

September 2021 Intergroup Meeting Minutes

Open with Serenity Prayer and monthly Tradition at 6:30.

Present via Zoom: - Tami D, Rebekah R., Kellie M., Jim F., Marian G., Scott S., Barbara S., Susi M., Beth C., Dave S., Joan S., Angela L., Carole W.

Groups Represented: Happy Destiny II Group, First Things First Group., High Nooners Group, TN Group, Primary Purpose Group.

Previous minutes were accepted as is motion Barb S., seconded by Dave S., all in favor.

Manager's Report – Rebekah R.

- Welcome new IGRs – Rebekah welcomed new reps to the meeting.
- Remind – Rebekah again asked for anyone wanting to be added to the Remind App for staying up-to-date with announcements and updates to add their contact information in the Zoom chat box.
- District 4 Picnic scheduled for 09/26/21 to be held at Louisville Point Park. Mobile Intergroup has been requested and Susi M volunteered to work.
- ICOAA convention to be held virtually 09/29-10/02/21. Costs is \$25 per person and Rebekah will accommodate any Intergroup volunteers wanting to attend.
- PDF generator – We are now utilizing a PDF generator to create and maintain the Meeting List (paper copy). Meeting list is no longer listed by city due to using this new program. Changes made in the Meeting Guide App are automatically transmitted to the PDF Meeting List so both are current. We are not printing many hard copy meeting lists and the Clubhouses print their own. The PDF meeting list is also available on the Intergroup website.
- Outreach Chair is needed and Rebekah would like a co-chair for every district.

Treasurer's Report – Fawn L. – not present

- Report given by Rebekah as Fawn is out of town
- Only 1/3 of area meetings are currently contributing to Intergroup.
- August contributions a record at \$7272.67.
- August P&L \$4952.43
- Year to Date P&L \$2483.00
- Motion to accept Treasurer's report by Barb S., seconded by Kellie M., all in favor.

Hotline – Susi M.

- Need Hotline Volunteers as some have dropped off. Please spread the word about the need to your groups.
- Susi still working to learn new system
- Carole W took the Thursday night shift that was open and Barb will be taking Tuesday night shift.

Service Workers – Dave S.

- Picked up two new volunteers however, more are still needed. Please spread the word about the need to your groups.
- Saturday shift 11a-4p has been difficult to fill and volunteers are needed specifically for this spot.

Archives – open

- Barb S. states she is willing to help with Archives.

Website – Sterling – open

Accessibilities – Carole W.

- Carole W. advised nothing new to report.

Spanish Liaison – open

CPC/PI – open

Treatment – Beth C.

- Nothing new to report.

Corrections – Marian G.

- Marian advised she will not be able to attend the District 3 and 4 meetings as planned.
- Marian booked her flight to New Orleans for the Corrections Conference.
- Marian advised they are allowing meeting into the Knox County Jail again.

Outreach - open

Events – SuZanne A. – not present

Mobile Intergroup – open

Old Business:

- Office furniture and equipment – Rebekah still working on getting pricing together for needed bookcases and bar code scanner.
- Office Hour Revisions – Dave S. stated Monday – Friday shifts are covered. He will have two new float volunteers trained by the end of September. As of Oct 18th we will have to close on Saturdays due to lack of volunteers. We need more volunteers, please let your groups know of the need. Dave did let the group know that Saturdays is one of the busiest days.
- Rebekah R. proposed she do background checks on all office volunteers. Very little discussion held. Will discuss further next meeting. Rebekah did not bring up at September meeting.

New Business:

- Rebekah to attend District Meetings to discuss Intergroup and let people know about the need for more volunteers at Intergroup.
- Square/Quickbooks/Regions Integrations - Dave S has been working on the integrations of these programs. He advised there is a need for \$2500 to cover the costs of purchasing the software, hardware, subscriptions and to hire an IT contractor to set all of this up. The new integrations will provide reports that we currently don't have the capacity to generate as well as increase accuracy on maintaining inventory counts. We will also be able to do payroll cheaper than the current Quickbooks costs. The new Square program will print barcodes to be used with Inventory. We will be moving from the desktop version of Quickbooks to the online version. All three programs will communicate with one another to streamline processes necessary for running the Intergroup office. Kellie M made a motion to provide the \$2500 to proceed. Motion seconded by Scott S. All in favor.
- Elections – the following positions will be up for nominations and elections in December: We will start nominations/elections in October and November and elections will be held in December.
 - Meeting Chair
 - Treasurer
 - Website Coordinator

- CPC/PI Chair
- Corrections Chair
- Office Service Workers Chair
- Spanish Speaking Liaison

Meeting adjourned at 7:48 pm, motion made by Kellie M. and seconded by Jim F. All in favor, none opposed.

Next meeting to be held Monday October 18th at 6:30p.