

NDIAA STEERING COMMITTEE MINUTES

Date: August 27, 2024

Call to order: 7:00 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: George M., David O., Steve B., Gene M., Joe O., Paul V., Ena C., Patti R., Stas W., Ken H., Tim W., Fara D., Philomena P., Carly L., Mike C.

Anniversaries: Paul V. – 10 yrs.. David O. – 13 yrs.

Minutes from Previous Meeting: Motion to accept: David O. mentioned the need to amend the July Steering Committee minutes in order to be more specific about Dick H.'s medical condition leading to the need to find a replacement for the Finance Chair position.

Accepted and Seconded.

Chair: George M. – It's been a busy month. While working on the Treasury Financial transition, George found he needed to do a review of the Intergroup office workers. He did go over the criteria and did the review over the past weekend. He reviewed this information with David O. and further stated that the reviews come to bear on the raises the office workers will see. In that the reviews should have been done in July, George stated that he will make any raises retroactive to October when the annual period transpired. Also, an inventory for all literature in the Intergroup office is needed as soon as possible. Volunteers are needed. Paul and Joe will meet Ena at the office on Saturday for inventory.

Vice Chair: David O. – Started by stating that the July 30, 2024 Steering Committee meeting minutes need to be amended. He stated the minutes should be more specific about the explanation and rationale behind the Financial Chair position and the need to search for someone to take over in the place of Dick H. This is also necessary to confirm the explanation of the personnel change with our banking institution and who are the current signatories on the account. It was noted that, in dealing with the banking institution on this matter recently, a written explanation was put together on the banks' forms and notarized according to the banks' requirements.

David also mentioned that the previous Treasurer may need to be removed from the account at some future point.

Treasurer Report: Gene M. – Stated he’s been continuing to work on integrating the online Quick Books software into the Intergroup financial computer system. This continues to be a work in progress. The past Treasurer, Jared, has now been removed from the signatories’ documents at the bank and Dick H. remains as a signatory pending his medical recovery. Gene’s continuing to work to resolve inconsistencies in data inputted from PayChecks and Quick Books desktop vs. Quick Books online.

George M. suggested we don’t enter any further data into Quick Books until the problems have been sorted out. He also asked if the Quick Books online version Intergroup is currently using is the Non-Profit version like the desktop version we had previously been using. Gene confirmed that it is Quick Books standard version and suggested he would need to discuss this further with Quick Books tech support about this. The office will continue to input daily activities in QB until Gene discusses further issues with QuickBooks

Gene M.: Stated he’s reviewed office income and expenses from the past bank statements and see that the current monthly operational costs have risen to approximately \$7,100.00. Further, last year the operational costs were approximately \$5,800.00 per month.

He further noted that the office has an approximate 2 month prudent reserve remaining.

Intergroup Office Report: Ena C./Cathy T.

Contacts: AA Info & 12 Step: 25 Al Anon/Alateen: 0 Literature: 13
Member Miscellaneous: 70 Visitors: 70 Total calls/Contacts: 178

Home answering: Patti R.

Calls: 32 Type: AA Info.: 26 12-Step: 4 Spanish Speaking: 0 Admin: 2

Committee Reports:

Area 12 Liaison: Mike C.: – Shared that he will be attending the upcoming Area Assembly, General Service Conference on Sept. 14, 2024, 9:30 AM – 2:30 PM. This will be a hybrid event at Trinity Wesleyan Church, 1564 S. State St, Dover, DE. RSVPs by Sept 8th from all Trusted Servants would be appreciated. Login ID: 937-400-9635 PW: Area 12. More information is available on the Area 12 website.

Bridging the Gap: Stas W.: Started by saying it’s been slow and quiet lately for both himself and Robyn. The Intergroup Office will assemble 10 packets of BTG for Stas and Robyn.

Corrections Commitments: Jack B., Maureen Mc.: Neither present. From an email sent by John B. on 8/22/2024: Sorry to inform you, but I will be unable to attend this month meeting. The prison commitment at both facilities Howard Young and the plumber Center are both running accordingly we currently have 18 men taking turns with the commitment if there are any questions feel free to call 302-723-6641. No report from Maureen.

CPC/PI: Ken H.: – Stated he attended a conference at the Health & Social Services Dept. and spoke with Dr. Ladonna Graham and other attendees while there. He distributed some AA literature and received positive feedback about the AA program.

Finance: Dick H. – George offered: He is fully aware of Dicks’ physical status and holding out hope that Dick will be able to recover from his medical challenges and return to Intergroup service. Because of Dicks’ recent challenges and the associated unknowns that George sought to find a replacement for this chair position. As a result of Dicks’ positive progress, he also remains a signatory on the Intergroup bank account.

Institutional Commitments: Tim W.: – Stated that Community Collaboration of Delaware Kim Jones, Deputy Director, responded to the question of whether men can carry the AA message into the women’s CCD commitments. Kim’s response is, yes, men will be allowed to participate at the Women’s CCD commitments.

As a clarification, at the men’s CCD meetings, men need to **enter the building through the rear door**. No one will answer the front door.

Literature: Fara D.: –Started by saying she’s getting prepared for the Area 12 Assembly, General Service Conference on Sept. 14, 2024. She’s planning on placing a larger than usual order for books and general literature for this event.

In past events since the July Steering Committee meeting, she’s reporting that \$134.00 in books and literature was sold at the July 27, 2024, Intergroup meeting.

Further, other future events requesting literature;

- DEYPAA Conference – Sept. 27 – 29, 2024
- Unity Speaker Jam – October 5, 2024
- NDIAA Fall Breakfast – October 13, 2024
- Area 12 General Service Assembly State Convention – Nov. 1 – 3, 2024
- Long Timers Meeting – Nov. 29, 2024

Email Ena C. and/or Cathy T. for literature requests for the DEYPAA Conference.

Newsletter: Ann Marie B. – Thank you for your service Ann Marie and thank you for stepping up!

Ann Marie introduced herself to the Committee and stated she's been in touch with Monica C., our past Newsletter Chair, as a first step in initiating her efforts in this position. This contact was beneficial in understanding the direction of a past Newsletter Chair and where Ann Marie would like to take this position. Ann Marie also said she's expecting to issue her first Newsletter on October 1, 2024.

George M. offered that there is a box of past newsletters at the Intergroup office dating way back in the history of NDIAA available if interested.

Special Events: Philomena P. – Started with a summary of the Special Events Committee Meeting held on August 26, 2024. Topics covered in that meeting are:

- NDIAA Fall Breakfast at Hockessin Fire Company Memorial Hall is planned for October 13, 2024. The event MC and speaker has been selected. Tickets are available through AA group Representatives and the Intergroup Office. Literature will be available for sale.
- Bingo Night planned for Nov. 9, 2024 at Limestone Presbyterian Church. Prizes of gift cards and a couple of baskets are also planned.
- Long Timers Meeting is planned for Friday, Nov. 29, 2024. There will be 3 speakers with 25 years or more and will speak for 15-20 minutes each. Speakers scheduled: Dennis L., Jay L., David S.
- Founders Day Picnic 2025 is being planned at Lum's Pond, Pavillion 1, our new location – reserved.

- A Family Fun Night is under consideration for a future event.

Unity: Carly L. – Opened with notice about Unity Speaker Jam, Oct. 5, 2024 at Limestone Presbyterian Church. The time for this event has been changed to 1:00 – 7:00 PM and will include a mid-afternoon potluck lunch break. Anthony B. is reviewing the event budget and producing a flyer for this event.

Web Chair: Laura D. – Not present. No report.

Old Business: None mentioned.

New Business: Fara D.: Fara stated that she is not able to attend the Sept. 4, 2024 Intergroup meeting and Christine P. and Bonnie H. will be filling in for her. Ena C. will be helping with getting them books and meeting lists too.

Serenity Prayer/Close: 7:57 P.M.