

NDIAA STEERING COMMITTEE MINUTES

Date: November 28, 2023

Call to order: 7:01 PM

Responsibility Pledge: I am responsible. When anyone, anywhere reaches out for help, I want the hand of AA to always be there. And for that: I am responsible.

Attendance: Brendon M., Mike J., Carly L., Brett C., Jared F., David O., George M., Ena C., Cathy T., Stas W., Robyn P., Maureen M., Trudi S., Monica C., Philomena P., Jack B., Patti R., Joe, Fara D.

Anniversaries: Jared F.- November 6th, 6 years

Minutes from Previous Meeting: Motion to accept: Accepted – none opposed.

Chair: Brendan M.- Not much to report, spoke with Cathy and Ena re: live copy of lease, updated w/ amendments and addendums. Has not received yet, will call landlord again tomorrow to follow up.

Vice Chair: Mike J.- (1) Sat with Cathy T. and completed 60-day evaluation. They will do a 90-day evaluation in a few weeks. (2) Pro Works coming to IG office to do estimate for HVAC service- will have more updates on Thursday. (3) We need more 12th step volunteers. Mike will revise and update the old 12th Step Volunteer Form before handing it out. Short discussion about what information needs to be on the form. Patti R. reiterates that we need zip codes to match up callers with local volunteers. Zip code is on the form we have on the website, we will ensure it remains. (4) Paychex (payroll and taxes system) coming out to do a webinar so relevant players know how the new program works.

Treasurer Report: Dick H. – not present

2024 Budget and 10-month financial statement available for review and acceptance.

Committees should have already sent their budget requests to Dick by this meeting (Tuesday the 28th). George M. asked if everyone has sent their budgets to Dick, and it seems that everyone has. Literature did not submit budget because it is not necessary.

Brendan noted that the reserve will be \$3,151 less than anticipated in 2024. Trudi suggested not reporting “inventory” as part of the reserves, because it’s not immediately available cash. However, it is standard practice for non-profits to list their physical inventory as an asset in this way. Steering suggests this detail be

discussed at the next finance committee meeting. Brendan suggests finance committee review the practice of how we handle statements going forward to eliminate confusion/make it easier for the general membership to read and understand.

Robyn suggests looking into if/how much online-only meetings contribute. Central Office does have a Venmo. Brendan suggests Unity looking in to this issue to bring the online meetings into the fold (representation in IG and contributions.)

Reviewed the budgets as a group.

Since Dick is not here, Jared F. motioned that we recommend general membership approve the budget as written for 2024 at full IG meeting next week, **subject to** review and update by the finance committee in January.

Mike J. objected to the vote. Before passing through vote, we should better review what the committees are requesting and planning to do before approving financials. Motioned to move "financial approval" to end of meeting as part of "new business". Voted and approved to table the vote.

Intergroup Office Report: Cathy T.

Contacts: AA Info: 33 12 Step: 9 Al Anon: 0 Alateen: 0
Member Miscellaneous: 49 Visitors: 56 Literature: 11

Total calls/Contacts: 174

Home answering: Patti R. Calls: 39

Type: AA Meeting Info.: 29 12-Step: 8 Spanish Speaking: 2 Office: 0

2 home answering volunteers received complaints about First Things First (Monday 8pm at St. Marks United Methodist) not being open. AA's have showed up and no one was present at building or for meeting. Unity will visit.

Similar complaint about the Spanish-speaking meeting on Saturday at 5 pm at Lady Fatima Church- someone already looking into it and Unity will follow up.

Committee Reports:

Area 12 Liaison: No Report – no rep present

Bridging the Gap: Stas W. has continued to reach out to new prospects and volunteers. He is starting to get more answers to his phone calls, so the program is growing in a positive direction. Robyn is present to support women's BTG. Trudi helped set up the BTG website and it is functioning, but still very low contact from Delaware prospects.

\$197 budget is for packet creation only, mostly for prisons.

Corrections Commitments: Maureen M.: Women are going in to Baylor, and they are opening HDP on Dec 7th- meetings will be on 2nd and 4th Thursday of each month. There are fewer female volunteers to go to corrections commitments. Volunteers are not coming in as quickly as would be helpful.

Requested \$500 for budget- this is for 10 books per month. Budget is only for about half the amount of books needed, because meetings are contributing both books and money for books. Maureen will not give out books at HDP because they will be reusing the books at each meeting.

Discussed that we cannot give out "The Little Red Book" because it is published by Hazelden, not GSO, and it is not conference-approved literature.

Trudi suggested encouraging inmates to contact GSO with their inmate number in order to receive a free Big Book. Maureen will be reaching out to the women's prisons to encourage inmates to utilize this service.

Corrections Committee currently has \$192 leftover from prior book budget, and \$238 contributed from a meeting for corrections literature purchases —> \$430 to buy Big Books with at this moment, but Jack already has 10 books, so the value of those 10 will be deducted from the total available.

Then the discussion turned to the fact that Intergroup cannot actually give out free Big Books at corrections meetings because it implies affiliation (we don't give free Big Books to other commitments, like rehab/detox meetings, so we can't give books for free to the jails and prisons either.) Therefore, books for corrections cannot be part of budget. Meetings and Homegroups *are* allowed to donate books specifically for the prison, but the books cannot come directly from Intergroup's 7th Tradition contributions.

Corrections Committee budget needs to be adjusted with this new decision. Maureen and Jack will bring the revised budget to December steering committee.

Jack B.- Instead of handing out free Big Books, there is a cabinet into which the men's correction meetings put the books for storage, and they aim to reuse for each meeting.

CPC/PI: Rep not present, no report.

Finance: Included with Treasurer's Report

Institutional Commitments: Rep not present – Trudi stood in and reported that PACE reached out to get a commitment added at 10am on Fridays on Zoom beginning in January. Jeff will get this set up and ready to be included on roster for December intergroup meeting.

Possible issue: it's been reported that Hope House has turned away the speakers that show up for meetings - Jeff will look into it.

Literature: Fara D.- We will not be able to attend Dist. 5 workshop on Dec. 8th

Newsletter: Monica C.: – Hayden approached to be next newsletter chair, but says he cannot make every steering and intergroup meeting. Ena suggested adding a co-chair so if Hayden can't make it, the co-chair can. George will discuss with Hayden. Monica is creating a worksheet of information and login info to facilitate handover of position to next chair.

Monica requests intergroup office set up a gmail account dedicated to the newsletter instead of the chair using their personal email. Monica will set up new system and run it by Trudi before sending out.

Special Events: Trudi S.: Thanks to everyone for success of past events. Recent Long Timers event was a success. Philomena P. (present at meeting) interested in being the new Special Events chair.

Budget: \$9,480 - expenses balance out with anticipated income from the events; likely to either zero out or have small profit (\$95 profit expected). Added a winter dance to roster for 2024.

Unity Chair: Carly L.- Discussed goals for Unity in 2024. Created a service position to welcome new intergroup reps at intergroup meetings so they are educated and confident about their new role. Adding 3 workshops to 2024 roster and keeping the 2nd annual *Three Legacies Speaker Jam* in August. Will continue to hand out new information to home groups that do not participate in intergroup. Also looking into starting to send a mass email to all intergroup reps so that their reports can be consistent and cover all relevant information.

\$1,500 budget for 4 events (rent, food, and drinks) and for pamphlets.

Web Chair: No rep present - no report

Old Business: None presented.

New Business:

Mike J.- Next Steering meeting is scheduled for Dec 26. Do we think it will get in the way of most people attending? After discussion, we decided not to change meeting time. Next Steering will remain on Dec 26th at 7:00.

Reopening of previously-tabled motion about 2024 budget. Now that we have reviewed the committee budgets (except for CPC, which is the same as what they request each year, and thus approved) motioned and voted to accept the budget and financials as written *with the caveat* that (1) corrections committee will update and send their budget, and (2) the Finance Committee will review and update their systems and processes, as well as the budget if needed, at their January committee meeting.

Serenity Prayer/Close: 8:52 P.M.