

Cape Atlantic Intergroup Minutes
CAIG STEERING MEETING MINUTES
October 10, 2023 Intergroup Meeting

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

Phone: (609) 641-8855

Date and Starting:

The meeting began Wednesday October 10, 2023 at 7:31PM

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.

Roll Call (Recording Secretary):

OFFICERS Positions	Names	Present
Chairperson	Dawn	Yes
Vice Chair	Tim L	Yes
Acting Recording Secretary	Megan	Yes
Corresponding Secretary	Amber	Yes
Acting Treasurer	Tina R.	Yes
Literature Treasurer	Jessica G.	Yes
Trustee	Joe	Yes

COMMITTEE Positions	Names	Present
Archives	OPEN	
Audit	OPEN	
Budget and Finance	OPEN	
CAYPAA	Mike M.	No
Group Access Coordinator/Tech	Nick B.	Yes
Hospitality	Karen P.	Yes

H and I	Marcine R.	No
Literature	Rob	No
Newsletter	Donna S.	Yes
Office Manager	OPEN	
Phones	Carolyn	Yes
PI/CPC	Rob H.	Yes
Policy and Structure	OPEN	
Round Up	Janna F.	No
Unity	Karen N.	No
Website	Carolyn	Yes
Workshops	Buddy	Yes

Officer Reports: Thank you everyone for attending, when delivering reports please keep them brief, when delivering your report please use the microphone so everyone virtually can hear you. Be send your synopsis of your reports for next week's Business Meeting, please highlight anything that needs to be ironed out beforehand. Please follow procedure by raising hands, be respectful to the person who has the floor. For a complete list of positions please see <https://capeatlanticaa.org/steering-panel-and-committee-members/> All are welcome to attend, the second Wednesday of every month the meeting starts at 7:30 PM.

Reports were given as follows:

<u>Position/Name</u>	
Chairperson – Dawn I.	Not too much happening since last month. Attended the Annual Breakfast Oct 1st. It was fabulous!! Sold some literature and hung up some stuff in office. Worked on script for skit for upcoming Round Up. I already have a commitment on Saturday, October 14 th , however I do plan to jump on Zoom and take part in the Day of Sharing hybrid portion of the event. As well as the Freedom Fire on October 21 st . If you have not heard of those events, there are flyers on the website. I've been enthusiastically promoting all upcoming events especially the elections on November 15 th !!! See you all at the Business Meeting. Thank you for allowing me to serve.
Vice Chair – Tim L.	I didn't get to go to the Unity Breakfast, but the coolest thing a few newcomers have talked about going and having a good time. I too have been to meetings, when asked for announcements, I have been promoting the elections coming up. I didn't know about Intergroup until it was brought to my attention at a

	meeting by a sponsor.
Recording Secretary – Megan	<p>I have the good fortune of attending the Unity Breakfast, it was a fantastic event. I enjoyed the networking, actually knew more people than I thought I would. Helene the speaker was amazing and the Unity Breakfast gave the North Jersey Breakfast a run for their money, dare I say it was the best I have ever attended. Thank you to Karen and her crew for their hard work!</p> <p>I have been attending my usual meetings, as well announcing the upcoming Intergroup Elections.</p> <p>Thank you for allowing me to serve.</p>
Corresponding Secretary - Amber	<p>I had the privilege of attending the Unity Breakfast for the first time and I had a blast. The food was delicious and it's no surprise that the speaker Helen, Jersey Donna's sponsor, was both relatable and hilarious! Thank you Karen N. for such a wonderful event! Looking forward to attending the New Year's Bash in just a couple of months.</p> <p>Elections are next month and I have changed the format of my letters to get that information out as well as to invite anyone and everyone to attend. All are welcome! Please continue to pass that info on during AA Announcements at the meetings you attend.</p> <p>I have sent out about 13 letters since we met last month. I want to thank Tina, as always, for helping me do my job!</p> <p>Thank you for letting me serve!</p>
Acting Treasurer – Tina R.	<p>Fantastic breakfast! Thank you, Unity, for a wonderful time.</p> <p>This month, I was very busy with registration in full force for unity breakfast - as well as the Round up kicking up steam.</p> <p>I programmed a report in Quickbooks that will pull a full detailed registrations list of money received for unity breakfast - This may be helpful in the future for upcoming events. The same can be used for Round-Up and New Year's Eve - Picnic - etc.</p> <p>I also met with Shirl & Pat regarding setting up Square account - then after that was approved, we implemented it - So Literature has ability to take credit card payments utilizing Square account and the funds will transfer directly to the Literature account accordingly.</p> <p>I will print August & Sept reports and have available at the next business meeting as well as this one for group reps to take back to their home groups.</p> <p>Total received \$ 10,374.63 Total spent \$ 11,682.77 see attached for detail.</p>

10/11/2023

CAIG Treasurer's Monthly I&E Statement v

QA Balance: \$51,159.23

Date	Amount	Description	Comments
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Deposits:

LITERATURE DEPOSITS

LITERATURE DEPOSIT 9/21/202	\$ 169.00	LIT SALES	
LITERATURE DEPOSIT 9/25/23	\$ 158.00	LIT SALES	
LITERATURE DEPOSIT 9/30/23	\$ 0.32	INTEREST	

OPERATING DEPOSIT 9/21/23	\$ 1,400.00	UNITY BREAKFAST	
OPERATING DEPOSIT 9/28/23	\$ 795.00	UNITY BREAKFAST	\$ 6,281.00 UNITY BREA
OPERATING DEPOSIT 9/28/23	\$ 143.80	GROUP DONATION	\$ 3,095.00 ROUND UP
OPERATING DEPOSIT 10/2/23	\$ 3,230.00	UNITY BREAKFAST	\$ 643.80 GROUP DON
OPERATING DEPOSIT 10/2/23	\$ 786.00	UNITY BREAKFAST 50/50	\$ 327.32 LITERATURE
OPERATING DEPOSIT 10/6/23	\$ 500.00	GROUP DONATION/RENT	
OPERATING DEPOSIT 10/6/23	\$ 145.00	ROUND UP	\$ 10,347.12
OPERATING DEPOSIT 10/6/23	\$ 70.00	UNITY BREAKFAST	

ROUND-UP PAYPAL 10/11/23 \$ 2,950.00 ROUND UP

Total: \$ 10,347.12

Expenses: Paid by..

LIT BANK CARD 10/3/23	\$ 540.59	AAWS -Literature	
LIT BANK CARD 10/11/23	\$ 1,337.08	AAWS -Literature	

OPERATING - AUTO 9/18/23	\$ 90.00	QUICKBOOKS	
OPERATING - AUTO 9/25/23	\$ 28.00	FRANKLIN MUTUAL	\$ 7,607.91 UNITY BREA
OPERATING - CHECK 10/1/23	\$ 135.70	GREATE BAY COUNTRY CLUB- UN	\$ 411.60 ROUND UP
OPERATING - CHECK 10/1/23	\$ 7,472.21	GREATE BAY COUNTRY CLUB- UN	\$ 1,785.59 OFFICE
OPERATING-AUTO 10/1/23	\$ 39.95	ACCESS DIRECT-PHONES	\$ 1,877.67 LITERATURE
OPERATING-BILL PAY 10/3/23	\$ 411.60	PAT BORSELLINO- ROUND UP MOMENTOSS/ UNITY	
OPERATING-AUTO 10/3/23	\$ 1,600.00	RENT - SIGANOS REALTY	
OPERATING-AUTO 10/4/23	\$ 27.64	VERIZON	\$ 11,682.77

Total: \$11,682.77

Ahead (+) Behind (-) Budget =====> -\$1,335.65

Account Balances:	09/16/23	
Operating Account Balance (874):		\$51,159.23
Literature Account Balance (896):		\$6,274.87
Prudent Reserve in CDs:		\$29,592.98
PayPal #1 Balance:		\$325.92
PayPal #2 Roundup Balance:		\$1,151.13
Total		\$88,504.13

Balance All Accounts:	\$88,504.13
Prudent Reserve =====>	\$33,895.00
Surplus AbovePrudent Reserve:	\$54,609.13

Literature Treasurer – Jessica G.

Stock was purchased. Lit available. Email for orders! Elections next month! Please think about getting deeper in service! Rob will be here next week for purchases during IG. Thanks! Jess G

Trustee – Joe

Not much to report. I was able to attend the Unity Breakfast. I do intend to attend the Day of Sharing on Saturday and I do hope to see some of you there.

	Thank you.
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Committee Chair Reports:

<u>Position/Name</u>	
Accessibility	This position is open.
Archives	This position is open.
Area 45	Not represented
Audit	This position is open.
Budget and Finance -	This position is open.
CAYPAA Mike M	No report.
Group Access Coordinator - Nick B.	Nothing to report
Hospitality - Karen P.	I have no report for hospitality. See you all next Wednesday.
H and I - Marcine R.	No report available.
Literature - Rob	Not available.
Newsletter - Donna S.	The latest newsletters, hot off the press! September/October issue is here and ready to be read. SJ sent in a really cool article about open and closed meetings. Share with your sponsees. Alicia sent in a poem, Anthony B sent a article on consistent message which is a good one. The man on the bed article is a good one on where our program came from. I put in a good article on PI/CPC, just in case you wonder what he does. Pick up a copy and enjoy the read! The Unity Breakfast was spectacular! Love & Service
Office Manager	This position is open.

Phone Chair Report - October 2023

TOTAL MONTHLY CALLS

JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
151	113	118	92	136	134	159	99	98

Hotline Call Log September

Man was looking for meetings near Lanoka Harbor, NJ. I had him download the chair app and he was able to find several meeting options within a 10 mile radius of Lanoka Harbor.

Caller wanted to buy Unity Breakfast tickets with cash via phone. I explained that tickets could be purchased by completing the registration form (found CAIG website) and mailing in a check. Caller stated she did not have internet access, but she would ask her sponsor to help her purchase a ticket.

I missed his call. He left a message but did not see it till 40 mins later. I'm sorry I didn't hear it ring

Person just wanted info about where a meeting was near where she lived (Hammonton)

Woman needing a ride to meeting and help doing zoom mtg. She was not tech savvy.

Caller just got discharged from Pyramid Rehab and is in a Sober Living Facility in Egg Harbor Township. She wants to start attending in-person AA meetings, but she does not have transportation.

Caller did not speak English, only Spanish. I was able to recognize that she was speaking Spanish and was able to provide her with the Hispanic de AA #: 800-988-4928. She was very grateful.

He walked to Stagecoach clubhouse for the 1:00 meeting and no one was there. He said it was the 3rd time he's gone there and no one showed up.

I can't believe I stayed on that long. This man had just lost his daughter in law and was upset for his son. He seemed genuine most of the time. I just didn't have the heart to cut him off. Still not sure if was a frequent flyer to the hotline 😊. Can never tell 100 Percent

OPEN Volunteer Times & MORE INFO

Visit this page on the website to see open time slots and more information about how the systems works.

<https://capeatlanticaa.org/hotline-2023/>

as of OCTOBER 2023

Intergroup Hotline Schedule

MORNINGS	Time Slots	SUN	MON	TUE	WED	THUR	FRI	SAT
	8am - 10am	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open
10am - Noon	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	Open	Open	<input checked="" type="checkbox"/> Open	Open

AFTERNOONS	Time Slots	SUN	MON	TUE	WED	THUR	FRI	SAT
	Noon - 2pm	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open
2pm - 4pm	<input checked="" type="checkbox"/> Open	Open	Open	Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open
4pm - 6pm	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	Open	Open	Open	<input checked="" type="checkbox"/> Open

EVENINGS	Time Slots	SUN	MON	TUE	WED	THUR	FRI	SAT
	6pm - 8pm	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	Open	Open	Open
8pm - 10pm	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	Open	Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	Open
10pm - Midnight	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	Open	<input checked="" type="checkbox"/> Open	Open	Open

OVERNIGHT	Time Slots	SUN	MON	TUE	WED	THUR	FRI	SAT
	Midnight to 8am	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open	<input checked="" type="checkbox"/> Open

Two volunteers are assigned for each time slot and day of the week.

<input checked="" type="checkbox"/>	Indicates the time slot is filled
Open	Indicates the time slot needs a Volunteer

Indicates the time slot is filled
Indicates the time slot needs a Volunteer



To Learn More: Email: Phonechair@capeatlanticaa.org

PI/CPC – Rob H.

This month, I really have nothing to report. All the IDRC commitments are filled, I have been attempting to get in touch with some schools with no luck on that. Other than that, everything is moving slowly. Thank you for letting me serve.

Policy and Structure	This position is open. Minutes, available at request.
Round Up – Janna (Buddy – Co-Chair)	I'm sorry for my absence for steering but I will be at the Intergroup meeting. Roundup is approaching quickly. I will get the update in numbers of registrations and such before I see you. Merchandise is on the website and for sale, more options are available on the website so take a look. I will be scheduling another walk through of the Grand hotel in early November as we iron out the final details. We definitely need volunteers for snacks too at Roundup for the hospitality room. Thank you for letting me serve.
Technology - Nick	I have nothing to really report.
Unity – Karen	We had a wonderful turn out for our Unity Breakfast We actually made about 700 bucks! Would love to hear some feedback so we can make it even better next year!! I will be calling the facility where the NYE party was last year to book it. I'm sorry I will not be at Steering as I am away on a realtor conference I will be at the business meeting Thank you for allowing me to serve
Website – Carolyn	The website committee continues to update meetings, adjust alias emails and update events. Please email flyers and announcements to: webchair@capeatlanticaa.org The home page has links to local and worldwide meetings and phone/website for Spanish speaking A.A. hotline/website. Use the worldwide meetings to help anyone looking for a meeting in another language. They can do an on-line meeting in their language. Finding what you need on the site is easy if you use the search bar at the top. Anyone curious about learning part or all of the website chair position can contact me.
Workshops – Buddy	We held the first Financial Amends Workshop off the ground on Tuesday, October 9 th 6:30 – 8:30 pm, this will be offered the second Tuesday of every month here at the Intergroup office. The moderators John H., 35 years + of sobriety. Helping people in dire straights. Along with Brian S., who has 5 years + who works with John H. Both are members of the Vantor Seashore Group, Men's Meeting. It was really outstanding, the PowerPoint presentation was phenomenal. It helps with people understanding what they owe and how they can pay it back. No commitment necessary, it is great, the handouts and the services offered is great!

Questions/Comments concerning Reports – No questions or comments other than Tina R. amended her Treasurer's report, she is also the Treasurer for the Roundup. I am the Roundup Treasurer as well, with the Roundup, we have raised \$500-600 so far. Merchandise sales and payments have been made, we hope you will join us at the Roundup.

Old Business – Buddy – Copy Machines Committee. We are coming up more details, the purchase of a Ricoh, \$2,500, plus with tax ID, no tax. If lease, \$85/month for 36 months – 1,000 black and white/month and 185 color/month, additional pages would be .55/page for color. At the end of the lease, we would turn it in and lease another machine. 550 sheet paper drawers and will print up to 11x17 copy size. The service plan is \$30 per month, covers service calls, toner cartridges, parts/labor and etc. There are predominantly Ricoh machines at Copiers Plus. They seem to have plans to take our copy needs to the next level. Buddy had conversations with two different individuals, the model proposed is what they recommend. The machine does have fax. Copiers Plus would look at what we have, do we have internet service, the rep would access and provide input.

Dawn I – we should buy the machine and bring the vote to the Business Meeting this coming week.

Tina R. has experience with Copiers Plus for 20 years. They are a good supplier, the leasing option would be better, as we will want to upgrade and stay modern. Leasing is more affordable and a more viable option.

We could still use Grand Printing for the big jobs. The cost needs to be factored in. So more research we will continue the conversation.

Green Card – There was some confusion around the Green Card, it has been turned over to the Literature Chair/Treasurer. Needs to go to the printer and produced.

New Business – Dawn I. Budget for the Props for the Skit at the Roundup. She is asking \$199, to be approved for this propose. Tina, I think we have enough money to do this. It was approved.

New Meetings -The Seven Day Adventists Church - Roy O. His pastor asked him to get information, he would like to post AA, the need is there. He is here to announce the meeting taking place off Linden in Pleasantville, Monday, October 16th at 8pm, five meetings per week, Mon, Wed, Friday at 8PM, Saturday and Sunday at 10 am. The other one is in South Jersey Intergroup and he is working with them.

Next CAIG Meeting –

**CAIG Business Intergroup Meeting: Wednesday, September 17, 2023 at 7:30 p.m.
1418 New Rd. Suite 4, Northfield, NJ 08225**

**CAIG Steering Committee Intergroup Meeting: Wednesday, November 8, 2023 at 7:30 p.m.
1418 New Rd. Suite 4, Northfield, NJ 08225**

Business Meetings are **not** limited to Officers or Committee Members – ALL are welcome to attend!

For those who are unable to attend in person, CAIG Business Meetings are hybrid.

Hybrid Meeting ZOOM ID: 164 233 922

Motion to Close – Motion to close came from the floor at 8:38 PM, followed by a second. Tim L. lead the close with the Responsibility Pledge.