**Cape Atlantic Intergroup**

July Business Meeting Agenda

\*Date: 8/19/2020 \*Start time: 7:30pm

1. Open with the Serenity Prayer
2. Roll call of Officers and Committee chairs (*by Recording Secretary*)
3. Count of quorum and attendance:
   * *Quorum:* Regular IGRs \_\_\_\_

Alternate IGRs \_\_\_\_\_\_ Total: \_\_\_\_

* + New IGRs? \_\_ *If you are new, welcome!, Doug will chat with you later*
  + Do we have any anniversaries this month?

1. Opening remarks (*by Chairperson*)—Thanks to Committee, In Person Meetings, Adhering to State and Local Guidelines, Group Outreach, 7th Tradition (July), State of Intergroup.
2. Opening Prayer by our Trustee (Choice)
3. Presentation of the minutes from last month’s business meeting (*by Rec. Secretary*)
   * Call for a motion to approve the minutes
4. Agenda Items (*read by Recording Secretary*) 
   * Discussion on In-Person H&I Commitments
5. Officer reports: Chair, Vice-Chair, Recording Sec., Cor. Sec., Lit Treasurer, OP Treasurer, Trustee, Accessibility, Archives, Audit, Budget/Finance, CAYPAA, Group Access Coordinator, Hospitality, H&I, Literature, Newsletter, Office Manager, Phones, PI/CPC, Policy/Structure, Round Up, Unity, Website, Workshop, Area 45
6. Agenda Items—Please make all motions and all discussions in the spirit of how we can help the fellowship during this period of crisis.
7. H & I Commitments—Nick—New Zoom Commitments!!
8. Old Business, H&I In-Person discussion.
9. New Business
   * From the Floor?
10. Announcements from the body
11. Next Steering Meeting: August 12th, 6pm  
    Next Business Meeting: August 19th, 6pm
12. Closing remarks by the Chairperson.
13. Entertain a motion to close… (close with the Responsibility Pledge)

\*End time: \_\_\_\_\_\_\_\_\_\_