

**Oahu Intergroup of Hawaii, Inc.
Business Meeting Minutes Unapproved
May 10, 2023**

OPENING: (6:33 pm) Serenity Prayer(All)

READINGS

1. **Intergroup Preamble** (Deborah L)
2. **12 Traditions** (Aaron)

The Seventh Tradition is both a privilege and responsibility of individual groups and members to ensure that our organization, at every level, remains forever self supporting and free of outside influences that might divert us from our primary purpose. We invite you to contribute to the Oahu Intergroup of Hawaii, Inc. To make your contribution online, please go to <https://oahu.aa.org/online-contributions>

DECLARATION OF UNITY: (all)

ESTABLISHING A QUORUM: (secretary - Patti H.) 20

MAY ANNIVERSARIES: Happy Anniversary to: none

READING: **An Informed Group Conscience** - (Trisha)

APPROVAL OF 3/8/2023 OIG BUSINESS MEETING MINUTES:

Motion: _Aaron Second: _Wolf Simple Majority Y: x_ N: _ Motion passed (changed March anniversaries to April)

OIG REPORTS:

Chair: Donnie K.

1. Continue Election for Treasurer (no nominees).
2. We have our new Directors and Officers Insurance Policy. Broker: Insurance Associates, INC. (Allen Wada). The D&O Limit is \$1,000,000, the Retention (deductible) is \$10,000, and the new annual premium is \$685.00 (old policy \$1,080.00).
3. Presented the April 2023 Financial Reports and the first Quickbooks Balance Sheet for April. There are a couple of items that Donnie is going to look into (undeposited funds and prepaid literature orders) that may be in the wrong spot or an error.

May 1, 2023

Checking/Savings

Balance as of 3/31/23

Oahu Intergroup - Operations	\$8,330.00
Oahu Intergroup – Savings	<u>24,500.00</u>
Total	\$32,830.00

Checking/Savings

Balance as of 4/30/23

Oahu Intergroup - Operations	\$11,739.41
Oahu Intergroup – Savings	<u>24,500.65</u>
Total	\$36,240.06

4. Parking concerns were addressed with parking lot management around our volunteers' paid parking stall. The 2nd Volunteer coming into the office needs to download the parking barcode for the two hour free parking so the 1st volunteer does not need to rush out of the office or have overlapping time with the change of shifts with the volunteers in the office.
5. OIG has been paying for payroll and taxes with QuickBooks, but during the switch from desktop to online it was not transferred or not explained clearly. QuickBooks will take care of the payroll and payroll taxes as of 5/1/23.
6. OIG is still looking for a tax company to do our 2022 taxes. It was agreed to go to TaxesRUs to have them file an extension.
7. The Central Office is still receiving additional charges with Xerox and will follow up with the Xerox representative.

Vice Chair: David L.

1. We have not been able to secure a venue for Founders Day so we have decided to cancel a possible event for 6/10/23.
2. David attended the Hawaii Convention meeting on 4/25/23. Link to convention: <https://www.annualhawaiiConvention.com/> There are still service positions available. Please check online and contact them for more information. Thursday night for free is back on!

Treasurer: (open position):

Volunteer Coordinator: Mark O.

1. 1st Monthly Volunteer Meeting on April 29, 2023 went well. Feedback was that it was informative.
2. Office Volunteers and "Phone Angels" are going well.

Secretary: Patti H.

1. Please help me with the minutes by clearly & loudly stating your name when making a motion or seconding a motion. (The room has an echo.)
2. The secretary completed the April Steering Committee & OIG Business meeting agendas and minutes and sent them out to the OIG body.
3. FYI - I check the email for OIG when I can, weekly or so, *not daily*. If there is something urgent, please contact the OIG Central Office. I am the recording secretary, NOT the office secretary. My job is to take minutes at meetings and email them out.

Oahu Central Office Manager Report: Georgette W.

1. Visitors to Central Office must scan the QR code to park in the parking lot (1st two hours are free) or find parking on the street.
2. The office manager will be on the Mainland from May 9 to May 23. The Chair will monitor the OIG manager's gmail account and ensure that petty cash change will be available for the volunteers for literature sales.
3. The Volunteer Coordinator will be added to the eVoice account so he can adjust the routing schedule as needed (when a volunteer will need a sub, for example).
4. The office manager's name will be removed from the income/expense sheet before the reports are posted online. The documents are viewable publicly, by anyone, and the manager's personal financial information should not be made public.

Area 17 Report: Alt Chair - Deborah L.

1. Upcoming Events: May committee Meeting in Kihei hosted by District 11. Agenda is the Delegate report back from the General Service Conference that was held in New York in April, 2023, and going over the budget proposal for the upcoming fall assembly hosted by district 10 in September on Oahu. Our delegate will be coordinating his delegate report backs with all districts regarding the results from the general service conference and his experiences.

Alt. Delegate: Deborah S.

1. Our 7th tradition for the area is now available in paypal. Make sure your group name is in any payment you make.
2. Report backs have been VERY informative. Attend one if you can! Workshops are full of the spirit of unity and service.

OLD BUSINESS:

1. Election for Treasurer (no nominees).
2. Reduction in prices for Grapevine Books was sent back to groups for suggestions last month. Discussion: The price reduction is meant to be temporary, not permanent, just to get rid of excessive inventory (there is an individual that would like to buy all of them to distribute to military members).
Motion: to discount all grapevine books over 5 copies per title to \$5.75 each. Motion: Aaron. Second- Lee. Motion passed. It will be requested that the individual who offered to buy the overage will wait 30 days before buying the excess.
3. There are issues with credit card payments for literature so the Central Office will not pursue credit cards payment in the office.

NEW BUSINESS:

WHAT TO TAKE BACK TO YOUR GROUPS:

1. Please look at the website and share and participate in all group and /Districts activities and workshops.

2. Area is now taking contributions in paypal.
3. Discounted grapevine books at \$5.75.
4. **ANNOUNCEMENTS:**
 - a. Mary announced that there is a QR code for the Mynah bird. Wednesday, Oct 25 there will be a potluck dinner at 12 Coconuts.
 - b. Black experience on Jul 29, 2023 will be having a dinner and dance
 - c. Workshop: Where Money and Spirituality mix will be held on Jul 27, 2023 There will be a workshop, dinner, and dance.

NEXT OIG MEETING:

Wednesday, June 14, 2023 at 6:30 pm at Susannah Wesley Community Center, 1117 Kaili Street, Honolulu, Hawaii 96819

ADJOURNMENT:

Motion: Patti L. Second: Aaron Simple majority: yes Against: 0 Motion (passed)

Closed with the Responsibility Statement.(7:40 pm)

- ☰ April 12, 2023 OIG Business meeting unapproved minutes
- ☰ April 8 Extra Steering Committee meeting minutes approved
- ☰ May 2 Steering Committee minutes
- 📄 Intergroup - Contribution by Group YTD Comparision - April 2023.doc
- 📄 Intergroup - May 1 - Balance Sheet April 2023.docx
- 📄 Intergroup - May 1 - Income & Expenses for April 2023.docx