

Intergroup Meeting Minutes
July 8, 2018

1. Intergroup Chair Doug C. opened with the Serenity Prayer at 2:05 p.m.
2. Introductions around the room.
3. Secretary's Report, Ginger B. The June 2018 minutes are ready for publication in the July/August issue of the *Pass-It-On*. We will vote on the April, May and June minutes at the August meeting.
4. Treasurer's Report, Tom M. is on vacation. Doug C. reported for Tom.
Review of the May 2018 Income Statement shows that there was a loss of \$752.14 for the month, and we're up by \$551.90 for the year. Contributions from the groups and Special AA Events are up Y-T-D.

Motion to accept the Treasurer's Report: Ginger 2nd: Debra K.
Motion passed unanimously.

5. Central Office Coordinator, Michael W. Unable to attend today. See Debra K.'s report below.

6. Alternate Coordinator, Debra K.

Desk coverage is as expected during the summer with vacations on the calendar for some desk workers. If you or someone you know would like to volunteer as a substitute desk worker, contact Debra K. at Central Office, 505-226-1900 or e-mail Debra at altcoordinator@albuquerqueaa.org.

- State taxes were paid.
- An order will be placed this week and will include hardcover Big Books (C.O. is out of them right now) and pamphlets.
- We'll transfer \$2,000 from Prudent Reserve to cover expenses this month, and return those funds hopefully by the end of the month.
- Thank you to The Live and Let Live group for hosting a Central Office fund raiser spaghetti dinner and speaker. Their event raised \$176 for C.O.
- Central Office received another request from a group who wanted to visit to gain information on how AA works. As with last month's request from the UNM School of Medicine, Michael forwarded the request to the Area 46 CPC Chair.
- Michael W. will have orthopedic surgery in September and will be out of the office for at least three weeks.
- Michael W. announced last month that he is retiring at the end of this year. The job description for Central Office Coordinator is available here today, and posted on the home page of our website, at the bottom of the page under "Announcements." Please notify your groups that we are seeking candidates for this position.
 - a. Ginger B. asked when this individual would need to be in place for training purposes? Debra K. advised that resumes would be received by the Steering Committee through September 30th. The Steering Committee will review the resumes and set up interviews. It is unknown how long this process will take, although there should be enough time to hire and train someone before year-end.

7. Schedule Editor, Lydia R. Two meetings are updated in the schedule: The Grateful Girls, Tuesday evening at Emmanuel Presbyterian Church, now offers childcare; The Right-Sized Group was a closed men's Step/Traditions Study. It is now an Open Beginner's meeting. They meet on Tuesday evenings at Netherwood Park Church of Christ.

The basket was passed in honor of the 7th Tradition. The August Intergroup Meeting will be held on August 12th at 2:00 PM.

8. Member-At-Large, Eugene O. Unable to attend.

9. *Pass It On* Editor, Angelique C. Unable to attend. Doug C. noted that Angelique has been dealing with some health issues these last few months. Angelique has been doing such a great job with the *Pass-It-On*, and we

want to allow her time to take care of her health. If you want to include an article or story in an issue of the *Pass-It-On*, send it to Angelique at passiton@albuquerqueaa.org.

10. Special Needs Chair, VACANT. *Please advise your groups that this position is vacant – if anyone would be interested in taking up this position, please attend the next Intergroup Meeting where the group will vote on the nomination.*

11. Website Chair, Oris S. Oris made some changes to the website. The *Pass It On* column, which explains how to submit articles and offers writing prompts, is now on the Home page. Oris encourages everyone to send group announcements to web@albuquerqueaa.org.

12. Media Librarian, Ric R. Library is in good shape. Ric copied three discs and has four new discs to add to the collection: one is on the history of AA and the other three are speakers from the recent State Convention. The new and improved catalog of speaker recordings is now in use.

13. Community Outreach, VACANT. *Please advise your groups that this position is vacant – if anyone would be interested in taking up this position, please attend the next Intergroup Meeting where the group will vote on the nomination.*

14. Intergroup Liaison, Martin C. Unable to attend.

15. Old Business – none.

16. New Business

1. Central Office Coordinator Position: Last month Michael W. announced that he is retiring from his position as Central Office Coordinator at the end of this year. The job description and application process is on our website. According to the By-laws, the Steering Committee is to review all resumes received, interview the candidates, and choose the new coordinator. We will accept typed resumes through September 30, 2018, then begin interviewing. *Please bring this information to your groups in the hopes that interested group members will apply as soon as possible.*

2. Website Upgrade: The albuquerqueaa.org website is old and quite vulnerable to hacking – this would be an ugly disaster. The site has been vulnerable for a few years now, and we have asked for some bids on a new site. Tom C., a member who was part of the team that created the site years ago, and who recently assisted Area 46 to update their site for the same reason (vulnerability), has received a couple of bids for us to consider. It really is not a matter of “do we do this now.” An upgrade must be undertaken at this point.

Tom C. explained that the current Albuquerque site is based on an HTML content management system (CMS), which was cutting edge at the time it was built, but now is outdated and vulnerable to hacking. The Area 46 site is recently updated with a new CMS and add-ons (or plug-ins) to create the meeting schedule module, calendars, and other sections of their site. The Area 46 site is much more complicated than the Albuquerque site. Area 46 paid \$2,500 for the upgrade and necessary add-on modules and contracted with 505 Creative for Web Development.

Tom advised that for the Albuquerque site, the base cost for the secure and much-used Word Press CMS was quoted at \$1,500, with anywhere from \$250 to \$750 (depending on options the Intergroup will decide on later) for the Add-On used for the Meeting Schedule. Tom has worked with a few web developers and web companies over many years. In his experience, 505 Creative offers the best work for the \$\$ and has always produced their work in a very timely manner. He would suggest going with them. The other developer Tom spoke with goes dark too often, which unfortunately, is not uncommon in that business and was more expensive.

QUOTE FROM 505 CREATIVE: \$1,500 for the CMS, and at most \$750 for the plug-in (more likely to cost \$500 or less according to Tom), for a maximum total of \$2,250.

A deposit of \$1,000 would be required to begin.

Questions from Intergroup for Tom:

How long will it take to complete the site once the deposit is made? Tom: Two months, depending on how long it may take the Intergroup to decide on certain content items.

Doug C. offered that the \$1,000 deposit will be borrowed from Prudent Reserve. *The question the groups will need to answer is how to pay for the site?*

Special fundraisers?

Pass the can?

Groups make a special contribution?

Individual Contributions?

And there are many other ways that people may come up with.

Doug C. then asked if the Intergroup Reps wanted to bring the information presented back to their groups before voting, or would they want to take a vote today? The IG Representatives felt it that voting today is the responsible thing to do, and that they will go back to their groups to decide on how to fund the new site.

Betty P. offered the following motion, and as there was no discussion desired by the Intergroup, a vote was taken.

Motion: The Intergroup wants to move forward with the suggested upgrade by 505 Creative. We commit to funding the \$1,000 deposit required from Prudent Reserve. We will bring this information back to our groups to determine how each will contribute to funding the cost of the website. Motion 2nd by: Elizabeth E.
The vote passed unanimously.

17. Announcements – none.

18. Motion to close the meeting was made by Lydia R. at 2:38 p.m., 2nd by Ginger B. Unanimously approved and the meeting closed with the Third Step Prayer.

Respectfully submitted,

Ginger B.
Intergroup Secretary