

MONTEREY BAY ACA INTERGROUP MEETING MINUTES

Saturday, September 28, 2019 2:00 pm

Sutter Maternity and Surgery Center, 2900 Chanticleer 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"	Troy	X		1
CA1258	TUE 7:00 Boulder Creek "Healing the Past"				0
CA1373	WED 7:00 "ACA@UCSC"				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"	Kelly	X		1
CA1241	THU 6:00 Salinas "Freedom from the Past"				0
CA971	THU 7:00 Red Church "Serenity Seekers"	Michael			0
CA1313	FRI 7:15 Barn Studio "Friday Night ACA"	Michelle			0
CA1075	FRI 7:30 Los Gatos "Friday Freedom"		X	Brigette via Zoom	1
CA1276	SAT 9:00 Barn Studio "Heart Circle"	Annica	X	Jenny	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	Lynn
Vice-Chair	Jeannie	X		1	
Secretary	Carol G	X		0	
Treasurer	Emily	X		1	
WSO Representative	Evie			0	

Committee	Chair	Present	Proxy
Web	Evie		none
Literature	Beverle	X	
H&I	Pat H		none
Boundaries Workshop	Jean S	X	
Potluck Speaker Meetings	Michael	X	James
Outreach	Jeannie	X	

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 & 9th 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. 12 voting members were initially present, of a possible 17, meeting 2/3 quorum requirement of 11. Two more voting members arrived during the meeting.

Minutes:

Motion: (Jean/Beverle: Approve minutes of 8/24/2019 meeting after adding mention of the written report submitted by Outreach Committee.

(12-0-0, Approve-Reject-Abstain)

REPORTS

Chairperson - Renée

- Need IGRs for:
 - Wednesday 7:00 ACA@UCSC (as Caroline has moved out of the area)
 - Thurs 6:00 "Freedom from the Past" Salinas

- “Wed Night Book Study” Palo Alto 7:30
- “Friday Freedom” 7:30 / Los Gatos
- “Healing the Past” Tues 7:00pm Boulder Creek
- New meetings:
 - New Life Community Center, Fair Ave. Santa Cruz - Saturdays 7:00 pm
 - Tuesdays 7:00 pm Barn on South Park Ave – focusing on Tony A steps and other Tony A writings
- There is also a meeting Tuesdays 7pm in Monterey. Renee asked if anyone from Intergroup would like to attend one of their meetings and talk with them about our Intergroup to see if they would like to join. (No immediate response from those present.)
- Service opportunity: housing the Intergroup Literature Depot. See description under ‘Literature Committee’ report.
- WSO has sent an email to each meeting contact explaining how to make a proposal for the Annual Business Conference. Proposals are due by 11/30.
- Events:
 - Registration for first annual ACA Women’s Conference (July 2020) opens Tuesday, October 1 on acawomensretreat.org. Women from all 12-step programs are welcome. The retreat will be held at the Serra Retreat Center in Malibu.
 - A lecture Series, ‘Connections and Collaborations’ includes a free event Friday, October 11 8:30am-12:30 pm at Meadows Outpatient Center in Sunnyvale. “Beyond the Tipping Point – Breaking Society’s Addiction to Speed and Technology”. Speakers are Stephanie Brown, PhD and Claudia Black, PhD. Register by October 4 at <https://t.e2ma.net/click/yu0d4b/mpon7v/qkfceo>
 As of this writing 9/30 the event is booked but there is a wait list in case of cancellations.

Vice Chairperson – Jeannie

- Meeting list has been updated on the website and emailed. The new October meeting will be included in the next edition.

Treasurer – Emily

- As of today our balance is \$1,651.71, not including our \$800 prudent reserve. This includes \$487.50 in literature sales and \$260 in donations received today.
- Emily asked if the group wants her to track 7th tradition received at events as part of the Events reserve or included in the rest of 7th Tradition/ donations.

Motion: (Laura/Jean) Include all 7th Tradition collections in the Intergroup 7th Tradition pool.
(12-1-0, Approve-Reject-Abstain)

Minority opinion was that perhaps events could be more self-sustaining if they did not need permission from Intergroup. No votes changed based on this so the motion passed.

WSO Representative – Evie not present, no report

IGR (Intergroup Representatives) reports:

- **Monday 9:30 “ACA Scotts Valley” meeting:** Beverle reported the meeting averages 15 attendees including lots of regulars.
- **Tuesday Red Church “Inner Loving Parent”:** Troy is the new representative.
- **“Monday Night Book Study” Palo Alto 7:30 pm:** Rachel reports 9-13 attendees including frequent newcomers. Service positions are filled.
- **Thursday 5:30 “ACA Women in Recovery”:** Kelly reported the meeting is well attended by 20+. They may look for another location, as the current room gets uncomfortably warm in the afternoon sun. Kelly came as a temporary replacement for Cate but agreed to continue as the regular rep for the rest of 2019.
- **Monday 11:00 “Scotts Valley Quiet Fellowship”:** Laura reported that this meeting usually has only 3 attendees and is puzzled as to why more do not attend. Laura is secretary, treasure and IGR. Meeting needs support to be sustainable. It includes 30 minutes of “parallel play” – silent individual reading, meditation, etc.
- **Monday 5:30 “Stepping Up in ACA”:** Carol reported continued growing attendance of 15-16. The meeting focuses on the Steps and the Traditions, and Strengthening our Recovery, with topic chairs at the majority of meetings. There are frequently newcomers. Service positions are filled.
- **Saturday 4:00 Palo Alto “Circle of Hope”:** Jean S. reported that a long-time member who has been very active in service is moving out of the area. He will transition handling insurance for the Bay Area to another individual. This meeting is about to start looking for another home, hopefully one not requiring insurance. Attendance is a little low with only 6 last week. This meeting is a chip meeting and has literature.
- **Wednesday 9:30 “Serenity Seekers”:** Di reported attendance averaging 24, which fills the room.
- **Saturday 9:00 “Heart Circle” Barn meeting:** Jenny reported on behalf of Annica that attendance is usually 25, sometimes more. They are working out how to position attendees without blocking the exit to make sure everyone is safe and feels safe. They may need a new secretary, as the current secretary is out ill. Others

have been filling in. A request from the meeting Treasurer was to include information on acamontereybay.org on how to make donations to Intergroup.

- **Sunday 3:30 PAMF “Adult Loving Parent”:** James reported average attendance of 22 with frequent newcomers. The meeting is going well and all service positions are filled.
- **Friday 7:30 Los Gatos “Friday Freedom”** Los Gatos 7:30 pm: does not have an IGR. Today Brigitte was their voting representative today. Jeannie reported usual attendance is 10 and attendance is picking up.
- **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
 - Thursday 7:00 PM “Serenity Seekers”: No representation today, may need a new IGR
 - “Friday Night ACA” at the Barn Studio: Michelle nor a proxy attended today
 - Mon 7:00 PM “Authentic Men”: Chris nor a proxy attended today
 - Wed 7:00 PM ACA@UCSC: does not have an IGR
- Jenny will speak with Michael Sunday 9/29 and find out if he is intending/able to return to service at Saturday 9:00am Heart Circle and Thursday 7:00 pm Serenity Seekers. Jenny will let Renee know.

COMMITTEE REPORTS

- **Literature Committee**
 - Beverle has been out of town and will provide an inventory report next month.
 - **Service Opportunity: Housing the Literature Depot. Please announce at meetings** and let Renee know if anyone is interested. Duties entail:
 - Maintaining the Intergroup’s Literature Depot inventory, which fits on a 4-shelf unit about 3’ wide (unit comes with the position)
 - Receiving literature orders placed via acamontereybay.org;
 - Coordinating delivery time/place with the ordering party
 - Fulfilling the order, bringing the materials to an agreed upon meeting or next Intergroup Meeting
 - Providing a receipt for the cash payment
 - Collecting the COD cash payments when handing off material
 - Reporting and delivering cash receipts to Intergroup Treasurer
 - Keeping inventory stocked, ordering from WSO at the 30% Intergroup Discount using a personal credit card and submitting receipts to Intergroup Treasurer for reimbursement. Minimum order amount is \$100.
 - Stocking inventory with Professional Packets supplied by Outreach Committee
 - Coordinating with Literature Chair to count and report monthly inventory to Treasurer and Intergroup Meeting
- **Website Committee** – Evie not in attendance today
- **Hospitals and Institutions) Committee** – Pat H not in attendance today
- **Speaker Meetings** – James has taken over as Chair
 - Thanked Intergroup for a very nice flier for the next Potluck – Speaker Meeting October 13 5-7pm at Resource Center for Nonviolence.
 - Has 2 speakers, still seeking a male speaker and has put out requests.
 - **Please announce at meetings:**
 - **Anyone willing to arrive 4:30 on 10/13 to help set up is welcome!**
 - **if anyone is interested in speaking at (a future) speaker meeting, contact James**
- **Boundaries Workshop - Jean**
 - Jean passed around a sample of the materials (booklet and handouts for exercises) used at the workshops.
 - Both events were well attended. Scott Valley had 35 participants, ran out of time with lots of good participation. Materials requested at the first meeting were added for the second event.
 - The Los Gatos event had 49 attendees. Participants wanted to talk. Several stayed after ton continue discussions in their small groups.
 - Workbooks were printed by Jean at no cost to Intergroup for these workshops.
 - Financial outlay:
 - \$208.19 for supplies and snack food
 - \$155 collected in 7th tradition: \$67 Scotts Valley, \$88 Los Gatos
 - \$20 in literature sales

- Leftover supplies, bottled water, coffee cartridges and pens belong to Intergroup and Renee is storing them for use in future events.
 - Renee commented that the Los Gatos venue was clean, light and spacious.
 - Di observed that since the workshop material has a lot of depth that could be further discussed and processed by members, it might be beneficial to encourage participants to follow up with a fellow traveler.
 - Jean mentioned that putting on this presentation was a very intense experience for her; she put a lot of energy into it and generously shared personal examples from her own life.
 - Carol suggested that while Jean's sharing of personal examples was very valuable and much appreciated, a future presentation might be split between two presenters, so that one person doesn't have to carry the weight of the whole event (or of two events).
- **Motion:** (Carol/Rachel) To make these valuable materials available to people who are unable to attend in person, and potentially also to other Intergroups, share the final version of the materials on acamontereybay.org.
(12-1-1, Approve-Reject-Abstain)
Minority opinion was that we might want to think this over. No votes changed as a result, so the motion carried.
- **Outreach – Jeannie** presented a written report including:
 - **Looking for volunteers to join Outreach – please announce at meetings.** (Patt is out of the area in October, leaving only 2 active members)
 - Strategic plan was adopted for posting on the IG website; Jeannie has a hard copy
 - Accomplishments:
 - Patt brought materials to an AA event at Harvey West Park
 - Renee stocked professional packets in the Literature Depot for members to present personally to a therapist. Includes meeting schedule, how to get BRB free etc.
 - Literature order forms have been updated to include professional packets.
 - Renee is working on outreach via local print media.
 - Jeannie provided outreach materials and professional packets to the Boundaries Workshops.
 - Jeannie has researched information regarding 11 local radio stations concerning their procedures about how to submit PSA's (public service announcements); she has the recorded PSA's from WSO and will ask WSO for printed versions, as some stations want to read them. She will submit to the UCSC campus radio stations.
 - There will be outreach to IFS (Internal Family Systems) Therapy Seminars; an ACA fellow traveler will go to an upcoming Palo Alto seminar; Renee is getting information on San Jose and Oakland events.
 - Family and Child Services of Silicon Valley is asking for a speaker about ACA
 - Renee will draft a letter from ACA Intergroup to AA Intergroup requesting written permission to present information at AA events.
 - Sarah G. presented to Meadows Outpatient Center in San Jose, introducing ACA and answering questions.
 - The next Outreach Committee meeting will be Monday, October 14 at 3pm at Renee's home.

OLD BUSINESS

- Bumper stickers - James – no update
- **Zoom remote participation in Intergroup meetings – Jean**
 - This is the second month successfully using Zoom; Brigitte has been the successful test participant.
 - It works best without video; those running the meeting need to keep track of remote voters.
 - We might get more representatives outside the area to participate if this is routinely available.
 - Jean will target publishing information on how to attend (and host) Zoom attendance at Intergroup meetings for 2020.
 - The group thanked Jean and Brigitte for progress so far.

NEW BUSINESS

- **Upcoming Step Study Workshop**
 - Lynn visited the meeting to explain that she and Gabi are planning a 16-week step study and **would like feedback from our meetings on when the best time would be.** Possible times are:
 - Sundays 1:30-3:00pm at Palo Alto Medical Foundation, 2525 Soquel Dr., Santa Cruz
 - Fridays 6:30-8:00pm at Scotts Valley Water District

- Sunday mornings, 11am-12:30pm
- **Changes to help improve communication within Intergroup and make it easier for representatives to bring back information and questions to the meetings they represent:**
 - **Meeting handouts emailed and online:** to be emailed to the IGR's with agenda if available, or with minutes if not available in advance, AND put on acamontereybay.org in the Intergroup Business section near where Evie has built the spot for agendas and minutes to be posted.
 - **Meeting minutes timely online:** Post first edition minutes as 'Draft', and replace with 'Final' after approved at the following meeting. Minutes published 4+ weeks after a meeting are pretty old news. This would make IG information available to all interested parties even if they don't have an IGR or if their IGR isn't actively reporting back to the meeting.
 - **Summary IGR Followup Items after each meeting:** Secretary to create a 1-page summary of items IGR's are asked to bring to their meetings. It will be emailed with the minutes and also posted to the website.
 - **Motion:** (Di/Jean) Adopt the proposed items.
(14-0-0)

NEXT MEETING AGENDA ITEMS (October 26, 2:00-3:30 at Sutter Maternity and Surgery Center)

- **Financial:**
 - Determine amount of semi-annual donation to WSO
 - Do we want to start a bank account to facilitate donations and reimbursement?
 - Do we want to send our representative to ABC / Boca Raton in April?
 - Include instructions on website for how to make donations to Intergroup
- **Old business**
 - Report back voting from meetings on best day/time for Step Study 16-week workshop
 - Zoom meeting progress
 - Progress on "final" version of Boundaries Workshop documentation (no due date but to not lose track of this)
 - Bumper stickers
- **New business**
 - Standardize a training/orientation process for new Intergroup reps
 - Outreach would like each meeting to consider have something in script standardizing their way to greet newcomers
 - Outreach would like to request each meeting to track and report meeting attendance at each meeting (perhaps including newcomer count) as a metric for Outreach success
 - 13th Stepping – some meetings have added a reading on this; review for best practices
 - Potential new events:
 - Game night Thanksgiving weekend as respite from family
 - Sponsor-sponsee gathering
 - Fundraiser for Womens' retreat: Art for the Inner Child

ADJOURNMENT

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

The meeting was adjourned at 3:30 pm, closing with the Unity Prayer.

Respectfully submitted,
Carol G., Recording Secretary 9/30/2019
Revised with minor corrections re: Outreach 10/15/19 ccg