



Intergroup Representative Meeting Minutes

April 16, 2024, at 6:30 PM

MEETING ID: 834 8089 6922 (NO PASSWORD REQUIRED)

LINK: <https://us02web.zoom.us/j/83480896922>

(The waiting room will open at 6:15 PM)

Opened meeting at 6:30 PM, Serenity Prayer - Megan, Twelve Traditions - Michael B

IGR Reports:

Note: The following IGRs were present and all reported STATUS QUO unless noted below:

- All In Men's: David
- Back to Basics: Lynn
- Broad River Road: Kim
- Brown Bag: Paige
- By The Book: Thomas
- Chapin: Connie
- District 30 Intergroup Rep: Ray
- Fifth Tradition: Debbie
- Five Points Happy Hour
- High Noon: Christine, Area 62 Treatment Chair
- Horseshoe: Jim
- Keep It Simple-Lugoff: Brad, D22 DCM
- Ladies Night: Sarah-Garet
- Living Sober: Tom
- Lunchbox: Jane
- Park Road: Sue
- Positive Action: Jeff
- Primary Purpose: Michael – Eat and Speak meeting April 28, 6 p.m. eating and speaker at 7 p.m.
- Shady Grove: Smiley
- Smokestack: Ted
- Spiritual Progress: Carol
- Third Tradition: Deena
- Twilight: Jim – Speaker meeting last Friday of the month.
- Young People's: Michael

STEERING COMMITTEE REPORTS

Outreach – Ryan E.– Ryan is connecting with Nueva Vida Group contacts to ensure the Hispanic population receives support and guidance as they work to strengthen the recovery community,

diminish disconnection from AA, and bridge the gap with Intergroup. Ryan is slated to attend Nueva Vida’s district meeting on the first Sunday of the month (May 5) to aid the group’s involvement with AA. D91, which is composed of predominantly Hispanic fellows, does have a DCM. A reminder that Spanish versions of AA-approved literature are for sale at the Intergroup Office was given. Ryan attended a workshop hosted by D51 and shared that the opportunity to network was of tremendous value and he will attend a D50 workshop on May 19. Regarding D43 (Morris Village), there are five Bridging the Gap participants. As of April 10, one fellow had attended three meetings, a plan for a Lexington fellow has been established, and the other three fellows are in Charleston and support for them is intact. Ryan shared a QR code that links to a form wherein people can sign up to volunteer to assist with Bridge the Gap service. The form can be emailed as well to all who are interested. The code and form link are below:



<https://bit.ly/BTGSignup>

Treasurer – Dave N. – Dave presented the current Monthly Financial Summary. The following operating expenses increased:

Expense	Total Budgeted	Spent to Date	Variance
Insurance	\$951.00	\$1120.00	(-\$169)
Technology	\$866	\$1,457.75	(-\$591.75)

Dave shared the insurance cost has been increased and the variance in the technology expense is due to Square and RingCentral hardware and service acquisition. The following expenses, summaries, contributions and balances were highlighted as Dave spoke to the Monthly Financial Summary and GCI Group Contributions spreadsheets for March 2024:

Operating Expenses = \$3,872.95
 Inventory Purchases = \$239.71
 Total Operating Expenses for March = \$4,112.66
 Office Summary: Sales = \$2909.77
 Bank Summary: Balance = \$13,196.86
 Bank Summary: Prudent Reserve = \$12,330.77
 GCI Group Contributions = \$ 921.62

Next, Dave shared that an Annual Expense Projection spreadsheet is part of the financial Excel workbook that is sent as an email attachment to all IGRs. To review it, simply select the projection tab at the bottom of the screen. A motion was made and seconded to accept the Treasurer’s reports. Reports were accepted unanimously.

Literature – Peri B. – Peri shared inventory costs and thanked everyone for their interest in the Newcomer Kits. To date, 274 of the 350 allotted kits for Q1 have been requested. Additionally, materials for 350 kits for Q2 are on order. A motion was made and seconded to accept the literature report, and the report was accepted unanimously.

Information – Ashley W. – Ashley stated there were no updates at this time.

Technology – Daniel N. – Daniel was unable to attend the meeting; however, his update was shared in absentia. Daniel will be searching for a new internet service provider (ISP) to replace Spectrum to save money.

Chair – Megan L. – Megan shared only a few of the many ways she serves the GCI. Specifically, she has been updating the website, handling correspondence, and developing plans to continue Intergroup Office aesthetic and infrastructure improvements as long as the IGRs support the initiatives.

UNFINISHED BUSINESS

New POS System Update: Megan and Peri informed the group about the Square POS system purchase. The hardware includes a Square touchscreen register and Peri is in the process of uploading all the needed software and data. The hardware includes a card reader that can be used at events outside of the office such as Founder's Day. The new Square system will replace the current pen-and-paper process in place for documenting sales.

Founders' Day Update: Megan opened the discussion by asking the group their thoughts regarding the types of items (e.g. literature, chips, pamphlets) that should be available at the upcoming Founders' Day event. Peri shared that copies of the Big Book, the 12 and 12, and archival texts (Big Book 1st edition facsimile) already are on the list of items to have on hand. Ryan shared he will be setting up a Bridge the Gap section. The group is encouraged to provide input regarding what to sell. Founders' Day is taking place on Sunday, June 9 from 11 AM to 5 PM at Weston Lake Recreation Area. For more information and to access the event flier, please visit <https://aacolumbia.org/upcoming-events/>.

NEW BUSINESS

Budget Update: Dave shared specifics regarding the annual expenditure projections. He explained overages and outliers regarding unforeseen expenses. He explained plans that are in place to continue to upfit the office and that it will be up to the IGRs to approve or not approve the estimated expenses. To ensure consensus, IGRs need to take information back to their home groups for review and input. Obtaining input is essential because the groups provide Intergroup's operating funds, and we want to always be good stewards of this money.

Q: What happens if/when we are over budget?

A: Dave explained the budget for the current fiscal year (FY) is made in December of the prior FY so we don't always know what may transpire in the future. Regarding covering the overage, money from any excess funds could potentially pay for the shortfall. Dave also shared that our Prudent Reserve exists in case we were to lose all income and it would cover office operating expenses for six months. The operating funds account contains at least three months of operations expenses as a rule. Dave hopes to know the upgrade expenses by the next business meeting.

Megan furthered Dave's updates regarding Intergroup Office improvements by sharing specific examples of changes, including literature displays, painting of the office, and setting up new cabinetry. Megan stated that the paint will be donated and the steering committee will do the painting. The new shelves in the office were donated. She reminded everyone that the funds come from the groups and group buy-in is important. No money will be spent without the group's awareness and approval.

Other: Megan shared there is an opportunity to purchase A.A. literature at a discount. Supply chain issues due to the pandemic led to an increase in prices. From May 1 - July 31, Big Books and other texts can be purchased in bulk at prices that will allow us to reduce the current Big Book cost from \$13 to

\$11. Literature funds are used for such purchases and once an order is placed in May for what we project is a year's worth of inventory, we will be able to drop the price of the Big Book.

Follow-up questions from those in attendance are below:

Q: Can we receive the literature inventory before Founders' Day?

A: Megan said yes.

Q: Can a brief explanation regarding the projection spreadsheet be written and shared?

A: Dave stated that he would write one and send it via email.

Q: Is the quantity of Newcomer Kits for each home group or for all the groups?

A: Peri replied 350 is the total number available to all the groups on a first-requested, first-fulfilled basis.

Q: Is there a charge for the kits?

A: Peri said no and added she would send the Q2 form out for requests.

Q: If we don't need any kits, do we need to respond to the form?

A: Peri answered no.

Q: Can meeting brochures be printed for distribution?

A: Megan said yes if a request is made. Dave explained that printing of the brochure stopped based on cost and the fact that information changes frequently. The decision to switch to an online format was a difficult one that took months to make and implement. Megan followed up and assured the group that Intergroup can and will print the brochure upon demand. Also, a printable version of the meeting schedule can be found at https://aacolumbia.org/wp-content/uploads/2023/10/meeting_list.pdf or by going to <https://aacolumbia.org/> then selecting "Meeting Resources" under the "Resources" tab.

Lastly, Carol P. shared that volunteers are needed for Founders' Day and [information is on the GCI website](#). The event is newcomer-friendly and attendance verification papers will be signed because the gathering counts as a meeting. This event hasn't been held since 2019. It was asked how many attendees are expected and Carol stated the hope is that 200-250 people will attend. Hamburgers and hot dogs will be served and there are indoor, air-conditioned activities as well as outdoor activities planned.

ADJOURNMENT:

The motion to adjourn was made and seconded. Megan closed the meeting with the Lord's Prayer at 7:27 PM.

NEXT IGR MEETING: May 21, 2024

Intergroup email: GreaterColumbialIntergroup@gmail.com

Bridging the Gap email: gcibtg@gmail.com

Steering Committee Emails

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