

**Draft Minutes Greater East Bay ACA Intergroup (GEBACA)
Saturday Nov 18, 2023 10:30 a.m-Noon**

Zoom only meeting.

A. Serenity Prayer and Introductions

Present: Shari K (Chair); Carmen B (Co-chair/Chair-Diversity and Inclusion Committee); Zoe H (Communications Officer); Marcus H (Secretary/IGR-Thurs. 7pm Oakland); Jesse (Webmaster/Treasurer); Denise P-C (Public Information Officer); Dean P (Literature Officer); Carla (IGR- Thurs 7pm Clothesline Group, Fremont).

B. Standard Meeting Readings

- . GEBACA Mission Statement.
- . Concept XI
- . Tradition Eleven
- . Tradition Eleven Meditation

C. Review and Approval of Agenda

Approved as submitted

D. Review and Approval of October Meeting Minutes

Approved as submitted

E. Guest Input

F. Trusted Servant's Reports – 3-to-4-minute reports

1. GEBACA Chair Report chair@gebaca.org
 - a. Attended November 4 Quarterly Business Meeting (QDM) as Delegate for the Intergroup. Will be ready to do this service for the next meeting. Service is needed in many WSO committees. An excellent report was made by Bill D, Office Manager of Signal Hill office and literature distribution facility, on the work being done there. The Chair will continue as the ABC Delegate.
 - b. GEBACA members who were delegate from meetings reported on literature.
 1. “A New Hope” (for newcomers) approved by Literature Committee and Board; will soon be released to fellowship for review.
 2. “ACA Bill of Rights” was released for fellowship review in 2022 and review period has now closed. After Lit Evaluation Subcommittee reviews it, will go to the Annual Business Conference for conference approval
 3. “ACA Steps“ are being developed in response to repeated requests and ballot proposals for a gentler set of steps. Five versions will be released in a survey to get fellowship feedback. The final version may be used by meetings but meetings are free to use whatever steps they wish
 4. “Safety Tent Card” (addresses predatory behavior) has been approved by the Lit Committee and board. Will go to Annual Business Meeting for final approval.
 5. “Connections” (about sponsorship and fellow traveler relationships in ACA) is being revised by a writer group and will be released for fellowship review

2 Secretary secretary@gebaca.org

3 Treasurer's Report treasurer@gebaca.org

November Report

Income	
7th Tradition - Meetings	81.02
Sales	429.50
Total Income	510.52
GROSS PROFIT	510.52

Expenses	
Total Expenses	
NET OPERATING INCOME	510.52
NET INCOME	510.52

- a. Profit Loss statements will be posted on the GEBACA website.
- b. Adding the capability to make deposits through Zelle to the GEBACA account will be investigated and brought back to the next meeting.
- c. A discussion about length of time to keep documents posted on the GEBACA website and how to archive GEBACA documents was tabled.

4. Literature Report literature@gebaca.org

Sales and inventory

Inventory is low due to one big order. An order of \$540 for literature was made to WSO. \$390 was deposited to the GEBACA account from previous purchases which does not show on this months report due to how recently it was made. Literature available in our donated literature is 3 *Big Red Book* (marked meeting copy), 2 *Yellow Step Books*, 2 *Strengthening My Recovery Books* and various pamphlets.

5. Communication Report communications@gebaca.org

Update Contact List

- a. A welcome letter and copy of the Bylaws were sent to the new IGR from the *Berkeley Tuesday Night* meeting. The monthly announcement, an extra email on the November 17-18 ACA Annual World Convention and an announcement of today's Annual Meeting of GEBACA and the elections were sent out. Working on updating service roles and responsibilities document and it is at draft status presently.
- b. Discussion about how to answer an email received by the Chair from a member asking some questions about Intergroup. We will further discuss at next meeting.

6. Website Report webmaster@gebaca.org

Discussion and questions on how to archive GEBACA documents. Tabled to the next meeting.

7. Public Information info@gebaca.org

Working on penpal outreach. Dublin Prison has not been very receptive. Will try working with a person from AA on getting a penpal program established at Santa Rita Prison. If there is an AA conference relatively nearby and ACA is allowed to have a table, the PI person would do service there.

8. H&I hospital-institution@gebaca.org

9. Diversity and Inclusion Committee diversity@gebaca.org
10. Intergroup Rep Updates

G. Old Business

1. Service Positions Roles and Responsibilities Review
2. Remaining items for discussion from Goals for 2023
 - a. Create a defined pathway for GEBACA to sponsor Group or member-initiated workshops
Motion: To adopt the Suggested Guidelines for GEBACA-sponsored Events. (see document below) Maker: Marcus H Second: Dean P Passed: Unanimous
 - b. Facilitate the setting up of member Study Groups for Steps, Traits and Loving Parent Guidebook
Communications Officer will send out an email to the meetings letting them know of the need of a volunteer to implement this service
2. GEBACA sponsored speaker meeting in the fall
3. Changing regions - on hold

H. New Business

I. Announcements

Next GEBACA Meeting:
January 27, 2024 10:30am-11:30am PST
Zoom only - Meeting ID: 116 286 465
<https://zoom.us/j/116286465>

*** Suggested Guidelines for GEBACA-sponsored Events
Proposed by the GEBACA Event Guideline Working Group August 2023**

GEBACA Hosting Events

For the purposes of this policy, an event is defined as one of the following:

1. A topic series that is presented once per month or for a limited number of consecutive weeks.
2. A GEBACA-sponsored event.

Criteria for Hosting Events

In order for an event to be posted on the GEBACA website, it must adhere to the following criteria:

1. Be sponsored by the group conscience of a registered ACA service body (e.g., meeting, group, Intergroup, Region, or WSO). The sponsoring group registration number and name must be included on all information submitted, including fliers.
2. Content Requirements:
 - a) Supports the principles of the ACA Program, including the ACA Steps, the ACA Traditions, the Laundry List/Problem, and the ACA Solution.
 - b) Only addresses topics of specific interest to our Fellowship that promote recovery in

ACA. It should not be therapy oriented per Tradition 8.

c) Does not lend the ACA name to any outside enterprise, per Tradition 6.

3. Content suggestion: It is encouraged that the GEBACA diversity statement be read during the event.

4. Presenter Requirements:

a) Must be members of the ACA Fellowship.

b) May not promote their professional services, websites or social media accounts, or promote the sale of their own literature or products.

5. 7th Tradition Contributions may only be solicited to cover the direct costs of the event and to support the purpose of the sponsoring ACA service bodies. If the GEBACA zoom is used, a 7th Tradition donation to GEBACA is suggested.

GEBACA Events Posting

To have your ACA event co-sponsored by GEBACA and listed on the website, please provide:

1. The date of your event.
2. Group, Intergroup or Region WSO#.
3. Email point of contact.
4. Workshop outline and any materials that will be presented.
5. A copy of the event flyer, if one is available.
6. The event website, if there is one.
7. Note if the GEBACA zoom is needed.
8. Be available to present the event proposal at a GEBACA meeting.