

MONTEREY BAY ACA INTERGROUP MEETING MINUTES

Saturday, October 26, 2019 2:00 pm

Sutter Maternity and Surgery Center, 2900 Chanticleer Ave. Santa Cruz

Attendees: Intergroup Representatives

Group#	Intergroup Member Meeting	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	Evie	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			0
CA1233	TUE 12:30 Red Church "Inner Loving Parent – Inner Child"	Troy	X		1
CA1373	WED 7:00 "ACA@UCSC"	Renee	X		1
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"				0
CA1313	FRI 7:15 Barn Studio "Friday Night ACA"	Michelle			0
CA1075	FRI 7:30 Los Gatos "Friday Freedom"	Jeannie	X		1
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		0	Lynn
Vice-Chair	Jeannie	X		0	
Secretary	Carol G	X		0	
Treasurer	Emily	X		1	
WSO Representative	Evie	X		0	
Committee	Chair	Present	Proxy		
Web	Evie	X			
Literature	Beverle	X	Renee		
H&I	Pat H		none		
Boundaries Workshop	Jean S	X			
Potluck Speaker Meetings	James	X			
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 & 10th 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. 11 voting members were initially present, of a possible 15, meeting one-less-than-2/3 quorum requirement of 9. An additional voting member arrived a few minutes later for a total of 12.

Minutes:

Motion: (Jean/Laura: Approve minutes of 9/28/2019 meeting
(10-0-1, Approve-Reject-Abstain)

REPORTS

Chairperson - Renée

- Need IGRs for:
 - Wed 6:00 "Freedom from the Past" Salinas
 - "Wed Night Book Study" Palo Alto 7:30
 - Thurs. 7:00 "Serenity Seekers" Red Church
- Meeting not in Intergroup: if you go to any of these meetings, ask if they want to join

- San Jose Sat. 10am; Boulder Creek Tuesday evening; Tuesday Tony A/Meditation; Saturday New Life Center
- Literature Depot needs a new home. See description in last month's minutes.
- 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.
- Clarification to quorum definition is needed in the Charter.
Motion: (Carol/Jean: change definition of quorum to "2/3 minus 1 of the number of member meetings with an elected Intergroup representative plus any elected officers who are not Intergroup Representatives. (11-0-1, Approve-Reject-Abstain)
- All 2020 Intergroup meetings will be held at Palo Alto Medical Foundation, 2025 Soquel Ave. Santa Cruz
- Jean has volunteered to chair the November meeting in Renee's absence.
- A document describing how to donate to Intergroup was distributed is or will be posted on the website.
- Intergroup held an open house event last December at Scotts Valley Water District. It was a speaker meeting including sharing of information about Intergroup, and Intergroup provided food. We ran out of chairs so may need a bigger venue for the next one.
Motion: (James/Laura: Host and sponsor an open house in January
Secretary did not note a vote count but it passed.
Jeannie, Evie and Emily volunteered to organize the event, finalize a date and venue, which may be St. Mary's church in Los Gatos. Recommended date is Saturday afternoon January 11, 2 weeks ahead of Intergroup's first 2020 meeting and ahead of Martin Luther King holiday as it does not conflict with other ACA meetings or events. Update: Emily notified that the chosen date is January 5.
- Carol/Secretary is circulating a list for each member to provide updated contact information and permission (or not) to share with Intergroup attendees. Also includes option to specify if you want a text message flagging you that an email needs attention. Emails include minutes, the new 1-page Intergroup Rep Followup sheet, flyers etc.

Vice Chairperson – Jeannie

- Meeting list has been updated on the website and emailed. The next edition will include information that the Salinas meeting has been moved from Thursdays to Wednesdays in the same location.
- Jeannie asked representatives to let her know information such as 'fragrance-free' or 'no pets' so she can include that in the schedule.

Treasurer – Emily

- As of today our balance is \$1,367.03, not including our reserves.
- Last May we donated \$1000 to WSO. We had decided to donate twice yearly, May and September.

Motion: (Emily/Jean) Donate \$500 to WSO.
(11-0-1, Approve-Reject-Abstain)

- Emily reported research on establishing a bank account. Comerica will provide an account free of charge with a limit of 75 checks per month and \$2500/month. We can change signatures when needed. Communications to the bank need to be on letterhead for ACA Monterey Bay. This would provide a more secure location than cash, and would allow donations to be made electronically or by check.

Motion: (Troy/Di: Ask Treasurer to open an account at Comerica Bank for ACA Monterey Bay Intergroup.
(12-0-0, Approve-Reject-Abstain)

- Renee suggested someone audit the first statement after the account is established.
- Renee suggested we think about whether we want to spend money to send a representative to Boca Raton meeting in April.

WSO Representative – Evie

- Evie submitted an outline of the highlights of the monthly ACA WSO call (see written report for full information). Some highlights:
 - Literature committee is working on a 'Loving Parent Guidebook'
 - Developing a committee to study how the fellowship defines 'God'

IGR (Intergroup Representatives) reports:

- **Monday 9:30 "ACA Scotts Valley" meeting:** Evie as Beverle's proxy reported the meeting averages 10-12 attendees including lots of regulars.
- **Tuesday Red Church "Inner Loving Parent":** Troy reported a core group of 7 with attendance up to 12, with a lot of newcomers. Because it is as lunch time, working newcomers can't attend this meeting regularly.
- **Thursday 5:30 "ACA Women in Recovery":** Kelly reported the meeting is well attended by 15-20. They may look for another location, as the current room gets uncomfortably warm in the afternoon sun.

- **Monday 11:00 “Scotts Valley Quiet Fellowship”:** Laura reported this meeting has attendance of 1-7. Laura is secretary, treasure and IGR. Meeting needs support to be sustainable.
- **Monday 5:30 “Stepping Up in ACA”:** Carol reported attendance of 15-16. The meeting focuses on 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 summer attendance has been low. They are getting ready to turn over all service positions. They may move to another location not requiring insurance.
- **Wednesday 9:30 “Serenity Seekers”:** Di reported a strong meeting with attendance of 12-15 regulars plus other rotating attendees.
- **Saturday 9:00 “Heart Circle” Barn meeting:** Annica reported that attendance is usually 25, sometimes more. They have 2 new co-secretaries. The meeting is fragrance-free.
- **Sunday 3:30 PAMF “Adult Loving Parent”:** James reported attendance of 17-21 with a blend of regulars and newcomers.
- **Friday 7:30 Los Gatos “Friday Freedom” Los Gatos 7:30 pm:** Jeannie reported attendance of 10-11. They are looking for a secretary.
- **Meetings not represented:**
 - Monday Night Book Study” Palo Alto 7:30 pm: Rachel nor proxy attended today.
 - Wednesday 6:00 Salinas “Freedom from the Past” does not have an IGR
 - Wednesday 7:30 Palo Alto Book Study does not have an IGR
 - Thursday 7:00 PM “Serenity Seekers”: does not have an IGR
 - “Friday Night ACA” at the Barn Studio: Michelle still out of town and no proxy attended today
 - Mon 7:00 PM “Authentic Men”: Chris nor a proxy attended today

COMMITTEE REPORTS

- **Literature Committee**
 - On Beverle’s behalf Renee reported inventory:
 - 13 BRB
 - 19 Step workbooks
 - 10 Strengthening our Recovery
 - 12 Laundry List workbooks
 - 76 Newcomers pamphlets
- **Website Committee – Evie**
 - Has added new meetings, will update again with meeting information as provided to her
 - Report on number of hits to the site: >100/week, 6,834 since beginning
- **Hospitals and Institutions) Committee – Pat H** not in attendance today; unsure if she is continuing in this role
 - Renee reported she has contacted the Camp, a recovery center in Scotts Valley, and they are interested in having a Monday meeting.
- **Speaker Meetings – James**
 - After the last meeting there has been some discussion about scheduling time between the speakers for mingling and discussion.
 - Resource Center for Nonviolence is reserved for 3 future speaker meetings, 5-7pm with 4:30 setup:
 - February 16, 2020
 - April 19, 2020
 - July 12, 2020
- **Boundaries Workshop - Jean**
 - Update of materials from the September workshops for posting and re-use still in process.
- **Outreach – Jeannie**
 - Jeannie provided a written report including but not limited to the following highlights. Please see the full written report for details.
 - Accomplishments:
 - Professional and public outreach packets were handed out at the Meadows Outpatient Center
 - Public Outreach packets have been provided to Santa Cruz County Child Services
 - Next meeting Nov 18 at 1pm; send email to acamontereybay@gmail.com if anyone wants to join
 - A form has been provided for IG reps or meeting treasurers to track attendance and return to Outreach Committee each month.

OLD BUSINESS

- Bumper stickers - James – no update / low priority

- Still no questionnaire from WSO per Renee
- **Zoom remote participation in Intergroup meetings** – Jean
 - It works well enough with audio
 - Jean would like to use 11/23 and 12/28 as test meetings and officially have all the 2020 meetings available via Zoom
 - She has created a draft flyer with Renee will update and distribute.

Motion: (Laura/Carol): Make Zoom meeting attendance available at Intergroup meetings starting in January (12-0-0, Approve-Reject-Abstain)

- The group thanked Jean for her efforts.
- **Upcoming Step Study Workshop**
 - Confirmed the top voted day/time/location was Sunday 11-12:30 at Scotts Valley Water District.
 - Lynn and Renee will get a flyer out
- As some members need to leave at 3:30, we did not vote to extend the meeting for a longer agenda.

NEW BUSINESS

- **Greeting newcomers at meetings** – best practices from some meetings:
 - Include in the script to welcome newcomers; arrange for someone to answer questions after meeting
 - Provide newcomer pamphlet, phone list, also welcome token if it is a meeting with chips
- **13th Stepping**
 - Information was provided which reps can take to their business meeting for discussion
- **New Intergroup Rep Orientation**
 - Renee offered to hold a 1-hour orientation for new reps immediately before the first 2020 meeting, January 25 at PAMF at 1pm.
 - Zoom setup will be included for the orientation, as Zoom participation option will be standard for our 2020 meetings.
- **Possible events:**
 - It's too late to organize Thanksgiving game day.
 - Art for the Inner Child fundraiser for women's conference – Jean envisions having materials like multi-colored and black paper, glue etc. for participants to do art projects together. Proceeds would go to the first annual ACA Women's Conference.

Motion: (Jean/Laura): Monterey Bay Intergroup to sanction as event in 2020, "Art for the Inner Child" with a \$300 event budget, at St. Mary's in Los Gatos or Scotts Valley Water District. (2-6-4, Approve-Reject-Abstain) Motion did not carry

NEXT MEETING AGENDA ITEMS (November 23, 2:00-3:30 at Sutter Maternity and Surgery Center)

- **Financial:**
 - **Report on bank account**
 - **Do we want to send our representative to ABC / Boca Raton in April?**
- **Old business**
 - **Progress on "final" version of Boundaries Workshop documentation (no due date but to not lose track of this)**
 - **Bumper stickers – do we want to keep this on the agenda?**
 - **Outreach – collect meeting attendance data from reps recorded on the new form**

ADJOURNMENT

- **Motion:** (Jean/Laura) To adjourn (12-0-0)

The meeting was adjourned at 3:33 pm, closing with the Unity Prayer.

Respectfully submitted,

Carol G., Recording Secretary 10/30/19

Rev 11/20/19 (to correct bank limit to 75 checks per month and chosen date of January 5 for open house)