

# Cape Atlantic Intergroup

## September Business Meeting Agenda

\*Date: 9/16/2020 \*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 12 \_\_\_\_\_
  - Alternate IGRs 1 \_\_\_\_\_ Total: 13 \_\_\_\_\_
  - New IGRs? \_\_\_ *If you are new, welcome!, Doug will chat with you later*
  - Do we have any anniversaries this month?
4. Opening remarks (*by Chairperson*)—Current Crisis in AA Community, Meeting Closures, Virtual Meetings, Prudent Reserve, Reports
5. Opening Prayer by our Trustee (Choice)
6. Presentation of the minutes from last month's business meeting (*by Rec. Secretary*)
  - Call for a motion to approve the minutes
7. Agenda Items (*read by Recording Secretary*)
  - Requests from groups about opening up meetings (Traditions 1, 2 & 4)
8. Officer reports:

**Chair** In Person meetings are on the rise, while the majority remain online. New State regulations on indoor room restrictions has hampered the efforts for many groups to meet in person. Groups still continue to generously support us as do individuals. I'm very proud of our Groups! Indoor gatherings are still limited to a max of 25 persons, require masks to be worn and use social distancing, per New Jersey Covid-19 Mandatory Guidelines. Stay tuned for continued updates! 3rd International was another huge success, great job to Robbie and his Team!! Unity Breakfast—Looking forward to our upcoming Event Hosted by Dawn!! Waves Round Up—can't wait for this huge event and willing to help Jim and his committee in any way needed! Spoke to Wendy about a new and exciting project she and her committee is looking into. We are hosting "The World's End" Group from London England on our Zoom Account Starting in October. The group is fully self supporting, paying us monthly. Please come check them out, Everyday 6:30 am. Meeting ID is 880 8037 3912

**Vice-Chair**

**Recording Sec.** Sent out August Business meeting Minutes as well as September Steering.

**Cor. Sec.** All correspondence and thank you letters have been sent out. We received a thank you letter and donation from Area 45 from the summer's event

**Lit Treasurer** All deposits have been made save a couple small cash deposits

**OP Treasurer** Groups and individual donations deposited. Thanks to all who contribute. Bills are paid

**Trustee**

**Archives** Kim is finishing up PowerPoint presentation for Unity Breakfast. Sent Penni the first installment of Archives website. And thank you Penni for putting a fire under my butt to get it done..

**Audit,** Sorry to say, the audit is in a stall.

Still many things that need to be corrected, updated, and all posts caught up.

This includes Treasurer accounts, Literature Accounts and Literature physical inventory.

I am unable to finalize the audit until all reports are correct and balanced.

***Budget/Finance*** Here is what we agreed upon:

Quick Books financial entries, posts and deposits will only be performed by the Treasurer and Vice Treasurer.

Literature Chair will create all invoices and other needed activity to assure accurate transactions in Quick Books.  
Does not post payments received in Quick Books.

Ben will check with TD bank about Bill Pay for Literature account or transfer funds to a non-money market account.  
Return check scanner and request credit for previous months as it was never used.

Note:

The best way to learn quick books is to use quick books. The help button and live chat features is a great help.

Transaction postings must be complete prior to business meetings, or reports given to the body are not accurate.

If I have anything incorrect or incomplete, please let me know.

***CAYPAA*** Resentment Bonfire in October. See website for flyer

***Group Access Coordinator*** This month, I helped with Zoom security at the 3rd International AA workshop, which was fantastic. I also had the privilege of attending the Round-Up planning meeting, I also, participated in a planning meeting and will help host the Area 45 Group Inventory on Zoom.

I answered a few emails concerning questions about going hybrid. Finally, I am getting a helper and am looking forward to that as he and I will split up attending meetings on Zoom to see how they are going.

## ***Hospitality***

***H&I*** Continuing to bring meetings to Pyramid.

## ***Literature***

***Newsletter*** Current issue is on website

***Office Manager*** Collecting the mail, when she gets a check, it is copied and sent to PJ, Matt and Tanner

***Phones.*** 4 phone slots open. Wend 8-10, overnights, Wends, Thurs, Sat.

## ***PI/CPC***

## ***Policy/Structure***

***Round Up*** Only 2 months left!

Merchandise is available for purchase! Go to our website, [wavesroundup.net](http://wavesroundup.net) ... and click the "Shop" link. We have a vast selection to choose from, and everything you purchase will be shipped to your home.

The donations link is also live on our website. For the first 300 donations of \$5 or more, we will send you one commemorative medallion, which will be mailed out after the event.

Big thanks to Christina B, our Roundup subcommittee web chair, and Penni, for her help setting things up, Shirl R who is our merch subcommittee chair, and Matt W who created our artwork. He is our graphics design chair.

Our Roundup workshop subcommittee, led by Michelle S, has been busy.

**Our workshops are:**

Old Timers Panel

Medications & Other Drugs

Rule 62

The Promises of AA

3 Prayers ... The Serenity Prayer, The Third Step Prayer and the St. Francis Prayer

Area45 Workshop

CAIG Workshop

Al-anon too! Erin C is our al-anon chair.

**Al-Anon workshops:**

What are you going to do for yourself today ?

Intimacy in the alcoholic relationship

Boundaries

4 M's Manipulation, Managing, Mothering & Martyrdom

Grief - Transforming our losses

Marathon meetings: A list of open meeting slots is available on our website soon. For now, if you would like to take a slot, please reach out to me and I will send you the list of open slots. John H is our marathon meeting chair.

If you would like to help out, we still need help with event security. Nina F is our security subcommittee chair, and you can reach out to her, or visit our website and fill out the volunteer form!

*Unity* Needs help with Breakfast. Also has 3 openings for readings.

*Website* Maintained 26 individual Home Group Users, still have same amount of folks in basic accounts (4 or 5)

- Continued taking Zoom meetings off list since folks are meeting F2F
- Continued to maintain list of on-line meetings.
- Continued to field emails, phone calls, and text messages
- Transferred money from PayPal to the bank account and alerted the proper authorities when done
- Made charts and spreadsheets
- Coordinated efforts with Debbie L. so there are two sets of eyes on meetings that are popping up
- Prepped and forwarded paperwork for the homegroups taking meetings to Pyramid
- Uploaded and created events
- Added Phone Chair as an email address
- Assisted in workshop as security and Area 45
- Created a Phones email address
- Added Hybrid Meeting guide
- Added "Burn Your Resentment" flyer to Website
- If you have any flyers or any events that are upcoming, please email them to me at either [webchair@capeatlanticaa.org](mailto:webchair@capeatlanticaa.org) or [penninewton13@gmail.com](mailto:penninewton13@gmail.com).

*Workshop* Our Third International workshop was well attended! We would like to thank all those "Team Members" of Cape Atlantic Intergroup who stepped up and helped! Ben, our Chair headed up the Security Team and Penni our Website chair did a great job in the chat room! Jim, our Roundup Chair was a big help as was Dawn our Unity Chair! Many others from Intergroup helped as well like Matt, our Secretary who was even willing to

**make announcements on screen! Our Speakers had attendees crying and laughing, what more can we ask?**

**Our Committee is planning one last "Workshop" this year, but we want to wait till our Unity Breakfast Committee and our Roundup Committee have their events!**

#### Area 45

Greetings from General Service Area 45. I am an alcoholic, and my name is Ken. Since last month, GSO continues to report an incredible 7th Tradition contribution rally from AA groups, and individuals. Also, AAWS continues to work hard reducing costs of operation, rebuilding their prudent reserve, and preparing a budget for 2021. GSO has also announced quite a few voluntary retirements of long term, as well as Trustee rotations. See AA.org for announcements on available service positions available. This coming weekend the 35th Annual Intergroup/Central Office/AAWS/AAGV Seminar will be held virtually. Our Northeast Regional Trustee, Francis G, will send a report to all Areas in the Northeast, so I will have highlights to report to you next month. As always, I thank you All for you hard work, and dedication our Fellowship. You are All greatly appreciated

#### 9. H & I Commitments

#### 10. Old Business

#### 11. New Business

Motion: Take meetings live back into institutions: discussed, voted, 9-2 PASSED  
Potential start date 11-1-2020.

#### 12. Announcements from the body

13. Next Steering Meeting: October 14<sup>th</sup>, 7:30pm

Next Business Meeting: October 21<sup>st</sup>, 7:30pm

14. Closing remarks by the Chairperson.

15. Entertain a motion to close... (close with the Responsibility Pledge)

\*End time: \_\_8:41PM\_\_