

# Cape Atlantic Intergroup Business Meeting

## November 2014

We've been given a gift, what are we going to do with it?

**Cape-Atlantic Intergroup**  
P.O. Box 905  
Pleasantville, NJ 08232

Phone 609-641-8855  
Fax 609-641-8966

**Cape Atlantic Intergroup Office**  
3153 Fire Rd. 1-C  
Egg Harbor Township, NJ 08234

|                |               |                 |                    |               |                |               |
|----------------|---------------|-----------------|--------------------|---------------|----------------|---------------|
| Chair          | Vice Chair    | Recording Sec.  | Corresponding Sec. | Treasurer     | Asst. Treas.   | Trustee       |
| <i>John H.</i> | <i>Ken T.</i> | <i>Jenna W.</i> | <i>Bill T.</i>     | <i>PJ. W.</i> | <i>Alex H.</i> | <i>Jim B.</i> |

1. Open w/Serenity Prayer -Date and Starting Time: November 19th 2014 @ 7:30pm
2. Roll call of Officers and Committee chairs (*by Secretary*)

| Position OFFICERS     | Name & Phone |              |   |  | Position COMMITTEES     | Name & Phone |              |   |
|-----------------------|--------------|--------------|---|--|-------------------------|--------------|--------------|---|
| Chairperson           | John H.      | 609-377-2410 | X |  | Budget & Finance        | Doug G.      | 609-319-5480 | X |
| Vice Chair            | Ken T.       | 339-4386     | X |  | Hospitality             | Davi K.      | 287-9374     | X |
| Recording Secretary   | Jenna W.     | 609-947-1273 | X |  | Hospitals & Institution | George W.    | 609-204-0488 | X |
|                       |              |              |   |  |                         | Casey        | 609-576-7786 | X |
| Correspond. Secretary | Bill T.      | 609-682-4264 |   |  | Literature              | Chris. S.    |              | X |
| Treasurer             | PJ W.        | 470-4114     | X |  | Newsletter              | Donna S.     | 732-600-9477 | X |
| Assist. Treasurer     | Alex H.      | 609-602-0499 | X |  | Office /Archives        | VACANT       |              |   |
| Trustee               | Jim B.       | 609-365-0164 | X |  | Phones                  | Tressa W.    | 609-816-3816 | X |
|                       |              |              |   |  | Policy /structure       | Joe O.       | 827-2174     | X |
|                       |              |              |   |  | PI/CPC                  | Kimberly R.  | 570-231-9427 | X |
|                       |              |              |   |  | Round-up                | Vinnie K.    | 992-6277     | X |
|                       |              |              |   |  | Unity                   | Jerusha      | 516-532-9930 | X |
|                       |              |              |   |  | Website                 | Jenn R.      | 609-457-7065 | X |
|                       |              |              |   |  | CAYPAA                  | VACANT       |              |   |
|                       |              |              |   |  | BOOKERS                 | VACANT       |              |   |
|                       |              |              |   |  |                         |              |              |   |
|                       |              |              |   |  |                         |              |              |   |

All panel & committee chairs please email your reports prior to the steering meeting to [recordingsec@caigrp.org](mailto:recordingsec@caigrp.org) with "CAIG" in subject box.

3. Count of quorum and attendance:
  - Quorum: Regular IGRs - Alternate IGRs (*Read total out loud*) : 17 IGR's, 4 Alternate, Total: 21
  - New IGRs (*if you are new, please stick around after the meeting*) : 0
  - Area 45 and General Service Liaisons : 1
  - Visitors, other non-representatives, and AA group members: 0
4. Opening remarks (*by Chairperson*): Welcome to all. Please no cross talk, raise hands, be mindful, and all motions must be submitted in writing.
5. Reading of the minutes from last month's business meeting (*by Secretary*): (Emailed to groups)
  - Reading of the minutes can be dispensed of by majority vote: Majority
  - Call for any corrections to the minutes: None
  - Call for a motion to approve the minutes: Approved
6. Agenda Items (*read by Secretary*): To extend the budget for the calendar year of 2014 Travel Reimbursement to \$1780.20.

7. Reports:

**Officer Reports**

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- Chairperson: Attended Area 45's Day of Sharing.
  - Vice Chairperson: Attended Area 45's Day of Sharing, as well as District 16 & 17's Service in Sobriety. Stressed the importance of rotation with service positions. New IGR's for groups should be in mind for 2015 term.
  - Recording Secretary: Added additional information to agenda item 1 of October's business meeting (regarding the removal of job descriptions as an official attachment of the bylaws and to amend Article 14 of the bylaws.) These minutes are available for groups.
  - Corresponding Secretary: (no report)
  - Treasurer: Received checks. Passed out financial statements. Reported that IRS balance is now \$0. Had cards for stores / petty cash for committees that requested them.
  - Assistant Treasurer: Has 300 hardcover Big Books. Accounts are reconciled from April to October. Only outstanding note is \$98.00 deposited to bank account than total in sales due to a missing receipt. Will find & fix. Tried using new credit card to make a literature purchase, but it was rejected. Looking into why this is. Made purchase over the phone and mailed the check. Order should arrive by Thursday at the latest. Will be re-pricing all of the books in the literature room as prices have increased. This will become effective December 1<sup>st</sup>. Will also be doing a current inventory and will reformat Quikbook's item tracking inventory electronically.
  - Trustee: Attended District 16 & 17 Service in Sobriety.
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**Committee Chair Reports**

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- Budget & Finance: Asking for new budget requests. (E-mail or call Doug) If no new proposal, will be going off last year's budget.
  - CAYPAA: (Vacant)
  - Hospitality: No report
  - H & I: Regarding the Rescue Mission: Friday night meetings are no longer being held. Now able to use room in the front of facility. Please arrive 15 minutes early to have announcements for the meeting made over loudspeaker. Thursday night Family Matters commitment in the Villas is no longer being held. Cape Counseling (in CMCH) is requesting a meeting. Arrangements are being made. Park Bench requiring confidentiality papers signed prior to meeting. Chair read the proposed disclaimer and reiterated anonymity. Continuing to communicate with jail system to bring in more meetings.
  - Literature: Welcome new literature chair, Chris S.!
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- Newsletter: 500 copies of 'Pass It On' were printed. Still looking for articles for the January / February issue. Please send upcoming events to news chair, and they will be put in newsletter.
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- Office Coordinator/Archives: (Vacant)
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- Phone Coordinator: Open phone slots as of 11-19-14: Sunday, noon – 2pm. Tuesday, 6pm – 8pm and 10pm – midnight. Friday, 8am – 10am. Saturday, noon – 2pm and 6pm – 8pm. New fliers for phone registration will be at the Roundup. Will be creating a spreadsheet to see what slots are not being answered.
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- Policy & Structure: Requested that all who attend CAIG business meetings to sign the sign-in sheet and identify if they are a voting member.
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- P.I./C.P.C.: Cape Assist requested that AA participate in The Resource-Recovery Fair November 15th from 1-4pm. Set up a table with information, meeting lists and Big Books that were available for purchase.
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- Round-Up: Will be selling shirts and sweatshirts. Passed out itinerary for weekend.
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- Unity: Will be requesting \$3,500 for New Year's Eve dance (for catering, DJ, decorations and venue)
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- Website: Up-to-date. Working on new site. Send any upcoming anniversaries to be put on CAIG website.
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- Area 45/General Service Reports: Area budget passed. There are no new agenda items for February. 51<sup>st</sup> Annual Service Convention: March 20<sup>th</sup> – 22<sup>nd</sup>, 2015 in Cherry Hill, NJ.
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### **Questions regarding specific topics discussed in officer and committee reports**

Q.- Is the registration for the Roundup still \$30.00?

A.- Yes.

Q – Are people still taking commitments to the jails?

A – Yes, the people that have already been cleared are.

### **Commitments for December 2014 announced:**

#### **Monday:**

Lighthouse IOP

6601 Ventnor Avenue, (annex building) Ventnor

6:00 pm - clients only

**[Big Book Step Study Group, Northfield]**

Atlantic City Rescue Mission

2009 Bacharach Blvd, Atlantic City

6:00 pm - open

**[Stagecoach Group, Palermo]**

Park Bench

6143 Mill Rd, Egg Harbor Twp.

7:00 pm - clients only

**[Good Morning Ocean City]**

#### **Tuesday:**

Atlantic City Rescue Mission

2009 Bacharach Blvd, Atlantic City

6:00 pm - open

**[Manahawkin Young Peoples]**

John Brooks Recovery Center - WOMEN  
20 So. Tennessee Ave., Atlantic City  
6:45 pm - Women ONLY/ clients only  
**[Only Requirement Group, Tuckerton]**

John Brooks Recovery Center - MEN  
1315 Pacific Ave., Atlantic City  
7:30 pm - Men ONLY/ clients only  
**[Freedom from Insanity Group]**

### **Wednesday:**

Atlantic City Rescue Mission  
2009 Bacharach Blvd, Atlantic City  
6:00 pm - open  
**[Marmora Group]**

John Brooks Recovery Center - MEN  
1315 Pacific Ave., Atlantic City  
7:30 pm - Men ONLY/ clients only  
**[Ventnor Seashore Group]**

The Lighthouse  
5034 Atlantic Ave, Mays Landing  
8:00 pm - open  
**[It Works Group, Absecon]**

### **Thursday:**

Atlantic Prevention Resources  
1416 N Main, Shore Rd., Pleasantville  
2nd Thursday at 12:00 pm - clients only  
3rd Thursday at 7:00 pm - clients only  
**[Somers Point Group]**

Addiction Recovery Systems  
408 Bethel Rd Bldg 'A', Somers Point  
6:00 PM (1st, & 3rd week) - clients only  
**[Sailing Free Group]**

John Brooks Recovery Center - WOMEN  
20 So. Tennessee Ave., Atlantic City  
6:45 pm Women ONLY/ clients only  
**[Primary Purpose Group]**

Hanson House - Women  
411 Aloe St., Egg Harbor City (Women's Hall Basement)  
7:30 pm - open  
**[Singleness of Purpose]**

The Lighthouse  
5034 Atlantic Ave, Mays Landing  
8:00 pm - open  
**[Tuckerton Ladies Group]**

## **Friday:**

Hanson House - MEN

411 Aloe St., Egg Harbor City (Men's Hall)

7:30 pm - open

**[South Jersey Newcomers]**

## **Saturday:**

The Lighthouse

5034 Atlantic Ave, Mays Landing

7:00 pm - open

**[Atlantic City Young Peoples]**

8. Old (unfinished) Business: **1)** Motion to: remove the job descriptions as an official attachment of the bylaws and to amend Article 14 of bylaws.

Old Article: Official attachments to these bylaws are the "Job Description of Officers & Committee Chairpersons."

New article: "Duties of officers and committee chairs are described in the "Job Descriptions of Officers & Committee Chairpersons," which can be changed by majority vote at any regular business meeting. Reason for change: Currently, it takes three months to change a job description. With this change, a change to the job description can be done in only one month, It will remove the job descriptions from the bylaws.

(This motion was discussed and tabled until December's business meeting)

## 9. New Business:

**1)** Motion to upload Steering Committee minutes & CAIG Business meeting minutes to website following all monthly meetings 2 weeks after said meetings.

(This motion was seconded, discussed, and a vote was taken:

All for: 20. All opposed: 1. Abstentions: 1.

This motion passes.)

**2)** Motion to extend the budget for the calendar year of 2014 travel reimbursement to \$1780.20.

(This motion was seconded and discussed.

Discussion:

Justification for proposed budget:

-Initial proposed budget: \$1000

-Current statement: \$1359.20 (+359.20)

Itemized extension: \$421.00

-Round-Up: \$271.00

-Reimbursement for committee chair: \$100.00

-Reimbursement for vice chair: \$50

A vote was taken: All for: 18. All opposed: 0. Abstentions: 1.

This motion passes.)

**3)** Motion to grant Unity committee \$3,500 for New Year's Eve dance.

(This motion was seconded, discussed, and a vote was taken:

All for: 21. All opposed: 0. Abstentions: 0.

This motion passes.)

**4)** Motion to suspend all commitments to Park Bench until an agreement regarding HIPAA is reached between them and H&I.

(This motion was seconded, discussed, and a vote was taken:

All for: 19. All oppose: 1. Abstention: 2.

This motion passes.)

10. Announcements from the body:

-ACYP is having meetings all day on Thanksgiving, from 8am – 7pm.

-Stagecoach also having Thanksgiving alcahthon.

-NARAASA is being held in Somerset, NJ this year.

11. Tradition 11 read.

12. Volunteer to bring snacks to next business meeting? ---

13. Next Steering Meeting: December 10th @ 7:30pm

14. Next Business Meeting: December 17th @ 7:30pm

15. Closing remarks by the Chairperson: Thank you all for your patience & participation.

16. 11<sup>th</sup> Step Prayer read.

17. Motion to close: 9:27 pm.

18: Closed with responsibility pledge.