

**Albuquerque Central Office
Intergroup Meeting**

Minutes

10/13/2019

Present: Doug C., Jerry K., Tim T., George M., Chris C., Debra K., Rosie F., Jeff B., Stella A., Lance D., Donald A., Lydia R., Ric R., Jennifer S., Gari B., Lynda H., Padmani

Welcome, Serenity Prayer – Doug

Introductions

Minutes of 09/08/2019 distributed.

Treasurer's Report: Tim

Revenues down (less book sales), expenses up (CPA, IOCAA Conference in Mesa, AZ.) this month.

Prudent reserve increased to \$10,000+.

Inventory restated (due to previous error carried over month to month in the past).

QuickBooks and Peachtree are running parallel now. Will switch to QuickBooks only 2020.

Motion to Approve: Chris; Second: Ric

APPROVED

Scheduling: Lydia

New schedule put out last week.

Media: Ric

Library in good shape.

39 discs out; 2 being replaced.

Need a new Media Librarian for next rotation.

Website: Oris

Basically OK, up-to-date.

“Events” link on bottom of site does not work on phones. Top link = OK.

Central Office: Debra

Office running smoothly.

Office closed a few times due to lack of Volunteers for evening shift.

Coordinator and Alternate Coordinator will only work 8 hours per day.

Sunday Volunteer evening shift very hard to fill – chronic problem.

New books ordered from GSO and Grapevine.

Window “Concepts” shades are available – \$31.95.

Debra to check on forwarding night phones from one Volunteer to another, etc., back to office.

Taxes have been paid. Debra to follow up on issue.

Central Office: George

Central Office Activities report distributed.

George attended IOCAA Conference in Mesa, AZ.

Summary:

Office Hours – Most offices are open 6-8 hours per day M-F.

Weekend hours usually abbreviated.

Volunteers – Most offices have committees to set up Volunteer schedules. Groups decide on Volunteers – decentralized.

Phones – Most use answering services, Volunteers give service their numbers. If no Volunteer available, answer message comes on, will get back to caller later.

Prudent Reserve – Most have 4-6 month in reserve – or is goal they strive for.

Budget Issues – Fairly standard.

Privacy In Media – More hand-held devices being used, more texting than phone calls. Texts can be hacked, individuals can be “outed” as an Alcoholic on social media. Recommend not talking about AA at all on social media.

Contributions – Most publish amounts from Groups. Publishing no contributions from individual Groups is considered “shaming”.

Office Procedures – Look at future needs, not just today's problems. Need some degree of technology.

Need to develop Office Procedures Manual.

OLD BUSINESS:

Office Hours:

Paid staff to work 8 hours per day.

If no Volunteers, office will close, switch to Night Phone.

Office staff will still look for Volunteers.

DECISION HAS BEEN MADE:

Albuquerque Central Office will have set hours, effective immediately.

Monday – Friday: 9:00 AM – 6:00 PM

Saturday, Sunday: 9:00 AM – 3:00 PM

Motion to Approve Decision: Susan; Second: George

MOTION/DECISION APPROVED.

Office Hours change to be posted on website ASAP.

Bernalillo County Book Windfall:

Area 46 to decide at December Assembly to either KEEP BOOKS or TRASH THEM.

This is the only issue to be voted upon. Disposition of books, if needed, is another issue to be decided later.

Central Office issue is, do we want to ACCEPT BOOKS or NOT ACCEPT BOOKS, if they are offered to Central Office by Area 46.

This is the only issue to be voted upon. How we would distribute them is another issue, to be decided upon later, if needed.

Discussion pertains to English language books only, not Spanish.

Book Timeline and inventory of books distributed.

Impact Scenario on ABQ Central Office, assuming books are donated to us, distributed.

Long discussion of Pro's and Con's occurred.

MOTION: Kendal (?) – not on Sign-In sheet; Second: ?

If Area 46 offers English language books to Central Office, we will accept them:

Vote was not unanimous. Minority Opinion discussed.

New Vote: Majority Opinion: NO.

MOTION NOT APPROVED.

CENTRAL OFFICE WILL NOT ACCEPT BOOKS IF THEY ARE OFFERED.

NEW BUSINESS:

Deferred to next month.

Motion to Close: Everyone

APPROVED

Third Step Prayer

Next Central Office/Intergroup Meeting:

Sunday, November 10, 2019

2:00 PM at Brown Baggers

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