

**Clean Air North  
Group Conscience Meeting Minutes  
June 13, 2021**

**Call to Order** – Anne S. called meeting to order at 2:04 pm and opened with the Serenity prayer.

**Anne S. – MOTION** – Approve the minutes from the May 2021 group conscience meeting. Motion seconded by Nick R. Motion passed and minutes were approved.

**Trusted Servant Reports:**

**Treasurer – Bill W (Alternate).**

- Starting checking balance: \$3833.08.
- Contributions: \$ 2530.50.
- Expenses: \$3281.38. Literature, Rent, Utilities.
- No contribution to District, Area, and GSO.
- No contribution to Intergroup.
- No transfers to Prudent reserve.
- Ending balance: \$3082.20.
- Prudent reserve: \$31635.71. Change from last month: \$0.00.
- Eddie B - emphasize 7<sup>th</sup> tradition in announcements at the end of meetings.

**Literature – Marvin B.**

- Checking on literature levels during noon and Saturday morning meetings.
- Ordering additional copies of Living Sober, monthly and annual chips, and newcomer packets for June.

**Maintenance Chair – Shy S.**

- Replacement blinds were ordered and received for damaged blinds in front of main room.
- No other maintenance needs.

**Cleaning Chair – Mike J.**

- No report.

**Beverage Chair – Kathryn E. / Scott R. (Alternate)**

- Bottled water needs to be replenished.
- Place receipts in safe, or send photo to treasurer for reimbursement.

**Coffee and Paper Supplies Chair – Mike B. / David H. (Alternate)**

- Re-stocked coffee this week.
- Marc B. volunteered to serve as alternate or chair for July to December term.

**Speaker Chair – Lee K.**

- No report.

**GSR – Renee B.**

- Attended May district meeting on 6/6/2021.

- District needs volunteers to serve as webmaster or alternate officers. Contact Renee B if interested for more information.

**Intergroup Chair (aadallas.org) – Emily D.**

- Intergroup is searching for new office space – lease is up in August. Searching in North Dallas area.
- Intergroup office is open for in-person visits to purchase literature. Volunteers needed for 10am to 1pm and 1pm to 4pm shifts. Contact Emily D for information to serve.
- Nightwatch is searching for volunteers to answer phone calls between 5pm and 8:30 am. Contact Emily D for information to serve.
- Citywide meetings will re-start on July 10 at the Lovers Lane Methodist Church. No masks are required.

**Grapevine Chair - Open**

- No report.

**Corrections Chair – Rick P.**

- Jails and prisons are open for AA meetings.
- More volunteers to carry the message are needed – please see Rick P. for volunteer paperwork, or go to [tdcj.gov](http://tdcj.gov) and search for the volunteer application document. Training will be online.
- Orange can is being passed at meetings.
- Donations for May: \$206.00 for purchasing literature for jails and prisons.

**PICPC – Erin P.**

- No report.

**Treatment Facilities Coordinator: Bob S.**

- No report.

**Digital Meeting Coordinator: Kris D.**

- Chairpeople are needed for Zoom meetings. Email [cleanairnorth@gmail.com](mailto:cleanairnorth@gmail.com) to volunteer.

**Old Business:**

**Trusted Servant Email Contacts:**

- Trusted servant email links are not yet on the website.

**Adjustment of Covid Guidelines:**

- The CAN group facility is open without restrictions for either mask usage or food.
- According to the amended section 6.02.9 of the operating guidelines (July 12, 2020):  
“The group shall adhere to any special requirements or protocols necessary to prevent or mitigate disease by following the recommendations of local, state, or federal health departments or agencies.”
- Addison, Tx, Dallas County, and the State of Texas have lifted mask mandates.
- As Covid restrictions have been lifted, resume donations for coffee.

### **Birthday Night Hybrid Meeting:**

- Hybrid meetings are at discretion of the individual meeting.
- May birthday night was a hybrid meeting.

### **Updated Webcam:**

- Decision was made to leave the webcam as is.

### **New Business:**

#### **Group Inventory Committee Reports:**

- Committees organized to process the group inventory feedback presented recommendations.
- Email was sent to the group mailing list with recommendations from each committee.
- Committee topics:
  - Group Communications
  - Sponsorship Education
  - Group Conscience
  - Meeting Chairperson Education (“How to Chair Meetings”)
  - Group Unity

#### **Summary of Motions Passed:**

- **Motion** – Kris D. – Ask meeting chairs to get headcount and email it to [cleanairnorth@gmail.com](mailto:cleanairnorth@gmail.com) or write on donation envelope. Seconded by Nick R. Motion passed.
- **Motion** – Julie C – Add definition of cross-talk to the meeting pre-amble. Seconded by Nick R. Motion passed vote.
- **Motion** – Bill W. – update chairperson instructions according to recommendations of the committee. Emphasize responsibility to clean and lock group, and in-meeting service opportunities such as newcomer chair. Seconded by Rick H. Motion passed vote.
- **Motion** – Julie C. – Add a section to meeting format ending that asks attendees who have worked the steps and are available to serve as sponsors to identify themselves. Seconded by Rick H. Motion passed vote.
- **Motion** – Julie C. – Update format of the newcomer meetings on Monday to make sponsorship the discussion topic on the last Monday of the month. Seconded by Bill W. Motion passed vote.
- **Motion** – Julie C. – Add advanced preparation of meeting agenda to the duties of the group secretary. Seconded by ?. Motion passed vote.

#### **Group Communication Committee:**

- Kris D. presented recommendations from the Group Communications Committee:
  1. Post group website URL on door to group – [cleanairnorth.com](http://cleanairnorth.com).
  2. Reduce number of Zoom meetings if unable to find people to chair.
  3. Ensure rotation of meeting chairs.
  4. Re-design group bulletin board.
  5. Send email reminders for group conscience meetings.
  6. Update group website.
  7. Create service position for group signage and posters.
  8. Create service position for the group website administrator.
  9. Add trusted servant email account links to group website.
  10. Assume good intentions and be kind to each other.

- **Motion** – Julie C. – Move discussion of Zoom meeting status to July group conscience meeting. Seconded by Shy S. Motion passed.
- **Motion** – Kris D. – Ask meeting chairs to get headcount and email it to [cleanairnorth@gmail.com](mailto:cleanairnorth@gmail.com) or write on donation envelope. Seconded by Nick R. Motion passed.
- Decided to defer discussion of the service positions for signs and the group website.

#### **Meeting Chairperson Education Committee:**

- Anne S. presented recommendations from the Meeting Chairperson Education Committee:
- Re-emphasis of how meetings are chaired at CAN:
  - Use conference-approved literature.
  - Observe rotation – call on all attendees
  - Make sure to call on newcomers
  - Have a plan to discussion back to the topic if needed.
- **Motion** – Julie C – Add definition of cross-talk to the meeting pre-amble. Seconded by Nick R. Motion passed vote.
- Shy S. – make sure the meeting instructions include that chair is responsible for making sure group is clean and locked up at the end of the meeting.
- Discussion on dealing with people who attend a meeting but do not identify as alcoholic:
  - Shy S. – is it permissible to have people who don't express a desire to stop drinking stay?
  - Anne S. – meeting chairperson can refrain from calling on people who don't identify.
- **Motion** – Bill W. – update chairperson instructions according to recommendations of the committee. Emphasize responsibility to clean and lock group, and in-meeting service opportunities such as newcomer chair. Seconded by Rick H. Motion passed vote.

#### **Sponsorship Education Committee:**

- Recommendations of Sponsorship Education Committee were presented by Julie C., Chris F., and Charlie O.
- Goals for the committee:
  1. Emphasize role of sponsors in maintaining group unity (Tradition 1).
  2. Emphasize role of sponsors in service involvement (Tradition 5).
  3. Promote sponsorship.
- Recommendations (based on Unity, Service, and Recovery legacies):
  1. Make information on sponsorship and service opportunities available:
    - Include signs at group promoting sponsorship.
    - Make sure relevant AA literature is available – pamphlets, Living Sober, etc.
    - List fellowship opportunities on the website – 24 Hr. Club meetings, etc.
    - Mention meeting-specific service in meeting format – clean-up, newcomer chair, etc.
  2. Encourage Sponsorship:
    - Include a section at end of the meeting format asking people who are available to serve as sponsors to raise hands or identify themselves.
    - Ensure newcomer chair at meetings has sufficient service rotation.
    - Make sponsorship a meeting topic on a regular basis. The newcomer meetings on Monday can make sponsorship a topic one week per month.
  3. Hold a Sponsorship Education Event:
    - Have a workshop or panel discussion on being a sponsor.

- Include discussion of service opportunities at group and area levels.
- **Motion** – Julie C. – Add a section to meeting format ending that asks attendees who have worked the steps and are available to serve as sponsors to identify themselves. Seconded by Rick H. Motion passed vote.
- **Motion** – Julie C. – Update format of the newcomer meetings on Monday to make sponsorship the discussion topic on the last Monday of the month. Seconded by Bill W. Motion passed vote.
- Discussion on sponsorship workshop or panel discussion was tabled until the July group conscience meeting.

#### **Group Conscience Committee:**

- Tom M. presented recommendations for education on the group conscience process.
- Committee recommendations:
  1. Prepare an agenda for the group conscience meeting. Post the agenda at the group and distribute it via email.
  2. Include reminders about group conscience meeting and the agenda during the announcements at the end of meetings.
  3. Add email addresses for trusted servants to the group website.
  4. Educate people on the purpose of the group conscience – include traditions as meeting topics beyond Tradition Tuesday (last Tuesday of month).
- **Motion** – Julie C. – Add advanced preparation of meeting agenda to the duties of the group secretary. Seconded by ?. Motion passed vote.
- Kris D volunteered to develop a process to distribute the agenda for the group conscience agenda electronically.
- Eddie and Shy volunteered to produce some posters promoting attendance at group conscience.
- Discussion of group conscience can be added as a meeting topic during the 12&12 book study meeting (Julie).

#### **Unity Committee:**

- Unity committee presented recommendations. In-depth discussion was deferred to next meeting since the 4pm meeting stop time was nearing.
- Russ M. presented the report of the Unity Committee.
- Recommendations:
  1. Include posters or graphics on group unity at the group facility.
  2. Increase opportunities for service during meetings. Possibilities include greeters at in-person meetings, online newcomer chairs at Zoom meetings. Include phone lists in virtual newcomer packets.
  3. Hold a special session (panel/workshop) on group unity.
  4. Take another look at the use of hybrid meetings.
  5. Re-start group events such as the Weenies & Watermelons 4<sup>th</sup> of July party or the Fall Frolic.
  6. Increase participation at group conscience meetings.
  7. Have a group phone list.
  8. Have the program chair recruit meeting chairs rather than ask for volunteers.
  9. Prepare an announcement sheet summarizing decisions from latest group conscience meeting to be read during the group announcement phase of standard meetings.
  10. Discuss need to follow group conscience decisions.

- Rick P., Vicki T., and Kris D. volunteered to coordinate this year's Weenies & Watermelons 4<sup>th</sup> of July celebration.

**Adjournment:**

**Anne S. – Motion** – to adjourn the meeting. Seconded by Russ M. The motion passed and the meeting closed with the Responsibility Statement at 4:06 pm.

Email

Respectfully submitted,

Charles S, Secretary

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