

**MONTEREY BAY ACA INTERGROUP MEETING MINUTES**

Saturday, August 24, 2019 2:00 pm

Palo Alto Medical Foundation Conference Room, 2025 Soquel Ave. Santa Cruz

**Attendees: Intergroup Representatives**

Group#	Group	IGR Name	Present	Proxy	Votes
CA1277	SUN 3:30 PAMF "Adult Loving Parent"	James	X		1
CA1264	MON 9:30 Scotts Valley "ACA Scotts Valley"	Beverle	X		1
CA1377	MON 11:00 "Scotts Valley Quiet Fellowship"	Laura	X		1
CA1371	MON 5:30 Scotts Valley "Stepping up in ACA"	Carol G	X		1
CA1308	MON 7:00 Quaker Meeting House "Authentic Men"	Chris T			0
CA682	MON 7:30 Palo Alto "Monday Night Book Study"	Rachel	X		1
CA1233	TUE 12:30 Red Church "Inner Loving Parent – Inner Child"	Brigette	X	Attended via Zoom	1
CA1258	TUE 7:00 Boulder Creek "Healing the Past"				0
CA1373	WED 7:00 "ACA@UCSC"	Caroline			0
CA477	WED 7:30 Palo Alto "Wed. Night Book Study"				0
CA1169	WED 9:30 Live Oak "Serenity Seekers"	Di	X		1
CA1170	THU 5:30 Quaker Mtg House "Women in Recovery"	Cate L	X	Evie	1
CA1241	THU 6:00 Salinas "Freedom from the Past"				0
CA971	THU 7:00 Red Church "Serenity Seekers"	Michael	X	Bill	1
CA1313	FRI 7:15 Barn Studio "Friday Night ACA"	Michelle			0
CA1075	FRI 7:30 Los Gatos "Friday Freedom"				0
CA1276	SAT 9:00 Barn Studio "Heart Circle"	Annica	X		1
CA1015	SAT 4:00 "Circle of Hope" Palo Alto	Jean S	X		1

**Attendees: Officers, Committees and Visitors**

Title	Name	Present	Proxy	Votes	Visitor's Name
Chair	Renée H	X		1	
Vice-Chair	Jeannie	X	Alex	1	
Secretary	Carol G	X		0	
Treasurer	Emily	X		1	

Committee	Chair	Present	Proxy
Web	Evie	X	
Literature	Beverle	X	
H&I	Pat H		

**Opening:** Renée, Chair, opened the meeting at 2pm with the ACA Serenity Prayer, followed by members reading our Mission and Commitment to Service statements, 12 Traditions & 8th Concept, and *Behavior Goals for ACA Business Meetings*. Roll Call / see attendance above. (IGR's, proxies and officers vote; visitors and committee chairs do not.) One vote per person even if filling multiple roles. 14 voting members were present, of a possible 17, meeting 2/3 quorum requirement of 11.

**Minutes:**

**Motion:** (Laura/Emily Approve minutes of 7/27/2019 meeting (corrected version as emailed on 8/1). (13-0-1, Approve-Reject-Abstain)

**REPORTS**

**Chairperson - Renée**

- Still need IGRs for:
  - Thurs 6:00 Salinas
  - Friday 7:30 Freedom / Los Gatos (Laura reported they are working on it)
  - Wed 7:30pm Palo Alto
  - Tues 7:00pm Boulder Creek
- Renee suggested IGR's print the minutes when emailed and take them to their meetings so others can see what we do.

- WSO sends an email to each meeting contact explaining how to make a proposal for the Annual Business Conference.
- Renee provided a handout about ABC delegate responsibilities. The delegate is an elected representative from a meeting who attends the annual meeting and votes on behalf of the meeting. Some groups are setting up a travel fund to help send a representative to Boca Raton, Florida in April 2020. The Annual Business Convention is 2 days of long business meetings. Every committee gives a report and there is voting on proposals. Pre-training is required. Renee suggested giving this information to your group so that a potential GSR (group service rep) knows what is entailed. The cost of attending would be a minimum of \$1200 including travel, hotel and some other expenses.
- SF Bay Area Intergroup is proposing to host ABC and AWC (Annual Business Conference and ACA Annual World Convention (ABC/AWC) in April 2021.
- Renee distributed and explained a flowchart of the business meeting process, which we may use in the business meetings of the groups we represent. It features the process of soliciting explanation for minority opinion votes and then re-voting if anyone changes their vote based on the minority opinion.
- Patt also has created an attractive edition of the 'behavior goals for ACA business meetings' in case anyone wants to introduce at their business meetings.

**Vice Chairperson** – Jeannie not present but sent Alex as her proxy

- Meeting list has been updated, copies on the table

**Treasurer** – Emily

- As of today our balance is \$1,398.30, not including our \$800 prudent reserve. This includes \$511.85 in literature sales and \$140 in donations received today.
- Emily will make a separate tracking spreadsheet for the \$200 outreach reserve.
- It was clarified that we will entertain WSO contributions twice a year, next in September.

**Motion:** (Emily/Jean) Establish a \$300 reserve for events  
(14-0-0, Approve-Reject-Abstain)

**WSO Representative** – position vacant, no report

Evie volunteered to assume this role representing Intergroup, and was welcomed by the membership.

**IGR (Intergroup Representatives) reports:**

- **Monday 9:30 "ACA Scotts Valley" meeting:** Beverle reported the meeting is a spiritual way to start the week. Average 15 attendees.
- **Tuesday Red Church "Inner Loving Parent":** Brigitte reported attendance of 6-12. The meeting has designated the term for its IG rep to be 6 months. There are currently 3 open service positions and only 3 attended the last business meeting. The meeting includes 8 minutes of individual journaling or non-dominant handwriting.
- **"Monday Night Book Study" Palo Alto 7:30 pm:** Rachel reports attendance growing with average 13 attendees including newcomers. Service positions are filled.
- **Thursday 5:30 "ACA Women in Recovery":** Evie reported the meeting is well attended by 20+.
- **Monday 11:00 "Scotts Valley Quiet Fellowship":** Laura reported that this sweet meeting could use more participation, with average attendance of 3. Laura currently is secretary, treasure and IGR. Meeting needs support to be sustainable.
- **Monday 5:30 "Stepping Up in ACA":** Carol reported continued average attendance of around 15. The meeting focuses on the Steps and the Traditions, and Strengthening our Recovery, with topic chairs at the majority of meetings.
- **Saturday 4:00 Palo Alto "Circle of Hope":** Jean S. reported that the meeting is thriving with 18+ attendees including frequent newcomers.
- **Wednesday 9:30 "Serenity Seekers":** Di reported attendance growing with average 24-30. It is a challenge to fit in all activity in an hour with so many participants.
- **Saturday 9:00 "Heart Circle" Barn meeting:** Annica reported consistent high attendance, with 32 this morning. The meeting is going well.
- **Sunday 3:30 PAMF "Adult Loving Parent":** James reported average attendance of 18 with frequent newcomers. The meeting is going well; extending to an hour and 15 minutes was successful.
- **Thursday 7:00 PM "Serenity Seekers":** Bill attended as Michael's proxy.
- **Meetings not represented:**
  - Thursday 6:00 Salinas "Freedom from the Past" does not have an IGR
  - Wednesday 7:30 Palo Alto Book Study does not have an IGR
  - Tuesday 7:00 PM Boulder Creek "Healing the Past" – does not have an IGR
  - "Friday Freedom" Los Gatos 7:30 pm: does not have an IGR

- “Friday Night ACA” at the Barn Studio: Michelle nor a proxy attended today
- Mon 7:00 PM “Authentic Men”: Chris did not attend today’s meeting; Bill attended today on Michael’s behalf but had only one vote (Michael is IGR for Thursday 7pm Serenity Seekers)
- Wed 7:00 PM ACA@UCSC: Caroline nor proxy attended

## COMMITTEE REPORTS

### • Literature Committee

- Beverle reported current inventory:
  - BRB hard cover: 10
  - 12 step yellow workbook: 22
  - Strengthening Our Recovery: 8
  - Laundry List Traits workbook: 9
  - Newcomer booklet: 87
- Beverle and Renee described a new packet created by the Outreach Committee: a professional outreach packet (envelope containing an introductory letter, meeting schedule and information on how to obtain a complimentary Big Red Book for their professional library). The intent is that ACA members can personally deliver one to their physician or therapist who might need information about ACA.
- Renee provided sample packets for IGR’s to take to their meetings.

**Motion:** (Beverle/Rachel) Add the new Outreach packet to the literature order forms (\$0 price) (14-0-0, Approve-Reject-Abstain)

### • Website Committee – Evie reported she has

- Added the Boundaries Workshops and fall retreat to the event calendar.
- Created a new spot to print flyers: Intergroup Business / Flyers for printing
- She will update the literature ordering online form to include the new Professional Outreach packet.

### • Hospitals and Institutions) Committee – Pat H not in attendance

### • Speaker Meetings

- James reported the speaker/potluck meeting is still on for October 13 for 5-7pm but may be at a different location than the Resource Center for Nonviolence 612 Ocean Street.
- They plan to have 3 speakers but have not identified any yet
- They will create a flyer

### • Boundaries Workshop

- Jean provided an adjusted flyer without RSVP – people can just show up; she will send an electronic copy for Evie to post on the website.
- The church in Los Gatos hosting the 9/21 event has it on their calendar of events, so Jean will need some outreach materials for non-ACA members who may attend
- Jean is creating a booklet to be distributed to each attendee, which will include powerpoint slides on each segment and with space for participants to take notes.
- She requested that IGR’s sit distributed among the tables to help facilitate discussion.
- Jean and the committee (James and Carol so far) will present the workshop.
- Jean today received \$150 of the reserve designated for these events.

### • Outreach

- Patt has resigned as committee chair; Jeannie is now chair. Renee reported today:
- Outreach Committee presented a written report
- Described the outreach packets discussed in the Literature Report above.
- Jeannie has done research on getting public service announcements out. WSO has 2 generic PSA’s, however each radio station has a different set of rules about PSA’s. Additionally, our announcement will need to be localized by having the announcer read a statement referencing our website.
- **Ask your meetings** for outreach volunteers.
  - Need a volunteer to coordinate outreach to print media.
  - **Contact Renee or Jeannie**
- Annica mentioned that some medical offices have trifolds from NA, AA etc. in their waiting rooms. Renee stated that the Outreach Packet contains information for providers on how to get trifolds. They can be downloaded and printed from the WSO website
- **Adopt-a-provider-office:** Renee suggested that a meeting might adopt an office, such as Emeline Clinic, to keep a display stocked with trifolds describing ACA. This is how AA keeps its material before the public.

## OLD BUSINESS

WSO questionnaire re: intergroups: Renee reported the questionnaire has been delayed. She suggested we ask our meetings how they would like WSO to support our Intergroup. She will put it on September's agenda.

#### **NEW BUSINESS**

- Zoom/phone for remote attendance: Jean reported that Brigitte trialed this today, attending via Zoom. She was able to participate in the meeting including voting.
  - Technical issue: Jean was using a free service via her employer which required a secure network, which was not available.
  - She will continue to work on the technical issues, and suggests that for the Intergroup meeting this could be available to IGR's but not visitors as it requires advance coordination.
  - It was noted that other meetings might want to be able to have remote participants.
  - The PAMF conference room does have a speakerphone with table microphones and a large screen for projection.
  - Brigitte observed that others with hardship involving physical attendance at meetings might be an additional focus of Outreach.
- Outreach suggestion: bumper stickers suggested:
  - "ACA – from Hurting to Healing to Helping"
  - "I am .... ACA"
  - "I am my own loving parent"
  - "I am an Adult Child"
  - It was mentioned that Traditions 11 states:  
Our public relations policy is based on attraction rather than promotion; we maintain personal anonymity at the level of press, radio, TV, films, and other public media..

#### **ADJOURNMENT**

- **Motion:** (Jean/Laura) To adjourn  
(14-0-0)

The meeting was adjourned at 3:22 pm, closing with the Unity Prayer.

Respectfully submitted,

Carol G., Recording Secretary

8/27/19

Rev 9/30/19 to include mention of the written report by Outreach Committee

Approved 9/28/19 with this amendment by ACA Monterey Bay Intergroup