

Cape Atlantic Intergroup
BUSINESS MEETING MINUTES
March 18, 2026 - Intergroup Meeting

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

Phone: (609) 641-8855

Date and Start Time:

The meeting began on Wednesday March 18, 2026 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 Michelle S.

IGR QUORUM - 31

IGR – (26 In Person, 4 Virtual) Total: 30

ALTERNATE IGRS – (1 In Person, 0 Virtual) Total: 1

Roll Call (Recording Secretary):

OFFICERS Positions	Names	Present
Chairperson	Michelle S.	Yes
Vice Chair	Jenn H.	No
Recording Secretary	Deb U.	Yes
Corresponding Secretary	Lori B.	Yes
Treasurer	Peg S.	No
Literature Treasurer	Daniel Mc.	Yes
Trustee	Ken T.	Yes

COMMITTEE Positions	Names	Present
Archives	Kirk M.	Yes
Budget and Finance	Joe O.	Yes
CAYPAA	Adam M.	Yes
Hospitality	Carlo J.	Yes

H and I	Jess M.	Yes
Literature	Ellen A.	Yes
Newsletter	Grace S.	No
Office Manager	Mary W.	Yes
Phones	Donna S.	Yes
PI/CPC	Kat L.	Yes
Policy and Structure	Doug G.	Yes
Round Up	Lou	Yes
Technology	Doug W.	Yes
Unity	Kathy Mc.	Yes
Website	Shirl R.	Yes
Workshops	Judy B.	Yes

Anniversaries: Andrew 1 month, Mary 1 yr, Billy 4yrs, Robby 6 yrs, Doug G. 30yrs

Announcements from the Body:

a. Mays Landing Serenity Group's 50th Anniversary Celebration: May 16, 12:00pm

Reports were given as follows:

<u>Position/Name</u>	
Chairperson	<p>~I am registered and will be attending the Area 45 Convention March 20-22.</p> <p>~I am not yet registered, but will be attending the EACYPAA Eastern Area Conference. They asked me to say a few brief words on CAIG on Thursday evening.</p> <p>~I am planning to attend the Area 45 Mini Conference on April 18 and completed a survey regarding agenda items for that meeting.</p> <p>~I accompanied Ken and Jenn on some walkthroughs for a new building.</p>
Vice Chair	Nothing to report
Recording Secretary	<p><u>Committee and panel chairs</u> ~ please 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></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 do not, you will not receive agendas or meeting minutes. If you are a new IGR please, please make sure I have your email address. Also, when I mail out the minutes, please look for attachments.</p>

Corresponding Secretary	I have sent it 4 thank you letters for the month of March.
Treasurer	<p><u>Operating balance</u> on 02/10/26 was \$21,457.58 and on 03/10/26 was \$20,093.54 <u>Literature balance</u> on 02/10/26 was \$4,634.33 and on 03/10/26 was \$5,220.00 <u>Total Operating Income Total</u> for the Month: \$1,817.89 Group Contributions: \$1,767.11 Group Rents: \$50.00 <u>Literature Sales Income</u>: \$885.47 <u>Total Operating expenses</u> for the month: \$3,556.80 Office Rent: \$1,666.33 Office Overhead: \$600.05 (includes utilities and supplies) Unity NYE: 999.98 Hospitality: 250.49 Hotlines: 39.95 Literature expenses: Had no expenses for this month. As you can see our expenses are about twice what our operating income has been this month. A almost 1/3 of the cost is attributed to the food expenses from the Unity New Year's Eve event. Even with the recently added food costs, the Unity NYE event was \$48.74 under budget. This cost has been applied to the Unity NYE CAIG 2025 Budget. Currently we have \$25,534.76 over our prudent reserve. This amount would allow CAIG at it's current average level of expenses to last between 6-7 months if there aren't any other unexpected costs. If there are any questions or concerns, please feel free to contact me at treasurer@capeatlantic.org.</p>
Literature Treasurer	<p>We are asking for a budget of \$500 for the upcoming year. I attended the Sepia Roundup, it went well.</p> <ol style="list-style-type: none"> 1. Beginning Balance: \$5316.17 2. Deposits (incoming funds) <ol style="list-style-type: none"> a. Electronic Deposits: \$442.03 b. Physical Deposits: \$664.00 c. Credits: \$0.20 3. Electronic Payments (outgoing) \$902.40 4. Ending Balance \$5520.00
Trustee	Nothing to report.

Committee Chair Reports:

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

Area 45	<p>The "busy season" for General Service is upon us. Our Area 45 Delegate, Joe E, has put together a survey, which I encourage everyone to review and fill out. Responses to this survey are going to guide and influence what topics will be discussed at the two upcoming Mini Conference events in April. Joe needs to understand what AAs in Southern New Jersey think about topics that affect AA as a whole, so he can bring that collective conscience to the General Service Conference in NYC in late April.</p> <p>Survey: <https://docs.google.com/forms/d/e/1FAIpQLSe-1zB05aQ2qrqllfburIZTefvoXaJatWVq6kQ5dEgc8OTfmQ/viewform></p> <p>Mini Conference Details: <https://area45snjaa.org/event/mini_conference_area_-45/></p> <p>Evening of Wednesday, <i>April 8, virtual only</i> Late Morning on Saturday <i>April 18, in-person (Galloway Township)</i></p> <p>It's not too late to register for the 60th Annual Area 45 Convention, March 20/21/22 at Bally's in Atlantic City. <https://area45convention.org/></p>
Budget and Finance	Working on budgets.
CAYPAA	CAYPAA has a plan for our first event: "Spring Sing - Dress Your Best!" The goal for the event is to introduce the new committee, attract new members, and provide an opportunity for fellowship. We are looking to hold the event on Saturday, April 25th in Egg Harbor City. Our budget has been submitted and we are still awaiting approval.
Hospitality	Nothing to report.
H and I	<p>Our commitment board is updated. Thanks for your patience.</p> <p>Just a reminder that the Behavioral Crossroads commitment is 11:00am now rather than 10:30am. We've also added Enlightened Residential to the list for Fridays and Saturdays if anyone is interested. Please let your home groups know.</p> <p>If you're attending virtually, please refer to the message thread for the list of commitments and put your bids in there.</p> <p>I'm proposing a \$100 budget for 2026. I'm new to the position and not sure what the expenses will be, but I think that should be sufficient.</p> <p>If you have any questions or concerns please hold them until all reports are done or after the meeting and we can address them then.</p>
Literature	Budget request will be \$500. for 2026. I will attend Area 45 Convention to sell literature.
Newsletter	March/April Newsletters are available.
Office Manager	Nothing to report.
Phones	<p>All slots are full. 220 calls received and 5 were voicemail.</p> <p>I'm working on flyer for backups since we don't have many on our list. More will be revealed.</p>

PI/CPC	<p>Justin reported that IDRC will no longer be hosting speakers from AA. Justin will continue to be the liaison from CAIG and will work with the new administration at IDRC to try to rectify this situation. If you are willing to hand out AA brochures to police stations and libraries, please feel free to take the pre-made packages left on the filing cabinet in the intergroup office. There is a list of libraries and a list of police stations. If you take packets, please mark the sheet so that we can try to keep track of which places got or need brochures. If you want to take additional brochures to places that are already marked off, please do! It's never bad to have multiple AA members showing up. Alternatively, you can text me to let me know where you took them. 609-342-4570 and I'll update the list. I will continue to make packets- if we're out, please let me know!</p> <p>I continue to serve as the CAIG liaison for Area 45 Bridging the Gap (BTG). We will have a Bridging the Gap table at the Area 45 Conference and ECCYPA. Thank you to Tim L and Deb M. from CAIG for volunteering to help with these booths. BTG is in need of AA volunteers from our area. Volunteer brochures are on the filing cabinet and have a QR code where you can sign up. Someone from Area 45 Bridging the Gap will reach out to you. If you are a current Bridging the Gap volunteer you will not be removed from the list and do not need to sign up again. Please be patient as Bridging the Gap is in a restructuring phase due to its separation from Corrections. Of note, updated materials will be available within the month. The volunteer sign up QR code will remain the same.</p> <p>As a reminder - BTG connects area volunteers with new and potentially new AA members, primarily coming out of treatment, but for sober houses and others as well. As a volunteer, BTG at Area 45 will call you if they get a request in your area.</p> <p>Please reach out via email or call or text Kat L at 609-342-4570 <PIChair@capeatlanticaa.org> with any questions or suggestions in spreading the word.</p>
Policy and Structure	I donated a bag full of speaker CDs and cassettes to archives.
Round Up	<p>We are ahead of schedule for everything. Michelle and Jenn signing contract and sending deposit to resorts. Barbs making save the date flyers for intergroups table at Area 45 Convention. Preliminary budget presented to steering/intergroup, waiting approval in April. Andrew is in communications with Peg to minimize checks being sent back and forth within reimbursement. Looking into PayPal/debit card ideas. Committee will have NFC cards. Home groups will be given laminated QR codes in addition to flyers. Organizing top 3 logos and then voting on a Google form. That logo will be tweaked by Mike and finalized into final logo. New save the date flyers will be made with final logo. Pre registration will be available for EACYPAA weekend. "Early bird special." Have them pay and get their info for food selections later on. Shirl and Doug tweaking this on the website.</p> <p><u>Goals for Aprils meeting:</u> Budget approval. Approval of final logo. Speakers confirmed with costs. Registration costs and mementos costs. Game plan for outreach.</p>
Technology	Regarding the community laptop, add your account do not log others out.
Unity	Fliers for picnic are available: June 13 at A. Paul King Park. I have a co chair and several volunteers. Looking for speakers.
Website	<p>-We had a busy month with 16 requests coming in to the website. While most were routine, some were weather related closures. Thank you Deb L. for always staying on top of things.</p> <p>-A very productive workshop was held last week prior to the steering meeting for committee chairs and panels members to get them on to Google Drive. Many thanks to those folks that assisted with the one-on-one training portion of the workshop.</p> <p>-Please continue to email <webchair@capeatlanticaa.org> any flyers or announcements to put on the website.</p>
Workshops	Workshop "Prayer and Mediation, It's Not a Religion" April 11 from 10-2 at Intergroup office. Four speakers are booked - 2 from Intergroup and 2 from ACYP. Flyers available. Please consider coming to help.

Office Location Ad-Hoc Committee Report	Saturday March 14th Jenn, Michelle and I met with the realtor. Looked at 6 sights and found one that fit our needs in Absecon. We will compare notes and prepare a “letter of intent”. We will continue to work with the realtor for other potential spaces.
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Questions & Concerns Regarding Specific Reports:

Q: How do we sign up for Bridging the Gap? A: Email or text Kat (609) 342-4570. You can also scan QR code that is on the pamphlet.

Q: If we sign up do we ever come off? A: No you need to talk to someone to come off the list.

-Michelle gave forms for Roundup

Agenda Items:

None

OLD BUSINESS

a. None

NEW BUSINESS

a. None

Motion to Close – Motion to close 8:45pm followed by a second. Michelle S. lead the closing with the Responsibility Pledge.

Steering Committee Meeting:

Wednesday, April 8th at 7:30 PM – 1418 New Road, Northfield, NJ

Hybrid Meeting ID: 542 744 809

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

The Next Business Meeting:

Wednesday, April 15th at 7:30 PM at 1418 New Road, Northfield, NJ

Hybrid Meeting ID: 832 9623 3517

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