

Cape Atlantic Intergroup Minutes
CAIG BUSINESS MEETING MINUTES

March 8, 2023 Intergroup Meeting

CAPE ATLANTIC INTERGROUP OFFICE

3153 Fire Rd. 1-C

Egg Harbor Township, NJ 08234

Phone: (609)641-8855

Fax: (609)641-8966

1. Date and Starting Time:

The meeting began Wednesday March 8, 2023 at 7:36PM

2. Open with Serenity Prayer:

A moment of silence calling to bring your Higher Power into you and followed by the Serenity Prayer; Dawn, Chairperson led this prayer.

3. Roll Call (Recording Secretary):

OFFICERS Positions	Names	Present
Chairperson	Dawn	<input checked="" type="checkbox"/>
Vice Chair	OPEN	<input type="checkbox"/>
Recording Secretary	Elizzabeth	<input checked="" type="checkbox"/>
Corresponding Secretary	Amber	<input checked="" type="checkbox"/>
Treasurer	Ray	<input type="checkbox"/>
Literature Treasurer	Jessica G.	<input type="checkbox"/>
Trustee	OPEN	<input type="checkbox"/>

COMMITTEE Positions	Names	Present
Accessibility	OPEN	<input type="checkbox"/>
Archives	OPEN	<input type="checkbox"/>
Area 45	Wendy M.	<input type="checkbox"/>
Audit	OPEN	<input type="checkbox"/>
Budget and Finance	Elizzabeth	<input checked="" type="checkbox"/>
CAYPAA	Mike M.	<input type="checkbox"/>
Group Access Coordinator	Nick B.	<input checked="" type="checkbox"/>
Hospitality	Karen R.	<input checked="" type="checkbox"/>
H and I	Marcine R.	<input checked="" type="checkbox"/>
Literature	Chuck H.	<input type="checkbox"/>

Newsletter	Donna (Jersey)	<input type="checkbox"/>
Office Manager	Eve	<input checked="" type="checkbox"/>
Phones	Carolyn	<input checked="" type="checkbox"/>
PI/CPC	Rob	<input checked="" type="checkbox"/>
Policy and Structure	OPEN	<input type="checkbox"/>
Round UP	Janna	<input checked="" type="checkbox"/>
Technology	Chris / Tanner	<input checked="" type="checkbox"/>
Unity	Mike F.	<input type="checkbox"/>
Website	Carolyn	<input checked="" type="checkbox"/>
Workshops	Buddy	<input type="checkbox"/>

9. Officer Reports:

OFFICERS Positions & Names	Reports
Chairperson Dawn	<p>This past month I was able to attend:</p> <ol style="list-style-type: none"> 1) Area 45 Winter Assembly Feb 19th. Gave quarterly report updating CAIG business. 2) Attended NERAASA Feb 24-26 in Albany NY 3) Attended 3 P&S meetings Feb 21,28 & March 7 4) Round Up meeting March 1 <p>** Some highlights of these events will be given but do not need to be included 😊</p> <p>Thank you for allowing me to serve.</p>
Vice Chair	OPEN
Recording Secretary Elizabeth	<p>Please make sure all email addresses are legible and also that you sign in. Besides that I urge all Intergroup members to use the QR code sign in to avoid this issue.</p> <p>Minutes are also posted to the CAIG website for you and other members to be able to download.</p> <p>Please look out for the email for the Steering and Business Meeting reminder. If you are not receiving them please see me after the meeting.</p>
Corresponding Secretary Amber	<p>Letters are almost caught up with and all the emails are complete. Have 5 letters to be sent out tomorrow. There was a group that asked for specifications of date received and the amount of the contribution in each letter moving forward. This is to keep a theme of consistency.</p>

Treasurer Ray	Treasurer's Report – Steering March 8, 2023 The budget was approved last month, and we are operating under it. Remember that there is a form for reimbursement available from the office manager, and all reimbursements require receipts. All deposits have been made; all bills have been paid.
Literature Treasurer Jessica G	Tax preparation is still ongoing. Trying to settle QBO. Literature is very much available for the selling & buying! Get in touch with Chuck or Rob!
Trustee	OPEN

10. COMMITTEE CHAIR REPORTS

COMMITTEE Positions & Names	Reports
Accessibility	OPEN
Archives	OPEN
Area 45 Wendy M.	
Audit	OPEN
Budget and Finance Elizabeth	Over the course of the last month I had the privilege of going to NERAASA and I want to talk about different ways to use the budget. Spending allocated budget lines Write Proposal for budget 30/30/40 <ul style="list-style-type: none"> - Having a Bill W. Dinner Dance put on by Intergroup - Service & Slice - Intergroup Event
CAYPAA Mike M	
Group Access Coordinator Nick B.	No report. Thank you for letting me serve Someone contacted me about adding 2 more commitments for John Brooks Long Term
Hospitality Karen R.	No report. Thank you for letting me serve

H and I Marcine R.	Received a request at the end of February from Enlightened Solutions for Wednesday.
Literature	GSO announced that Literature prices are increasing on April 1, 2023
Newsletter Donna (Jersey)	Completed and posted on the website.'
Office Manager Eve	Completed Inventory list in Excel. I did find a few items with a purchase price and date, but many items still need a dollar value for insurance purposes. Right now I am in search of the original lease for prom 2011. Service Keeps Me Sober, Eve C.

Phones Carolyn	<p>Phone Report. March 2023 <u>CALL TOTALS</u>: February total calls: 112 - Down from 151 last month but more on average.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">Hotline Time Slots - as of 2/27, 2023</p> <div style="border: 1px solid black; display: inline-block; padding: 2px;">X - this is filled Open - is an available time slot</div> <p>First Volunteer Time Slots This Volunteer is first to receive a call. If they are on the line or miss the call, the call will then route to the Second Volunteer</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Time Slots</th> <th>SUN</th> <th>MON</th> <th>TUE</th> <th>WED</th> <th>THUR</th> <th>FRI</th> <th>SAT</th> </tr> </thead> <tbody> <tr><td>8am-10am</td><td>X</td><td>X</td><td>X</td><td>X</td><td>Open</td><td>X</td><td>X</td></tr> <tr><td>10am-Noon</td><td>X</td><td>Open</td><td>X</td><td>X</td><td>X</td><td>Open</td><td>X</td></tr> <tr><td>Noon-2pm</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>Open</td><td>X</td></tr> <tr><td>2pm-4pm</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td>4pm-6pm</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td>6pm-8pm</td><td>X</td><td>Open</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td>8pm-10pm</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td>10pm-Midnight</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td>Midnight-8am</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> </tbody> </table> <p>Second Volunteer Time Slots This Volunteer receives a call only if the First Volunteer is unable to take the call. If the call is not pick up by the Second Volunteer for any reason, it is routed to Voicemail</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Time Slots</th> <th>SUN</th> <th>MON</th> <th>TUE</th> <th>WED</th> <th>THUR</th> <th>FRI</th> <th>SAT</th> </tr> </thead> <tbody> <tr><td>8am-10am</td><td>Open</td><td>X</td><td>X</td><td>X</td><td>Open</td><td>Open</td><td>X</td></tr> <tr><td>10am-Noon</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td></tr> <tr><td>Noon-2pm</td><td>Open</td><td>Open</td><td>Open</td><td>X</td><td>Open</td><td>Open</td><td>Open</td></tr> <tr><td>2pm-4pm</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td></tr> <tr><td>4pm-6pm</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td></tr> <tr><td>6pm-8pm</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td></tr> <tr><td>8pm-10pm</td><td>X</td><td>Open</td><td>Open</td><td>Open</td><td>X</td><td>Open</td><td>Open</td></tr> <tr><td>10pm-Midnight</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>X</td><td>Open</td><td>Open</td></tr> <tr><td>Midnight-8am</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td></tr> </tbody> </table> <p>Voicemail Calls route to voice mail if not picked up. The Phone Chair of Intergroup receives email notification of the voicemail and is able to return the call.</p> </div> <p>Attached is the time slot grid with the open slots...looking for volunteers...mention this at meetings you attend works.</p>	Time Slots	SUN	MON	TUE	WED	THUR	FRI	SAT	8am-10am	X	X	X	X	Open	X	X	10am-Noon	X	Open	X	X	X	Open	X	Noon-2pm	X	X	X	X	X	Open	X	2pm-4pm	X	X	X	X	X	X	X	4pm-6pm	X	X	X	X	X	X	X	6pm-8pm	X	Open	X	X	X	X	X	8pm-10pm	X	X	X	X	X	X	X	10pm-Midnight	X	X	X	X	X	X	X	Midnight-8am	X	X	X	X	X	X	X	Time Slots	SUN	MON	TUE	WED	THUR	FRI	SAT	8am-10am	Open	X	X	X	Open	Open	X	10am-Noon	Open	Open	Open	Open	Open	Open	Open	Noon-2pm	Open	Open	Open	X	Open	Open	Open	2pm-4pm	Open	Open	Open	Open	Open	Open	Open	4pm-6pm	Open	Open	Open	Open	Open	Open	Open	6pm-8pm	Open	Open	Open	Open	Open	Open	Open	8pm-10pm	X	Open	Open	Open	X	Open	Open	10pm-Midnight	Open	Open	Open	Open	X	Open	Open	Midnight-8am	Open	Open	Open	Open	Open	Open	Open
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PI/CPC	IDRC commitment is filled right now we have 3 a month
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Rob	
Policy and Structure	OPEN AD HOC Committee Meetings: Meets every Tuesday from 7:30-8:30 PM on ZOOM ID: 843-9230-534
Round UP Janna	Hi, Our next meeting we will be choosing a theme. Thank you for the opportunity to serve, see you tonight. Janna F
Technology Tim	No report. Thank you for letting me serve
Unity Mike F.	
Website Carolyn	Website Report March 2023 <u>FLYERS/EVENTS:</u> Many events and flyers were posted on the website. Please note the Event Flyers and News Publications page is new. There are so many flyers, they are separated into two categories. This page from the menu has everything on one page, including a quick link to the calendar. Very grateful for team member Alexa H, for posting these on social media pages. <u>Join the Committees</u> Both the Phone and Website Committee have room for anyone interested in learning more about the service work. If you are curious, please contact me for a tour of what is involved.
Workshops Buddy T.	Working on setting up a new Workshop; looked at parenting with the 12-Step House in Wildwood

11. Questions/ Comments concerning specific Officer/Committee Reports

12. OLD BUSINESS:

13. NEW BUSINESS:

14.H & I Commitment Announcements

15. NEXT CAIG MEETINGS

CAIG Business Intergroup Meeting:
Wednesday March 15th, 2023 at 7:30PM

Christ Espocial Church in Somers Point
157 Shore Rd.
Somers Point, NJ 08244

All are welcome to attend this is not limited to officers or committee positions.
Those who can not attend in person here is the zoom information.

[Zoom ID # 542 744 809](#)

16. Motion to Close

Motion to close came from the floor followed by a second.

8:32PM and closed with The Responsibility Prayer led by Dawn

17. Attendance Sheets