

GREATER EAST BAY ACA Intergroup (GEBACA)

Minutes from May 25, 2019

Attendance: Barbara, Concord; Regina, Fremont; Shari, Fremont; Starr, Fremont; Tim, Danville; Paula, Concord; Joe, Oakland; Zoe, Rio Vista; Carmen, Concord; Efrosini, Stockton; Rene, Stockton, Marcus, Rio Vista.

- A. Open with ACA Serenity Prayer and Introduction**
- B. Review and Approval of today's Agenda**
- C. Review and Approval of April Minutes**
 - a. Discussed having the March meeting minutes available at the last meeting. They are available online. Discussed the requirement to have the meeting minutes sent out via email within 7 to 10 days from the intergroup business meeting. All members agreed.**
- D. Recruitment efforts to fill Vice Chair and Communication Officer vacancies**
 - a. Website advertising - Call to Action**
 - i. Starr placed a button for recruitment on the website. Roles and expectations of positions are on the webpage.**
 - b. Results vs. more strategies**
 - i. Zoe and Marcus have expressed interest in sharing the Communication Officer position but can't do the newsletter part. Marcus would do webpage and Zoe would do email communication blasts. Zoe is interested in updating documents and having them ready for posting and emailing. Starr agreed to train Marcus. Joe from Oakland knows someone interested in website and will follow up with them and ask about possibility of newsletter piece.**
 - ii. Missing key position - Vice Chair. We need to find someone interested to start succession planning.**
 - iii. Start recruiting for required positions now. Required positions are President, Secretary, and Treasurer. Need to**

name who are next officers are in November. Rotating positions is important.

iv. Reiterated going up to people we know that are engaged in ACA and service to talk to them about the service that is available. Want folks that have time and growth in ACA.

c. Back filling current positions

i. Paul is stepping down as officer of Events. He will still help out with July speaker meeting. Announcement made at concord meeting and someone is interested.

E. Trusted Servant's Reports

1. Literature Report

a. We have \$692.00 in inventory, not including chips. Shared with Mike. Carmen will be making a purchase. We have sold \$851.00 this last month. Motion made to have an itemized list of inventory using Quicken Books.

b. We have current version of BRB now in our inventory.

2. Treasurer's report

a. Monthly Report. We have a net income of \$1161.00 after purchase of literature.

b. E- Commerce

c. Liability Insurance – adding Directors and Officers coverage

i. Pricing is for \$1 million coverage is \$162.50. We have a policy that is \$315.00 per year that gives us 1 million dollars of coverage. This doesn't cover officers. Barbara brought to the group that her insurance company (umbrella policy) had asked her if she had insurance as an officer for a nonprofit. Barbara was denied because we don't have coverage for officers. Joe who consults for nonprofits said that most decide to get this insurance for its officers for security. Table for next month.

3. Website/Communication Report

- a. **Contact List Updated**
- b. **Communication Team Approach**
 - i. **Interest/recruitment for Communication team**
 - ii. **Possible hiring website assistance. Starr spoke to Mary Higgins and we would need to switch to her template. We would need to start over on website. Price is \$500 for set up. Flat rate of \$50 a month for maintenance and hosting. Still unsure whether e commerce is available and awaiting return reply from Mary.**
- c. **Updates to the website**
 - i. **E-Commerce abilities and expected date for going live. We have authorized.net that is attached to Wells Fargo account. This requires development. Member agreed that developing our own coding design is not prudent. Starr said that there is a service that would cost \$80.00 per year that will help the connection via authorized.net. One member suggested tacking on the price of the \$80.00 to literature sales or convenience fee for electronic transaction. Starr will look into shopify and Tim into Stripin. Barbara will connect Starr with WSO member, Jim for collaboration.**
 - ii. **Andy's phone number removed from the g-suite account. Andy needs to remove himself, Starr can't do it. She has reached out to Andy.**
- d. **Accessing GEBACA archive files. Cathy has moved files to Google drive and her and Starr have access. This is where our old minutes and other documents would be archived.**

4. Events/Activities

- a. **Review Sponsorship Event – May 4th. 22 people came. Good comments and feedback. Barbara suggested doing it 2x/year. Marcus suggested having a fellow traveler focus workshop. This is unique to ACA. Paula suggested alternating the workshop**

between fellow traveler and sponsorship. Zoe suggested having a committee to form and conduct the workshop as a meeting format. Zoe, Marcus, and Barbara volunteered to be on the committee and will bring info back to the group.

5. Intergroup Rep Updates.

- a. Rene - Spanish speaking fairly new, very excited. Looking for ACA Spanish speakers.
- b. Efrosini, -Small meeting, lots of healing tears and inner child work.
- c. Tim- Alamo meeting had challenge with location. Attendance better since moving to St. Edward Episcopal Church on Diablo.
- d. Paula- Pleasanton meeting going strong. It is located at Andrea's home for now. Andrea is working with the region. The church is requiring a letter that proves that the group is a non-profit. Starr will put Andrea's contact information on the website.
- e. Zoe- Group is talking about how to attract new comers., making one Monday per month a birthday month. The are having a founder celebration in June.
- f. Carmen- looking at different ways to develop sponsorship.
- g. Shari - Fremont groups growing. Step study is ongoing.
- h. Marcus- Oakland group had very strong sponsorship. 40+ people and many newcomers.
- i. Regina- Fremont. New meeting. Working on meeting format.

6. WSO March meeting report

- a. Barbara's ABC/AWC notes. See website. Next World Service is in Boca Ratan. Zoe would like to hear more about the Sweden conference and Barbara is open to discussing her experience with all members.
- b. Updating home group meetings on WSO website for accuracy, intergroup affiliation, and including region 2. Barbara asking groups to check for accuracy and that we all have intergroup affiliation. Barbara will reach out to San Leandro, Berkeley-

- Friday and Tuesday to see if someone will update contact at WSO.
- c. **Region 2.** This is our region and Vice Chair would be the one to be on the business meeting calls the third Saturday of the month. Region help facilitate communication to the groups.

7. **Annual Meeting in November.** We are required to have an annual meeting and must have listed at the meeting a President, Secretary, and Treasurer officers to register as a nonprofit. It will be separate short meeting than that of the regular meeting.

F. Quarterly Speaker Meetings

1. **July 13, 2019.** The July Speaker Meeting has two speakers. Joe and Paul are finding volunteers to help. The October Meeting has been approved to be held at John Muir Medical Center in Concord.

G. Changes to the Intergroup Meeting Format

1. The GEBACA mission statement will be read at the intergroup business meetings. For a three-month trial, the intergroup meeting will read the Tradition that correlates with the number of the month, th Tradition Meditation, and the Concept that correlates to the month.

G. Next Actions

1. **Deliverables for next meeting**
 - a. **Insurance for officers**
 - b. **Diversity committee**

Next Meeting: June 22, 2019 Time: 10:30-12noon

Location: St. Paul's Episcopal Church, 1924 Trinity Ave, Walnut Creek, CA 94596

If you are unable to join in person, join by Phone: Call 855-880-1246 and use Meeting ID 919 237 0898. Or join via the ZOOM App: 919 237 0898
