

El Cerrito Fellowship AA

Business Meeting Minutes, January 13, 2025

Call to Order, 5:30p	<ul style="list-style-type: none">▪ This meeting is recorded▪ Meeting opened by Millie B., Business Manager with the Serenity Prayer▪ 12 Traditions read by Bridget▪ January Sobriety Birthdays<ul style="list-style-type: none">▪ Siobhan: Dec 31, 3 years▪ No others in attendance
Review of December Minutes	<ul style="list-style-type: none">▪ Corrections/Call Outs<ul style="list-style-type: none">▪ Suz had a December birthday; 29 years on Dec 11▪ <i>Motion Made to Approve: Jayme</i>▪ <i>Seconded: Laura R/Suz</i>▪ <i>Approved Unanimously</i>
Review of January Agenda	<ul style="list-style-type: none">▪ Millie reviewed Agenda calling out last minute additions▪ Corrections/Call Outs<ul style="list-style-type: none">▪ Rebekah asked for Representative Reports section of agenda to be updated as it had outdated names listed▪ Old Business item of H&I Rep Election was struck out as we completed that election at the December business meeting▪ Suz asked for Birthday Night on the agenda to be updated to Birthday Meeting <p>Action Items:</p> <ul style="list-style-type: none">✓ Millie to update Agenda Items in accordance to above call outs
Officer Reports, 5:44p	<p><u>Treasurer, Bridget, Assistant Treasurer (John C was unable to attend)</u></p> <ul style="list-style-type: none">▪ January Treasurer Report<ul style="list-style-type: none">▪ Beginning Balance: \$18,203.86▪ Income: \$1,880.86▪ Expenses: \$1,352.95▪ Net Income: \$527.91▪ Ending Balance: \$18,731.77▪ Bridget shared John's and her's Disbursement Proposal:<ul style="list-style-type: none">▪ Additional \$4,000 Contribution broken down as follows:<ul style="list-style-type: none">▪ 40% to General Services (NY)▪ 40% to Intergroup (East Bay)▪ 10% to District 7▪ 10% to Area 06, California Northern Coastal▪ This is in addition to our existing contributions

- Same breakdown as used in our last large contribution
- This keeps \$2,000 for operating costs and \$2,000 in our prudent reserve
- *Motion Made to Approve the Above Disbursement Proposal: Margie B*
- *Seconded: Rebekah*
- *Approved Unanimously*

Secretary Coordinator, Laura R

- The Tuesday in-person is robust and has a healthy amount of newcomers
- We are getting a consistent number of court card requests
- Millie and John have been helping Laura R with collecting secretary information. Millie expressed thanks to the current secretaries for providing their information for the roster.
- **Reminder to Secretaries: Please be sure you're using the most up to date script.** Secretaries are highly encouraged to print a new copy of the script from the website
- There is more support available for secretaries and techs; anyone that wants support or has questions are invited to reach out to Millie B via phone or email.

Literature, Siobhan

- Large inventory was sent from previous Lit Rep to John C
 - John C had reached out to bookstore about options; wtg to hear back
 - Members at Business Meeting had ideas of how to handle the inventory - more on this below
- We're low on Living Sober so Siobhan will be making a purchase of these
- Siobhan will also be replenishing our chip inventory
- Laura requested that the fellowship keep 25 copies of the Daily Reflection so that they're on hand to use at in-person meetings when there is no speaker and they're looking for a topic. Everyone agreed this was a good idea.
- Ann suggested we keep the inventory back load and give them out at meetings; everyone likes this idea

Birthday Meeting Secretary, Suz

- Things are going well. Suz is interested in connecting with Matt to work on getting the music to sound better. Siobhan offered to help Suz with this in the chat.

Chip Person, Phoebe

- Phoebe not in attendance, but reported thru Millie that 5 chips were sent in December

Rep
Reports,

General Service Rep, Margie B

<p>5:56p</p>	<ul style="list-style-type: none"> ▪ General Service meetings are coming up and Margie B is looking forward to them; January 22nd is next Assembly. <p><u>Intergroup Rep, Open</u></p> <ul style="list-style-type: none"> ▪ Siobhan has decided to give up this service position. The fellowship thanks her for her service and appreciates her enthusiasm for the different service positions she fulfills. ▪ Intergroup Rep service position is open and will be posted on the website <ul style="list-style-type: none"> ▪ Meetings are on zoom on the 3rd Wednesday of every month ▪ 2-year sobriety minimum; 1-year commitment ▪ Siobhan attended the last meeting <ul style="list-style-type: none"> ▪ Elections were held ▪ Intergroup is looking for volunteers for the hotline ▪ ASL interpretation will now be available at some meetings in the area ▪ Siobhan will continue to attend the meetings on ECF's behalf until this service position is filled <p><u>Hospitals and Institutions Rep, Rebekah</u></p> <ul style="list-style-type: none"> ▪ Many service opportunities available with H&I. If interested, reach out to Rebekah. ▪ Orientation is required to take up an H&I service position ▪ Discussion on if, how, & where to post the H&I Roster. Agreed to post on our website since it was confirmed it was a public document. <p>Action Items:</p> <ul style="list-style-type: none"> ✓ Millie to post Intergroup Rep service position information including responsibilities and requirements on website ✓ Rebekah to send Millie the H&I Roster ✓ Millie to have H&I Roster posted on the website
<p>Old Business, 6:09p</p>	<p><u>Phone List Update</u></p> <ul style="list-style-type: none"> ▪ Deferred since key interested parties were not in attendance. <p><u>Storage Update</u></p> <ul style="list-style-type: none"> ▪ No update at this time due to holidays; this was expected. <p><u>Timers in Meetings</u></p> <ul style="list-style-type: none"> ▪ Discussion picked up from December Meeting. ▪ Question Posed: Is this a decision that should be made by business committee (attendees at this Business Meeting) or a decision that should be made by each meeting? <ul style="list-style-type: none"> ▪ Varying thoughts on this, but the majority felt that this is appropriate for each meeting to decide. <ul style="list-style-type: none"> ▪ Some 5:30am meeting already have timers.

	<ul style="list-style-type: none"> ▪ Some hold the opinion that timers are good for fairness while others believe this is a matter to be handled directly with people if/when it comes up. ▪ Barbara expressed concerns that secretaries won't know Timers are an option if topic simply vacated ▪ Suggestion for the secretary coordinator to send a note out to secretaries notify them that a timer is an item/tool that secretaries can bring up if/when there are fairness concerns and ask for a group conscience on. <p>Action Items:</p> <ul style="list-style-type: none"> ✓ Secretary Coordinator to send a note to current secretaries reminding them that timers can be introduced to a meeting to discuss/obtain a group conscience on it. ✓ Millie to add a note about Timers to the Secretary Orientation/Training so that future secretaries know that it is an option to add to their meeting if a group conscience is taken and agrees to it
<p>New Business, 6:17p</p>	<p><u>Add a Grapevine Representative service position?</u></p> <ul style="list-style-type: none"> ▪ Discussion ensued on how great of a resource the Grapevine is for the AA membership. Everyone agrees. Discussion then centered around if a subscription is needed for an online fellowship. ▪ Discussed getting an online/electronic subscription for our fellowship that we can share with our community since we're an online fellowship. However, this is not an option that the Grapevine offers. ▪ Millie shared the write up on the proposed service position. ▪ <i>Motion Made by Mary Z to:</i> <ul style="list-style-type: none"> ▪ <i>Link to the online version of the Grapevine from our website; and</i> ▪ <i>Not add an additional service position for this. Noting we have a lot of service positions to fill already.</i> ▪ <i>Seconded:</i> Laura R ▪ <i>Discussion:</i> Margie B supported having copies of Grapevine at our in-person meetings. She also noted that being a Grapevine Representative connects that service holder with the larger AA community. Marlina spoke of the importance of getting literature in the hands of newcomers. Siobhan offered to take on obtaining a couple copies of the Grapevine to her role as the Lit Rep. She also plugged the online Grapevine App for phones. Jayme talked about old timers bringing their old copies of the Grapevine to meetings to give away. Discussion continued about if it's appropriate for the fellowship to get a subscription; the discussion concluded with an amended motion. ▪ <i>Original Motion Amended by Mary Z to:</i> <ul style="list-style-type: none"> ▪ <i>Link to the online version of the Grapevine from our website; and</i>

	<ul style="list-style-type: none"> ▪ <i>add the Grapevine to the list of literature that the lit rep makes available at our in-person meetings.</i> ▪ <i>Seconded: Laura R</i> ▪ <i>Approved Unanimously</i> <p>▪ Unrelated Note: we have some Spanish-language literature in our inventory in case we need it, but we do not have a current Spanish-speaking population.</p> <p><u>Suggestion to remove Zoom housekeeping items</u></p> <ul style="list-style-type: none"> ▪ Are the Zoom housekeeping Items still needed? <ul style="list-style-type: none"> ▪ Members thought it was moot and redundant. No one expressed support in keeping them. ▪ Discussion on secretaries and scripts: Complaints received about removing the last names from user’s names. This practice was retired awhile back. Reminder to Secretaries: Please be sure you’re using the most up to date script. The most up-to-date script is always available online. Kathy suggested the Last Revised date be added to the bottom/body of the script. Cheryl talked about historical protocols: 1) secretaries receive the script when they’re trained; 2) the Secretary Coordinator is responsible that they receive everything they need to be secretary; and 3) that the training was required to be a secretary. ▪ Discussion cut short as it was time to adjourn. <p>Action Items:</p> <ul style="list-style-type: none"> ✓ Siobhan to check with in-person secretaries to find out how many Grapevines are appropriate to have on-hand, and add that to her already planned order for lit and coins. ✓ Millie to add the last revised date/time to the bottom/body of the secretary script ✓ Secretary Coordinator to send a reminder to secretaries encouraging them to obtain the most current copy of the script from online and to print a hard copy of same. Laura and Millie to discuss a possible “Tips and Tricks” communication to the secretaries.
Closing, 6:45pm	<ul style="list-style-type: none"> ▪ The meeting closed at 6:45pm with the Responsibility Statement ▪ Recording stopped. ▪ Agenda Items not covered in the meeting: <ul style="list-style-type: none"> ▪ New Business: Suggestion to add description of open and closed meeting to the meeting script