

**Cape Atlantic Intergroup**  
**BUSINESS MEETING MINUTES**  
**May 21, 2025 - Intergroup Meeting**

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

Phone: (609) 641-8855

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**Date and Start Time:**

The meeting began on Wednesday, May 21, 2025 at 7:30pm.

**Open with Serenity Prayer:**

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

**IGR QUORUM - 26**

**IGR – ( 17 In Person, 3 Virtual) Total: 20**

**ALTERNATE IGRS – ( 4 In Person, 2 Virtual) Total: 6**

**Roll Call (Recording Secretary):**

<b>OFFICERS Positions</b>	<b>Names</b>	<b>Present</b>
Chairperson	Dawn I.	Yes
Vice Chair	Michelle S.	Yes
Recording Secretary	Deb U.	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>
Archives	Adam M.	Yes
Budget and Finance	Peg S.	Yes
CAYPAA	Caroline S.	Yes
Hospitality	Carlo J.	Yes

H and I	Christian	Yes
Literature	Kate D.	Yes
Newsletter	Grace S.	Yes
Office Manager	Lori B.	No
Phones	Jennifer H.	Yes
PI/CPC	Kat L.	Yes
Policy and Structure	Doug G.	Yes
Round Up	Paul G.	Yes
Technology	Doug W.	Yes
Unity	Karen	Yes
Website	Nat	No
Workshops	Judy B.	Yes

**Anniversaries:** Jules 3yrs, Paul 5 yrs, Tina R. 13yrs, Eve C. 21 yrs, Pat R. 42yrs

**Reports were given as follows:**

<b><u>Position/Name</u></b>	
<b>Chairperson</b>	<p>I would like to start off by saying how proud we are of our CAYPAA team and their involvement in getting the bid for EACYPAA XXII 2026.</p> <ol style="list-style-type: none"> <li>1) Our treasury is in good standing.</li> <li>2) Our Website Committee Chair position is open.</li> <li>3) The Bus Trip to GSO has been postponed.</li> <li>4) The 2025 Budget was proposed, revised and unanimously adopted.</li> <li>5) CAIG Audit tentatively scheduled for July.</li> </ol> <p>Upcoming Events - all flyers can be found on website: &lt;<a href="http://capeatlanticaa.org">capeatlanticaa.org</a>&gt;</p> <p>Sun. June 8 - CAYPAA is hosting Wild &amp; Sober 1-5pm CMC Zoo</p> <p>Sat. June 14 - CAIG Annual Picnic 11-3 @ A. Paul King County Park</p> <p>Sun. Sept 21 - TENTATIVE Annual Breakfast @ Greate Bay Country Club</p> <p>Weekend of Oct. 17-19 @ Resorts in AC - WAVES ROUNDUP Website: &lt;<a href="mailto:roundup2025@capeatlanticaa.org">roundup2025@capeatlanticaa.org</a>&gt;</p>
<b>Vice Chair</b>	<p>I attended the Sponsorship Workshop on Saturday and it was amazing. Judy did a wonderful job and the speakers were great.</p>
<b>Recording Secretary</b>	<p><u>Committee and panel chairs</u>, <i>please</i> send me your Steering Meeting reports <i>before</i> the Steering Meeting and your Business Meeting reports <i>before</i> the Business Meeting. If you have no report, please let me know that as well.</p> <p><u>Intergroup reps</u>, when you sign in <i>please</i> clearly print your name, home group and a valid email address. If you don't, you will not receive agendas or meeting minutes. Thank you.</p>

<b>Corresponding Secretary</b>	<p>I attended ACYP’s Quarterly Eating Speaker Celebration and it was lovely. The food and the speaker were excellent as always. I participated in and spoke at the ‘Sponsorship Styles and Techniques Workshop’ held at the Intergroup Office last Saturday. I would like to thank our Workshops Committee Chair, Judy B. for giving me an opportunity to be of service! I want to announce that I will be attending Intergroup virtually for the months of June, July and August. I will be back in person in September, so don’t worry. I just wanted to let everyone know that you won’t be seeing me in person at Intergroup over the summer. I sent out 13 "thank you" letters for donations we received since we met last month. Thank you everyone for your generous donations! That’s all I have! Thank you for letting me serve.</p>																																																																																																																																																																																																																																																
<b>Treasurer</b>	<p>Tina is stepping down as treasurer. Peg S. was voted in as the new treasurer and will be trained with Quickbooks.</p> <div><table><tr><td colspan="2">CAPE ATLANTIC INTERGROUP</td><td colspan="2">Treasurer <a href="mailto:Treasurer@capeatlanticaa.org">Treasurer@capeatlanticaa.org</a></td><td colspan="2">Updated =====&gt; 5/20/25</td></tr><tr><td colspan="2">5/20/25</td><td colspan="4">CAIG Treasurer's Monthly I&amp;E Statement</td></tr><tr><td colspan="2">OA Balance:</td><td colspan="2"></td><td colspan="2">\$34,220.13</td></tr><tr><td></td><td>Date</td><td>Amount</td><td>Description</td><td colspan="2">Comments</td></tr><tr><td colspan="6">Deposits:</td></tr><tr><td>Literature</td><td>04/17/25</td><td>\$117.70</td><td>Square Sales</td><td colspan="2">\$1,358.66 Literature</td></tr><tr><td>Literature</td><td>04/18/25</td><td>\$120.08</td><td>Square Sales</td><td colspan="2">\$2,430.05 Group Donation</td></tr><tr><td>Literature</td><td>04/18/25</td><td>\$1,111.00</td><td>Literature</td><td colspan="2">\$1.66 Interest</td></tr><tr><td>Literature</td><td>04/30/25</td><td>\$0.22</td><td>Interest</td><td colspan="2"></td></tr><tr><td>Literature</td><td>05/15/25</td><td>\$9.88</td><td>Square Sales</td><td colspan="2"></td></tr><tr><td>Operating</td><td>04/17/25</td><td>\$2,221.78</td><td>Group Donations</td><td colspan="2"></td></tr><tr><td>Operating</td><td>04/07/25</td><td>\$1.44</td><td>Interest</td><td colspan="2"></td></tr><tr><td>Operating</td><td>05/13/25</td><td>\$208.27</td><td>Group Donations</td><td colspan="2"></td></tr><tr><td colspan="2">Total:</td><td colspan="2">\$ 3,790.37</td><td colspan="2">\$ 3,790.37</td></tr><tr><td colspan="6">Expenses: Paid by..</td></tr><tr><td>Literature</td><td>05/02/25</td><td>\$1,804.00</td><td>Literature</td><td colspan="2">\$1,804.00 LITERATURE</td></tr><tr><td>Operating</td><td>04/17/25</td><td>\$30.38</td><td>Committee - 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<b>Literature Treasurer</b>	I attended the Sea Isle workshop on May 10 where the topics were the “Plain Language Big Book” and Tech. in AA. I had the privilege of being one of the 15 minute presenters. Also, I am very happy to report that we finally have a free Google for Nonprofit Workspace account. Jenn and I teamed up to get this done because it wasn’t easy. It required meeting with 2 Google sales folks for assistance. With it we get 100 TB of shared storage and we will get gmail storage for our existing <a href="mailto:capeatlanticaa.org">capeatlanticaa.org</a> emails. Files and emails are owned by the organization, rather than an individual so they persist when the person rotates out of the position. This helps us avoid data loss. I am currently reviewing the setup guides and will be sending out additional info over the next few weeks. Please note that this affects the panel and committee folks only. Thank you for letting me be of service.
<b>Trustee</b>	Sponsorship Worskshop was incredible! I was the guest speaker at Trenton Women’s 50th Anniversary Meeting and it was awesome!

### **Committee Chair Reports:**

<b><u>Position/Name</u></b>	
<b>Archives</b>	Dana will be taking over as the Archives Chair.
<b>Area 45</b>	<p>Good evening Cape Atlantic Intergroup! My name is Joe and I am an alcoholic. I have the honor and privilege to serve as the Area 45 Alternate Delegate and liaison between South NJ’s 3 Intergroups and General Service. A duty I will do with great earnest and a compassionate heart. We have an exciting couple of months ahead of us and I am going to provide both dates to watch and potential updates to come down the pike.</p> <p><b>a.</b> For a full list of Area 45 events check out the link below:  <a href="https://area45snjaa.org/events/">&lt;https://area45snjaa.org/events/&gt;</a></p> <p><b>b.</b> Delegate's report back from the General Service Conference <a href="https://docs.google.com/presentation/d/1rmTbUoBN9dcVqO3Ao2qnnYWGYYU8_aCt4/edit?slide=id.p5#slide=id.p5">https://docs.google.com/presentation/d/1rmTbUoBN9dcVqO3Ao2qnnYWGYYU8_aCt4/edit?slide=id.p5#slide=id.p5</a></p> <p><b>c.</b> Delegate’s Round Table - June 19 7:30pm Zoom ID 894 0615 3447</p> <p><b>d.</b> <a href="https://area45snjaa.org/event/summer-assembly-area-45/">Area 45 Summer Assembly</a> - Sunday August 17th. Registration starts at 8:30, Assembly starts at 10am &lt; <a href="https://area45snjaa.org/event/summer-assembly-area-45/">https://area45snjaa.org/event/summer-assembly-area-45/&gt;</a></p> <p><b>e.</b> AA Quarterly Financial Report as of December 31, 2024: <a href="https://aaseny.org/wp-content/uploads/2025/03/AA-Quarterly-Financial-Report-as-of-December-31-2024.pdf">https://aaseny.org/wp-content/uploads/2025/03/AA-Quarterly-Financial-Report-as-of-December-31-2024.pdf</a></p> <p>Above all, I am really looking forward to working with everyone and becoming a part of the Cape Atlantic Intergroup family. If you have any questions or comments, always feel free to call, text, or email. My contact information: E-Mail <a href="mailto:altdelegate@snjaa.org">altdelegate@snjaa.org</a> / Phone-609-705-1284</p> <p>In Love and Service, Joe E. Area 45 Alternate Delegate</p>
<b>Budget and Finance</b>	<p>Here is the budget report for the first quarter of 2025. This includes income and expenses for the months of January, February, and March.</p> <p><u>Total income</u> for the quarter was \$8,546. Group/Individual donations were \$4,252. This is about \$3200 less than the average quarterly income projection of \$7500. Other income includes interest and literature and those amounts are on course to meet projected income.</p> <p><u>Total expenses</u> were \$13,428. We had projected spending \$2000 total on electricity, air conditioning, and natural gas. This quarter we spent over \$1000 on these utilities. The cost of heating the space was over \$400 in January and February. I’m concerned about what the cost of AC will be this summer and if there will be price hikes due to economic changes. We should consider increasing this budget to at least \$3000 and I would recommend adjustments to events and committee budgets to make up the difference. If this is approved then I would work with events and committee members on this.</p> <p>Judy has graciously offered some funds from workshops budget.</p> <p>Thank you for allowing me to be of service.</p>

<b>CAYPAA</b>	Business meeting was held on May 7 and had seven voting members. We had a very productive May business meeting!! We elected a new treasurer (Lulu) and Prayer/Unity chair (Susie). We finalized details for the June 8th zoo event . The ‘Rocketed to the 4th Dimension’ annual beach bash will be on July 5 (rain date July 6) noon til boom. EACYPAA XXII Atalntic City will be March 26-29, 2026 at Harrah’s Resort.
<b>Hospitality</b>	Nothing to report.

H and I	<p>Sorry I couldn't be there tonight. Christian will be doing the picks for H&amp;I. I have been reaching out to John Brooks regarding the concerns that have been brought to my attention, and have not have had any luck - even after multiple calls and messages. Please remember to reach out to me if and when you are having any trouble while at an H&amp;I so that I can help assist while the problems are happening (609-335-5773). Also continue to do the three readings (AA Preamble, How It Works, Volunteer Disclaimer)</p> <table><tr><td>June 2025</td><td></td><td></td><td></td></tr><tr><td>Sunday</td><td></td><td></td><td></td></tr><tr><td>Getting Sober Young</td><td>Enlightened Solutions</td><td>7:00 PM</td><td></td></tr><tr><td>Somers Point Group</td><td>John Brooks Women</td><td>7:00 PM</td><td></td></tr><tr><td>New Found Friends</td><td>John Brooks Men</td><td>7:00 PM</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>Monday</td><td></td><td></td><td></td></tr><tr><td>GMOC North</td><td>Boca Recovery</td><td>7:00 PM</td><td></td></tr><tr><td>Keep It Reel</td><td>John Brooks Women</td><td>7:00 PM</td><td></td></tr><tr><td>A New Freedom</td><td>John Brooks Men</td><td>7:00 PM</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>Tuesday</td><td></td><td></td><td></td></tr><tr><td>Connect The Dots</td><td>Boca Recovery Center</td><td>7:00 PM</td><td></td></tr><tr><td>Need To Change</td><td>Enlightened Solutions</td><td>7:00 PM</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>Wednesday</td><td></td><td></td><td></td></tr><tr><td>ACYP</td><td>John Brooks Detox</td><td>1:30 PM</td><td>Only 1st and 3rd</td></tr><tr><td>South Shore Group</td><td>Enlightened Solutions</td><td>7:00 PM</td><td></td></tr><tr><td>Ventnor Seashore</td><td>John Brooks Mens</td><td>7:00 PM</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>Thursday</td><td></td><td></td><td></td></tr><tr><td>ACYP</td><td>Pyramid Womens</td><td>6:15 PM</td><td></td></tr><tr><td>Stagecoach</td><td>Boca Recovery Center</td><td>7:00 PM</td><td></td></tr><tr><td>Tuckerton Ladies</td><td>Enlightened Solutions</td><td>7:00 PM</td><td>Only 1st and 3rd</td></tr><tr><td>Third Step Candlelight</td><td>Pyramid Mens</td><td>7:15 PM</td><td></td></tr><tr><td>GMOC South</td><td>RCA Lighthouse</td><td>8:15 PM</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>Friday</td><td></td><td></td><td></td></tr><tr><td>Fellowship Of The Spirit</td><td>Pyramid Mens</td><td>7:15 PM</td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td>Saturday</td><td></td><td></td><td></td></tr><tr><td>Young Men's Group</td><td>RCA Lighthouse</td><td>8:15 PM</td><td></td></tr></table>				June 2025				Sunday				Getting Sober Young	Enlightened Solutions	7:00 PM		Somers Point Group	John Brooks Women	7:00 PM		New Found Friends	John Brooks Men	7:00 PM						Monday				GMOC North	Boca Recovery	7:00 PM		Keep It Reel	John Brooks Women	7:00 PM		A New Freedom	John Brooks Men	7:00 PM						Tuesday				Connect The Dots	Boca Recovery Center	7:00 PM		Need To Change	Enlightened Solutions	7:00 PM						Wednesday				ACYP	John Brooks Detox	1:30 PM	Only 1st and 3rd	South Shore Group	Enlightened Solutions	7:00 PM		Ventnor Seashore	John Brooks Mens	7:00 PM						Thursday				ACYP	Pyramid Womens	6:15 PM		Stagecoach	Boca Recovery Center	7:00 PM		Tuckerton Ladies	Enlightened Solutions	7:00 PM	Only 1st and 3rd	Third Step Candlelight	Pyramid Mens	7:15 PM		GMOC South	RCA Lighthouse	8:15 PM						Friday				Fellowship Of The Spirit	Pyramid Mens	7:15 PM						Saturday				Young Men's Group	RCA Lighthouse	8:15 PM	
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Literature	Nothing to report.																																																																																																																																			
Newsletter	All articles for the newsletter and/or local stories need to be submitted by the end of June. I am still in need stories. Please send them to < <a href="mailto:newsletter@capeatlanticaa.org">newsletter@capeatlanticaa.org</a> > A budget increase of \$500 for the Newsletter passed during new business.																																																																																																																																			

<b>Office Manager</b>	Nothing to report.
<b>Phones</b>	<p>Hi everyone, I'm an alcoholic, and my name is Jenn. This month we received 220 calls with 7 calls going to voicemail! All of the primary slots are currently filled. We're always looking for more members to take backup slots or join the 12th step list. If you have any questions or would like to join, feel free to call or text me at 609.224.4411 or email: <a href="mailto:PhoneChair@CapeAtlanticAA.org">PhoneChair@CapeAtlanticAA.org</a>.</p> <p>We are working on creating a subcommittee of volunteers willing to make weekly calls to AA members who are in nursing homes, skilled nursing facilities or who are sick/shut in. We are currently looking for volunteers who can commit to making at least one call per week to provide support and connection to these individuals.</p>
<b>PI/CPC</b>	<p>PI/PCP Committee wants to remind all intergroup reps to take 'Bridging the Gap' brochures back to their home groups and ask their members going on commitments to pass them out to people in rehabs. For those of you that are not familiar with Bridging the Gap, it is a program that connects AA volunteers with potential new members coming out of institutions, specifically treatment centers. If you would like more information about Bridging the Gap, see PIPCP chair or email Josh (Area 45 Bridging the Gap Chair) &lt;<a href="mailto:bridgingthegap@snjaa.org">bridgingthegap@snjaa.org</a>&gt; (contact info also on flyers). PIPCP put an article in the May/June CAIG newsletter requesting that volunteers interested in participating in creating a database of community stakeholders who should receive information about AA. Additionally, PICPC is planning a "Public Information" workshop to review GSO guidelines for working with the Professional Community and to answer questions about anonymity and public relations. IDRC speaker commitment for May is filled and brochures and pamphlets are stocked at the IDRC building. If you would like to volunteer to speak about AA at IDRC, see the PIPCP co-chair or email &lt;<a href="mailto:PICChair@capeatlanticaa.org">PICChair@capeatlanticaa.org</a>&gt;</p>
<b>Policy and Structure</b>	I participated in, and thoroughly enjoyed the Sponsorship Workshop. Hopefully we will be conducting an intergroup audit in June or July. Anyone interested in participating, please see Doug G. Thank you for allowing me to serve.
<b>Round Up</b>	<p>The roundup committee met on Monday, May 5th. The Website is operational; you can now go online to register, purchase meals and book a room. &lt;<a href="https://www.capeatlanticaa.org/roundup/">https://www.capeatlanticaa.org/roundup/</a>&gt; If corrections are needed or mistakes are discovered, please email me directly at &lt;<a href="mailto:plgaweb@gmail.com">plgaweb@gmail.com</a>&gt; so we can address the issues. We did have a speaker cancel on us for Saturday night, however Mike C. is filling this time slot. The logo is finished and was approved by the committee. We have created a sub committee to put together the schedule of events. Flyers are in the works to be passed out to home groups. We are working on a "buy a table program" where home groups can buy a table for the Saturday night dinner (similar to the Unity Breakfast). Beginning this month Elizabeth will be doing email blasts to inform those that have attended past roundups about the 2025 event.</p>
<b>Technology</b>	Finalizing selections for computers and hardware for the upgrade. Making sure it fits all necessary parameters for the internet providers. This should all be done within the week. The microphone was broken by accident by the Roundup Committee. The external mic is \$200 to replace. We need to determine how we are handling this. Thank you for letting me serve.
<b>Unity</b>	<p><u>The Annual AA Family Picnic in the Park</u> will be on June 14th from 11-3 in Manahawkin at the A. Paul King County Park. Flyers are available at CAIG and the following committees are set up: greeter, 50/50, food, coffee, break down, set up and cooking. Let me know if want to get involved &lt;<a href="mailto:UnityChair@capeatlanticaa.org">UnityChair@capeatlanticaa.org</a>&gt; There will be entertainment (solo singer), 50/50, games and a guest speaker from North Jersey. Entrance is by donation.</p> <p><u>The Unity Breakfast</u> will be held at Greate Bay Country Club September 21 and prices have gone up, but that is to be expected. I will look into other places but think all venue costs have increased. There will be a speaker. Not sure if we will need a subsidy.</p>
<b>Website</b>	Nat is stepping down, but will continue to stay on until the position is filled. Please let us know if you are interested.

<b>Workshops</b>	This past Saturday's workshop had good attendance and was a success. The 4 speaker panel was awesome and we had great audience participation. I want to thank everyone that helped me and the speakers. The next workshop will be on September 13th called "Get Your Sponsor Off your Back."
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### **Questions & Concerns Regarding Specific Reports:**

- An increase in the budget will help with the increase in costs; Budget & Finance is working on it.
- Do we have someone doing heat/AC maintenance? The filters need to be changed.
- Can we increase the rent for groups who use the CAIG office to help balance the increase in costs?

### **Agenda Items:**

None

### **OLD BUSINESS**

- A new locked is going to be installed at the CAIG office. Too frequently the doors are being left unlocked. Groups are once again reminded to turn off all lights, take all trash to the dumpster, and make certain the office is cleaned up after using it.
- Trip to GSO in NYC in May has been postponed.
- No updates on the bus trip to Akron, OH June 6-8, 2025 for Founder's Day.
- The CAIG audit will be in July.
- We are going to ask H&I facilities to have a staff member present during commitments. Barb is addressing this issue.

### **NEW BUSINESS**

- A vote for a \$500 increase in newsletter's budget was passed unanimously.
- Peg S. Was voted in as the new Treasurer.
- The Budget and Finance chairperson position is now open.
- The front entrance printer is out of toner.

### **Steering Committee Meeting:**

**Wednesday, June 11th at 7:30 PM – 1418 New Road, Northfield, NJ**

**Hybrid Meeting ID: 542 744 809**

### **The Next Business Meeting:**

**Wednesday, June 18th at 7:30 PM at 1418 New Road, Northfield, NJ**

**Hybrid Meeting ID: 832 9623 3517**

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.

**Motion to Close** – Motion to close 8:50pm, followed by a second. Dawn I. lead the closing with the Responsibility Pledge.