

Minutes: Ontario Intergroup of SLAA
Thursday, November 27, 2014. 7:00-8:30 PM
Room 2008, Cardinal Carter Wing, St. Michael's Hospital

Present: Jody N. (Chair, Fall Conference Chair); Dionne F. (Vice-chair, Chair Spring Retreat); ; Daniel W. (Treasurer, Thurs 12:15 PM IR); Susan O. (Literature Rep., Sat. 5:30 IR); Alan B. (FWS Delegate, Brampton IR, *interim* Niagara IR); Charles V. (Website); Justin O. (Prison Outreach, Oakville IR); Richard B. (Thurs 7:30 PM IR); Brian C (Holland Landing Thu 7:30 IR); Daniel B. (Tues 7 PM); Tanya G (Lady of Lourdes, Mon 7pm); Rob H (Durham)

Absent with regrets: Jim D. (Secretary, Hamilton IR), John F. (Phone and PI, Pickering IR); Jim B. (Rockwood IR).

1. **Minutes for October** – Dionne F. (Acting Secretary)

Accept / Amend previous meetings Draft Minutes (circulated via email prior to the meeting). October 2014 minutes were accepted without change.

2. **Reading of Reports:**

a) **Treasurer** - Daniel W

-Report distributed (see attached)

-Report accepted by group conscience

-Alex asks the cost of the AA Ontario Regional Conference (ORC) hospitality suite - Susan clarified that its \$350 but will make a decision closer to the date if funds are available if we will be going forward and booking the suite

b) **Literature** - Susan O

-Report distributed (see attached)

-Report Accepted by group conscience

-Not many sales to report in October

-Medallions are sold out (1 year I think) and Newcomer packages need to be ordered

-There is an accounting discrepancy of \$7.74 as Susan could not put coins into the bank machine. All orders placed by credit card needed to be rounded up also contributing to the discrepancy

-Sales were up in November amounting to \$941.00

-All the money hasn't arrived for all the sales - next month's report will reflect the \$165.98 that's currently outstanding

-The literature that was donated which can be sold has been added to the inventory which accounts for the balance going up

-Susan is not sure what to do with outdated SLAA literature. The suggestion was made that she give it out at her discretion; literature will be brought to next Intergroup for members to take if they wish

c) **Website** - Charles V (outgoing chair)

- Report distributed (see attached)
- Report accepted by group conscience
- No discussion arose from report

d) **FWS Delegate** – Alan B

- Oral report given
- FWS Prison outreach committee announcing they are looking for Pen Pals
- Alan is reviewing outreach presence on the web
- He is assisting committee for Chapter 4 revisions for basic text update - Revisions will be submitted at FWS level.
- Next month he hopes to have travel arrangements made for conference in Houston in the summer of 2015
- \$196.54 was remitted from FWS for the Travel Equalization fund
- Option for Pen Pal to send letters to FWS where they are scanned and will be sent to Alan is anyone is interested in volunteering to correspond with inmates
- Alan has provided FWS with address of PO Box to send the correspondence from inmates instead of scanning the letters and emailing. The only issue is that someone will have to be responsible for picking up the letters. We can see how it works if it becomes inconvenient
- Susan not feeling comfortable using PO box for mail; Justin feels like this is what the box is for to also be used by Prison Outreach committee - to receive correspondence. Suggests that if mail becomes too much for the size of the box we can consider other options
- Charles asks if an extra key is available for Pen Pal use - this would eliminate Susan being responsible for the mail pick up
- Jody suggests that if mail becomes a lot, we can create a Pen Pal mail pick-up position
- Group decision to leave for now and monitor the situation
- Jody suggests making announcements at meetings for the need for Pen Pals

e) **Phone Line and Public Information** - John F. - Absent with regrets

- No report sent (**Added after meeting:** actually report was sent to Jim D and is attached here. This arrived after he was away and could not forward it to Dionne in time for the meeting).
- Approved group conscience at January 2015 meeting.

-See ADDED report attached.

f) **Correspondence received and sent** (checking mailbox) - Susan O

-Mail received for treasurer - 2 cheques; one was money remitted from FWS and invoices for rooms at St. Michael's

g) **Fall Conference 2014** - Jody N

-Reported provided but Jody doesn't want published on website but will present to next committee chair (public Final Report attached)

-No nominations yet but Jody will continue to look for chair for 2015 Fall conference

-No questions arising from report

-Jody asks for recommendations for chair for next year

h) **Spring Retreat 2015** – Dionne F

- Tabled due to time.

- Dates are April 10, 11, and 12 at Scarboro Missions.

i) **Old Business**

-Old business - held over for new business (elections)

j) **New Business**

-Elections took place for the following positions:

a) **Chair**

-Jody was willing to stand for a second term

-Re-elected

b) **Co-Chair**

-Dionne willing to stand for second term

-Re-elected

c) **Secretary**

-Jim willing to stand for second term but was absent; vote held over

d) **FWS Delegate**

-Alan agrees to serve an additional 2 year term (3 years total)

-Re-elected

e) **Literature**

- Susan willing to serve an additional 2 year term (3 years total)
- Re-elected

f) Website Administrator

-2 Candidates:

Brian - Works as a website administrator

Daniel - Experience as digital marketing professional

-Brian elected as Web Administrator

-Discussion about whether to create a co-chair position to allow them to work together as they are both qualified for the position

-Decision to keep as one position but would like to invite Daniel together with Brian and to stand for the exposition in 2 years

Discussion of creation of "Outreach Coordinator"

-Jody brought literature to Bay Centre for women and it was well received

-Looking to start a discussion about creating the position and define the role

-Decision to brainstorm session in January to define the position

Meeting ended 8:30pm.

Next Meeting will be held on Thursday February 26, 2014 7:00 PM

[Please remember the new meeting location: Room 1004, Cardinal Carter Wing, St. Michael's Hospital – across from Gift Shop.]

See Attachments Following:

Treasurer's Report:

Balance Sheet Oct 30-Nov 27 2014			
ASSETS			
Current Assets		Previous Balance	
Cash	5115.51		
Other			
Total	\$5,115.51		\$5,115.51
Income			
Hollands landing group	213.39		
Hamilton group	80.00		
Fall Conference income	95.00		
Bellwoods Pioneer group	1400.00		
Total	\$1,788.39		\$550.00
Total Assets	\$6,903.90		
Expenses			
Current Liabilities			
fido oct 27	30.51		
bank fee oct 30th	4.95		
fido nov 25	\$30.5		
Other			
Total	\$65.97		\$128.86
Assets minus Current Liabilities	\$6,837.93		
FWS Fund	\$936.15		\$578.47
Reserves			
Fall Conference 2015	500.00		500
Spring Retreat 2015	500.00		500
FWS deligate fund (build to \$1800)	\$992.24		634.56
AA Ont Rec Conf 2015	350.00		350
Total	\$3,278.39		\$2,563.03
Assest minus Reserves	\$3,559.54		\$2,552.48
Total Liabilities and Networth	\$6,837.93		\$5,115.51

Literature Report

October 31-November 27, 2014

Account Recieveable		Account Recieveable	\$3,035.85	Prudent Reserve	\$8,500.00
		Account Payable	\$391.07	Lit/Sale/Bank	\$8,334.02
Bank Amount (10/31)	\$2,855.85				
Payment	\$180.00	Total:	\$2,644.78	net/loss:	-\$165.98
	Total:				
	\$3,035.85	Bank Amount (11/27)			
Accounts Payable		Total:	\$2,652.52		
Literature	\$382.79	Inventory/Bank Amount/Literature Sales Total			
Shipping	\$3.33				
Bank Fees	\$4.95	Inventory	\$4,740.50		
		Bank Amount (10/30)	\$2,652.52		
	Total:	Literature Sales (09/21-10/	\$941.00		
	\$391.07				
		Total:	\$8,334.02		

****Note: The bank amount is off by \$7.74 because \$1.95 is due to the difficulties of transferring funds to my credit card after paying for the literature order.
 For the amount of \$5.79, is payable to me because of having to round to the nearest five because the bank machine does not take coins.
 The \$165.98 loss is due to paying for more literature and waiting for groups to pay for the literature order next month.

Phone Line and Public Information

TELEPHONE REPORT FOR NOVEMBER 2014

Telephone calls received this month requesting information on meetings and locations, **11**.

PUBLIC INFORMATION REPORT FOR NOVEMBER 2014

No requests for public information this month

John F. Pioneer Group, Pickering

Website - Charles V (outgoing chair)

Webmaster report November 27

-posted a note about shipping charge increase by 3 % on the “changes page” and added the same note to “Literature page”

-spoke to our server’s customer service to enable web analytics. I chose “Webalizer” based on its comprehensive analysis and accuracy over the other

option “AVStats”. (Google Analytics would have required me to add new code to each page and the service offers less details and is not used by our premium service.) New statistics will be captured in the new history as of Nov 3.

- watched a tutorial on how to use Webalizer, logged in to site, viewed new statistics. Easy.
- Removed link on Home page to events page for fall conference. Deleted events page and flyer.
- Uploaded Announcements and September minutes
- Forwarded 3 emails for volunteer response
- edited the 2 meeting list versions(letter and legal), big map and mobile version to change one group’s meeting room. Took the opportunity to update the “mobile version” to the most accurate information. The mobile version is the meeting list letter sized document “saved as” a file called “mobile.htm” which is uploaded to the website. It saves time and is always accurate now. (I had been manually editing the code, this ways is faster)
- Uploaded revised minutes for Jan- June with web links on the Intergroup page
- forwarded 2 emails for response
- Statistics generated from the New “Webalizer” application (which is very comprehensive):

Monthly Statistics for November 2014

Monthly Statistics for November 2014		
Total Hits	6230	
Total Files	5334	
Total Pages	2919	
Total Visits	1529	
Total KBytes	60332	
Total Unique Sites	964	
Total Unique URLs	50	
Total Unique Referrers	214	
Total Unique User Agents	463	
	Avg	Max
Hits per Hour	11	172
Hits per Day	270	385
Files per Day	231	367
Pages per Day	126	218
Visits per Day	66	108
KBytes per Day	2623	6327

2014 SLAA Fall Conference - Final Report – November 27, 2014

Email: slaaconferenceontario@gmail.com

Conference Date: November 1, 2014.

Committee members: Randy W (treasurer & registration), Jeff R (flyers & volunteer coordination), Daniel W (refreshments & e-mail monitor), Irene B (schedule, feedback forms & signage), & Jody N (committee chair)

SLAA Conference – Saturday November 1, 2014 Income Statement/Budget (as of November 3, 2014)			
Income	Budget	Actual	Notes
Registrations (100 people, \$10)			
Total	\$1,000.00	\$1,036.25	110 attended
Expenses			
Church Rent	620.00	620.00	
Church Caretakers Tip	40.00	40.00	
Food/Drinks	150.00	163.25	
Literature	20.00	18.00	newcomers pkg
Meeting Room Rent	125.00	100.00	4 meetings@\$25
Total	\$955.00	\$941.25	
Profit/Loss	\$45.00	\$95.00	given to InterGroup Treasurer

Recommendations for next year's committee:

1. Read feedback forms from all previous years.
2. If possible – post “abstracts” on line in advance of the conference.
3. Keep the 1 hour and 15 minute workshop length.
4. Consider using all rooms instead of the sanctuary for the workshops due to poor acoustics.
5. Start looking for workshop chairs as early as possible.
6. Complete flyers and distribute at Inter Group before the summer break.
7. The venue was quite good and the caretaker & event coordinator are very helpful – we recommend using this venue again (we also recommend giving a small gratuity for their help during the day).
8. Encourage workshop chairs to facilitate “interactive” style workshops rather than “lecture” style.

End of Report

End of Handouts for 27 November 2014 Intergroup Meeting.