

Cape Atlantic Intergroup
BUSINESS MEETING MINUTES
May 20, 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 May 20, 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 - 25

IGR – (18 In Person, 5 Virtual) Total: 23

ALTERNATE IGRS – (2 In Person, 0 Virtual) Total: 2

Roll Call (Recording Secretary):

OFFICERS Positions	Names	Present
Chairperson	Michelle S.	Yes
Vice Chair	Jenn H.	Yes
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.	No
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.	No
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:

Mary W. 3 yrs, Pat R. 43yrs

Announcements from the Body:

- a. Check website for upcoming CAIG events
<<https://capeatlanticaa.org/events/>>
- b. Mays Landing Group Speaker Meeting ~ May 25 at 12:00 featuring Judy B.
- c. CAYPAA Cape May Zoo event ~ June 7 12:00 (see flyer)
- d. Northfield Group is looking for 3rd Addition Big Books
- e. ACYP Memorial Day Meeting Marathon ~ May 25 from 8:00am-7:00pm
- f. “Annual Day of Sharing” ~ October 13 at Hope Church in Voorhees

Reports were given as follows:

<u>Position/Name</u>	
Chairperson	- I attended the April 18 Mini Conference. - I attended the May 17Area 45 Assembly via Zoom. - We need to discuss during new business ways to increase incoming funds to CAIG. Our new rent currently exceeds our monthly income so we need to take a hard look.
Vice Chair	Nothing to report.

Recording Secretary

Committee and panel chairs ~ The deadline for submitting your reports is the Saturday after the meeting by 6:00pm. However the sooner the better! Preferably before the meeting. If you have “no report”, let me know that as well. <debu1262012@yahoo.com>

Intergroup Reps ~ when you sign in *please* clearly print your name, home group, email address, and cell phone number. 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.

Corresponding Secretary

Mailed out four thank you letters.

Treasurer

05/12/26		CAIG Treasurer's Monthly I&E Statement			
Date	Amount	Description	Comments		
OA Balance: 04/07/26				\$18,587.51	
Literature Bal 04/07/26				\$6,166.56	
Deposits:					
Operating 04/07/26	\$272.09	Contributions	Contributions:	\$2,347.08	
Operating 04/07/26	\$0.84	Interest	Group Rents:	\$150.00	
Operating 04/08/26	\$50.98	Contributions			
Operating 04/10/26	\$200.00	Contributions	Operating total:	\$2,498.68	
Operating 04/10/26	\$50.00	Rent: Step Up to Recovery			
Operating 04/16/23	\$668.45	Contributions			
Operating 04/23/26	\$427.50	Contributions			
Operating 05/07/26	\$0.76	Interest			
Operating 05/11/26	\$48.06	Contributions			
Operating 05/11/26	\$50.00	Rent: Step Up to Recovery			
Operating 05/11/26	\$50.00	Rent: Fellowship You Crave			
Operating 05/11/26	\$680.00	Contributions			
Literature 04/16/26	\$154.35	Square Sales	Literature sales:	\$1,120.13	
Literature 04/17/26	\$290.78	Square Sales			
Literature 04/30/26	\$0.26	Interest			
Literature 05/12/26	\$675.00	Sales			
Total:	\$3,619.07				
by..					
Operating 04/13/26	\$14.50	Grand: Flyers for Dee S	Office Rent:	\$1,666.33	
Operating 04/13/26	\$85.00	Grand: Newsletters	Office Overhead:	\$572.96	
Operating 04/16/26	\$90.70	Office: Supplies	Newsletter:	\$85.00	
Operating 04/20/26	\$197.00	CAYPAA	Hotlines:	\$39.95	
Operating 04/20/26	\$115.00	Office: Quickbooks	Workshops?	\$14.50	
Operating 04/27/26	\$230.75	Office: SJG	CAYPAA	\$197.00	
Operating 04/29/26	\$52.94	Office: ACE			
Operating 05/01/26	\$39.95	Hotlines	Operating Total:	\$2,538.79	
Operating 05/04/26	\$1,666.33	Office: Rent			
Operating 05/04/26	\$46.62	Office: Internet	Literature:	\$581.00	
Literature 04/10/25	\$384.00	Grand: Meeting Lists			
Literature 05/12/26	\$197.00	Inventory			
	\$3,119.79				
Account Balances:					
Operating Account Balance (874):		05/12/26		\$17,891.31	
Literature Account Balance (896):				\$7,193.05	
Prudent Reserve in CDs:				\$32,634.71	
PayPal #1 General Account:				\$0.00	
PayPal #2 Unity Balance:				\$0.00	
PayPal #3 Roundup Balance:				\$0.00	
Total				\$57,719.07	
Balance All Accounts:				\$57,719.07	
Prudent Reserve	=====	=====	=====	\$32,634.71	
Surplus Above Prudent Reserve:				\$25,084.36	

Literature Treasurer	<p>Thank you to everyone for filling in for me last month.</p> <ol style="list-style-type: none"> 1. Beginning Balance: \$6166.00 2. Deposits (incoming funds) <ol style="list-style-type: none"> a. Electronic Deposits: \$445.13 b. Physical Deposits: \$226.00 c. Credits: \$0.26 3. Electronic Payments (outgoing) \$0 4. Ending Balance \$6611.95
Trustee	When you take a commitments, please be sure to go to them. If you cannot, please find someone else to go for you.

Committee Chair Reports:

<u>Position/Name</u>	
Archives	A member of the Sea Isle City group reached out inquiring about any history on the group. I'm currently looking through files to find what I can. Also, I'll be starting the scanning process to reduce the amount of physical archives that will need to be relocated for the move.
Area 45	<p>The 2026 General Service Conference concluded a few weeks ago and our delegate Joe E. is catching his breath before he starts preparing for a new type of event! Instead of the delegate's "report back" taking place at the Spring Assembly, Area 45 and Joe are hosting four stand-alone events in June (two in-person, two virtual) to share the experience of attending the GSC with everyone:</p> <p><u>Saturday June 6th</u> 9am-12pm Temple Lutheran Church ~ 5600 North Route 130, Pennsauken, NJ 08109</p> <p><u>Wednesday June 10th</u> 7-9p Zoom ID 637 348 1223</p> <p><u>Thursday June 18th</u> 7-9p Zoom ID 637 348 1223</p> <p><u>Saturday June 20th</u> 9am-12 pm 1st Presbyterian Church 320 N Main St Hightstown, NJ 08520</p> <p>All AA members are invited to attend. Each event will present the same information, attend just one.</p> <p><u>Saturday October 3</u> "Day of Sharing" ~ Hope Church, Voorhees, NJ. Hybrid event</p>
Budget and Finance	Nothing to report.
CAYPAA	<p>CAYPAA is excited to present our annual Cape May Zoo event! The event will take place June 7th at the Cape May Zoo, Pavilion 4. The gathering will begin at noon, during which time food and drinks will be provided, and everyone can enjoy the zoo! The event will conclude with a speaker meeting at 2:30pm back at the pavilion.</p> <p>We would love to have you, and we can use your support! Please take a moment to check out the scrapbook that Nina made to recap the wonderful day at the nature reserve for our Silent Stroll. You don't want to miss this!</p>
Hospitality	Nothing to report.

H and I	<p>For anyone attending virtually that would like an H&I commitment for the month of June, please refer to the chat to put in your bids. I have included a copy of the dates and times of facilities for reference.</p> <p>If there is a homegroup that did not receive a commitment for the month of May and would like one for June, please raise your hand and I will ensure that you have something for the upcoming month. (Trudgers. It Works. Step up to Recovery, Tuckerton Ladies, Young Mens South, Connect the Dots)</p> <p>There seems to be a disconnect at John Brooks. Home groups are being told at the door that the commitment starts at 6pm. I spoke to my contact at the facility and confirmed nothing has changed. The time at John Brooks remains to be 7pm (Wednesday detox being the only exception at 1:30pm), we are looking to resolve this as soon as possible.</p> <p>With that being said, I would like to have a point of contact for each home group. Please provide a name and phone number with the group you're representing on sign in sheet. It's a way for me to directly reach out in the event of any changes or if any issue may arise. If you are attending virtually, please utilize the chat to provide that information. Again, my phone number is 609-510-9752 and my email is hichair@capeatlanticaa.org, feel free to reach out if you need anything. It is pertinent that you reach out to either myself or anyone in your fellowship if you're having difficulty filling a commitment.</p> <p>If you have any questions, please hold them until everyone has finished their report or after the meeting.</p>
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H&I Commitments	June 2026			
	Sunday			
	Trudgers Group	Enlightened Solutions Detox	7:00 PM	
	ACYP	John Brooks Coed	7:00 PM	
	Stagecoach	John Brooks Men's	7:00 PM	
	Monday			
	Connect the Dots	Boca Recovery	7:00 PM	
	Step Up to Recovery	John Brooks Coed	7:00 PM	
	GMOC North	John Brooks Men's	7:00 PM	
	Tuesday			
	Serenity Group	Boca Recovery Center	7:00 PM	
	Stone Harbor Group	Enlightened Solutions Detox	7:00 PM	
	Wednesday			
	Step Up to Recovery	Behavioral Crossroads	11:00 AM	
	ACYP	John Brooks Detox	1:30 PM	Only 1st and 3rd
	Northfield Group	John Brooks Men's	7:00 PM	
	Somers Point Group	Enlightened Solutions Detox	7:00 PM	
	Thursday			
	Tuckerton Ladies	Pyramid Women's	6:15 PM	
	South Jersey Newcomers	Boca Recovery	7:00 PM	
	Young Mens South	Enlightened Solutions Detox	7:00 PM	Only 1st and 3rd
	Rule 62	Pyramid Men's	7:15 PM	
	Women in Recovery	Cooperative Care	7:30 PM	
	Singleness of Purpose	RCA Lighthouse	8:15 PM	
	Friday			
	Rule 62	Pyramid Mens	7:15 PM	
	Primary Purpose	Enlightened Solutions (Residential)	7:00 PM	
	Fellowship of the Spirit	RCA Lighthouse	8:15 PM	
	Saturday			
	It Works	Enlightened Solutions (Residential)	7:00 PM	
	Casino Serenity	RCA Lighthouse	8:15 PM	
Literature	15 hard cover Big Books sold to Andrew S. from office 12 abridged version Big Book Area 45 chair paid from event was told by Michelle S.			
Newsletter	Newsletter is out for May/ June. Please take them to your home groups.			
Office Manager	Nothing to report			
Phones	184 calls received and 4 texts all answered. All slots are full but we're looking for backups are needed.			
PI/CPC	Nothing to report.			
Policy and Structure	Please read the minutes and share them with your groups.			

Round Up	Our meeting this month was postponed due to core members being unable to attend, however it is ok because we are still right on schedule. I have emailed Resorts and am waiting to hear back to schedule first walk through with them, myself and officers. All workshops and speakers are picked. Meal selections are picked and prices being finalized. We will have people's emails when they register so if they are preregistering we will send them an email for meal packages when it is live next month. Outreach outreach outreach!!!! Lou will be passing out flyers that have listed our main speakers on it. Please bring them back to your home group to pass around with announcements.
Technology	Nothing to report.
Unity	All is on track for Unity picnic on June 13th, DJ secured. I thank the Intergroup members for all their support for this event.
Website	I attended the Silent Stroll. The weather was iffy but it held off and it was great fun! We had 8 requests come in on the website since the last business meeting. Please continue to email webchair@capeatlanticaa.org any flyers or announcements to put on the website.
Workshops	Nothing to report.
Office Location Ad-Hoc Committee Report	The Relocation committee has engaged the services of an attorney to review the proposed lease. The attorney along with our real estate agent met, and marked up the document, and sent it back to the landlord. We are currently waiting for a reply. In the meantime, our real estate agent is still looking for properties listed recently.

Questions & Concerns Regarding Specific Reports:

Q: Where is the new office location? A: Possibly Absecon

Q: Can CAIG provide literature to prisons? A: No, but groups can collect contributions for "Literature in Prison" or donate old soft covered books. The Area 45 website has information on where to bring them.

Q: Can the 7th Tradition be collected at business meetings? A: Not at this time, it is the home groups responsibility to collect contributions. The panel and committee will discuss all these at the next steering.

Q: If there is a check for treasurer, how can we submit it? A: Put your group # on the check and drop it in the safe in front of the CAIG office

OLD BUSINESS

- a. New office location
 - 1) Attorney is hired, working on agreement/lease.
 - 2) More information to follow. Help will be requested with the move.

NEW BUSINESS

- a. Operating budget/group contribution.
 - "Letter of Gratitude from Cape Atlantic Intergroup" was presented and hard copies were distributed and attached to email. The following comments and discussion followed:
 - 1) Making individual contributions: Go to 'Intergroup resources' on CAIG website, go to '7th Tradition', 'make PayPal contributions'. <<https://capeatlanticaa.org/cart/>>
 - 2) Possible fundraiser (open house at new location).
 - 3) Ask home groups to give bigger percentages for CAIG contributions.
 - 4) Groups have no limit on contributions (maximum individual contribution of \$7500).
 - 5) Anniversary contributions (contribute amount of dollars equal to your years of sobriety).
 - 6) Increasing IGR attendance at business meetings. CAIG to visit dark group to increase participation.

- b. Fulfilling H&I commitments.
- 1) CAIG emphasizes the importance fulfilling these commitments. It is the IGRs individual responsibly to make that happen.
 - Comments/suggestions:
 - a.) Home groups please do not take a commitment if you cannot fill them.
 - b.) Can two groups share a commitment?
 - c.) Perhaps groups that do not repeatedly make their commitments should be removed from H&Is.

CAIG will bring all of these suggestions to the next Steering meeting for further discussion

Motion to Close – Motion to close 9:12pm followed by a second. Michelle S. lead the closing with the Responsibility Pledge.

Steering Committee Meeting:

Wednesday, June 10th 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, June 17th 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.