

Oahu Intergroup of Hawaii, Inc.
Steering Committee Meeting Unapproved Minutes
Tuesday, January 2, 2024

OPENING: (5:00 pm) Serenity Prayer(All)

INTRODUCTION OF STEERING COMMITTEE MEMBERS

APPROVAL OF December 5, 2023 OIG STEERING MEETING MINUTES:

Motion: Mark Second: David Simple Majority Y: x N: _ Motion passed

OIG REPORTS:

Chair: Donnie K.

1. Christmas activity went well and the total cost was \$2,100,00
2. Still waiting to hear from the Xerox representative about our refund (\$94.05).
3. I will be attending the Hawaii Area Assembly on January 20 - 21, 2024 on the Big Island.

Vice Chair: David L.

1. The OIG Christmas Activity Committee did a great job.
2. Founders Day Activity at Palama Settlement for Saturday, June 8, 2024 is moving forward and Adrianna of Bad Brains is the Founder's Day Chair. We will continue to look for a new venue due to noise.

Treasurer: Lisa F.

1. November and December 2023 Financial Report and 4th Quarter Actual Cost vs 2023 Budget.
2. Met with Donnie on 12/30/23 and completed some financial goals.
3. Literature Inventory in QuickBooks is not accurate and Balance Sheet reports in QuickBooks are inaccurate (literature inventory, equity, etc). Will continue to work with QuickBooks Pro to correct issues.

Volunteer Coordinator: Mark O.

1. The office volunteers and phone angels are doing good.
2. Training new volunteers and still looking for new volunteers in the office..
3. Continue to ask groups/individuals to submit their order forms in advance, so the volunteers can have the orders prepared so they don't need to scramble when the buyers arrive to pick up books at the office.

Recording Secretary: Patti H

1. Completed Steering Committee and Business Meeting minutes for November and December 2023.

Oahu Central Office Manager's Report: Georgette W

1. One of our AA groups asked if we received a contribution from an individual online, saying it was intended for their group. The group asked us to refund the money to the group, but we said the member must first email us the request/permission.
2. One of our online groups complained because we hadn't responded to their add/change form during the Christmas holiday. Please remember that changes can take time due to us not having a full time website employee.
3. Continuing to inventory boxes of Archives as time permits.
4. Completed Literature Inventory and input into QuickBooks. Working with the Treasurer to correct Balance Sheet Reports.
5. One of our AA groups asked that OIG have a workshop to teach how to do a group inventory. The general consensus is that this might be a more appropriate workshop for Area to conduct. Group inventory formats and checklists are available online. They are also in the GSO approved pamphlet P-16, "The AA Group" pg. 27.

OLD BUSINESS:

1. The OIG Christmas Activity at Palama Settlement on December 9, 2023 went well.
2. The Founders Day Activity at Palama Settlement on June 8, 2024

NEW BUSINESS:

- 1.

NEXT OIG STEERING COMMITTEE MEETING:

February 6, 2024 at 5:00 pm (virtually)

ADJOURNMENT:

Motion: Mark Second: David Simple majority: Against: Motion passed

Closed with the Responsibility Statement.(6:00 pm)

Responsibility Statement:

I am responsible... When anyone, anywhere, reaches out for help, I want the hand of A.A. always to be there. And for that, I am responsible.

ATTACHMENTS:

☰ November 8, 2023 Business meeting unapproved minutes

☰ December 5 Steering Committee minutes approved

End of November Financial Documents;

📄 Balance Sheet Report.pdf

📄 Contributions by Group Report.pdf

📄 Profit and Loss Report.pdf

End of December Financial Documents:

📄 Profit and Loss Report.pdf

📄 Balance Sheet Report.pdf

📄 Contributions by Group Report.pdf

📄 4th Qtr OIG BUDGET 2023 .xlsx.pdf