

**Oahu Intergroup of Hawaii, Inc.  
Business Meeting Minutes Agenda  
Wednesday, August 14, 2024**

**OPENING:** (6:30 pm) Serenity Prayer(All)

**READINGS**

1. **Intergroup Preamble:**
2. **12 Traditions:**

*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) **A Declaration of Unity:** *This we owe to A.A.'s future: To place our common welfare first; to keep our fellowship united. For on A.A. unity depends on our lives, and the lives of those to come.*

**INTRODUCTION OF NEW INTERGROUP REPRESENTATIVES:**

**ESTABLISHING A QUORUM:** (secretary - Patti H.) Consists of \_\_\_ voting members. Quorum =

**August 2024 ANNIVERSARIES:** Happy Anniversary to:

**READING: An Informed Group Conscience -**

**APPROVAL OF 7/10/24 OIG BUSINESS MEETING MINUTES:**

Motion:      Seconded                              Simple Majority:                      Motion [passed]

**OIG REPORTS:**

**Chair: Donnie K.**

1. Announcement made: Please continue helping the recording secretary with the minutes by **clearly & loudly by stating your name when making a motion or seconding a motion** (the room has an echo and it's hard to hear, especially when people are talking). Please keep side conversations to a minimum in the room.
2. We received a letter from one of the Oahu Groups that stated:
  - a) OIG was not following the Traditions by using 7th Tradition money to fund activities and that all seed money needs to be repaid.

OIG responded by stating that **Priority of Spending** is how 7th Tradition money is to be spent and no money used for Activities has to be replaced.

**The Structure & Guidelines of OIG in 7.7 under Section D. "list Priority Of Spending as follow:"**

- i. Fund all expenses to maintain and run Oahu Central Office; including payroll, payroll taxes, rent, utilities and other office expenses.
- ii. Maintain a book bank of AAWS and Grapevine literature

**iii. FUND ACTIVITIES**

- iv. Fund rent for monthly OIG Business and Steering Committee meetings
- v. Fund expenses for OIG Representative to participate in Hawaii Area 17 assemblies and committee meetings.
- vi. Fund participation in the annual ICOAA Seminar
- vii. Establish and maintain a prudent reserve (see 7.4 for more information)

7.4 Oahu INTERGROUP shall keep a prudent reserve of 3 months operating expenses in addition to the cash on hand for the current month's expenses. If the prudent reserve is and has been less than 75% of the targeted reserve level for three consecutive years, the Board of Directors, in absence of any extraordinary circumstances, shall adopt an operational budget that includes a projected surplus sufficient to rebuild the prudent reserves over the following three years back to its targeted reserve level. The dollar amount for one month of expenses will be calculated based on an average of the last three years' operating costs. (taken directly from the OIG ByLaws)

- b) That OIG Is not giving an appropriate report for Founder's Day by saying this should have been the report - (Total Expense \$3,756.29, total income \$1,000.25, and total cost -\$2,756.04

**OIG responded with the Founders Day report from 7/10/24 - Founders Day Committee paid these vendors directly from money collected - \$250 (Photo Booth), \$192.72 (Decorations), \$25.00 (Speaker & Mic), \$86.89 (Beverages), \$56.00 (Kid Games), & \$1,173.25 (T-shirts) - Total \$1,783.86**

**Committee gave OIG Treasurer \$792.75 (\$647.75 - collection from t-shirts/bentos at the activity & \$145.00 - profit from lemonade sale at the activity). OIG deposited this money in the bank on 6/13/24.**

**OIG paid - \$1,005.24 (rent on 6/6/24) , \$852.04 (food on 6/6/24), & \$115.18 (food on 6/20/24) - Total \$1,972.46**

**\$1,972.46 - \$792.75 (received from committee on 6/8/24 ) = \$1179.71 (Total cost paid by OIG for Founders Day)**

**\$1179.71 - \$207.50 (7th Tradition collected at Founders Day on 6/8/24) = \$972.21 (Actual cost by OIG)**

3. No response from Debbie Ragasa, supervisor of Xerox regarding the remainder of our refund of inappropriate charges. .
4. Preparing recommendations to the next OIG Steering Committee which will be elected in November 2024.
5. The Steering Committee approved a budget of \$2,000.00 for the Christmas Activity on 12/7/24 at Palama Settlement from 4:00 pm - 9:00 pm.

**Vice Chair: David L.**

1. 2024 Christmas Activity is scheduled for 12/7/24 at Palama Settlement from 4:00 pm - 9:00 pm. Patti L. is the Activity Chair and is working on her committee (Patti L. will give a report in Old Business).

**Treasurer: Lisa F.**

1. August 2024 financial reports. .

**Volunteer Coordinator: Mark O.**

1. August and September 2024 will be busy due to people not being available. There are people stepping up to cover those who will be gone.
2. Please continue to ask groups/individuals to submit their literature orders in advance.

**Recording Secretary: Patti H.**

1. OIG secretary worked on the OIG Business and Steering Committee minutes for August and July 2024.
2. Thank you for keeping side noise to a minimum and clearly stating your name when you speak!
3. Please let the OIG secretary know if you or your previous representative want your name removed from the panel 73 mailing list, or if someone wants to be added. Signing in on the sign in sheet means a person will be added. If you put your email address down, we will send you the minutes and announcements.
4. If you or your group has announcements or are going to share, it helps, *especially with accuracy*, if you email or hand them to the OIG secretary to put in the minutes.

**Oahu Central Office Manager's Report: Georgette W.**

1. There is a new order form in progress that will be better than the current one. The calendar has also been altered so the viewer can click on the images, and easily view the fliers.
2. Please continue asking Intergroup representatives to update contact persons to include at least two people as many listings are outdated.
3. Literature price list/calculator can be emailed to the group's literature person. The literature person can type their desired quantities right into the digital form and it calculates the cost for them. Then they email it back to get their order ready for pick up.

**Area Report: Alt Chair - Deborah L.**

- 1.

**Alt. Delegate: Deborah S.**

- 1.

**OLD BUSINESS:**

1. 2024 Christmas Activity - Patti L.

**NEW BUSINESS:**

1. The Steering Committee realizes that the issue of **"do OIG accept donations for Activities"** is not addressed in the Structure & Guidelines. The Steering Committee is asking the OIG Body to take the issue **"does OIG accept donations of goods or services for Activities"** back to their groups and return on 9/11/24 with a vote. Here is a report from Mark O. (Volunteer Coordinator) that he received from a talk with GSO:
  - a. He shared that he received several different GSO responses to his questions regarding outside donations from GSO.
    1. One said that outside organizations can donate other goods for outside activities such as clothes and household goods as long as the group has no obligation to them.
    2. Another said that AA can support themselves through different ways.
      - a. Member contributions
      - b. Literature Sales
      - c. Fundraising events where members can raise funds.

**ANNOUNCEMENTS/ WHAT TO TAKE BACK TO YOUR GROUPS:**

1. Please continue to ask groups/individuals to call in advance, talk to the volunteer, and submit their order forms for books in advance.
2. The Central Office is open from Monday to Friday from 9:00 am to 5:00 pm and closed on Saturdays and Sundays.
3. Please see the OIG calendar for events and if your group is putting on an event you can contact the Central office to have it added to the calendar. <https://oahuaa.org/events/>
4. 2024 Christmas Activity is scheduled for 12/7/24 at Palama Settlement from 4:00 pm - 9:00 pm. Patti L. is the Activities Chair and is establishing her committee.
5. The Steering Committee is asking the OIG Body to take the issue **"does OIG accept donations of goods or services for Activities"** back to their groups and return on 9/11/24 with a vote.

**NEXT OIG BUSINESS MEETING:**

Wednesday, September 11, 2024 at 6:30 pm at the Susannah Wesley Community Center, 1117 Kaili Street, Honolulu, HI 96819.

**ADJOURNMENT:**

Motion:            Second:                            Simple majority: \_    Against: \_    [Motion passed?]

Closed with the Responsibility Statement. (            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.*

**ATTACHMENT:**

 July 10 Business Meeting Minutes unapproved

 **August 6 Steering Committee unapproved minutes**

**END OF JULY 2024 FINANCIAL DOCUMENTS:**

 Profit and Loss Report.pdf

 Contributions by Group/Individuals Report.pdf

 Balance Sheet Report.pdf