

Cape Atlantic Intergroup Minutes  
**CAIG STEERING MEETING MINUTES**  
June 14th, 2023 Intergroup Meeting

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CAPE ATLANTIC INTERGROUP OFFICE  
1418 New Rd. Suite 4  
Northfield, NJ 08225

Phone: (609) 641-8855

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**1. Date and Starting Time:**

The meeting began Wednesday June 14th, 2023 at 7:31PM

**2. Open with Serenity Prayer:**

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

**3. Roll Call (Recording Secretary):**

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

<b>COMMITTEE Positions</b>	<b>Names</b>	<b>Present</b>
<b>Accessibility</b>	<b>OPEN</b>	<input type="checkbox"/>
<b>Archives</b>	<b>OPEN</b>	<input type="checkbox"/>
Area 45	Wendy M.	<input type="checkbox"/>
<b>Audit</b>	<b>OPEN</b>	<input type="checkbox"/>
Budget and Finance	Elizzabeth	<input checked="" type="checkbox"/>
CAYPAA	Mike M.	<input checked="" 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 checked="" type="checkbox"/>
Office Manager	Eve	<input checked="" type="checkbox"/>
Phones	Carolyn	<input checked="" type="checkbox"/>
PI/CPC	Rob	<input checked="" type="checkbox"/>
<b>Policy and Structure</b>	<b>OPEN</b>	<input type="checkbox"/>
Round UP	Janna	<input checked="" type="checkbox"/>
Technology	<b>OPEN</b>	<input type="checkbox"/>
Unity	Karen	<input checked="" type="checkbox"/>
Website	Carolyn	<input checked="" type="checkbox"/>
Workshops	Buddy	<input checked="" type="checkbox"/>

#### 9. Officer Reports:

<b>OFFICERS Positions &amp; Names</b>	<b>Reports</b>
Chairperson Dawn	Hi This month I had the privilege to attend: 1) Area 45 Spring Assembly 2) Speaker Jam at The Hut in Wildwood 3) CAYPAA monthly meeting 4) Policy and Structure Ad Hoc meetings Had the opportunity to speak with Section 4 Leader (Ron?) concerning District 16/17 using new office space the 1st Thursday of each month Spoke with Stephanie G about possibly adding a new H & I Commitment on Wednesday nights at Women's Sober Living House. Worked with "Team Move" preparing for upcoming office relocation. Sold literature to a newcomer, Molly, and ML Group (Mary). Respectfully Submitted Dawn I , CAIG Chair.
Vice Chair Tim L.	Have nothing to report. Thank you for letting me be of service.
Recording Secretary Elizzabeth	I wanted to take a moment to thank everyone who has been sending the reports to me, especially really appreciate your time and energy doing so. Also appreciate the support and feedback as I am always learning. Thanks for letting me be of service and looking forward to seeing how I can help with the transition and move.
Corresponding Secretary Amber	I will be attending Steering virtually, see you all in person next week!  CAIG Cor Sec June 2023 Steering Report

	<p>I am updating my letter format to thank our contributors for supporting our Intergroup Office relocation, and listing some of the many benefits of our new space!</p> <p>I also include our new address (1418 New Road, Ste #4, Northfield, NJ 08225) which will be our address for incoming contributions and other mail beginning July 1st, 2023.</p> <p>I am immensely looking forward to meeting with you all at our new office space soon! Thank you very much to everyone who is working so hard to make this happen!</p> <p>Thank you for letting me serve!</p>
Treasurer Ray	<p>by law committee meeting, final review to be presented to the CAIG members as soon as August.</p> <p>Letter to this landlord no answer.</p> <p>New place as soon as possible. Changed the address for utilities, banking, and post office.</p> <p>Rent and storage unit space, there may need to be more money from reserves needed.</p>
Literature Treasurer Jessica G	<p>Literature treasurer report as I attend an 8th grade graduation!</p> <p>Books are selling. Lit is available. Meeting lists are being printed. We will need help moving literature to the new office.</p> <p>See you next week! Jess</p>
Trustee Joe	<p>Since the intergroup meeting I have been attending the weekly virtual policy and structure committee meetings. We have been discussing the bylaws and job descriptions. It has been very educational. I especially would like to thank Carolyn for her technical expertise and for keeping on point during the absence of our chair due to an IT snafu.</p>

#### **10. COMMITTEE CHAIR REPORTS**

<b>COMMITTEE Positions &amp; Names</b>	<b>Reports</b>
<b>Accessibility</b>	<b>OPEN</b>
<b>Archives</b>	<b>OPEN</b>
Area 45 Wendy M.	
<b>Audit</b>	<b>OPEN</b>

Budget and Finance Elizzabeth	Watching the emails back and forth with the committee members about the move happening has been very exciting and also overwhelming with dollar signs. The budget was adjusted for this and I am very happy that the body made this decision. Really feel that with the new space we will not only be hosting both the Steering and Business meetings, it will be an opportunity for the CAIG to have events to earn more income for the budget and finance committee. Who knows maybe after all that Bill W. dinner dance might happen. Thank you for letting me serve and sharing my ideas with you all.
CAYPAA Mike M [Caroline]	-Dawn visited -Announced meeting space is moving -Voted to change meeting time to 7:30pm on the first Wednesday of every month -Beach Bash all set for July 1st at Bartman Ave in Atlantic City NJ 08241- rain date July 2nd
Group Access Coordinator Nick B.	I have no report thank you for letting me serve.
Hospitality Karen R.	
H and I Marcine R.	I do not have anything to report via H&I; stay tuned for new business. Thank you for letting me serve.
Literature Chuck	
Newsletter Donna (Jersey)	I will be there with bells....  Here's my report; Newsletter all good July/August Pass it on is almost ready for print. I will not be at a business meeting this month. My grandson is graduating from High School.  Love & Service  Donna S  Newsletter Chair
Office Manager Eve	Carolyn and I met several times in the last few weeks to go through paperwork in file drawers and throw out stuff that's not needed. Saved anything Archival. And will continue until the office is packed. Threw out packets of sugar, coffee, etc that were outdated.  Carolyn took a TASCAM CD recorder to try to sell on Marketplace. I took monitors, old keyboards, box of wires, cable, phones, and Fax machine to Staples to get a Rewards credit on Intergroup acct.  Picked up H & I commitment material from Grand Printing.  Will meet with the Moving Committee to discuss the "timeline" for move.

Service keeps me sober  
Eve c.

Phones  
Carolyn

[https://drive.google.com/file/d/1-79xDqZmCiccsxGgQdYT\\_QjciKwkcwSf/view?usp=drive\\_link](https://drive.google.com/file/d/1-79xDqZmCiccsxGgQdYT_QjciKwkcwSf/view?usp=drive_link)

**Phone Chair Report - June 2023**

Volunteers answered 136 calls in May, - highest number of calls this year and attributed to two repeat callers:

*Male caller is 20 yrs sober, homebound, wheelchair, no cell phone. He has received several call backs from men in the program. He was mailed a list of phone/dial-in meetings, but continues to call just to talk.*

*Female repeat caller is always looking for a ride, uses fake names and knows when to call back at shift changes to get another volunteer to try again. She sometimes calls up to 5 times a day, angry and manipulative. We block that number, she gets a new number.*

JAN	FEB	MAR	APR	MAY
151	112	118	92	136

2023 Week of	Sun	Mon	Tue	Wed	Thur	Fri	Sat
May 1st-6th		9	3	1	10	7	10
May 7th-13th	4	6	9	4	5	8	0
May 14th -20th	1	4	0	8	6	4	4
May 21st-27th	6	4	3	2	3	2	6
May 28th-31st	2	1	1	3			
<b>TOTALS by DAY</b>	<b>13</b>	<b>24</b>	<b>16</b>	<b>18</b>	<b>24</b>	<b>21</b>	<b>20</b>

**Open Times to Volunteer**

- see new flyer with times:
- Sundays: at 6pm
- Mondays: at Midnight
- Tuesdays: at Noon
- Tuesdays: at 2pm

**Hotspot for Internet**


The Intergroup office now has a Verizon Mobile Hotspot with newer technology. The old “jet pack and router” were returned.

A special Hot Spot plan has decreased our monthly fee from \$70 to \$25 a month.

**Learn More**

The website has information about how to volunteer, how the hotline works and instructions for volunteers.

Email: [phonechair@capeatlanticaa.org](mailto:phonechair@capeatlanticaa.org)



## AA Hotline

Members answer the calls on their phone.  
Calls are forwarded from the hotline:  
**609-641-8855**

**as of June, 2023  
Urgent Need for:**

Sundays: at 6pm  
Mondays: at Midnight  
Tuesdays: at Noon  
Tuesdays: at 2pm

	Time Slots	SUN	MON	TUE	WED	THUR	FRI	SAT
Mornings	8:00am to 10:00am	Open				Open	Open	
	10:00am to Noon	Open	Open		Open	Open	Open	Open
Afternoons	Noon to 2:00pm	Open	Open	Open		Open	Open	Open
	2:00pm to 4:00pm	Open	Open	Open	Open	Open	Open	Open
	4:00pm to 6:00pm	Open	Open	Open	Open	Open	Open	Open
Evenings	6:00pm to 8:00pm	Open	Open	Open	Open	Open	Open	Open
	8:00pm to 10:00pm			Open	Open		Open	Open
	10:00 to Midnight	Open	Open	Open	Open		Open	Open
Overnights	Midnight to 8:00am next day	Open	Open	Open	Open	Open	Open	Open

Become a Volunteer on the Hotline  
Email: [phonechair@capeatlanticaa.org](mailto:phonechair@capeatlanticaa.org)

www.capeatlanticaa.org

PI/CPC  
Rob

Going to continue to promote Bridging the Gap, it is a great opportunity for people to get into service.

IDRC commitments are becoming more difficult to fill as we progress through the summer. Not as many eager participants. I will continue to announce at Intergroup and each meeting I attend.

Bob Widitz from Cape May county IDRC told me yesterday that at the beginning of this year they only had a 6 month contract. So he says that Cape May County IDRC will cease until another contract is signed. Could be a few months.

Rob H

**Policy and Structure**

**OPEN**

Reports are available upon request from the ADHOC weekly meetings.

Round UP  
Janna

I have an update on the hotel taking our reservation and I'll have forms. We also decided on a registration fee, early registration is 30, after Sept (?) It'll be 35. Everything is coming together great and I'm so proud of my team. Thank you for letting me be in service Janna

Technology

**OPEN**

Unity  
Karen

**FUN**

**HAMBURGERS  
HOT DOGS**

**CAPE ATLANTIC UNITY PICNIC**

**Where: A. Paul King Park  
2 W. Bay Ave.  
Manahawkin, NJ 08050**

**Date: June 17, 2023**

**Time: 11am-4pm**

**COFFEE FELLOWSHIP**  
Join us!

**Bring the Family!**

**FOOD FUN FELLOWSHIP  
GAMES SPEAKERS SWIMMING  
50/50**

**Burgers \* Hotdogs \* Salads \* Desserts**  
**Bring your own Towels/Beach Chairs**  
Donations appreciated

**Questions: Call Karen N 609-949-1740**

Have sign up sheets for side dishes, cooks, setting up and breaking down.

My speaker is flying in from California!

I have no report for this week's steering committee meeting.

**UNITY BREAKFAST:**

Starting the process and getting feelers out for the event date; stay tuned.

Website  
Carolyn

[https://drive.google.com/file/d/1n9od\\_feYBkGPecKbAypW6jSstlt15fRX/view?usp=drive\\_link](https://drive.google.com/file/d/1n9od_feYBkGPecKbAypW6jSstlt15fRX/view?usp=drive_link)

## June 2023 Website Report

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### Meeting Listings

View & Print List - a new Meeting List was created by Deb L. and is available on the website to view, download and print. This is organized by day of the week and lists all of the meetings in our Intergroup service area.

During May, Deb L. made these changes to Meeting Listings that appear on our site. These changes are automatically upload to the Meeting Guide app:

*I took down the one Ocean City meeting that the church sold.*

*Changed the time on Absecon group.*

*Cape May city not meeting June 13-15. I put that in rolling updates & a blip on actual meeting list.*

*Changed Sea Isle time for the summer.*

*Re-adjusted coding for the map for a meeting in Barnegat.*

Update Meetings Form - there is a form on the website to make changes to any meeting listing. Using this helps us have a record of who requests a change to a listing.

### Logo

A logo was created for Intergroup and used on the website.



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### Calendar/Flyers

Events have been added to the Intergroup calendar and flyers posted. Alexa H. posts these on social media. Changes for the new office location were made for future office meetings.

Email the web chair with any flyers for the website: [webchair@capeatlanticaa.org](mailto:webchair@capeatlanticaa.org)

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### Sponsorship Committee?

AA Members are told to get a sponsor and work the steps and we are looking for ways to make that process as simple as how we finding a meeting on our website.

A committee is being formed to discuss and research a solution. Contact the web chair if you would like to be a part of this/have ideas or suggestions.  
[webchair@capeatlanticaa.org](mailto:webchair@capeatlanticaa.org)

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### Join the Website Committee

If you or someone you know is interested in volunteering/learning about the Intergroup website, please reach out to me. [webchair@capeatlanticaa.org](mailto:webchair@capeatlanticaa.org)

Workshops  
Buddy T.

We are planning to have a Workshop now that we have the new office in Northfield, to host a workshop at least once a month.

	<p>The first workshop will be the topic of Sponsorship - pairing the two together. There is a lot of information out there; it would be a good time to explain to the newcomer what a sponsor is and why they need one.</p> <p>WE would ask for sponsors to step up and speak about what the role is and about the importance and benefits and process.</p>
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**11. Questions/ Comments concerning specific Officer/Committee Reports**

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**12. OLD BUSINESS:**

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**13. NEW BUSINESS:**

- Eve: 2013 CAIG Inventory - the remainder of the rent for the church where we have the monthly business meeting. To donate the funds back to the church.
- Maurice Friday August 18, 2023: take 38 people have to leave at 7:30AM - charge \$10 a person
- Dawn: Bring a new H&I commitment to a Female sober living house in Smithville Wednesday at 6PM.
- Ray: Moving budget is projected to be around \$1200.00 dollars. Expenses of locks, chairs, inspection of the commercial lease.
- Carolyn: motion to remove \$3000 from reserve for moving expenses- vote motion passes to be brought to the body next week.
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**14. NEXT CAIG MEETINGS**

CAIG Business Intergroup Meeting:  
 Wednesday June 21, 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](#)

**15. Motion to Close**

Motion to close came from the floor followed by a second.  
 8:44 PM and closed with The Responsibility Prayer led by Tim L.

**17. Attendance Sheets**

See the check marks from the roll call above.



