



MONTEREY BAY ACA INTERGROUP IG# 654 MEETING MINUTES

Saturday, April 22, 2023 @ 4:00 pm

Zoom Meeting ID: 898 9797 7526 PC: 792214

ATTENDEES: INTERGROUP REPRESENTATIVES					
GROUP #	INTERGROUP MEMBER MEETING	IGR REP	PRESENT	PROXY	VOTES
CA1277	SUN 3:30 pm PAMF "Adult Loving Parent"	Need			
WEB0287	SUN 6:00 pm "Laundry Lists"	Peg	No	No	
CA1264	MON 9:30 am Scotts Valley "ACA Scotts Valley"	Need			
CA1371	MON 5:30 pm Scotts Valley "Stepping up in ACA"	Beverle	X		1
CA1308	MON 7:00 pm Quaker Meeting House "Authentic Men"	Need			
CA1233	TUE 12:30 pm "Inner Loving Parent – Inner Child"	Wendy	X		1
CA1416	TUE 7:00 pm "Tony A Meditation"	Carol	X		1
CA1107	TUE 7:00 pm "Breathe Easy" – Monterey	Abe H	No	No	
CA 1169	WED 9:30 am Live Oak "Serenity Seekers"	Di	No		
CA1241	WED 6:00 pm Salinas "Freedom from the Past"	Need			
CA1373	WED 7:00 pm "ACA@UCSC"	Need			
CA1170	THU 5:30 pm "Women in Recovery"	Victoria	No	No	
CA1553	THU 5:30 pm "Getting the Band Back Together"	Bob	X		1
CA1504	THU 7:00 pm Red Church "Serenity Seekers"	Need			
CA1313	FRI 7:15 pm Barn Studio "Friday Night ACA"	Need			
CA1276	SAT 9:00 am Barn Studio "Heart Circle"	Lorna	X		1

ATTENDEES: OFFICERS VISITORS					
TITLE	NAME	PRESENT	PROXY	VOTES	VISITORS
Co-Chairs	Evie and Paul	Paul		1	
Vice-Chair	Renée	X		1	
Secretary	Jeannie	X		1	
Treasurer	Dottie	No			
WSO Rep	Peg	No			

ATTENDEES: COMMITTEE CHAIRS					
COMMITTEES	STATUS	CHAIR	PRESENT	PROXY	VOTES
Website / Zoom	Active	Evie	No		
Workshop Coordinator	Active	Open			
Quarterly Virtual Speaker Meeting	Active	Shari	X		1
Literature Depot Host	Active	Carol	X		
Outreach Committee	Active	Rosa	X		1
Retreat Committee	Hiatus	Open			
Fun Task Force	Hiatus	Open			



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OPENING

Information provided – Jeanne arrived at 4:15

- Paul opened meeting at 4:00 pm and announced it was being recorded
o Welcomed everyone
ACA Serenity Prayer was recited. Members read aloud Mission Statement, Commitment to Service, 4th Tradition, 4th Concept, and Guidelines for ACA Business Meetings
Roll call taken by Renée, Vice Chair, and voting rights clarified. A quorum was established, as above. (IGRs, proxies, officers and committee chairs vote, visitors do not. One vote per person even if filling multiple roles.) 9 voting members (10 including Jeannie who arrived at 4:15), meeting one-less-than-2/3 quorum requirement of 9.

MINUTES

Paul asked if there were any additions or corrections to the March 25th meeting minutes

Motion to approve the minutes of 03/25/23 meeting as presented
Motion made by Carol, Seconded by Shari and passed (8-0-1)

REPORTS

- Co-Chairpersons – Paul and Evie – Paul Chairing
o Paul introduced concepts of Central Calendar for Events, and Google Groups for e-list management. Explained the various Google management systems and how Intergroup would benefit from using these systems.
o It was determined the current systems would be relied on and these Google systems would be re-visited at a later unspecified time
o It was requested that any changes affecting Intergroup be put on the agenda and brought to Intergroup in presentation form so that a group conscience could be taken if changes made
o ACA Massachusetts Intergroup alerted us to special meeting for Mother’s Day Saturday 5/13 (6:00 pm-9:00 pm EST) – Sunday 5/14 All Day (7:00 am – 9:00 pm EST) https://us02web.zoom.us/j/87472390347,
o WSO name change survey (open through 5/31) https://www.surveymonkey.com/r/2GVMPFM
o Paul requested professional and respectful communication, especially by email, text and voice message
Vice Chairperson – Renée – No Report
Secretary – Jeannie - No Report
Treasurer – Dottie not in attendance Paul screen shared Treasurer’s Report and asked if we had previously received it (several said yes).
o April 7th Tradition donations thru today were \$285.00
o April Literature Sales \$122.25
o April subtotal \$1,470.59 in addition to following reserves
Prudent Reserve \$800.00
Outreach \$ 65.56
Events \$ 56.41
Travel \$150.00
[Total Reserves \$1,071.97] bringing the total to \$2,542.56



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REPORTS- CONT'D

- **WSO Rep** – Peg not in attendance No Report
 - Paul mentioned next ACA WSO Annual Business Conference May 6-7, 2023

INTERGROUP REP REPORTS

- **Sunday 3:30pm “Adult Loving Parent”:** No IGR
- **Sunday 6:00pm “Laundry Lists”** – Peg (IGR Until July) Absent No Proxy No Report
- **Monday 9:30am “ACA of Scotts Valley – No IGR**
- **Monday 5:30pm “Stepping Up in ACA” – Beverle**
 - Meeting doing well with average of 10 attendees
 - Meeting has been Zoom bombed
 - Looking for a new secretary
 - It has a rotating format
- **Monday 7:00pm “Authentic Men”:** No IGR
- **Tuesday 12:30pm “Inner Loving Parent-Inner Child” Wendy**
 - Meeting keeps growing with 10-15 in attendance with a core group of about 8
 - Read and journal and share their experience strength and hope on the third Tuesday
- **Tuesday 7:00pm “Tony A Meditation” – Carol**
 - Zoom bombed twice
 - Meeting has established Zoom waiting room protocol and only familiar attendees admitted
 - Guided meditation format and reading from Tony A’s Laundry List book
- **Tuesday 7:00pm “Breathe Easy” – Monterey - Abe** New Absent No Proxy
 - Abe H representing Tuesday 7:00 pm Breathe Easy, Monterey – not in attendance
 - This meeting will be moving to Sunday
- **Wednesday 9:30am “Serenity Seekers” – Di** Absent No Proxy No Report
- **Wednesday 6:00pm “Freedom from the Past”- Salinas - No IGR**
- **Wednesday 5:30pm “ACA @ UCSC” – No IGR** Beverle gave status report
 - Flyer on website (and circulated to IGs with minutes) and being distributed on campus
 - Building admittance implementation changed restricting access - students have access
 - New committed secretary Mario
 - A lot on the table regarding hybrid or not
 - There were 10 in attendance last minutes (one coming from SJ ((visiting from NY)
 - Optimistic about the survival of meeting and Beverle will keep us apprised
- **Thursday 5:30pm “Women in Recovery” – Victoria** – Absent No Proxy
- **Thursday 5:30 pm “Getting the Band Back Together” – Bob**
 - In-person meeting only with 12-15 attendees
 - Member has made a fun Wheel of Fortune to spine to determine what format to use on fifth Thursday
- **Thursday 7:00pm “Serenity Seekers” – No IGR**
- **Friday 7:15pm “Friday Night ACA” – No IGR**
- **Saturday 9:00am “Heart Circle” – Lorna**
 - 15-20 average attendance
 - Strong meeting reading from *Strengthening My Recovery*
 - Co-secretary needed as well as literature Chairperson



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Meetings With No Current IGR

Sunday 3:30 pm PAMF “Adult Loving Parent”

Monday 9:30 am “ACA in Scotts Valley”

Monday 7:00 pm Quaker Meeting House “Authentic Men”

Wednesday 6:00 pm “Freedom from the Past

Wednesday 7:00 pm “ACA @ UCSC”

Thursday 7:00pm “Serenity Seekers”

Friday 7:15pm Barn Studio “Friday Night ACA”

COMMITTEE REPORTS

Literature Depot – Carol Host

- Screen shared spreadsheet showing sales and purchases leaving current inventory
 - 8 Big Red Books, 5 Yellow Step Workbooks, 8 Strengthening My Recovery, 5 Laundry List Workbooks
 - 7 Loving Parent Guidebooks, 29 Newcomer Booklets
- Carol mentioned that at the speaker meeting Intergroup awards 2 newcomers literature and last speaker meeting postage costs of \$23.00 to Toronto and \$7.00 to Arizona so we may want to re-visit postage expense in future agenda

Website/Zoom - Evie Absent Carol gave report

- April website graph revealed the most hits were on 4/16 (Potluck Speaker Meeting) 111 hits, cumulative total 103,519
- The web request form has not been updated - Flyers in PDF form need to be sent to mbacaweb@gmail.com to be posted on the website
- Paul noted that \$5.00 monthly was being spent on the backup of the web and questioned if it had been tested
 - It was pointed out that Intergroup voted on this expenditure as necessary

Workshop Coordinator – Active – No Chair

Quarterly Virtual Speaker Meeting - Shari Chair

- Synopsis of 4/16 meeting - 48-49 in attendance with 8 newcomers with 2 at their first meeting and 2 couples
- Thanked Renée for participating in Sponsorship Corner with more attending than ever before
- Next meeting July 16

Outreach Committee – Rosa Chair

- First meeting was information only of previous committee activities and what meeting attendees were interested in pursuing
- Victoria will get a list together of Adult Organizations, i.e., women’s shelters, etc.
- Evie will re-visit the current flyer and re-format
- Rosa will look at area current events calendars and requested IGs to get her any information regarding what might be happening in their neighborhoods
- Greater Bay Area ACA Intergroup has an Outreach Committee and Rosa will reach out to them
- Mention was made of creating a poll re how members heard about us
- Rosa asked Intergroup if there was an Outreach Charter (none)
- Committee visiting creation of a Facebook presence
- No written report to be given to Intergroup – minutes will be posted on website
- Next Committee meeting May 5th at 5:30 and will be posted on web calendar

Retreat Committee – On Hiatus - No Chair

Fun Night Task Force – On Hiatus – No Chair



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OLD BUSINESS

Workshop poll from members – Carol

- Member Survey was sent to 160 email addresses receiving *Conscious Contact* and Survey listed on *Conscious Contact* but link not posted with request to fill out and return Survey
- Survey posted on Intergroup website
- Suggested IGs copy and paste the Survey link into their meeting's chat for members to return
- Carol screen-shared this year's Survey responses (22 responded 14% of 160 total sent)

Motion

Workshop Survey to be listed in *Conscious Contact* with response deadline May 26 (one day before next Intergroup meeting)

Made (), Seconded (?) and passed (9-0-0)

Intergroup Open House 5 year anniversary

Tabled for one year

In-person/hybrid quarterly speaker meeting

To be re-visited at the end of December

Retreat 2023

Tabled for one year

NEW BUSINESS

Zoom “bombing” protocol for this meeting and as a template for other ACA meetings

- Carol has prepared security for Intergroup meetings – thank you Carol
- There is a Zoom bombing protection protocol currently posted on the website
- Mention of this protection protocol to be placed in the next *Conscious Contact* with link to website

Annual zoom.us subscription due in May – pay it or switch to monthly

- Paul brought up that the Treasurer needs to be given guidance regarding paying Zoom fees

Motion

Treasurer will annually pay Zoom fees

Motion made by Renee Carol seconded – passed (10-0-0)

For consideration: policy to implement an annual budget document creation and approval process

- Paul brought up prospective the need for an annual budget
- Salient points of discussion
 - Intergroup does not have a large treasury to manage
 - Treasurer is a service position,
 - The position duties should be kept simple to attract and retain Treasurers
 - Intergroup's normal course of action is to vote on expenditures as needed
 - All Committees have been financially responsible to not go over their budgets
- It was determined no annual budget needed at this time

For consideration: policy to centralize online accounts access credentials and to use two-factor authentication when practical to do so

Moved to next month's agenda



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NEW BUSINESS – CONT'D

For consideration: use different Zoom meeting IDs for different events

Found to be unnecessary since the only other meeting using this Zoom number is the quarterly potluck

For consideration: a centralized e-document repository

Moved to next month's agenda

For consideration: a policy for IG members to use phone or face-to-face communication for security related communication, such as requests for passwords. An unsigned SMS request for a password from a number not in my contacts list is very unlikely to get any response from me.

Moved to next month's agenda

May 27th

Motion All Intergroup meetings going forward commence at 4:00 pm (making sure the time is noted in the website calendar and mentioned in the *Conscious Contact*)

Motion made by Carol, Rosa seconded, passed (10-0-0)

Please send any future agenda items to acamontereybay@gmail.com

Evaluations

- It was requested that the final agenda be sent out a day before the meeting in pdf format so that it could be printed out for use during the meeting

Acknowledgements

- Thank you to Bev for her continued service regarding the UCSC meeting
- Bob voiced his appreciation to Paul for the great way he is conducting the meeting as Chairperson

The next Intergroup meeting scheduled - Saturday, May 27, 2023 4:00-5:30 pm

Zoom 898 9797 7526 passcode 792214

Motion to Adjourn

Motion was made to adjourn meeting by Renee seconded by Carol Passed (10-0-0)

The meeting was adjourned at 5:35 pm following the ACA Serenity Prayer

Respectfully submitted,

Jeannie
Intergroup Secretary
4/25/23