

# ACA Monterey Bay Intergroup Retreat Committee Meeting Minutes

Friday, 4/25/25 10:00-10:55am

**Present:** Evie, Carol, Beverle, Shari, Jeannie **Missed:** Renee, Dottie

Prior to opening the meeting we discussed trialing Zoom AI Companion for taking meeting notes. Vote was 3 in favor, 2 against. Lacking a clear consensus, we agreed to hold off until Carol learns more about data security and how it works.

Beverle opened the meeting at 10:09 with the ACA Serenity Prayer

April 18 minutes were approved with a correction to add that we had voted unanimously to expand retreat enrollment if Camp Redwood Glen allowed it. Motion by Beverle/Evie

## **Old Business –**

### **• Capacity / limiting participants**

- Jeannie read from Mitchell's email "It should not be a problem to raise your number to 60"
- We discussed concerns about crowding, reviewed the room diagram. With 8 rows of 8 chairs each we could accommodate 64 but the 4 people at each 8' table would be nearly shoulder to shoulder.
- Because of last week's vote, Carol had already contacted the wait-list people informing them that we have space for them. Some of them had already provided their registration info and paid. Jeannie had also announced at the Los Gatos meeting the evening before, and 2 more had asked to be wait-listed.
- Carol apologized for not having made a formal motion for last week's vote, which might have caused members to remember earlier concerns about overcrowding.
- If all the wait-listed people ask to be registered and pay, we will have a maximum of 59 participants including the committee members and speakers who have all registered.
- Motion Evie/Carol : Accept the already wait-listed people who pay, but do not replace any who drop out or any already registered individuals who cancel. Vote: 4 in favor, 1 abstain
- Carol to remove wait-list instructions from website. She will manually add wait-listed individuals who provide their registration information and pay.

### **• Program / timeline for the day:**

- Shari shared the schedule she is working on to inform the facility what to do at what times and places. We fine-tuned.
- She will create a similar document for the committee members.
- We agreed to have our brief team meeting at 7am / Gazebo.

## **Updates**

### **• Treasurer / Registration - Carol**

- We have collected \$1500 so far

- Following up with 2 registered-but-not-paid
- **Facilities / Contract – Jeannie**
  - We will get an amended contract and link for submitting participant count and dietary restrictions
  - The facility will put color coded signs on the meeting rooms and in dining hall seating so the different groups will see where they belong.
  - Jeannie will probably be able to be at the retreat on May 10.
- **Activities – Program --**
  - Shari agreed to work on a printable schedule. (The one on the website was purposely concise). Carol to email her a copy of what's on the website.
  - MAP and Program will be printed front/back and given to each registrant
  - Carol will do the map when we finalize the program with locations
- **Publicity**
  - Since we are booked we do not need additional publicity at this time
- **Hospitality - Shari**
  - Shari has helpers lined up and is ready to go! She will be flying in on Thursday 5/8.
- **Signs – Renee absent but she had reported all the signs are made.**
- **Check-in**
- **Wish Bowl / Dissolving Bowl / God Bowl -- Dottie**
  - Hold off on this until next week since Dottie absent.
- **Food – Beverle and Evie**
  - Evie has the Costco snacks (pretzels etc)
  - Others have committed to bringing treats and snacks
- **Raffle – Dottie absent**
  - Dottie has tickets and bags, will handle as last time
  - Several great prizes were described

### **New Business**

- Beverle suggested we start meeting about future retreat talks as soon as possible
  - Where to have retreat?
  - Do we want one in fall?
  - If at Camp Redwood Glen, what would it cost to get Upper CE (larger room which is larger and air conditioned if needed)

**Next meeting Friday, May 2 at 10:00am**

**And the week after, Friday May 9 at 10am**

Beverle closed the meeting at 10:55 with the Unity Prayer.

Respectfully submitted, Carol G. April 26, 2025