

**Cape Atlantic Intergroup**  
**BUSINESS MEETING MINUTES**  
**June 18, 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 June 18, 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 - 31**

**IGR – (22 In Person, 3 Virtual) Total: 25**

**ALTERNATE IGRS – (6 In Person, 0 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	Peg S.	Yes
Literature Treasurer	Shirl R.	Yes
Trustee	Donna S.	Yes

<b>COMMITTEE Positions</b>	<b>Names</b>	<b>Present</b>
Archives	Dana S.	No
Budget and Finance	OPEN	
CAYPAA	Caroline S.	Yes
Hospitality	Carlo J.	Yes

H and I	Barb M.	Yes
Literature	Kate D.	Yes
Newsletter	Grace S.	Yes
Office Manager	Lori B.	Yes
Phones	Jennifer H.	Yes
PI/CPC	Justin B.	Yes
Policy and Structure	Doug G.	Yes
Round Up	Paul G.	No
Technology	Doug W.	Yes
Unity	Karen N.	Yes
Website	OPEN	
Workshops	Judy B.	Yes

**Anniversaries:** Mary 2 years, Adam 8 years, Angie 13 years, Noreen 19 years

**Reports were given as follows:**

<b>Position/Name</b>	
<b>Chairperson</b>	<p>Good evening everyone, at many meetings you have heard me say at this time “No Report”. But this isn’t actually true. In light of keeping this meeting short and getting you out of here earlier I would skip all the small details that accompany “The Chair” position. I was informed at the Steering Meeting that inquiring minds want to know. So, in the past month I averaged between 2-5 calls, texts and emails; all AA/CAIG related. This past month I:</p> <ol style="list-style-type: none"> <li>1) Mailed out literature that was requested at the last Area 45 Assembly</li> <li>2) Coordinated refund for Don R. (Round Up Scholarship)</li> <li>3) Worked with Luke to get Junkyard meeting registered with GSO</li> <li>4) Made contact with Carolyn to work with Kat &amp; Doug to set up Zoom ID’s for upcoming meetings/audit</li> <li>5) Joined in the fun at both CAYPAA &amp; CAIG Picnics</li> <li>6) Went to TD bank to sign paperwork for transfer of signature for new treasurer</li> <li>7) Talked with Alexa concerning supplies for upcoming District Picnic at Lake Lenape</li> <li>8) Directed Wally L. from New Freedom Group to Barb M. about John Brooks situation</li> <li>9) Went to Staples to purchase toner</li> <li>10) Met with Area 45 Chair Phil, S Jersey &amp; Central Jersey Chairs, Area 45 Alt Delegate Joe and Area 45 Trustee Justine to discuss future “<i>Day of Sharing</i>” get togethers and how to increase attendance make them better. We talked about the barriers and some solutions. We will have another discussion before the next <i>Day of Sharing</i> which is scheduled for October 2025. I’m sure I may have missed a few things. I will start documenting all activities if this is something you’d like to be kept in the loop about or perhaps this should be done at Steering level.</li> </ol> <p>Yours ALWAYS in service Dawn I. CAIG Chair.</p>

<b>Vice Chair</b>	Nothing to report.
<b>Recording Secretary</b>	<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. <debu1262012@yahoo.com> <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.
<b>Corresponding Secretary</b>	Good evening. First of all I would like to welcome Peg S. into her new role as Treasurer. I look forward to working together for the rest of this year. Thank you for your service to Cape Atlantic Intergroup! I sent out 4 thank you letters for donations we received since we met last month. That's all I have! Thank you for letting me serve.
<b>Treasurer</b>	My apologies. I don't have a copy of the report to hand out because I printed the wrong report at work and was unable to print it out here in the office. A detailed Treasurer Report was attached to the email that was sent out with these minutes. If anyone wants a hard copy at the July business meeting please request it. I was only put on the bank accounts this week and obtained online privileges this afternoon. I don't have all the details on who donated and other income and expenses, but will have that updated for the next meeting. Our total income for the month of May going into June was \$2,338.08 and total expenses were \$3712.45. Total literature costs are \$1,023.00 and office overhead \$1,965.32. Our primary bank account has \$32,499.57. Literature balance is \$1,570.56 and the prudent reserve is \$31,769.88. The total amount over our prudent reserve is \$31,944.88. This is down almost \$3000 from last month so we are going through the extra funds rapidly. We have room to continue to decrease these funds, but if donations don't increase we will run through this money more rapidly than initially anticipated. If you have any questions or concerns, please let me know <treasurer@capeatlanticaa.org>. Thank you for letting me be of service.
<b>Literature Treasurer</b>	Tina initiated the TD Bank transfer of Treasurer from herself to Peg and I signed the paperwork at my local branch. We also met at Tina's house for some familiarization. Welcome Peg! Our 2025 YTD numbers, not including any pending orders are: Literature Purchased: \$6,953 Literature Sold: \$6,519 Kudos to Kate for all her hard work this year! The tracking spreadsheet has been updated with this info and it can be found in the new Cape Atlantic Intergroup's Shared Drive. Thank you for allowing me to be of service!
<b>Trustee</b>	No report, but kudos to the Unity Picnic Committee.

**Committee Chair Reports:**

<b><u>Position/Name</u></b>	
<b>Archives</b>	Nothing to report.

<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 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><u>Area 45 Summer Assembly</u>- Sunday August 17th. Registration starts at 8:30am, assembly starts at 10:00am St. Gregory the Great Church 4620 Nottingham Way, Hamilton Square, NJ</p> <p><u>Delegate's Round Table</u> - Thursday June 19th at 7:30pm. Class B Trustee, Charlie H. the current Chair of AAWS Corrections, AAWS Nominating Committee Chair, and Centennial Anniversary Sub-Committee. Zoom ID 894 0615 3447</p> <p><u>Day of Sharing</u> - Saturday October 4th. Location to be confirmed soon.</p> <p><u>For a full list of Area 45 Events</u> &lt;<a href="https://area45snjaa.org/events/">https://area45snjaa.org/events/</a>&gt;</p> <p><u>AA Quarterly Financial Report</u> as of December 31, 2024 &lt; <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>&gt;</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 me. &lt;Altdelegate@snjaa.org&gt; 609-705-1284</p> <p>In Love and Service, Joe E. Area 45 Alternate Delegate</p>
<b>Budget and Finance</b>	Position Open.
<b>CAYPAA</b>	<p>CAYPAA hosted the June 8th Founder's Day event at the zoo this past Sunday; thank you everyone who came out! It was a super great event and we had a phenomenal speaker. The committee voted on the following events:</p> <ul style="list-style-type: none"> <li>- July 5th - <u>Annual Rocketed into the Fourth Dimension Beach Bash</u> on Bartram Ave. Beach in AC from noon until boom (approximately 9:30pm). Food, fun, fellowship!</li> <li>- July 26th - <u>Soberlympics</u> co-hosted event with EACYPAA XXII host. Also on Bartram Ave Beach in AC. More details to follow!</li> <li>-September 20th - <u>Annual Resentment Bonfire</u>. Save the date - details to follow!</li> </ul> <p>Thanks for letting me serve.</p>
<b>Hospitality</b>	Nothing to report.

**H and I**

I was able to speak with John Brooks after they had their meeting. I found out that they do not have a strictly female unit. They have male short term and long-term and co-ed short term. I will be changing this on our H&I pics on the board at the front of the office. They have changed the procedure of allowing speakers in to where a staff member will walk up with you and stay with you. So that all of the residents there have an opportunity to hear our message, John Brooks will have a schedule of whether long-term or short-term will hear that days speaker. That schedule will be with the John Brooks employee. When you go in, so that you're not separated accidentally, let them know that you're either with the men's meeting or the coed meeting if they ask. They have been told that if you say you're with a specific meeting, and there are more than one of you, you are not to be separated. John Brooks has, at times, been a bit difficult to reach. However when I do speak with them, they have been very welcoming to different suggestions and learning new things from our end of what we do. Also when I spoke with somebody last week, I relayed to them that they never know exactly who is going hear what and when. When I was on the phone yesterday, I was told that the day after I said this to the John Brooks employee, he had a gentleman who wanted to thank Timmy for coming in to speak because his message they understood. They told John Brooks employee that "he was speaking their story."

July 2025			
Sunday			
Trudgers	Enlightened Solutions	7:00 PM	
GMOC North	John Brooks Women	7:00 PM	
Primary Purpose	John Brooks Men	7:00 PM	
Monday			
Brigantine Group	Boca Recovery	7:00 PM	
New Found Friends	John Brooks Coed	7:00 PM	
Junkyard	John Brooks Men	7:00 PM	
Tuesday			
Ventnor Seashore	Boca Recovery Center	7:00 PM	
Fellowship Of The Spirit	Enlightened Solutions	7:00 PM	
Wednesday			
Mays Landing Serenity	John Brooks Detox	1:30 PM	Only 1st and 3rd
South Jersey Newcomer	Enlightened Solutions	7:00 PM	
Somers Point Group	John Brooks Mens	7:00 PM	
Thursday			
ACYP	Pyramid Womens	6:15 PM	
Stagecoach	Boca Recovery Center	7:00 PM	
Singleness of Purpose	Enlightened Solutions	7:00 PM	Only 1st and 3rd
Need to Change	Pyramid Mens	7:15 PM	
A New Freedom	RCA Lighthouse	8:15 PM	
Friday			
Rule 62	Pyramid Mens	7:15 PM	
Saturday			
Northfield Group	RCA Lighthouse	8:15 PM	

<b>Literature</b>	We have books and meeting list. If you need orders done please email Kate at <Literature@capeatlanticaa.org>
<b>Newsletter</b>	July/August Newsletter will be published next week. Please take 10 copies to your home groups. We are accepting submissions for the newsletter. If you want to share your experience, strength and hope email Grace at <Newsletter@capeatlanticaa.org>. Submitted invoices to the Treasurer. I want to have the Canva subscription under AA and welcome Bianca as my co chair.
<b>Office Manager</b>	Nothing to report.
<b>Phones</b>	Hi everyone, I'm an alcoholic and my name is Jenn. This month we received 259 calls with 6 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: PhoneChair@CapeAtlanticAA.org. 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. In Love and Service Jenn H.
<b>PI/CPC</b>	Justin has filled all the IDRC commitments for June. -PI/CPC is starting a formal committee. Interested potential committee members can log on to an informational zoom meeting on Tuesday, June 24 at 7pm Zoom ID 883 4338 8107. Paper flyers are on the table; please bring copies to your home groups. A flyer will also be posted on the CAIG website. All are welcome and needed! There will be no in person meetings. Agenda: Committee member duties, Meeting time commitment, Education and Workshops -Kat attended the Area 45 Bridging the Gap committee meeting. She will be calling all the people who have previously volunteered to make sure they are still interested and to update them on the progress of the committee. Additionally, the committee is working on printing more brochures for H&I speakers to bring to commitments and an introductory statement for volunteer speakers to read about the program. The hope is that potential AA members might fill out the forms at the meeting and hand them back to the speakers before they leave. More info to come. -Kat is also working with the Newsletter chair to pose a 'Public Information' question and answer section in each issue of the newsletter. Example Questions: Can you send out a Press Release about an AA event? Can I say that I'm an AA member on my Facebook or Instagram Page? Answers will come directly from the GSO published literature. Members will be encouraged to send in their questions. Please reach out via email or call or text Kat L at 609-342-4570 <PIChair@capeatlanticaa.org> Thank you for letting us serve.
<b>Policy and Structure</b>	We will be conducting our CAIG audit July 30th at 6:30pm at the Intergroup office. We will also be on zoom so our former treasurer Tina can participate. Details to follow. Thank you for allowing me to serve.
<b>Round Up</b>	I am very happy with the progress that the committee has made so far. Mike C. has secured all four speakers. Two speakers are local and will not require a travel budget - Jenny K. from Shrewsbury, NJ and Joe W. from Somers Point, NJ. "Toothpick" Mike M. is coming from New Hampshire and Deya D. from Miami FL. Both of them will require flights and hotel stays. The graphics, logo and theme have been completed and approved. Basket, save the date and scholarship flyers are in production and will be distributed this month. Schedule of events to be completed by August and will require a visit to Resorts to configure event space. Unity Dinner - A subcommittee was formed. Chairperson Kristen R. and members Patti B. and Nina will be putting together an interactive dinner program. Home groups will be encouraged to purchase tables of 10 for the Saturday night dinner. The website will be updated to allow groups to purchase a table. Registration is open on the and a save the date flyer are on the website.

<b>Technology</b>	This month I am focusing on the wires and finding a way to hide them better without any major changes to the building. Will be finalizing the laptop and office computer and speaking with the new Finance Chair about how to go about making the purchases we need.
<b>Unity</b>	The picnic was a success! Approximately 150 people came despite the not so great weather. We had great food, fun and fellowship as well as a wonderful speaker that came from Rumson, NJ. We actually had more people from north than from our Intergroup! We made approximately \$1049 in donations. The 50/50 made \$300. We spent \$1034 leaving us with a 315.85 profit. Clean up was a breeze. The Unity Breakfast is scheduled for September 21. There is an interested candidate for the next Unity chair person.
<b>Website</b>	Positon open.
<b>Workshops</b>	The next workshop is September 13th about Intergroup Service opportunities. I am in need participation from the Steering Committee. If interested please email Judy <workshops@capeatlanticaa.org>

### **Questions & Concerns Regarding Specific Reports:**

- Policy & Structure: July 30th Audit is at 6:30pm at CAIG office as well as zoom.
- Unity Breakfast: If we are using “ticket seating” we need to renew the software to do that.

### **Agenda Items:**

None

### **OLD BUSINESS**

- The Budget and Finance chairperson position is now open.
- The Web Chair position is open. Carolyn M. gave an overview of the responsibilities.
- The office door has been made to automatically lock when closed. A door stop has also been installed. Please keep the door closed as much as possible to keep AC in and bugs out.

### **NEW BUSINESS**

- Requesting that home groups increase their donations to CAIG.
- Possible new commitment at Behavioral Crossroads on Wednesdays at 10:00am

### **Steering Committee Meeting:**

*Wednesday, July 9th at 7:30 PM – 1418 New Road, Northfield, NJ*

*Hybrid Meeting ID: 542 744 809*

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

*Wednesday, July 16th 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 8:40pm, followed by a second. Dawn I. lead the closing with the Responsibility Pledge.