

MINUTES

Arizona Serenity in the Desert Intergroup

Date | time 10/15/2016 1:00 PM | *Meeting called to order by* Tori: Chair

OPENING

The meeting opened with the Serenity Prayer, followed by the reading of the preamble and standing rules. Introductions were made around the room. Board Members in attendance: Chair- Tori, Vice Chair- Marie D, Treasurer-Teri G, Recording Secretary- Lisa M, Communication Secretary –Halina. Rep/Delegates Bobbi, Dottie, Tori, and Halina present. Harlan absent with notice. Welcome and attendance Report: 21 present, 21 voting members, 4 new meeting representatives, and 0 visitors. The presented agenda was adopted with addition following changes: Audit be moved to treasurer's report, Inventory to be added to old business, insurance to be moved to new business, and cushion point of information added to new business.

OFFICER REPORTS

Chair- Presented as written document provided to those in attendance.

Vice Chair- Presented as written document provided to those in attendance.

Treasurer- copies: provided to those in attendance. Total \$16,447.93. Members are reminded to turn the handle of the safe and be sure that the envelope has been dropped. The rent will increase by \$100 in April, and will continue to do so yearly. This will affect the budget. Thanks to Deb and Bobbi for completing the audit. Audit report was provided to those in attendance. There were only 3 minor mathematical errors found. They suggest that the reimbursement form and original receipt be submitted for all meeting reimbursements. Forms are available in the office and will be added to the website and edited to include daily totals. Suggestions from last audit were implemented successfully. The audit took 4 hours to complete. It is suggested that mileage policy be reassessed by the finance committee as there is a discrepancy for mileage rates (business rate vs charitable rate.)

Recording Secretary- Copies provided to those in attendance, emailed to individuals who attended September session. September 2016 minutes approved as presented.

Communications Secretary- Report distributed to members present. Questions or comments can be directed to Halina.

7TH TRADITION \$29.00

COMMITTEE REPORTS

Retreat- Registration for fall retreat going well. Final registration of \$45 is October 22 so final count can be submitted. Register with Deb.

Office Operations- Report distributed to those in attendance. Committee needs to rotate service positions because they have been full for 2 years. Available service positions will go in ecares. Wall calendar was updated to include committee meetings.

PIPO- Gunnar is trying to reanimate the committee, as it was vacant for some time.

Finance- Committee will not meet until January or February to review the budget.

12th Step Within- Greg presented for Mollie. 11th step workshop this afternoon and tomorrow. Marathon meetings will be held Thanksgiving, Christmas, and New Year's Day at the office. Mollie is looking for a venue for West Valley unity day. Promises by Candlelight will be December 3rd, Dianna is still looking for new speakers, ecares has a form. Candles are missing from office closet.

Outreach- Deb presented for Linda. New Tuesday A/B meeting going well. East Valley Men's attendance ebbs and flows. 6:45pm Wednesday office meeting now has newcomer meeting from 6:15-6:45pm twice monthly. Thursday 6pm LDS meeting looking for new facility, temporarily closed. Prescott meetings have asked for Phoenix speakers.

Comm/Tech- Pat presented for Mikester. Facebook will be running by the end of 2016. Need volunteers to be admins. Greg has been thanked for his service, he is looking to rotate out of his service position so ASDI is seeking a volunteer to be webmaster, Greg will train. Website will be switched to Wordpress. Ecares seeking proofreaders and backups. Dianna was thanked for her service as newsletter chair, she is looking to rotate so need a volunteer, Dianna will train. Changes will be made to make newsletter position easier and newsletter more simple and compliant with anonymity. All contact info will be changed to contact email @oaphoenix.org. Next meeting will be Thursday November 10th at 8:05pm.

Bylaws- Nothing to present. Will be making suggestion to decide the number of delegates to be sent to world service no later than December.

Other- Bobbi updated the meeting list. Two meetings were cancelled. She is contacting people on outreach directory and it will be updated by next month. Sheila reminded us that outreach directory should not be published online, but generic emails can be published.

Website and Newsletter were covered by comm/tech report.

Phone coverage- Doing well, volunteers were thanked.

OLD BUSINESS

a. Facebook- Covered in comm/tech report.

b. Audit- Covered in treasurer's report.

c. Vacancies (ASDI Service Opportunities)- Service opportunity list distributed to members in attendance. Email addresses will be updated to generic position emails. Marie can make updates to the list as requested. Will be distributed in ecares when generic emails are added but can be distributed in meetings immediately.

d. Office file cabinets- Tori looked for thumb drive but could not find them. Several members had suggestions about where the keys to the locked filing cabinets are and will help Tori. All materials found were pre-ASDI, but may still be considered archival. Top 2 cabinets has notebooks, dividers, etc that meetings can use.

e. Email addresses- Tori has a list of committees and committee chairs that will get the emails. List was passed for members to make updates.

f. Intergroup inventory- There is a policy that any PDF from world service can be used by intergroup and service bodies for internal use. The logo requires permission for use.

NEW BUSINESS

a. Planning for future retreats- Tori presented for Rosie. Rosie has signed us up for 2 retreat sites (Embry Riddle- June 2017 and Mt. Claret- October 2017.) It is necessary to reserve at least a year in advance. Calendar of future events will be added to website. She is forming a speaker search committee made of 7 people, the job would involve listening to podcast recordings. Retreat chair position has been filled by the same person for many years because it requires continuity due to planning 18 months in advance. Tori suggested consulting in bylaws about having this position able to stay on for over 2 years.

b. Insurance- Our coverage is in compliance with lease requirements. The insurance requires the new landlord's name, will be remedied in November when insurance is renewed. Offsite events or meetings can apply for a

certificate of insurance and our policy will be covered. Meetings can be asked if anyone wants insurance to be changed to include theft insurance or other types of coverage. Currently only covers liability and damage to premises.

c. Cushions- Thursday night Pink Cloud meeting had floor cushions in the office that were stolen from the office. The meeting will tentatively be proposing donation envelopes for new cushions to be purchased that will belong to the ASDI intergroup. Discussion for ASDI to purchase the pillows. Both options should be presented to meetings.

GOOD AND WELFARE- NOT TO BE RECORDED

CLOSING

Closed at 2:36 pm with "I put my hand in yours."

NEXT MEETING

11/19/2016 1:00 PM, OA office 1219 E. Glendale Ave, #23 Phoenix, AZ