## <u>Cape Atlantic Intergroup Minutes</u> <u>CAIG BUSINESS MEETING MINUTES</u> April 19, 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 April 19, 2023 at 7:33PM

## 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	$\checkmark$
Vice Chair	Tim L	$\searrow$
Recording Secretary	Elizzabeth	$\leq$
Corresponding Secretary	Amber	$\checkmark$
Treasurer	Ray	$\leq$
Literature Treasurer	Jessica G.	
Trustee	OPEN Joe - Standing in	$\checkmark$

COMMITTEE Positions	Names	Present
Accessibility	OPEN	
Archives	OPEN	
Area 45	Wendy M.	$\searrow$
Aduit	OPEN	
Budget and Finance	Elizzabeth	$\checkmark$
CAYPAA	Mike M.	$\checkmark$
Group Access Coordinator	Nick B.	$\searrow$
Hospitality	Karen R. Alexa - Sub	
H and I	Marcine R.	

	Rob - Sub	
Literature	Chuck H.	
Newsletter	Donna (Jersey)	
Office Manager	Eve	$\checkmark$
Phones	Carolyn	$\checkmark$
PI/CPC	Rob	$\checkmark$
Policy and Structure	OPEN	
Round UP	Janna	$\checkmark$
Technology	Tim Nick - Sub	
Unity	Karen	
Website	Carolyn	
Workshops	Buddy	

**Quorum**: Regular Intergroup Representatives <u>20</u> In Person <u>2</u> Virtual

Alternative Intergroup Representatives **2** In Person **1** Virtual New Intergroup Representatives:

Total: 25

- 1. Johnny  $\rightarrow$  OC Tuesday/Saturday Group
- 2. Elle  $\rightarrow$  Ventnor Seashore Group
- 3. Trevor  $\rightarrow$  Northfield Big Book Study
- 4. Lauren  $\rightarrow$  Love and Unity Online

All New Intergroup Representatives can get a copy of their booklet from Eve the Office Manger here In Person or can get a copy of their booklet on the CAIG website.

### Anniversaries:

- 1. Elle  $\rightarrow$  April 29th Celebrates 3 years
- 2. Donna  $\rightarrow$  April 20th Celebrates 36 years
- 3. Jude  $\rightarrow$  April 5th Celebrates 6 years
- 4. Rob $\rightarrow$  April 4th Celebrates 8 years

### 4. Opening Prayer:

Buddy T. conducted the Opening Prayer; the 10th Step Prayer: "My ..."

### 5. Tradition Reading: the long form of the Tradition that corresponds to the month

Murph read the long form of the Tradition that corresponds to the month; 4rdTradition: "Each group should be autonomous.."

# 6. Chairperson, Dawn, Opening Remarks:

I want to move smoothly over the meeting we have a lot to get through...

Thank you all for being here and pleased to see so many faces here in person and online.

Let's get started, please remember to raise your hand and respect on the floor.

Every member needs to fill out the Intergroup Form.

## 7.Presentation of last month's Business Meeting Minutes (Recording Secretary)

I have changed and revised the minutes, the link and email was resent. If there are any people who are not able to open or did not receive them, please contact me

- Elizabeth (609)705-6216 or <u>RecordingSec@capeatlanticaa.org</u>

Calling for a motion to approve

# 8. Agenda Items (Recording Secretary)

- 1. Steering Meeting Reports
- 2. Intergroup Registration Forms

## 9. Officer Reports:

OFFICERS Positions & Names	Reports
Chairperson Dawn	I would like to thank Tim, Karen & Joe for stepping up to fill open positions. I speak for the whole team -we offer you support, guidance & love. This past month I had opportunity to attend: 1) Area 45 Gen Serv Convention. It was announced that CAIG will be responsible for selling literature at the 2024 event. 2) Area 45 Mini Conference 3) April CAYPAA monthly meeting 4) April Round Up monthly meeting 5) All Policy & Structure Ad Hoc meetings. We have completed Bylaw revisions, are working on job description updates & the addition of article defining purpose/structure of both Round Up & CAYPAA. Copies of minute of these meetings are available upon request. In an attempt to better serve this panel I have been meeting with my service sponsor to get a better understanding of concepts & traditions. I've learned the purpose of the monthly steering meeting is to give our blessing as to what is taken to the business meeting. With that said, I CAN NOT stress enough the importance of YOUR participation at both steering & business meetings. ESPECIALLY if you have something you'd like brought to the table. This is "the right of participation ". Please get involved. Finally, the Trustee position has been posted in March minutes and will be posted again in April. A vote to fill positions will be held in May. The Recording Secretary position will be posted April & May with an election in June.
	Thank you for allowing me to serve Dawn I, CAIG Chair.
Vice Chair Tim L.	I am reading the CAIG Bylaws. I am learning Robert Rules of Order. That is all I have to report.
Recording Secretary Elizzabeth	It has been an honor being able to see this side of Intergroup; as of September I have to step down due to conflicting schooling and meeting times. Hopefully I can still be a part of a different level.

Corresponding Secretary Amber	I just want to thank the people who have stepped up to fill the open positions of Intergroup. Thank you all for your service! Other than that, I have nothing to report. Thank you for letting me serve!
Treasurer Ray	
	4/19/2023 CAIG Treasurer's Monthly I&E Statement
	OA Balance: \$56,308.98           Date         Amount         Description
	Deposits:
	03/06/23         \$266.00         Lit Sales*           03/15/23         \$351.00         Contributions           03/16/23         \$301.00         Contributions
	03/20/23 \$71.75 Lit Sales
	03/26/23 \$90.00 Contributions 03/28/23 \$350.00 Contributions*
	03/31/23 \$2.79 Interest
	04/01/23 \$71.93 Contributions 04/05/23 \$182.46 Contributions
	04/12/23 \$9.00 Lit Sales 04/12/23 \$733.50 Contributions
	Total: \$2,429.43 *Various
	Expenses: Paid by
	5339         03/15/23         \$279.45         Donna S Staples           TD Bill Pay         03/16/23         \$155.67         Verizon
	Auto 03/20/23 \$85.00 Quickbooks
	Auto         03/22/23         \$47.97         Zoom           5316         03/23/23         \$200.00         Central Jersey Intergroup
	TD Bill Pay 03/27/23 \$960.00 New Vistas Rent
	TD Bill Pay 03/31/23 \$960.00 New Vistas Rent
	Auto         03/31/23         \$134.00         AC Electric           TD Bill Pay         04/03/23         \$245.00         Grand Printing
	Auto 04/03/23 \$39.95 Access Dir - Answering Ser
	TD Bill Pay         04/11/23         \$68.41 Verizon           TD Bill Pay         04/14/23         \$170.29 CAYPAA St Pattys
	TD Bill Pay 04/14/23 \$155.67 Verizon
	5430         04/14/23         \$500.00         The Grand Hotel CM           Auto         04/18/23         \$85.00         Intuit Quickbooks
	Total: \$4,086.41
	Ahead (+) Behind (-) Budget =====>       -\$1,656.98         Account Balances:       04/19/23
	Operating Account Balance (874): \$56,308.98
	Literature Account Balance (896): \$6,589.17 Prudent Reserve in CDs: \$29,175.62
	PayPal #1 Balance: \$1,014.23
	PayPal #2 Roundup Balance: \$0.00 Total \$93,088.00
	KISS online group is still the largest contributor to Intergroup. Wanted to
	touch on the idea of the offer we received of holding onto the current lease space we have. This new lease would bring us into the next panel.
Literature Treasurer	
Jessica G	ABSENT
	Covering for Ray while he's out of town. Deposits made. Literature being sold. Please reach out to Chuck or Rob for lit. Only 7 more meetings.
	Please think about getting into service at the next level!

	Thanks for letting me serve. Jess G
Trustee	OPEN

# **10. COMMITTEE CHAIR REPORTS**

COMMITTEE Positions & Names	Reports
Accessibility	OPEN
Archives	OPEN
Area 45 Wendy M.	Hi, I'm Wendy, and I am an alcoholic and currently serving as the Area 45 Alternate Delegate.
	I have just a few things this month:
	<ol> <li>The mini-conference will be on April 16th and will be hybrid. You can find out all the information on the Area 45 website. The general topics for Area 45's mini-conference are the plain language Big Book, the changes to the 12 &amp; 12, whether or not GSO should do an overall Accessibilities Assessment, and whether or not a survey should be done to consider a separate piece of literature on social media and The fourth possible topic is whether or not a specific piece of literature should be created to discuss social media and anonymity. We will send the background information to all the GSRs within the next week.</li> <li>Two new motions are coming to the next Assembly. The first is to add to the Area Handbook how to bring a proposed agenda item to the assembly. The next one is to add the Area Chair, Treasurer, and Delegate to the Board of Area 45 to be aligned with the state's nonprofit laws.</li> <li>We put in the intention bid for the 2026 NERAASA, and I am excited to get what we need together by April 15th so Ken can be ready to present at the Conference.</li> <li>Wendy M.</li> <li>Area 45 Panel 72 Alternate Delegate</li> </ol>
Aduit	OPEN
Budget and Finance Elizzabeth	Budget and Finance has been working hard to find new ways to keep the message of AA at the service level moving forward. Looking for suggestions on ways to have a Bill W. Dinner and Dance.
CAYPAA Mike M	April Biz New members Hunter and Rob
	Dawn is visiting

	Michael- event at his house concepts workshop
	Treasurer position is open
	Michael- let's try to take more time to prepare for events to really blow them up. Discussed reaching out to other areas like Wildwood and cape may
	Next event: Second Annual Rocketed in II the fourth Dimension July 4th Beach Bash on July 1st. Rain date July 2nd
	We are planning to keep it on Bartram ave
	We want to have 2 grills Corn hole
	Volley ball
	Smoked meats Super soakers
	Water balloons
	Have meeting at the end
Group Access Coordinator Nick B.	Nothing to report this month, thank you for letting me serve!
Hospitality Karen R.	I will not be there until 8pm; Alex H. & Elle will be helping me out to set up.
H and I Marcine R. ROB	There are 2 new commitments for the month: they are Wednesday at noon and Wednesday at 7 pm. Now there are 19 monthly commitments.
Literature ROB	Books are for sale and it is easier if you contact me before the meeting so I can bring the books you need. There is a price increase and right now we are using the old pricing.
Newsletter Donna (Jersey)	Last of March and April issue is on the table, help yourself. Still looking for May and June articles and getting them ready for print. If anyone is interested in being a proofreader let me know. A proofreader looks at the newsletter and makes corrections or suggestions to the editor - me. I just need your email address.
	Thanks for letting me service.
	Donna S
Office Manager Eve	See me for New Representative Kits
	If you have any questions, concerns, please call me 609-334-2968.
	Thanks for letting me Serve, Eve C.

Phones Carolyn	Phone Report April 2023         CALL TOTALS: Jan 151 Feb 112 March 118.         OPEN SLOTS: There is 1 open time slots for the Primary Volunteer position. Monday at midnight, Secondary Volunteer slots (52 are open)         ONLINE STAFF MEETING: is not working out. 3 attendees. I will just email reports.         Verizon Services: our contract for Phone services will not auto renew June 3rd. I started the process via an email to create a service ticket to end our contract with them. The vendor we use to route calls (AccessDirect) can provide this service to us, with no additional fees. Savings of \$65 a month.         Internet contract with Verizon will not auto renew May 30th. Awaiting pricing back from Comcast for this service. Fios service is still not available in our area. We pay \$69 a month for internet. Researching the use of a hotspot box for internet services.         HOTLINE 101: All the info and links about the Hotline and how to get involved are on the Volunteer page of our website. https://capeatlanticaa.org/hotline-2023/         -Attached are the instructions for being a Volunteer on the Hotline. Please read them so you have the guidance you need to be of service.
	file:///Users/admin/Downloads/2023%20Hotline%20Instructions.pdf -Attached are the current open <b>time slots</b> for the Hotline.

#### Hotline Time Slots - as of 3/27 2023

X - this is filled **Open** - is an available time slot

#### 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

Time Slots	SUN	MON	TUE	WED	THUR	FRI	SAT
8am-10am	x	x	x	х	х	x	x
10am-Noon	х	х	Х	х	х	х	х
Noon-2pm	х	х	Х	х	х	х	х
2pm-4pm	х	х	Х	х	х	х	х
4pm-6pm	х	х	Х	х	х	х	х
6pm-8pm	х	х	Х	х	х	х	x
8pm-10pm	х	х	Х	х	х	х	x
10pm-Midnight	х	х	Х	х	х	Х	х
Midnight-8am	х	Open	х	x	x	х	x

#### **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

Time Slots	SUN	MON	TUE	WED	THUR	FRI	SAT
8am-10am	Open	х	х	х	Open	Open	х
10am-Noon	Open	Open	х	Open	Open	Open	Open
Noon-2pm	Open	Open	Open	x	Open	Open	Open
2pm-4pm	Open						
4pm-6pm	Open						
6pm-8pm	Open						
8pm-10pm	х	х	Open	Open	х	Open	Open
10pm-Midnight	Open	Open	Open	Open	х	Open	Open
Midnight-8am	Open						

#### 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.

PI/CPC Rob	I continue to call libraries in the two county area finding out if they carry AA big books an 12 and 12's.
	This is communicated to me from Ted Khoury: Mainland regional HS will be bringing AA in one day the first two weeks of May.
	For those that have given their names to me for IDRC Commitments I have you down on my calendar for this month and next month. There are 3 per month. Please continue to volunteer. Just see me after this intergroup meeting and I will get you on the calendar.
	Thank you for letting me serve.

	Rob Harron
Policy and Structure	OPEN
Round UP Janna	Round Up will be November 17-19 2023 and room prices are \$189 a night. Transportation ideas are being worked on. Breakfast is \$18.99pp Dinner on Saturday is \$58.99pp. Theme: There is a Solution
Technology Tim	Hi, I have nothing to report. Thank you for letting me serve.
Unity Karen	I have made a deposit and have a venus. I have a flyer with the save the date I hav been announcing at meetings and asking people to sign up for a committee to help me with the various jobs. Just got the paperwork just learning the ropes.
	Blessings…Karen 💜 🙏
Website Carolyn	Website Report April 2023
	I had asked if we had a copy of the Meeting Agenda that I could put on the website. We don I created the attached as a suggestion to update the format of this document.
	Plan to have this in the "Intergroup Rep Manual/Kit) so they know what to expect at the Business meeting. (this is a Steering Mtg titled one)
	Kept is generic without names, and includes emails. So it never has to change.
	This could make it easier for the Recording Sec to just send up a contact list using our CAIG email addresses since they never change.
	<b>ZOOM LICENSES</b> : Intergroup only has one license on our account. All Groups now own their own. We moved to annual billing for our license to save money. \$150 will be our annual fee.
	<b>SEARCH FEATURE</b> : Remember if you can't find something, use the search bar at the top of the website. Put in a few words and you will find what you're looking for.
	<b><u>12 STEP MEETING PLUGIN</u></b> : Deb and I are testing a PDF generator tied to the plugin we can use to easily print meeting lists. Deb found and cleaned up random stuff in the notes for meetings and fixed fields relate to meetings with no physical address.
	The 12 Step Mtg plugin has unused fields we can use to create a Group Database of information for each group/meeting. Fields for Name, Email and phone number are available for each meeting/group. I will work with Corresponding Sec and the Chairperson.
	INTERGROUP HANDBOOK:

Chat about this Wed.		
Chat about this wed.		
		C INTERGROUP OF AA
Date:	Attendance	Panel Members
Date		Chairperson chairperson@capeatlanticaa.org
Starting Time:		Vice Chairperson ViceChair@capeatlanticaa.org
		Recording Secretary RecordingSec@capeatlanticaa.org
Ending Time:		Corresponding Secretary CorrespondingSec@capeatlanticaa.o
		Treasurer Treasurer@capeatlanticaa.org
AGENDA		Assistant Treasurer assistanttreasurer@capeatlanticaa.org
		Trustee trustee@capeatlanticaa.org
1) Opening Prayer The Serenity Prayer		Committee Members
2) Roll Call by Recording Secretary		Access Coordinator access@capeatlanticaa.org
		Accessibility Chair
		Archives Chair archives@capeatlanticaa.org
3) Opening Remarks		Area 45
by Vice Chairperson		Audit Committee audit@capeatlanticaa.org
		Budget & Finance Chair CAIGbudget@capeatlanticaa.org
4) Panel Reports		CAYPPA CAYPAA@capeatlanticaa.org
5) Committee Reports		Hospitality Chair Hospitality@capeatlanticaa.org
o, commuce rieports		Hospitals/Institutions Chair HIChair@capeatlanticaa.org
6) Questions about		Literature Chair Literature@capeatlanticaa.org
<b>Reports/Discussion</b>		Newsletter Chair Newsletter@capeatlanticaa.org
		Office Manager OfficeMgr@capeatlanticaa.org
7) Old Business		Phone Chair PhoneChair@capeatlanticaa.org
8) New Business		PI/CPC Chair PIChair@capeatlanticaa.org
8) New Business		Policy & Structure Chair PolicyCommittee@capeatlanticaa.org
9) Motion to Close		Round Up Chair Roundup@capeatlanticaa.org
		Technology Chair Technology@capeatlanticaa.org
10) Closing Prayer		Unity Chair UnityChair@capeatlanticaa.org
		Website Chair Webchair@capeatlanticaa.org

	Attendance Other Attendees ( Name, E	mail Addrass)
	NOTES	
	www.capeatlanticaa.org	
Workshops Buddy T.	Back to the Basis event happening this month has had a g Happens at 113 W. Oak Ave Wildwood NJ 08260 The event is from 12-2 pm	ıreat turn out.
	Last week Liz was there and they will be working on the 5 weekend. Come out and attend	h Step this upcoming

### 11. Questions/ Comments concerning specific Officer/Committee Reports

- Questions about money and the surplus not going down.
- Questions about Wendy's report  $\rightarrow$  go find box 459
- All major questions need to come to Steering

### 12. OLD BUSINESS:

- Dawn: Friendly reminder that all panels and committee members need to send their report to the Recording Secretary 🧕 (Lizz) the Monday before the Steering Meeting.

- Liz: The Trustee Position is still OPEN - there will be an election for this position in May 2023.

## 13. NEW BUSINESS:

- Dawn: Ways to spend the budget to serve and give the message to the sick and suffering. Thinking of ways to spend the money; bus passes, another bus trip, giving back to the community. Looking for ideas 
   and ways to get out there and spread the message of love.
- Dawn: Directed to Rob, I met with someone at Area45 with the topic of Bridging the Gap; Scott P and Rob H will be putting on a workshop for the Area45 people.
- Carolyn: Everyone on zoom should be able to see the reports; that way we can all see the reports.
   Technology or Secretary could be able to share the documents with the whole group via screen share
- April 22 at 2pm-5pm in Sea Isle City about bringing the message to people in prisons. If you are interested bring your shot record, photo ID, there will be a presentation as well as information on how to get started.

#### **14.H & I Commitment Announcements**

#### HOSPITALS & INSTITUTIONS - AA MEETINGS

#### H & I COMMITMENTS FOR AA GROUPS MAY 2023

#### Atlantic Preventive Resources

1416 N Main St, Pleasantville, NJ 08232 (609) 272-0964

Wed, at Noon	Cape May Court House Group
Wed, 7pm	New Alternative Group

#### **Boca Recovery Center**

30 W Jimmie Leeds Rd, Galloway - NJ 08205 (609) 270-3068

Monday, 7pm	Ventnor Seashore Group
Tuesdays, 7pm	Design for Living Group
Thursdays, 7pm	GMOC North

#### Enlightened Solutions Detox

1501 N Albany Ave, Atlantic City, NJ 08401 (833) 443-5700

Sunday, 7pm	Trudgers Group
Tuesday, 7pm	Stage Coach Group
Wed, 7pm	GSY
1st & 3rd Thursday, 7pm	Pleasantville Group

#### John Brooks Recovery Center (Womens)

1455 Pinewood Blvd, Mays Landing, NJ 08330 (609) 345-0110

Sunday, 7pm	Tuckerton Group	
Mondays, 7pm	Ventnor Seashore Group	

#### John Brooks Recovery Center (MENS)

1455 Pinewood Blvd, Mays Landing, NJ 08330 (609) 345-0110

Sunday, 7pm	Young Men's Group
Mondays, 7pm	Sat Night Live Group

#### Pyramid Healthcare (Womens)

600 S White Horse Pike, Hammonton, NJ 08037 (888) 694-9996

Wed, 6:30pm	Primary Purpose Group
Thurs, 6:30pm	Step Up Group

#### Pyramid Healthcare (Mens)

600 S White Horse Pike, Hammonton, NJ 08037 (888) 694-9996

Thur, 7pm	New Freedom Group	
Friday, 7pm	Ocean City Group	

#### Recovery Centers of America at Lighthouse 5034 Atlantic Ave. Mays Landing, NJ 08330 (609) 782-0005

Thurs, 8:15pm	ACYP Group
Sat, 8:15pm	Somers Point Group

#### **15. NEXT CAIG MEETINGS**

CAIG Steering Business Intergroup Meeting: Wednesday May 10, 2023 at 7:30PM 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

CAIG Business Intergroup Meeting: Wednesday May 17, 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. 9:07 PM and closed with The Responsibility Prayer led by Dawn

### 17. Attendance Sheets

See report sent to all InterGroup representatives.