

Cape Atlantic Intergroup Minutes
CAIG BUSINESS MEETING MINUTES
February 21st, 2024 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, February 21st, 2024 at 7:34 PM

Open with Serenity Prayer:

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

Roll Call (Recording Secretary):

OFFICERS Positions	Names	Present
Chairperson	Dawn I.	Yes
Vice Chair	Michelle S.	Yes
Recording Secretary	Megan V.	Yes
Corresponding Secretary	Amber M.	Yes
Acting Treasurer	Tina R.	No
Literature Treasurer	Shirl R.	Yes
Trustee	Donna S.	No

COMMITTEE Positions	Names	Present
Archives	OPEN	
Budget and Finance	Peg	No
CAYPAA	Caroline/Hunter	Yes
Hospitality	Deb U.	Yes
H and I	Barb M./Christian	Yes
Literature	Kate D.	Yes
Newsletter	OPEN	

Office Manager	Lucia/Lori	Yes
Phones	Jen H..	Yes
PI/CPC	Rob H.	No
Policy and Structure	Doug G.	Yes
Round Up	Mike C.	Yes
Technology	Andrew V.	Yes
Unity	Karen N.	Yes
Website	OPEN	
Workshops	Marcine	No

Quorum:

Intergroup Representatives	Headcount (In Person/Online)
Regular	16
Virtual	6
Total	22

Area 45 Report: None presented.

New Representatives: Frank from Step Up to Recovery, Mystic Island; Cisco from Primary Purpose, Wildwood; Sherry, Alternate, for Trudgers; Jack, Alternate, from the Third Step Candlelight Group.

Anniversaries: Brian – 1 year; Frank – 2 years; Jack – 7 years; Jenn H. – 27 years; Barb M. – 8 years; Doug – 28 years

Announcements:

Opening Prayer: Sherri read the 12th Step Prayer

Tradition Reading: Carol read Tradition Two.

Chairperson Opening Remarks: Thank you to everyone in attendance whether you are in person or virtually, your participation is vital to the success of Cape Atlantic Intergroup. If you are an Intergroup Representative, please be sure to sign in, the sign in sheet is at the door right next to the agenda, which everyone should have picked up on their way in. Please make sure that you write clearly and accurately to ensure that you receive the minutes in a timely manner and guarantee certainty during elections, and we will be doing some voting tonight. All Panel and Committee Members, please give your Reports at the microphone so all in attendance, virtually or in person can hear you. We will hold all questions and comments until the end of the Reports are completed. Please do not talk over one another, please try to keep your conversation in the gally to a minimum.

Presentation of last month's Business Meeting Minutes (Recording Secretary) (Megan V.): Did everyone receive last month's Business Meeting Minutes; may I have a motion to approve the Minutes as presented? Motion to approve was made from the floor, a vote was taken, and Minutes from November were unanimously approved.

Officer Reports:

<u>Position/Name</u>	
Chairperson – Dawn I.	I'd like to thank those who came out for our Open House. I felt that it was very productive. Disappointed there wasn't more interest. Assisted in getting some H & I Commitments filled. Looking forward to attending upcoming Area 45 Winter Assembly and NERASSA. Thanks for allowing me to serve
Vice Chair – Michelle S.	Grateful to be sober and in service! I will be attending NERASSA in Hershey with other members of the panel next weekend. I look forward to learning mor about AA Service at this level and my new position. I plan to attend the March Area 45 Convention and again to learn and enjoy the fellowship. Lucia and I did some research on office printers and will share our findings in old business. Thank you to everyone who attended our CAIG transition gathering last month. We got the walks adorned and had some productive conversation! Thanks for letting me serve. Service keeps me sober!
Recording Secretary – Megan	Good evening and thank you for letting me serve. This has been a quiet month for me, I have attended my regular meetings and worked on a couple of templates and ideas for the QR Code usage. And that is it for me. Thank you for allowing me to serve.
Corresponding Secretary – Amber	I don't have much to report this month. I sent out eight letter since last we met. I am still looking for a co-chair if anyone is interested. The job is simple, I just send thank you letters to all of the AA Groups who mail in their donations to Intergroup. I have loved this position and am looking forward to the next 2 years. If anyone is interested in learning about this position or being co-chair, please let me know! Thank you for letting me serve!

Treasurer – Tina R.

2/14/2024		CAIG Treasurer's Monthly I&E Statement		v		Updated =====>	
OA Balance:						\$48,810.18	
	Date	Amount	Description	Comments			
Deposits:						10.00	
						3,597.00	
						603.90	
INTEREST		1/30/24	\$ 0.28 INTEREST			2.38	
		1/19/24	\$ 48.31 SQUARE SALES				
		1/22/24	\$ 152.29 SQUARE SALES				
		1/23/24	\$ 269.00 LITERATURE SALES				
		1/23/24	\$ 134.30 LITERATURE SALES				
						\$4,213.28	
OPERATING DEPOSIT01/18/24		\$ 3,197.00	GROUP DONATIONS				
OPERATING DEPOSIT02/05/24		\$ 10.00	ROUND UP				
OPERATING DEPOSIT02/05/24		\$ 400.00	GROUP DONATIONS				
INTEREST 02/07/24		\$ 2.10	INTEREST				
Total:		\$ 4,213.28					
Expenses: Paid by..							
		1/30/24	\$ 543.26 GRAPEVINE			1,227.51	
		2/7/24	\$ 684.25 LITERATURE			2,044.41	
						234.00	
						1,078.99	
OPERATING						82.59	
						\$4,667.50	
		01/18/24	\$90.00 QUICK BOOKS ONLINE				
		01/19/24	\$122.88 SJ GAS				
		01/19/24	\$44.58 AC ELECT				
		01/26/24	\$59.67 DEBORAH - HOSPITALITY				
		01/29/24	\$1,078.99 KAREN N. - NYE DANCE				
		01/29/24	\$234.00 MICHELLE S - NERASSA				
		01/29/24	\$22.92 DOUG G. -HOSPITALITY				
		01/30/24	\$1,600.00 RENT				
		02/01/24	\$39.95 ACCESS DIRECT- HOTLINE				
		02/06/24	\$120.00 B SHORE HEAT & COOL				
		02/06/24	\$27.00 VERIZON-PHONES				
Total:		\$4,667.50					
Ahead (+) Behind (-) Budget =====>						-\$454.22	
Account Balances:		01/17/24					
Operating Account Balance (874):						\$48,810.18	
Literature Account Balance (896):						\$5,837.52	
Prudent Reserve in CDs:						\$30,116.68	
PayPal #1 Balance:						\$0.00	
PayPal #2 Roundup Balance:						\$0.00	
Total						\$84,764.38	
Balance All Accounts:						\$84,764.38	
Prudent Reserve =====>						\$33,895.00	
Surplus Above Prudent Reserve:						\$50,869.38	

Literature Treasurer – Shirly R.

It's been a busy month!
 We met at the bank and got the names on the two accounts changed to the new chair people. Kate and I conducted an inventory of the Lit room quantities.
 I placed a Grapevine order and a AAWS order, both of which have come in.
 CAIG is now listed on the "Find AA Near me" page at aa.org (it just had to be requested).
 And I'm helping Kate gear up for her first Literature Road Trip!
 I am really enjoying this new role.
 Thank you for letting me be of service!

Trustee – Donna S.

No report.

Committee Chair Reports:

<u>Position/Name</u>	
Archives	Open
Budget and Finance	Not in attendance. Starting to work on budgets, contacting Committee Chairs and should be available next month.
CAYPAA	Business meeting 2/7 Total of 10 voting members and 6 newcomers!! Landed on our first event of the year - Disco Bingo, Saturday March 23rd at ACYP following their 6:30-7:30 meeting. This was a great event last year and we're excited for this new theme! The committee voted on a budget for the event as well. Started talking through the next event to be held sometime in May. As the weather is nicer, we were thinking an outside event. More details to come. Yours in service, Caroline
Hospitality	Thank you for the opportunity to serve. I have prepared a budget proposal for 2024 and have copies for review that I will hand out. The proposal includes increasing the monthly budget from \$50 to \$75 or the yearly budget from \$600 to \$900. As you can see from the workup, monthly costs are on the rise. In order to provide food, beverages and basic supplies for the Business Meetings, this increase is essential. I hope everyone had a Happy Valentine's Day and I hope you enjoy some treats that have been provided.
H and I	We have to stress that homegroup representatives to stress to whoever they pick for the H&I Commitments to go. This is most important for Pyramid. Out of our Intergroup and SJ Area, only two meetings total were covered for the month of January. Thank you for letting me serve. Barb

Literature	I am Kate and an alcoholic. Shirl and I have been working together to perform an inventory and place an order in preparation for the SNJ Area 45 Convention March 15-17 in Atlantic City. My co-chair, Laura Jean and I are looking forward to the event, we are also asking anyone who would like to assist, please reach out. Hope to see you all at the Claridge! Thank you for letting me serve.
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Newsletter	Open
Office Manager	After reviewing expenses for 2023 I realized I don't have the current costs of our new rent, internet, etc.so I will need to factor that into the projection for 2024. As far as operational expenses (controllable), I would estimate an increase of 15% over last year for inflation, printing expenses already incurred and a new printer. Administrative controllable operational expenses equaled \$5,530 which included \$1000 expense for QuickBooks online, which I believe is a one-time purchase. I chose to leave that in the projected budget total to compensate for the expenses we incurred for printing in January along with the new printer we need to purchase for the office. Lori and I have spent a total of \$568.86 YTD, and we would like to propose an expense of \$535 for the new Epson printer we need. As long as we are mindful of our spending on maintenance items for the rest of the year, we should be able to meet our budget goal. Any feedback is welcome! I literally plan on reading this for my part of the meeting 😊 unless otherwise directed. Thank you!

	Lucia
Phones	<p>Hi Everyone, I'm an alcoholic and my name is Jenn. I've spent this past month still familiarizing myself with the system and the volunteer spreadsheet. I was able to create an email list with all the volunteers so I can send one email rather than multiple emails. I am in the process of going through the list of volunteers to make sure their contact information is still up to date. One day in the next few months I am hoping to have a phone committee meet and greet at the intergroup office. This is still just a thought and no actual plans have come to pass yet. I am also looking for a co-chair for the phone committee if anyone is interested please see me after the meeting. We have a few open shifts:</p> <p>Open Shifts Monday: 10:00 pm - Midnight Wed: 8:00am - 10:00am Friday: 10:00am - 12:00pm</p> <p>Calls From January 1 - January 31 we had a total of 93 phone calls.</p> <p>Stories from those calls An elderly man from Ocean County called. He lives in a nursing home and was looking for a ride to a meeting. He said he was 25 years sober and was very active in AA before he ended up in the nursing home. He appreciated someone taking a few minutes to talk to him as he misses having dialog with AA people.</p> <p>A newcomer was looking for a meeting in an area she was unfamiliar with. I was able to tell her about the meeting guide app and she was able to get step by step directions to the front door of the meeting. Someone was visiting the area and went to a meeting where no one was there. He later realized he went to a meeting that was listed for TUESDAY but it was on a MONDAY. We had a nice conversation and he said he was going to go back to that meeting the next day.</p> <p>Caller from Egg Harbor Township was looking for help to stop drinking. He wanted assistance to get into a detox. I called two people on the 12th step list. One of the guys answered right away and said he was going to call the guy right then.</p> <p>Future Plans Form a committee to make changes and updates to the phone committee handbook Discuss the possibility of having a committee to help united sick, shut-in and hospitalized. Have a workshop to talk about the rewards of volunteering for the phone committee.</p> <p>Again, if you or someone you know would like to volunteer for the phone committee please let me know.</p> <p>In Love and Service, Jenn Heller</p>
PI/CPC	<p>We are still waiting on a schedule from Southwest Council so that AA can bring our message to Cape May County IDRC. Atlantic County IDRC has been going very well. This month is filled. We are looking to fill two dates. Thursday March 14th and Thursday March 28th. All IDRC commitments start at 7pm. Please text or call Rob if interested in these dates.</p> <p>Rob continues to spread the word about the Bridging the Gap program. Tonight while bringing the message to APR he will be talking to the clients about BTG. Last rehab to visit is John Brooks which should be sometime soon.</p> <p>Thank you for letting me serve. Nick B.</p>
Policy and Structure	<p>I will be submitting a budget proposal for the Policy and Structure committee for 2024. We already spent \$450 for 50 new IGR packets. Hopefully, that is enough for the year. We will also be having a CAIG group inventory in the near future. While we haven't hammered out any details, I'm sure there will be good involved, so I'll make an educated guess that we'll need another \$200 for food, a total budget request of \$650.</p> <p>Still hoping for some input on the group inventory and anyone interested in learning more about the Policy and Structure committee.</p> <p>Thank you for allowing me to serve,</p>

	Doug G.
Round Up	<ul style="list-style-type: none"> • Held first in person Round Up committee meeting Thursday Feb 1st at Gas Up Barbershop. Supposed to have it at CAIG office, but the room was double booked. • Decided as a group, future meetings will be held in person at the CAIG office on the first Friday of the month in 2024 until the event takes place. • Introductions and job descriptions were discussed. • Talked about possible venues for this year's Round Up. • Discussed theme ideas which will be decided at next meeting. • Mike met with The Grand Hotel in Cape May on Friday February 9th and received proposal. • Spoke with the Sheraton in Atlantic City. The Sheraton emailed back they do not have the space for event, but offered hotel rooms and a Convention Center connection. • Spoke with The Claridge in Atlantic City and asked for a meeting to discuss possible venue on Thursday February 15th. • Goal is to have venue and theme in place by March 1st. <p>Thanks, See you tomorrow. Mike</p>
Technology	Andrew V. I am alcoholic, I am happy to be here and look forward to being of service, you all are going to help me stay sober.
Unity	No report Thank you for letting me serve.
Website	POSITION IS OPEN
Workshops	NOT AVAILABLE.

Questions/Comments concerning Reports:

Old Business:

- a. Budgets** - Peg is reaching out to Committee Chairs, a budget proposal is anticipated next month.
- b. Printer** - Michelle and Lucia presented their proposal, they found that the purchase was by far more economical over leasing. We will be purchasing the Epson EcoTank Pro ET-5170 Wireless Color All-in-One Supertank Printer with Scanner, Copier, Fax - \$499.99. **(A vote was taken and the purchase was approved)**
- c. Meditation Cards** – Megan will pick them up from Grand Printing will be available at the next meeting.

NEW BUSINESS –

- a. Transportation to NERSAA** - renting a 17-passenger van to go to NERSAA. Area 45 typically pays for the transportation, the new Panel opted to not fund. To be of better service, educational experience for the panel, three days, unlimited mileage. It was voted to take to the body next week. **(A vote was taken and passed to fund the van for attendees.)**
- b. Accessibility** – Dawn I. has joined the Area 45 Accessibility's Committee, they meet monthly. We had an Accessibility Committee 7 years ago, we didn't do anything with it, it has been an empty position – the last few panels. It is for people who are in recovery from an illness or disability, those who cannot get out to a meeting – we would help them get to a meeting or bring them a meeting. We

are thinking of joining Area 45 or an Ad Hoc Committee. We will discuss at Steering and bring it back to the body.

- c. Day of Sharing** – CAIG will be hosting the upcoming day of sharing Oct 5.... Watch for details!! It was brought to our attention at the LAST Day of Sharing that CAIG is the only Intergroup that hosts a Round Up. Looking for feedback about the possibility of eliminating this weekend event in favor of more “Day Events”.

- d. Literature a room at Area 45 Convention** – Kate and Laura Jean will be selling Literature at the upcoming Convention. They will be staying at the Claridge March 15 – 17 and we would like to supply them with a room. They do not have funds in their budget to pay for their registration, meals, and room for their hard work over the weekend. We are asking \$750 for this. **(A vote was taken and passed.)**

- e. Leftover Merch from the Roundup** – It was proposed and passed that the items be donated to CAYPAA as prizes for the BINGO night!

REMINDER:

Open Committee Chair Positions –

ARCHIVES - OPEN

NEWSLETTER – OPEN

WEBSITE - OPEN

H&I Commitments - [Required Readings](#)

March 2024 H&I Commitments

				Locations:
Sunday				Atlantic Preventive - 609-727-0964 1416 N. Main Street, Pleasantville
Singleness of Purpose	Enlightened Solutions	7:00 PM		
Get Sober Young	John Brooks Women	7:00 PM		
Young Mens	John Brooks Men	7:00 PM		Boca Recovery Center - 609-270-3068 30 W. Jimmie Leeds Road, Galloway
Monday				
SJ Newcomers	Boca Recovery	7:00 PM		
Good Morning Avalon	John Brooks Women	7:00 PM		
Road to Recovery	John Brooks Men	7:00 PM		Enlightened Solutions Detox - 833-443-5700 1501 N. Albany Ave, Atlantic City
Tuesday				
Somers Point Group	Boca Recovery Center	7:00 PM		
Stagecoach	Enlightened Solutions	7:00 PM		John Brooks Recovery Center - 609-345-0110 1455 Pinewood Blvd., Mays Landing
Wednesday				
COVERED	Atlantic Preventive Resources	12 noon	1st and 3rd	
GMOG South	Ocean Sober Living	6:00 PM	Womens	
SJ Intergroup	Pyramid Womens	6:30 PM		
Cape May Courthouse	Atlantic Preventive Resources	7:00 PM	1st and 3rd	
GMOG North	Enlightened Solutions	7:00 PM		
Pleasantville Group	John Brooks Mens	7:00 PM		
Email H&I if you're interested	John Brooks Detox	1:30 PM	1st & 3rd	
Thursday				Ocean Sober Living (WOMENS) - 609-335-9066 337 N. New York Rd. Smithville
Ventor Seashore	Pyramid Womens	6:30 PM	Jan. 11th and 18th	
Stone Harbor	Boca Recovery Center	7:00 PM		
Trudgers	Enlightened Solutions	7:00 PM	1st and 3rd	
Need to Change	Pyramid Mens	7:00 PM		
ACYP	RCA Lighthouse	8:15 PM		
Friday				Pyramid Healthcare - 888-694-9996 600 S. White Horse Pike, Hammonton
Saturday				RCA Lighthouse - 609-782-0005 5034 Atlantic Ave, Mays Landing
Design for Living	RCA Lighthouse	8:15 PM		

UPCOMING CAIG MEETINGS:

CAIG Steering Business Intergroup Meeting: Wednesday, March 13, 2024 at 7:30PM

CAPE ATLANTIC INTERGROUP OFFICE

1418 New Rd. Suite 4
Northfield, NJ 08225

All are welcome to attend this is not limited to officers or committee positions.
Those who cannot attend in person here is the zoom information.
Zoom ID # 542 744 809

CAIG Business Intergroup Meeting: Wednesday, March 20, 2024 at 7:30PM

CAPE ATLANTIC INTERGROUP OFFICE

1418 New Rd. Suite 4
Northfield, NJ 08225

All are welcome to attend this is not limited to officers or committee positions.
Those who cannot attend in person here is the zoom information.
Zoom ID # 164 233 922

Motion to Close – Motion to close came from the floor at 8:34 PM, followed by a second. Dawn I. lead the close with the Responsibility Pledge.