

# ***Annual Board Meeting Minutes February 2017***

East Bay Intergroup  
Annual Board Meeting  
**February 15, 2017**

Present:

Dena M., Hotline Chair  
Cheryl P., Office Coordinator  
Evan M., Beginner's Meeting Chair  
Steve F., Central Office Administrator  
Tommy F., PICPC Chair

Others present: Intergroup Representatives and general membership

Serenity Prayer

Central Office Status Report

1. *2016 Highlights of the year:*

- 2015 loss of (8.4k) reversed in 2016 to \$11.0k gain
- Moved Office Administration to part-time position
- Improved 7<sup>th</sup> Tradition collection

2. Meeting Room challenges:

- Homeless and mentally ill members using space as a resource; landlord not pleased with less than professional environment outdoors
- No parking in lot during business hours
- Cleanliness of bathroom and meeting space

Responses:

- Members have assisted in managing safety and cleanliness problem. Much improved.
- Got rid of fabric chairs. Replaced with plastic ones. Pest inspector evaluated the room twice.

3. No increases in 2016 literature prices.

4. A's game 2016 200 participants

5. 12-Step email blast procedure (12<sup>th</sup> Step) works moderately well. Tried to move from email to text. Need more participants. Advise 1 year sobriety and completed the 12 Steps. Training pamphlet given to all interested participants.

6. New meeting directory and new phone app improving the availability of meeting info

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## Upcoming 2017

Continue group and Grateful Giver support through 7<sup>th</sup> Tradition. Watching office expenses. Office Administrator selected to sit on Ad Hoc Committee of the National Seminary to explore improvement of Intergroup communication with AAWS management.

## Beginner's Meeting

Evan M. reported that he was very ambitious when he first commenced as Chair. Wanted to edit the lecture format. Would like to have actual commitments at the meeting (i.e., coffee, set-up, etc.) Initially, homeless and mentally ill members were disruptive, but has worked itself out. It's been a great experience to share and make announcements. Helps when IGRs make announcements to their groups. Sometime Beginner's Mtg is the newcomer's first meeting. Secretaries have gotten sponsees from the group as a result of their service.

## PI/CPC (Public Information/Cooperation with the Professional Community)

Members of Committee and IGRs were very supportive during Library Drive which finished up last year. Delivered 36 copies of various books to libraries. Five different types of literature including literature for the hearing impaired.

In 2017 would like to increase work with people with Special Needs. need more infrastructure to continue to fill DUI classes and speakers at the public level. Want to get Public Service Announcements out to local media sources. Trying to increase PI/CPC internet presence. Monthly business meeting on 3<sup>rd</sup> Wednesday of each month at 6pm.

## Special Events

Low attendance at All Groups Day event. Sean F. filled out Steven S. term. Took a survey to member to evaluate the Intergroup's need for events. All Groups Day 2017 will be a family outdoor event. Most of our events are fellowship building. All Groups Day is a fundraiser scheduled in June. Planning meeting every Saturday at 3pm/Central Office.

## Hotline

12 and 15 people left over the year. Dena does a 10-15 minute training for each new volunteer. It's been a wonderful year!

## Office Coordinator

Cheryl P. reported that she has been in Coordinator position since July/August 2016. She's attended Dealing with Difficult Members workshop, got to share at Treasurer's and Secretary's Workshop. Provided membership with Special Events Survey.

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Q&A

## Financial

Our annual expenses + cost of goods sold divided by two or \$111k. Current balance \$102k. Six months of any expenses and cost of goods sold.

How much to rent the Central Office space including meeting room? Initially, it was \$2,700 now \$3,300. We bill meeting which more than pays for half the rent.

H&I

Just had a meeting to make recommendation to share surplus. Suggest coins in the can. Suggesting putting can near coffee in lieu of circulating can during 7<sup>th</sup> Tradition.

Meeting adjourned at 9:08 p.m. with the Responsibility Statement  
respectfully submitted by: Sonya C., recording secretary