

## St. Paul & Suburban Area Intergroup Representatives' Meeting Minutes, April 18th, 2023 7:30 pm

1. **Opened** with the Serenity Prayer, Introductions, and read the primary purpose of Intergroup
2. **Approved** prior month's minutes (motion: Chris L. second: Steve B.). Motion passed with a majority vote.
3. **Financial Report**, Bill C. -. If you have questions or for more info, please email [treasurer@aastpaul.org](mailto:treasurer@aastpaul.org). Most recent Forecast prepared in February 2023. The YTD Group Contributions are \$1,266 below last year. Overall contributions are only \$586 below last year. Office sales continue to be strong. Gross Revenue is 22% of forecast. Fortunately expenses are also \$2,498 below budget. We expect expenses to pick up as a % of total in the near future as we are now fully staffed. As a point of analysis, Intergroup needs \$11,592 per month in net revenue to break even and YTD we are averaging just ~ \$9,500 per month. Motion to accept financial statements as presented - Janice K, Second: Dale. Motion passed with a majority vote.
4. **Office Report** - Noah LC - see office report for full details. V The office is humming along. We are doing a good deal of sales of literature, medallions, and other assorted items from the office. Our busiest hours tend to be around the lunch hour and in the last hour of the day (4:30-5:30), although it varies considerably by day. Now we are aiming to fill more shifts with two volunteers. We are continuing to employ volunteers to call through our volunteer sign-up lists from the last 3 years, to find out if potential volunteers are still willing and able, and, if so, what kind of service they are willing to do. Eventually, I'd like to enter these lists into a database program we have on our office computers. We need a new flyer requesting IG volunteers as the old one is outdated. Noah is doing more with Quickbooks Accounting. Duplicate Adobe Accounts were eliminated and a cheaper version was purchased. The May Lifeline has been completed and is available here in print and also available on our website.
5. Gopher State is coming up May 26-28th . We still need some reps to step up and host the suite, which entails providing a meal or snacks and greeting people at our suite. Contact Noah at [manager@aastpaul.org](mailto:manager@aastpaul.org) for more info.
6. **Night Owl Report** - Rachel P - There are four open night owl shifts - website will be updated shortly. If you're interested in helping out, please contact Rachel P. at [nightowl@aastpaul.org](mailto:nightowl@aastpaul.org) or 651-410-0556. Orientation is on the 3rd Saturday @ 10AM.
7. **Website Report** - Rachel, Seth, Ethan and Jonathan met and talked about things to be done to upgrade the website. The software used so that it works on phones needs to be updated so that it works better. Talking about how to structure the site a bit differently so it's more like the old website with announcements, meeting directory and newcomer info available on the front page and to move the menu to the bottom of the screen. Maybe just do that on mobile , where fingers are closer to the bottom of the screen. Mockups will be available in the next month or two on the site to view and for feedback before anything goes live. Web traffic has been consistent. Question: Does the current or upcoming platform have the ability to track what people are clicking most often and maybe that would inform how we place things on the opening page? We do track that now and know that the meeting guide gets a lot of traction. Desire to focus on the newcomer in case someone ends up on our site, they don't have to learn our lingo to get started in recovery and find the resources they need.
8. **Update from the Board** - Eliot W. - Karin N. came to the board meeting and facilitated our group inventory. We will be revisiting answers to the questions over the next few months to see what actions should be taken. We have had a very rollercoaster of a last few weeks/month. More details about open positions will be presented in the New Business section of the agenda
9. **District Reports** - District 8 - There are four open chair positions at District 8. Just went to the delegates workshop. There will be a picnic for folks in District 8 in a few months. Details TBD. If you're interested in serving at District 8 or you could encourage other folks from your groups to serve, we could really use committee chairs. District 15 - 2nd WED in June will be there next sponsorship forum (now quarterly). New website is up and available at <https://www.aadistrict15.org>. District 19 - No representative present
10. **Intergroup Events**: Spring Fling will be held on April 29th, 2023 at Lutheran Church of the Redeemer. Volunteer flyer is available on the Intergroup website and an updated flyer is on the Intergroup website. Gopher State is May 26th-28th. Intergroup will be hosting a hospitality suite and will be reaching out to reps soon in order to help fill shifts and bring food.
11. **Old Business** - Talks with Minneapolis Intergroup have been tabled indefinitely. RE: Expansion Committee may be disbanded and we use existing committees for this purpose, such as the Outreach Committee, which is sanctioned by the Bylaws.
12. **New Business** - Keith I. was voted in by the board last month to be Advisor to the board, but the vote was not yet approved by the Reps, so Keith has not been acting as a board chair up until this point. Keith presented his credentials to the reps of being called upon to help Intergroup in times of turmoil. Question about standard position. Jonathan explained how the positions rotate according to the bylaws. It's an official position by the board to fill by the board and approved by the reps if a vacancy occurs. Vote: 16 in favor, No opposed. Keith I. becomes Advisor to the Board through the end of 2023. Other open positions - Alt Chair & Alt Treasurer. An email with job descriptions was sent out last week by Eliot. Please bring these to your group and encourage candidates to read those descriptions and throw their hat(s) in the ring. Note: These positions do not have to be filled by people who are current Intergroup reps. Using BCC for rep emails - Hendrie G. In the group conscience of a business meeting at his home group, several folks brought up that they were uncomfortable with their emails being broadcast. Also, if someone got hacked would that list be exposed to lots of other shenanigans on the web? The simple solution for this would be to BCC. This seems like a management function that Office Manager or Eliot sends to themselves and BCC's everyone else on the list so they cannot "reply all". Eliot - this is what will happen moving forward. Question about the Expansion Committee - The expansion committee is not active as a committee, and the board member who spearheaded this committee has left. Spring Fling duties were transferred to Noah, who has been coordinating with those volunteers. Events are covered for the upcoming time being, and there are no other actions being taken by this committee as far as the board is aware. A flyer was created for Outreach that does exist in the Intergroup office, but that's all the actions taken thus far by the Expansion Committee and no moves have been made to formally dissolve. There has been a lapse in Outreach functions, but the goal is to get that back up and running again.
13. **Group AA Announcements** - They just declared no more masks at Fellowship Club for Pocketing our Pride on Sundays if you want to check it out! Rule 62 will be hosting their Annual Potluck Open Speaker Meeting on June 24th. Potluck at 6pm, meeting at 7pm. Flyer is on the Intergroup website.
14. **Suggestions for next month's agenda**: Please contact Kelly K at [secretary@aastpaul.org](mailto:secretary@aastpaul.org).
15. **Grapevine Report** - Dale D. Volunteer for May: **John C.**
16. **Concept Review**: Concept IV - Hendrie G. Volunteer for Concept V-May: **Dale D.**
17. **Mock Rep Report**: Kim B. Volunteer for May: Alex S.
18. **Closed** with the Responsibility Statement

### Attendance:

Eliot W - Board Chair	Noah LC - Office Manager	Dina - Hole in the Doughnut	Rachel P - Night Owl Chair
Kelly K - Secretary	Mary U - Member @ Large	Tom W - Member @ Large	Paul C - Night Owl Committee
Bill C - Treasurer	Mark R - Summit Hill	Mandy B - Pocketing our Pride	Nora H - Happy, Joyous & Free
Chris L - OMD	Lisa - Canvas Health	Janice K - Member @ Large	Jen - Practicing These Principles
Alex L - Rule 62	Alex S - Second Sandwich	Lindsay - Builder's Big Book	Steve B - No Time Like the Present

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Dale - SPOSM

Angie T - Member @ Large

Erik H - New Brighton BBS

Nancy T. - Dist 15 Liaison

Kim B - West End

Melana M - (no group)

Sharon L - Womens Basic Text

Lindsey D - Dist 8 Liaison

Nancy R - Mendota AA

Paul B - The 156 Club

Sue C - alt Womens Basic Text

Hendrie G -

John C - Third Edition

**Next Meeting: May 16th 7:30PM**