaining accurate records and preparing reports for Intergroup representatives to share with their groups.

- **Annual Tax Filings**

- Oversee coordination with our contracted accounting firm, which has efficiently handled our annual tax filings for the past two years. In 2023, this organization helped us catch up on five years of back taxes at a substantial discount, and they continue to file annually at a reasonable rate.

- **PayPal and Online Payment Oversight**

- Keep our PayPal account in good standing to support Intergroup transactions.
- Partner with our webmaster to ensure timely payment for digital tools and services that allow us to carry the AA message online.

- **Expense Reimbursements and Financial Accountability**

- Issue reimbursements by check, co-signed by our chairperson, John D., as the vice chair role is currently vacant.
 - *Without two signatories, we cannot issue reimbursements or conduct some financial operations.*

- **Literature and Conference Support**

- Assist the literature coordinator with payments for literature orders and refunds.
- Coordinate financial matters in partnership with the Treasurers for the Eastern Ontario Conference and the revived Spring Conference in 2025 — helping manage funds, reimbursements, and deposits for these events, which are directly linked to Intergroup.

Why the Treasurer Role is Essential

These responsibilities are routine but essential. Without a treasurer, Intergroup will face significant challenges:

- **Delayed Reimbursements and Financial Processing:** Without two signatories or regular financial oversight, expenses will go unpaid, members may bear financial burdens, and reimbursements will be delayed or made impossible.
- **Incomplete Record-Keeping:** If the bookkeeper has no transactions to enter or receipts to track, our financial records will quickly become outdated, resulting in inaccurate reporting to Intergroup representatives.
- **Disruption of Essential Services:** Payments for our digital services could lapse, impacting our ability to support members online.
- **Inability to Prepare for Conferences and Handle Group Requests:** Conferences and literature orders will be impacted, with no one to process or coordinate the funds or reimburse expenses related to these activities.

Final Thoughts

While this role has substantial responsibilities, the support of a bookkeeper and structured processes make it accessible for anyone willing to serve. This position requires dedication, but the time commitment is limited — primarily monitoring and attending Intergroup meetings, with one or two visits to the office each month. I urge each of you to consider this service opportunity or encourage a qualified member from our Fellowship to stand for election. Take this message not just to your homegroup's business meetings but to all places you encounter AA.

To support a smooth transition, I will be available to help guide the incoming treasurer and ensure they have everything they need to step confidently into the role. I'm committed to sharing all I've learned and will make sure the new treasurer has the opportunity to bring their own approach to this position.

Before I end, I want to emphasize that serving as treasurer has been deeply rewarding and invaluable to my sobriety. This role has strengthened my organization, responsibility, and communication skills while reinforcing my commitment to AA principles. Working closely with other trusted servants has built strong connections within our Fellowship. I've come to understand the impact of even small efforts in supporting AA's primary purpose, and seeing the tangible results of our work has deepened my commitment to service and sobriety.

Thank you for your attention, and I hope someone will step forward to take on this role for Ottawa AA. Should you have any inquiries or wish to chat one-on-one about the treasurer role, 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

Balance Sheet

As of November 15, 2024

	TOTAL
Assets	
Current Assets	
Cash and Cash Equivalent	
10000 Cash in Bank	13,178.40
10005 Savings	20,366.56
10550 GIC -Investments	3,928.49
Cash on hand	400.30
EOC Cash on hand	11.00
PayPal	1,703.67
PayPal Hold	0.00
12000 Cash on Hand for Deposit	0.00
Total Cash and Cash Equivalent	\$39,588.42
Accounts Receivable (A/R)	
11000 Accounts Receivable	0.00
Total Accounts Receivable (A/R)	\$0.00
12030 Advance-Spring Conference	1,000.00
12040 Advance - Eastern Ontario Conference	0.00
12060 Advance to Canadathon	0.00
12100 Inventory Asset	0.00
13260 Literature Inventory	8,280.10
13270 Medallions and Other Inventory	2,933.40
13280 Meeting List Inventory	0.00
13290 Grapevine Inventory	2,443.00
Total 12100 Inventory Asset	13,656.50
13200 Prepaid Rent Mac Hall	0.00
13210 Prepaid Insurance	0.00
13211 Prepaid Web Site for AA	0.00
13240 Prpd Mc Nabb Sunday Mtng. Rent	0.00
13241 Prepaid Rent Bronson	1,022.18
13250 Prepaid Legal & Accounting Fees	0.00
Credit Card Receivables	0.00
Uncategorized Asset	0.00
Total Current Assets	\$55,267.10
Non-current Assets	
Property, plant and equipment	
13410 Office Furniture	5,235.65
13420 Accum Dprctn. Office Furniture	-5,260.65
13450 Leasehold Improvements	15,157.77
13451 Computer Equipment	2,496.82
13452 Accum Dprctn Computer Equipment	-2,496.82
13460 Accum Dprctn. Leasehold Imp	-15,157.77
Total Property, plant and equipment	\$ -25.00
Total Non Current Assets	\$ -25.00
Total Assets	\$55,242.10

	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
20000 Accounts Payable	0.00
Total Accounts Payable (A/P)	\$0.00
Credit Card	
BMO Credit Card ****1088	0.00
BMO Credit Card ****1951 - OAIG	1,282.38
Total Credit Card	\$1,282.38
20100 Accrued Liabilities	0.00
23000 Payroll Taxes Payable	-3.52
23100 Payroll Federal Tax Payable	-135.49
23110 CPP Payable	3.33
23120 EI Payable	135.68
Total 23000 Payroll Taxes Payable	0.00
23130 Salaries and Wages Payable	0.00
25500 GST/HST Payable Intrgrp Oprtns.	-797.53
25550 GST/HST Payable Spring Conf.	-118.98
25560 GST/HST Payable Fall Conf	674.43
Total 25500 GST/HST Payable Intrgrp Oprtns.	-242.08
25600 Deferred Sales Revenue	0.00
Receiver General Suspense	0.00
Total Current Liabilities	\$1,040.30
Total Liabilities	\$1,040.30
Equity	
30000 Opening Balance Equity	-1,282.38
Retained Earnings	61,201.70
Profit for the year	-5,717.52
Total Equity	\$54,201.80
Total Liabilities and Equity	\$55,242.10

Ottawa Area Intergroup of Alcoholics Anonymous

Profit and Loss

January 1 - November 15, 2024

	TOTAL
INCOME	
42000 Literature Sales	19,980.22
42150 Medallions & Other Sales	6,062.33
Other Income	
42250 Group /Individual Contributions	17,011.90
42280 Investment Income	602.18
Total Other Income	17,614.08
Total Income	\$43,656.63
COST OF GOODS SOLD	
50000 Cost of Goods Sold	
51210 Literature	18,617.39
51240 Medallions & Other	2,826.69
Total 50000 Cost of Goods Sold	21,444.08
Total Cost of Goods Sold	\$21,444.08
GROSS PROFIT	\$22,212.55
EXPENSES	
50340 Depreciation	25.00
51000 Office Expenses	436.15
51035 Postage and Courier	202.95
51050 AA Web Site	638.85
51090 Office Supplies	10.99
51095 Repair & Maintenance	1,006.50
Web Tool/Software	1,212.28
Total 51000 Office Expenses	3,507.72
51030 Bronson Office Rent & Parking	10,855.17
51040 Telephone	1,349.58
51080 Insurance	1,807.92
51100 Accounting Remote Access Fee	2,828.75
51114 Employers Payroll Tax Expenses	86.54
51120 Bank Charges	150.92
51121 QuickBooks Payments Fees	715.00
51122 Stripe Charges	1,137.01
Contribution	2,500.00
Meals & Entertainment	30.59
PayPal Fees	14.65
Total Expenses	\$25,008.85
OTHER INCOME	
42305 Net Eastern Ontario Conference Income	
42312 Banquet Sales Eastern Ontario Conf.	20,749.36
42314 Eastern Ontario Conference Donations	3,544.05
42316 Donations Groups- East. Ont. Conf	4,030.35
51170 Eastern Ontario Conference-Expenses	-31,244.98
Total 42305 Net Eastern Ontario Conference Income	-2,921.22
Total Other Income	\$ -2,921.22
PROFIT	\$ -5,717.52

Groups In Attendance	2024-November-13	
Voting		
Not Voting		
Group	Name	
12 & 12 @ 12		
12 & 3 Discussion		
12 Steps to Serenity	George	
Alta Vista 12 Step Group		
Attitude of Gratitude	Patti M	
Awakening Group		
Aylmer Triple A		
Barrhaven Tuesday Night		
Beacon Hill	Marushka	
Bells Corners Big Book Discussion		
Beginners	Michael H	
Beyond Belief Secular Group	Nick	
B-United		
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	Dale D	
First Avenue to Recovery		
Fourth Dimension		
Freebirds		
Freedom		
Friday Night Chelsea Big Book	Ray	
Friendly		
From the Heart		
Gleaning the Big Book		
H.O.P.E. Group		
Hand in Hand	Rick S	

Happy Hour		
Heritage	Carrie D	
Hope in Recovery		
Hull Liberty		
Keep It Simple		
Labyrinth Young Peoples Group	Bennet B	
Laurier-Sandy Hill		
Live and Let Live		
Lunch with Bill		
Lunch Bunch	Jim R	
Manotick Gratitude		
Maitland Step Group		
Men's AA Newcomers Group		
Merivale Group	Steve c	
Metcalfe Last Chance		
Morning Glory	Claire	
New Day	Christopher	Stace
New Day ONLINE	Randel R	
Next Right Thing		
Oasis	Murray	
One Day at a Time (Online)		
Orleans Hub		
Orleans Noon		
Osgoode Step		
Ottawa Men's Group		
Ottawa South		
Peace and Serenity		
Pinecrest	Kevin	
Podium/Hill Group		
Power Hour Virtual		
Queensway Carleton		
Rainbow		
Recovery on the Hill		
Remember When		
Richmond 11th Step		
Saturday Morning Big Book		
Search for Serenity	Elaine H	
Secular Sobriety Group	Vanessa	
Secular Sundays		

Serenity at Sunrise	Paul A	
Share and Care	Dianne	
Share and Care Saturday		
Sisters of Sobriety		
Spirit Group	Tracey	
Spirit of Hope		
Spirit of the Universe		
Step By Step	John P	
Step Sisters	Lauri	
Stepping Ahead		
Steps on Bank	Kyle	
Stittsville Second Chance		
Sunday Morning Venture Group	Joan D	
Sunday Night 12 Step Meeting		
Sunday Night Big Book Study Group	Devin	
Tuesday/Friday		
Unity Group		
Vanier Early Birds	Inga	
Vanier Happy Nooners		
Wakefield AA Awakenings		
We Can Recover		
West End Group	Jim S	
Westboro Big Book Study - Joe and Charlie		
Saturday Westboro Speaker Meeting		
Women's Group		
Women in Step		
Voting Reps	30	
<u>Attendance (Intergroup Board, Committee Reps, Liaisons)</u>		
Position	Name	
Chair	John D	
Vice-Chair	VACANT	
Secretary	Dick G	
Treasurer	Stephan P	
TAS Coordinator	Steve R	Absent
12 Step Coordinator	VACANT	
Literature Coordinator	Walter H	

Website / Email	Paul D	
Newsletter Coordinator	George H	
Voting Board Members	5	
Spring Conference Chair (2023)		
Eastern ON Conference Chair	Kevin O	
Intergroup Liaison D62 (2023)		
Intergroup Liaison D54 (2023)		
Ottawa Withdrawal Management Center		
PI / CPC		
CFT		
Alt DCM - D62		
Alt. Delegate Area 83 (2023)	Amy L	
Eastern Canada Regional Conference		
Guest		
Brenda	Brenda	
Bill C	Bill C	
Geraldine	Geraldine	
Suzanne	Suzanne	
Catherine B	Catherine B	
Darlene K	Darlene K	
Guest / Alkathon Chair	Jesse	

General Service Report from Intergroup Liaison-Alternate Delegate Area 83

November 13, 2024

Ottawa Intergroup Monthly meeting

1. **REMOTE COMMUNITIES FORUM**, December 1: 3 topics: 9 speakers in 3 hours. It will be offered with simultaneous translation in English, French, Spanish and ASL. Link to Flyer in [ENGLISH](#), [FRENCH](#), [SPANISH](#)
2. **GSR WORKSHOP**, Link to [FLYER](#) and [AGENDA](#):
Topic is **Rotation and Service Sponsorship- What Next?**
3. **AREA 83 WEBSITE**: is continuing to develop the Area Website. It is possible to subscribe for email updates. Not to worry, they are not too numerous, but they will keep you up to date on General Service related items in Area 83-Eastern Ontario.

There is a security login to access all service-related material

Login: Service83

Password: GiveBack

4. Don't forget to check the **NEWS ICON** on the Meeting Guide App for communications directly from GSO.
 - **Quarterly Report** (October 22, 2024)
 - Plain Language Big Book: a tool for Reading alcoholics Anonymous is out!!!
 - Message on International Convention Registration: October 7, 2024
5. **AREA COMMITTEE MEETING FOR AREA 83** is on December 7th starting at 10 am. It is a hybrid event, and we will be electing the Subcommittee chairs in the afternoon. All are welcome to observe for the entire day and as usual there will be sharing from anyone at the end of the meeting. Details about the Committee meeting are on the website (see above for the login and password).

Meeting ID: 854 3868 1566, Passcode: 838383