

## October 2022 Intergroup Meeting Minutes

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

Present via Zoom: - Tami D, Dave S., Clara M., Fawn L., Jimmy McD., Jack F., Jacque H., Jim F., Rhonda, Barb S., Allison, Marian G., Becky B., Scott S., Beth, Patricia H., Ken, Beth C., Dennis P., Brent, Bryan G., Simone, Susie McD., Matt, Erika W.

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

Previous minutes were accepted with amendments motion by Clara M., seconded by Barb S., all in favor.

- Amendments: previous minutes amended to read under Old Business: Jimmy McD – also requested \$2000 budget for a New Year's Eve Party. This was tabled until the next meeting. Under New Business: Clara would like to purchase a new phone to assist the hearing-impaired office volunteers with answering the phones. There is a government program that offers a grant to assist with the costs, leaving our out-of-pocket expenses around \$100.00. Dave S made a motion to approve the funds. Jim F seconded. All in favor.

### Manager's Report – Clara M

- Welcome new IGRs – Clara welcomed new reps to the meeting. If you need anything reach out to the office manager @ 865-320-8649 or manager@etiaa.org.
- Remind – Clara 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.
- Labels for Items in the Office – Clara stated the office reorganization is complete except for the labels for the shelving.
- Website Sales page corrections to shipping costs – Clara advised the shipping costs for online purchases were undercalculating and what was charged online was not enough to cover the shipping costs which resulted in invoices having to be sent to recoup the difference between what was charged and the actual cost to ship the order. As of 10/17/22 the shipping charges have been updated on the website to calculate the correct charges.

### Treasurer's Report – Dave S.

- Group Contributions for October to date \$1266.78
- Group Contributions for September \$3302.12 which included \$1059.00 from the Intergroup Anniversary Party.
- Net revenue for September -\$1482.99 – had two rent checks come out in September and Clara had 3 paychecks this month because of how the month fell resulting in the negative amount.
- Motion to accept Treasurer's report by Tami D., seconded by Pat, all in favor.

### Hotline – Jack F.

- Jack reported he has had 5 more people inquire about volunteering for the Hotline.
- The issues with incoming calls that were reported last month seem to have resolved.
- No updated information regarding the 12 step call list.

### Service Workers – Dave S.

- Dave advised the Thursday morning shift was open but position has been filled.
- He has one new volunteer being trained as a fill-in for when someone is out unexpectedly.

- Note to be placed to let volunteers know that only the hearing-impaired volunteers are to be using the new phone.
- Dave is sending out schedules for November and December. The Office will be closed Thanksgiving Day, December 24<sup>th</sup> – 26<sup>th</sup> and December 31<sup>st</sup> – January 2<sup>nd</sup>.

#### **Archives – Allison**

- Allison reported she has been working organizing and sorting the previous Newsletters by month and year.

#### **Website – Barb S.**

- Barb reported there were 230K clicks to the website in September. The top pages were the meeting list with 103K clicks and events with 238 clicks.

#### **Accessibilities – open**

#### **Spanish Liaison – open**

#### **CPC/PI – open**

#### **Treatment – Jacque H.**

- Jacque was unable to attend the District 2 meeting. Nothing else to report this month.

#### **Corrections – Marian G.**

- Marian was not able to attend the District 2 meeting and the next District meeting will be District 1 and she will be at the National Corrections Conference.
- Marian has been asked to be on a panel at the Corrections Conference.

#### **Outreach – open**

#### **Events – Susie and Jimmy McD.**

- Jimmy stated they would like to establish a bookkeeper position for the Events committee. To be discussed further at next month's meeting.
- New Year's Eve Party proposal to be tabled until next month.

#### **Mobile Intergroup – Beth C.**

- Previous Events – Beth attended the District 4 picnic and reported around \$200 in sales. Clara attended the CPC/PI Workshop and sales were nominal.
- Clara to attend a Service Workshop/Halloween Party on October 29<sup>th</sup> in Morristown from 2-3 the District 4 Treatment Committee meeting at Happy Destiny II on November 19<sup>th</sup> from 1:30-3:30.

#### **Old Business:**

- The phone to assist hearing impaired office volunteers has been purchased and is in use.
- Committee Budgets will be addressed by the committee also responsible for reviewing and proposing changes to the intergroup By Laws.
- By Laws review and revisions – Clara advised the committee to meet October 27<sup>th</sup> at the Intergroup office. Beth C recommended the committee review and add all standing committees to the By Laws and she recommended that the Managers evaluation coincide with the Managers hire date. Beth was added to the By Laws ad-hoc committee.

## **New Business:**

- Elections to take place in December, Nominations to take place in October and November. Positions up for election include:
  - Vice-Chair
  - Secretary
  - Hotline Chair
  - Archives Chair
  - Accessibilities Chair
  - Outreach Chair
  - Treatment Chair
- Clara nominated Ken for Outreach Chair, Dave S seconded.
- Jimmy McD nominated Jack F for Hotline Chair, Brent seconded.
- Scott S nominated Allison for Archives Chair, Jack F seconded.
- Beth nominated Jacque H for Treatment Chair, Allison seconded.
- Jimmy nominated Kelly for Accessibilities Chair, Dave S seconded.
- Vice-Chair, Secretary no nominations received to date.
- Jack F made a motion to vacate current Vice-Chair due to inactivity, attendance at meetings. Allison seconded. All in favor.

**Meeting adjourned at 7:27 pm.**

**Next meeting to be held Monday November 21<sup>st</sup> at 6:30pm both in person and on Zoom.**