

**Cape Atlantic Intergroup Minutes**  
**CAIG STEERING MEETING MINUTES**  
**April 10, 2024 - Intergroup Meeting**

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

Phone: (609) 641-8855

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**Date and Starting:**

The meeting began Wednesday April 10, 2024, at 7:37 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 Michelle S., Vice Chairperson led this prayer.

**Roll Call (Recording Secretary):**

<b>OFFICERS Positions</b>	<b>Names</b>	<b>Present</b>
Chairperson	Dawn	Yes
Vice Chair	Michelle S.	Yes
Recording Secretary	Megan V.	Yes
Corresponding Secretary	Amber M.	Yes
Treasurer	Tina R.	Yes
Literature Treasurer	Shirl R.	Yes
Trustee	Donna S.	Yes

<b>COMMITTEE Positions</b>	<b>Names</b>	<b>Present</b>
<b>Archives</b>	<b>OPEN</b>	<b>OPEN</b>
Budget and Finance	Peg	Yes
CAYPAA	Caroline	Yes
Hospitality	Debbie U.	Yes
H and I	Barbara M.	No
Literature	Kate D.	No
<b>Newsletter</b>	<b>OPEN</b>	<b>OPEN</b>

Office Manager	Lucia/Lori	Yes
Phones	Jennifer H.	Yes
PI/CPC	Rob H.	No
Policy and Structure	Doug	Yes
Round Up	Mike C.	Yes
Technology	Andrew V.	Yes
Unity	Karen N.	Yes
<b>Website</b>	<b>OPEN</b>	<b>OPEN</b>
Workshops	Marcine	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>	
<b>Chairperson</b>	<p>Good Evening All This past month I have attended the Hotline meeting and Area 45 Mini Conference. Both were informative. The mini conference was well attended. We broke into round tables to discuss the questions that will be presented at the General Conference next week. I also had the privilege to share with the Ladies @ John Brooks on Easter. They were very grateful.</p> <p>Looking forward to attending the Woman’s Day Event “On the beam of recovery” held in Avalon on Saturday 27th.</p> <p>INVENTORY!!!! I hope to see you ALL at the CAIG Inventory that will be here in this office on Saturday May 14th. 9am. We will have breakfast items available. Please go back to your groups and encourage them to attend. This is going to be a fun event. It’s their opportunity to “Grade” CAIG on our performance. To let us know not only how we’re doing but what else we can do!! What they would like to see us do in the future ..... Get them excited!!!</p>
<b>Vice Chair</b>	<p>Hi everyone! Grateful to serve. Not too much to report. I attended the Area 45 mini conference with Dawn and participated in a round table discussion about the Founders writings. Am assisting with the planning for our May 4 Inventory. if I can be of assistance with your committee please let me know. Thank you. Service helps keep me sober!</p>
<b>Recording Secretary</b>	<p>I, too, was able to take in the Hotline/Phone Committee Meeting on Saturday, March 30th. It was great to see so many people on a Saturday morning up and willing to do service! I have been in Texas for 16 days, although I was unable to attend my regular meetings, I was able to hit meetings while in Central Texas and via the Everything AA App and the The FAITH, HOPE, LOVE and UNITY Group (Big Book Study) Friday night at 9 p.m. What a great experience to travel and have AA at your fingertips! Ever grateful for the ubiquitousness of the program today. I am looking for a co-Recording Secretary – if you know anyone please put them in touch with me. Thank you for allowing me to be here</p>

<b>Corresponding Secretary</b>	I don't have much to report this month. I am still looking for a Co-Chair. I will be working on a letter to send to the GSRs over the next several weeks to invite them to send IGRs to Intergroup. I have sent out 11 letters since we met last month. I want to thank Tina our treasurer for making my job so easy. Thank you for letting me serve.
<b>Treasurer</b>	I have reconciled the bank accounts and have coordinated with the Accountant so the tax return can be done. I do have more to send to him but this process is in progress. I have provided bank statements to Peg for the Budget. One of the prudent reserve CDs we have is going to expire, I am going to roll it over and see if we can get a better interest rate. There is money in the Accounts \$44,213, bills were paid and money came in. More donations that were in the mailbox. Thanks for letting me serve.
<b>Literature Treasurer</b>	I too attended the phone committee meeting, it was great to see all of these people. This service role is very important – that is how I came into AA. I am preparing to sell literature at Avalon – the women's day, April 27 <sup>th</sup> and here on May 4 <sup>th</sup> .
<b>Trustee</b>	No Report.

**Committee Chair Reports:**

<b><u>Position/Name</u></b>	
<b>Archives – OPEN POSITION</b>	OPEN POSITION
<b>Area 45</b>	Not represented
<b>Budget and Finance</b>	Working with Tina on getting the Quarterly numbers and that is it. Thank you for letting me serve.
<b>CAYPAA</b>	1 new member 10 voting members This month's business meeting we collected the receipts from our bingo event and voted on our next two events: Wild and Sober Founders Day Event - Saturday, June 8th. 12pm-5pm. At Cape May Zoo. Going to have one or two speakers, along with grilling, games and of course the zoo! Flyer to come shortly. 3rd Annual Rocketed into the Fourth Dimension Beach Bash. Saturday, July 6. From noon till boom! Flyer to come shortly as well. The committee voted on having a graphics chair (originally under the outreach chair). Which was passed and we voted in Melissa, a newer member! Exciting stuff to follow the next few months as it starts to warm up!
<b>Hospitality</b>	Nothing to report.
<b>H and I</b>	Nothing really to report on. But I do want to thank everybody to for filling the positions, even if you didn't have somebody inside your group to do it. And a reminder to reach out if you are not still not able to fill the commitments.
<b>Literature</b>	I have absolutely nothing to report.
<b>Newsletter – OPEN POSITION (Donna is reporting)</b>	<b>Anyone who is interested please reach out to Donna S. or Dawn I.</b>
<b>Office Manager</b>	Lucia has registered the copier which allows us to receive the benefits of free toner and etc. Other than that nothing new to report.
<b>Phones</b>	Hi Everyone, I'm an alcoholic and my name is Jenn. We had 249 calls this month! We had our first Cape Atlantic Phone Committee meeting for 2024 on March 30, 2024 at 10:00am. This meeting will be held via zoom. We had 12 people in attendance. We now have Chris M as the co-chair of the committee. Chris thanks for making yourself available to be service. We now have a daily phone volunteer for each day of the week. We just implemented this about two

weeks ago. We've only had ONE call that has gone to our voicemail in that time. We have a small committee who is looking over the handbook to make updates. During that meeting it was brought up about making the 12th step volunteer list available to the volunteers who answer the phone. We are in the process of contacting the volunteers on that list to make sure they are still interested in being a 12th step volunteer. After the meeting I was presented with the history on why the committee did not give the 12th step list to all the volunteers. I will be forwarding that information to everyone on the committee to see if there are any solutions that can be implemented to mitigate the barriers that were mentioned or to decide if the committee wants to move forward with giving the 12th step list to the volunteers on the committee. The next meeting will be May 11, 2024 at 10:00am. ZOOM INFO - 830 6338 6660



<b>PI/CPC</b>	No report
<b>Policy and Structure</b>	CAIG GROUP INVENTORY will be held Saturday, May 4, 9am-noon at the CAIG office. All are welcome. Steering committee, committee members and IGRs are encouraged to attend!
<b>Round Up</b>	<p>Not too much to report since the last meeting. I was going back and forth with the sales manager at the Claridge with regards to the contract. I was able to make a deal with parking for the weekend of the Round Up.</p> <p>Parking: Either going to be \$17 for self-parking with 1 in and out per 24-hour period or \$25 for self-parking with unlimited in and out. \$10 up to four hours for non-overnight guests with \$2 after that, maximum \$25.</p> <p>Couple stipulations. A guest cannot do \$17 one day and \$25 the next has to be consistent throughout stay. Also, I will provide an instructional sheet to receive the \$17 rate, refunds will not be granted after the convention.</p> <p>I also asked for a service recovery clause in the contract due to the elevators breaking down at the Area 45 Convention however, they stated their lawyer will not allow a service recovery clause in the contract.</p> <p>I also asked about waiving the room rental fee due to the guaranteed Food and Beverage price and Hotel Room night price. They stated the room rental is normally over \$1,000 per day for just the conference center so a \$600 room rental plus service fee for the entire event is deeply discounted.</p>

	I will be presenting this contract to the committee on Friday April 12th to get feedback before signing. Also I will need a \$1500 deposit check to give the venue, which was approved in the budget. We will also continue to finalize our timeline for the planning of the event at this next meeting. Thanks for letting me be of service!
<b>Technology</b>	<b>No report.</b>
<b>Unity</b>	A. Paul Young Park has been secured for the Unity Picnic on June 15 <sup>th</sup> . I will be developing a Flyer this weekend to have available for the Business Meeting. I have secured a co-chair for this event and already have people volunteering. The Unity Breakfast, looking to secure the Great Bay Country Club again, October 13 <sup>th</sup> , I will aim for, I will need a deposit of \$500 for this event. Thank you for letting me serve.
<b>Website – Open Position</b>	<b>POSITION IS OPEN</b>
<b>Workshops</b>	<b>June 16 Robbie will be leading how to have a fabulous workshop from 1 pm to 3 at the office. Lunch will be served. (Date will likely change due to the 16<sup>th</sup> being Father’s Day) The other ideas for Workshops, Steps 1-3 and The Phones/Hotline.</b>

**Questions/Comments concerning Reports –**

**Comment:** Workshops – June 16<sup>th</sup> is Father’s Day. The Workshop might not be well attended due to the holiday.

**Answer:** Marcine : I will go back to Robbie and look for a new date.

**Comment:** CAYPAA – District 16 & 17 are hosting a Founder’s Day Event (All Day) in Absecon and GMOC 9-12 is also having an event on June 8<sup>th</sup>, making aware to avoid conflicting dates so all can be well attended.

**Comment:** (Donna S.) I raised \$500 for books to go to rehabs. They had funds and I have been able to buy \$620 worth of books and they will be distributed next weekend with my friend Andrew V.

**OLD BUSINESS –**

1) **Budgets –**

1. **Day of Sharing – October 5<sup>th</sup>** at the (**HOPEFULLY at Northfield Diner**) – the details are being ironed out and the Inventory is the more pressing item.
2. **Group Inventory – May 4<sup>th</sup> at the Intergroup Office** – NO, NOT THAT KIND OF INVENTORY – this is not to count paper clips and books – this is an assessment to get input and feedback from the Cape Atlantic as to how well we are serving the people. Is there anything we could be doing better? How can we improve? Anything we are not doing that we should consider? What need attention/focus? Where are we doing well or falling short? We need your help and input!!! We are here for you!
3. **Open Positions** – They are being announced at all meetings we attend to hopefully get people to fill those positions. Dawn has a prospect for the Web Chair, Doug H., hopefully he will show up at the Business Meeting. Donna S. Has a prospect for the Newsletter.
4. **The Meditation Cards** – Donna S. (Trustee) will pick them up at Grand Printing before the CAIG Business Meeting on Wednesday, April 17<sup>th</sup>.

**NEW BUSINESS –**

1. CAIG Bus Trip to NY GSO. It is in the works!

**The Next Business Meeting is Wednesday, April 17<sup>th</sup> at 7:30 PM at 1418 New Road, Northfield, NJ**

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**

**Steering Committee Meeting:**

**Wednesday, April 8<sup>th</sup> at 7:30 PM – 1418 New Road, Northfield, NJ**

Hybrid Meeting ID 542 744 809

**Motion to Close** – Motion to close came from the floor at 8:32 PM, followed by a second. Michelle S. lead the close with the Responsibility Pledge.