

Tuesday, November 27, 2007

Greater Toronto Area Intergroup

# Workshop Meeting

Tuesday, November 27, 2007

---

The meeting was convened at 8 p.m. with a moment of silence followed by the Serenity Prayer. Twelve Traditions: Brad H. (Bayview).

**Adoption of Minutes** – October 2007: not available for this meeting. October Minutes will be voted on at the Dec. meeting.

**THOSE MEMBERS PRESENT:** Anniversary, Aurora, Bayview, Beaches, Bramalea Care & Share, Church Street, City Central, Credit Valley, Danforth Group, East York, Erin Mills, Fellowship, Friendly, Glenholme, Golden Mile, Half Century, Hill, Isabella Crosstown, Keep It Simple (Scarborough), King City, Kingsway, Kipling, Last Chance, Leslie Group, Living Sober Group, Maple Group, Midtown, Mount Dennis, Mount Royal, Newmarket, Oakville, Orleta (Polish), Port Credit, Principles Before Personalities, Primary Purpose, Richmond Hill, Rox Glen Traditional, Royal York, Saturday Morning Disc., Shepherd, Spiritual Progress, St. Clements, Stepping Stones, Sunday Northwestern, Tuesday Night Disc., Twelve Steps, U of T, Unionville, Welcome, Westmoreland, Weston, Woodbridge, Yorkville. **District Liaisons:** Districts 18 & 22 present. **Subcommittee Chairs:** Archives, Access Ability, P.I., Newsletter, Self-Support, and Website. **2 District Reps, 6 Subcommittee Chairs, and 53 Reps were present, for a total of 61 members.**

**Chairperson's Opening Remarks – Arwen H. (Primary Purpose), Operating Chairperson**

Outlined previous workshops; this time we will have the ad hoc subcommittee Chair, Lynn B., take those present through the P & G document. "I am happy to see the attendance keep growing at GTAI; thanks for being here."

Seventh Tradition Collected: \$176.25, after coffee expenses.

**FINANCE REPORT – Jackie D. (Anniversary), Finance Member**

*Jackie provided report.* If you look at the Bar Graph, October 2007 income was \$24,097; expenses were \$14,623 with a difference of +\$9,474, as compared to the difference for 2006, which was +\$20,636. The reason for the \$11,000 difference is because we sent the gratitude envelopes out earlier, which resulted in a higher income for September, as shown by the Bar Graph. For the year to date, income is \$169,637; expenses are \$159,119, with a difference of +\$10,518, as compared to the difference for 2006, which was +\$4,710. So, we are still doing better now than we were in 2006 (likely due to the \$16,000 we received from the 2007 ORC).

Literature Sales are doing well, as are all overall donations (both are better than was budgeted).

Regarding the monies owed to your Intergroup for literature, medallions, chips, etc. by individual groups is gradually decreasing, and most of the monies owed is 30 days or less. Your Intergroup will be continuing with the policy that when you call the Literature Department to place an order, if your group owes money for a previous order, you will need to pay that outstanding bill before we'll fill a new order for you. We're happy to take Visa, MasterCard, cheque, or cash. We hope that this will continue to resolve the amount owed; otherwise, we'll need to go to COD orders only. Intergroup pays up front to the General Service Office in New York for goods ordered.

**The Finance Subcommittee still desperately needs 2 more members, as two members are rotating out at the end of the year.** You don't need to be an accountant, but some business sense would be helpful. Five years of continuous sobriety is recommended for this service position. I've been on the subcommittee for almost two years, and I've found it to be very informative and rewarding. If you or someone you know is interested, please submit resumes to the Chair of the Operating Committee c/o the Intergroup Office at 234.

<p><b>MOTION to Suspend Regular Business to facilitate Workshop</b> moved by Alex H. (Welcome) ; seconded by Peter (Isabella Crosstown). MOTION CARRIED.</p>
--

# **WORKSHOP – Reviewing Procedures & Guidelines document – Lynn B., ad hoc Chairperson, assisted by Fran H (Kingsway), Website Chair and Arwen H. (Primary Purpose)**

-this document is divided into two sections: Procedures & Guidelines

-Guidelines: rules of thumb to guide specific procedures

-Core of Document: Operating Committee – been in existence since 1947; lots of changes since then, but OC has remained constant

*Questions from Floor members were entertained throughout the presentation.*

## **Section 1: object of document: “All of this is yours”**

-observes AA Tradition

-name & purpose: Mandate

-composition of GTAI

-Operating Committee “Service Arm” of partnership

## **Sections 2-5: representation of groups outlined (Group Reps)**

-will of Intergroup Reps/discussion and interest b/w GTAI & groups

-Reps as 'Trusted Servants' (12 Concepts/Right of Decision)

-Intergroup Alt Reps position

-Intergroup Reps provide names to Exec. Secretary for point of contact

-privileges of Reps

-privileges of Operating Committee members

## **Section 6: meetings of GTAI**

-semi-annual meetings (This has changed as of Apr 2006– Motions to change Procedures can happen anytime except June July Dec)

-Workshop Meetings (biannual)

-Special Meetings (at Operating Committee's discretion)

-Notice of Meetings as per Exec. Secretary

-rules of order at meetings

-Minutes of Meetings

-yearly donations to Intergroup

## **Section 7: the Operating Committee**

-composition (9 voting members; 1 non-voting member, Treasurer)

-qualifications of Operating Committee

-office of Treasurer (Finance Committee Chair)

-terms of office

-Operating Chair as 'Executive Officer'

-also 1<sup>st</sup> vice, 2<sup>nd</sup> vice, etc.

-election process at semi-annual meetings

-vacancies in Operating Committee

## **Section 8: Meetings of OC**

-schedule and Minutes

-availability of Minutes to AA members

-quorum for Operating Committee meetings

Tuesday, November 27, 2007

**Section 9: Subcommittee structure** (*diagram from ad hoc committee used*)

- Intergroup offices across N. America average: 3 to 4; we have 18(!)
- perceived 'overlap' of responsibilities b/w Intergroup and the districts
- proposed ad hoc structure to facilitate discussion
- Minutes of subcommittees; meetings of subcommittees
- Subcommittee Chairs requirements and responsibilities
- terms of office for subcommittees; also review of Chair positions
- Operating Committee members as liaisons to subcommittees
- mandates/functions of subcommittees
- Finance subcommittee responsibilities & composition

**Section 10: Employees**

- employer/employee relations
- Exec. Secretary responsibilities

**Section 11: Amendments to Procedures**

- procedures to amend Procedures
- making Motions
- procedures for Referendum
- Notice of Motion procedures

**Closing Remarks**

- Winter Season Open House Event reminder; "thanks for coming out!"

**NEXT GENERAL MEETING: Tuesday, December 18 at 8 p.m. at Glebe Rd United Church.**