



MONTEREY BAY ACA INTERGROUP IG# 654 MEETING MINUTES
Saturday, March 23, 2024 @ 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"	Sophia	X		1
WEB0287	SUN 6:00 pm "Laundry Lists"	Peg			
CA1107	SUN 7:00 pm "Red Book Meeting" – Monterey	Abe			
CA1264	MON 9:30 am "ACA Scotts Valley" – Scotts Valley	Need			
CA1371	MON 5:30 pm "Stepping up in ACA" – Scotts Valley	Beverle	X		1
CA1308	MON 7:00 pm Quaker House "Authentic Men"	Sven	X		1
CA1233	TUE 12:30 pm "Inner Loving Parent – Inner Child"	Need			
CA1416	TUE 6:15 pm "Tony A Meditation" Quaker House	Carol	X		1
CA1601	TUE 7:00 pm "New Love ACA Group" - Monterey	Abe			
CA 1169	WED 9:30 am Live Oak "Serenity Seekers"	Diane			
CA1373	WED 5:30 pm "ACA@UCSC"	Need			
CA1170	THU 5:30 pm "Women in Recovery"	Victoria	X		1
CA1553	THU 5:30 pm "Getting the Band Back Together"	Bob	X		1
CA1504	THU 7:05 pm Red Church "Serenity Seekers"	CLOSED			
CA1276	SAT 9:00 am Barn Studio "Heart Circle"	Rosa	X		1

ATTENDEES: OFFICERS/VISITORS					
TITLE	NAME	PRESENT	PROXY	VOTES	VISITORS
Co-Chairs	Evie	X		1	
Vice-Chair	Renée	X		1	
Secretary	Jeannie	X		1	
Treasurer	Dottie	X		1	
WSO Rep	Peg				
VISITORS					

ATTENDEES: COMMITTEE CHAIRS/COORDINATORS					
COMMITTEES	STATUS	CHAIR	PRESENT	PROXY	VOTES
Website / Zoom	Active	Carol	X		
Workshop Coordinator	Active	Bob	X		
Quarterly Virtual Speaker Meeting	Active	Bob	X		
Literature Depot Host	Active	Carol	X		
Outreach Committee	Active	Rosa	X		
H&I Committee	Active	Kyle			
Retreat Committee	Active	Evie	X		



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OPENING

- Evie opened meeting at 4:00 pm
 - ACA Serenity Prayer
 - Evie requested someone be responsible for meeting security - Carol volunteered
 - Announced meeting was being recorded
- Members read Mission Statement, Commitment to Service, 3rd Tradition and 3rd Concept, and Guidelines for ACA Business Meetings
- Roll call taken by Renée, Vice Chair, and voting rights clarified. A quorum was established. (IGRs, proxies, officers and committee chairs/coordinators vote, visitors do not. One vote per person even if filling multiple roles.) 11 total voting members meeting one-less-than-2/3 quorum requirement of 9

MINUTES

Evie asked if everyone read and if there were any revisions to February 23, 2024 minutes

Motion to approve the February 23, 2024 minutes as submitted
 Motion made by Renée, seconded by Carol, passed unanimously (11-0-0)

OFFICER REPORTS

- **Chairperson** – Evie
 - Evie refined the agenda format
 - Evie recently distributed the Massachusetts Intergroup Workshop on Service and will again
 -
- **Vice Chairperson** – Renée
 - Renée will be away for April, May, June and July meetings and Carol has agreed to cover her
- **Secretary** – Jeannie – No Report
- **Treasurer** – Dottie - Report as of March 25 attached to final agenda and screen shared
 - No 7th Tradition Donations -0-
 - Literature Sales \$111.75
 - Literature Purchases \$176.18
 - In addition to following reserves

Prudent Reserve	\$800.00
Outreach	\$ 65.56
Events	\$ 56.41
Travel	\$150.00
 - [Total Reserves \$1,071.97] total balance \$2,372.65

Motion to accept the Treasurer’s Report of March 3, 2024 as submitted
 Motion made by Carol, seconded by Renée, passed unanimously (11-0-0)



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OFFICER REPORTS CONT'D

- Discussion held regarding Intergroup donation to WSO, usually done in March. Last donation was \$400

Motion to send donation to WSO (no amount noted)
Motion made by Carol, seconded by Beverle, **Motion Tabled**

Discussion held. Mention made 7th Tradition donations to Intergroup are not coming in and Retreat Committee will be asking for budget money in April.

- **WSO Rep** – Peg Absent – Carol gave abbreviated report
 - The WSO ABC Proposal spreadsheet emailed for voting to IG Reps – 5 responded
 - Peg to submit votes to WSO by April 15 deadline
 - Email circulated by WSO regarding ACA name change survey – all are invited to participate on WSO website

IGR REPORTS

- **Sunday 3:30pm “Adult Loving Parent” Sophia**
 - Meeting has seen low attendance 3-4 only with sporadic newcomers
 - Format reading Chapters 8, 13, 14 and 15 in Big Red Book
 - 7th Tradition donations small and used to cover Zoom costs
- **Sunday 6:00pm “Laundry Lists” – Peg absent Carol gave abbreviated report**
 - 4-5 in attendance – nice sharing
 - Studying Laundry List Traits – one a month
- **Sunday 7:00pm “Red Book Meeting” – Monterey - Abe -Absent - No Report**
- **Monday 9:30 am “ACA of Scotts Valley” – No IG Rep Renée gave abbreviated report**
 - Strong meeting up to 20 attending
 - Zoom only
 - *Strengthening My Recovery* reading for first three weeks Speaker the fourth
 - 7th Donations are slowly improving – the one minute break to make donations in script
- **Monday 5:30 pm “Stepping Up in ACA” - Beverle**
 - 4 Core attendees with 4 or 5 others
 - Most newcomers are one time newcomers
 - Format is reading/sharing on *Strengthening My Recovery*
- **Monday 7:00 pm “Authentic Men”- Sven – New IG Rep**
 - Attendance is growing was 5-6 now 10-12 consistent
 - In person only – 2nd Monday of month meet at the Staff of Life for fellowship/crosstalk meeting
- **Tuesday 12:30 pm “Inner Loving Parent-Inner Child” No IGR No Report**
- **Tuesday 6:15 pm “Tony A Meditation” – Carol**
 - Attendance improving with new members attending can be up to 11
 - Guided meditation and reading from *Tony A’s Laundry List* book
- **Tuesday 7:00 pm “New Love ACA Group” Monterey – Abe No Report**
- **Wednesday 9:30 am “Serenity Seekers” – Diane Absent No Report**



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IGR REPORTS CONT'D

- **Wednesday 5:30 pm “ACA @ UCSC” – No IGR No Report**
- **Thursday 5:30 pm “Women in Recovery” – Victoria**
 - Zoom only
 - About 12 every week
 - 7th Donations are very low – might look to include in script one minute break to make donations
 - 3 weeks reading Big Red Book beginning to end with 4th week speaker
 - If no speaker for 4th week *Strengthening Our Recovery* daily passage read/sharing
- **Thursday 5:30 pm “Getting the Band Back Together” – Bob**
 - In Person Only
 - Strong attendance about 15-20 routinely attend
 - Bob current secretary until Cory returns
 - Format is being looked at for further improvement and use of different readings
- **Thursday 7:05 pm “Serenity Seekers” – No IGR No Report CLOSED**
- **Saturday 9:00am “Heart Circle” – Rosa**
 - Hybrid meeting
 - 8-10 attending – hybrid hit or miss
 - Format is reading/sharing on *Strengthening My Recovery*

MEETINGS WITH NO CURRENT INTERGROUP REPRESENTATION

Monday 9:30 am “ACA Scotts Valley”	Tuesday 12:30 pm “Inner Loving Parent – Inner Child”
Wednesday 7:00 pm “ACA @ UCSC”	

COMMITTEE/COORDINATOR REPORTS

- **Literature Depot – Carol Host** – Report distributed with final agenda and screen shared
 - March sales and purchases leaving current inventory
 - 4 Big Red Books
 - 2 Yellow Step Workbooks
 - 6 Strengthening My Recovery
 - 2 Laundry List Workbooks
 - 6 Loving Parent Guidebooks
 - 32 Newcomer Booklets
 - March Sales \$111.75 Purchases \$176.18 Sales minus Purchases (\$64.43)
 - Carol has been hosting the Literature Depot for 2 years – Charter allows 2 year term only
 - Carol gave a rundown of monthly routine duties to maintain Depot
 - Mentioned up to two literature orders into WSO a month
 - Figuring out what is needed in the inventory
 - Giving monthly IG Report
 - No one volunteered to step up to replace Carol
 - Thank You Carol for your stellar service keeping the Literature Depot



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- It was noted that literature is sold to meetings only and cannot be sold to individuals

COMMITTEE/COORDINATOR REPORTS CONT'D

- **Website/Zoom - Evie** - Site Traffic Graph distributed with final agenda and screen shared
 - Evie has been the Website Chairperson for three years and Carol stepped up to be the new Website Chairperson
 - Thank You Evie for your wonderful website wizardry!
 - Thank You Carol for volunteering to take this important position
 - Carol gave a report regarding Web Hosting Options attached to final agenda and screen shared
 - Showing current plan features and costs and three options' features and costs
 - Discussion held about benefits and drawbacks of each together with budget impact

Motion to purchase in May 2024 GoDaddy Managed WordPress Deluxe for one year at introductory price of \$191.88

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

- The website event calendar plugin yearly cost of \$99.00 is due
 - Allows automatic entry of repeated calendar events without monthly manual data entry

Motion to pay the annual cost of \$99.00 for the website Event Calendar plugin

Motion made by Dottie, seconded by Renée and passed unanimously (11-0-0)

- March website revealed the most hits on 3/23 around 60
- Carol and Evie looking into getting a more comprehensive monthly graph

- **Quarterly Potluck Speaker Meeting - Bob**

- Next meeting to be held Sunday, April 21st
- Bob to get flyer to Jeannie for distribution with *Conscious Contact*
- Will also distribute flyer to IG Reps and will send to website for posting
- Nothing to report regarding having this quarterly meeting in person

- **Workshop Coordinator – Bob – No Report**

- **Renée – Update on Inner Loving Parent Workshop and Step Study – Saturdays at Quaker Meeting House**

- Currently 31 people signed up for in person workshop
- Renée has five people to continue facilitating the Workshop while she is away starting in mid-April
- Step Study will start August 3 through November 16 and she will get flyer to IG Reps and Jeannie for distribution with the *Conscious Contact* and will send to website for posting

- **Outreach Committee – Rosa**

- The Committee developed the following ACA Monterey Bay Facebook Group community guidelines
 - **Be Kind and Courteous**
We are all in this together to create a welcoming environment. Let's treat everyone with respect
 - **No Hate Speech or Bullying**



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Make sure everyone feels safe. Bullying of any kind isn't allowed, and degrading comments about things like race, religion, culture, sexual orientation, gender or identity will not be tolerated.

- **No Promotions or Spam**

Give more than you take to this community. Self-promotion, spam and irrelevant links aren't allowed.

- **Respect Everyone's Privacy**

Being part of this community requires mutual trust. Authentic, expressive discussions make communities great, but may also be sensitive and private. What's shared in the community should stay in the community.

- Rosa, Evie and Victoria will monitor the FB Group by dividing up the days of the week
 - If the Group becomes popular, Committee will ask for additional moderators
- Violators will be flagged and an email sent reiterating guidelines.
 - They will be given another chance after this warning, but will be muted or banned from Group if they continue to ignore guidelines.
- The Group will not be operating for awhile
- There is a popular FB ACA Group Sister in Serenity in Los Angeles
- How to decide who can join – prospective members will fill out a questionnaire for approval by Committee

Motion to approve community guidelines for ACA Monterey Bay Intergroup Facebook Group and allow Outreach Committee to continue their work in getting Facebook Group online. Carol made motion, Beverle seconded and passed unanimously (10-0-0)

- **Retreat Committee** – Evie gave report

- First meeting held with 5 IG committee members in attendance
 - Evie and Dottie Co-Chairs
 - Jeannie Secretary
 - Renée possible Registration Chair – contingent upon her availability
- Will use same job descriptions as originally drafted for previously planned retreat
- Looking at the end of September beginning of October for a one day retreat
- *No Shame No Blame* theme and logo
- Several venues being contacted/researched for possible site
- Budget will be developed and presented at April IG meeting
- Next meeting is Friday April 19th at 4:30 via Zoom – will be posted on the website calendar
- Additional members of the committee encouraged to participate
 - Request for more participants will be posted in the *Conscious Contact*
 - Please announce at IG Rep meetings
 - Carol and Rosa volunteered to join Committee – thank you Carol and Rosa
- The retreat gmail address will be reinstated

- **H&I Committee** – Kyle Absent No Report

OLD BUSINESS

- **Proposed changes to Charter** (Changes attached to agenda and screenshared)

Following changes were suggested by Carol – Thank You Carol

1. Page 2 – cosmetic change: [remove blank area](#) in the first paragraph of Guidelines for Business Meetings



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2. As a reminder to read the last line in ‘Guidelines’ together: **boldface** the last line “**Today we ask our higher Power for courage to honor these guidelines.**”
3. Page 3: Vice Chairperson’s duties: **Remove** ‘Maintains, prints, emails and distributes area meeting schedules to Intergroup Representatives’. Justification: Since COVID we still have many zoom meetings, and since we have a website that is maintained with updated meeting information and applicable links, our members no longer rely on or expect printed meeting schedules.
4. Page 5 in ‘Voting and Quorums’ section.
 - a. **Replace** “Officers may represent their ACA meeting as an Intergroup Representative or Alternate Intergroup Representative or proxy but are not allowed a separate vote as an Officer” with the following: “Any individual filling multiple voting-eligible roles has only one vote.”
 - b. **Add** WSO Representative as a voting member: Committee Chairpersons or their proxies, and the Intergroup’s WSO Representative are entitled to vote on the motions of the Intergroup.
 - c. **Replace** struck-out with italicized text: “A quorum is defined as voting representation from 2/3 minus 1 of the number of member meetings with an elected Intergroup Representative plus any elected Officers who are not Intergroup Representatives eligible voting members.”
5. Page 5 / Intergroup Services – bullet points about email list / website: **Add** italicized text “Member meetings can order ACA literature from the local literature depot” -- to comply IG654’s written agreement with ACAWSO, we do not sell to individuals.
6. Page 6: Contributions – **Remove** “The Seventh Tradition will be observed by members present at each Intergroup meeting.” This practice was voted out December 2022.
7. Page 3: Secretary’s duties: **Add** a bullet point: Updates Intergroup Charter Microsoft Word document when updates are approved by Intergroup; provides a PDF of the updated version for posting on the website.

Motion to incorporate the above-referenced changes into the Charter and to revise the job description of the Intergroup Secretary to include responsibility for maintaining the official Charter Word source document Charter and by incorporating any future revisions.
Motion made by Renée, seconded by Dottie and passed unanimously (10-0-0)

- **Participation Updates**
 - Evie called Kyle and Abe
 - Nice conversation with Abe
 - Left message for Kyle with no return response
- **Hybrid Intergroup meeting update**
 - Rosa did research to find suitable space in Santa Cruz area
 - Santa Cruz libraries have rooms available that might be suitable
 - Free hourly access some with wifi capability
 - Need to be private/sound proof
 - Be big enough to accommodate 10-15 people
 - Time frame approximately 2-3 hours
 - Rosa will re-visit after obtaining Santa Cruz library card
 - Renee mentioned the Scotts Valley Library was just re-done and might have suitable space



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NEW BUSINESS

No new Business

CONCLUSION

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

The next Intergroup meeting scheduled for April 27, 2024 - 4:00-5:30 pm PST
Zoom 898 9797 7526 passcode 792214

Motion to adjourn meeting

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

The meeting was adjourned at 5:25 pm following the ACA Serenity Prayer

Respectfully submitted,

Jeannie Mac
Intergroup Secretary
March 27, 2024