

Intergroup 5 (IG5) Representative Meeting Minutes

Date: September 1, 2010

Approved: October 6, 2010

Groups Represented:

Bradfordville, Central, Friends of Bill W Gone Wild, Happy Hour, Mustard Seed, Singleness of Purpose

- 17 people total were in attendance. (Groups listed above come from attendees who identified themselves as IG5 representatives for their home group.)

Secretary's Report: (David G.)

Minutes from August 4, 2010 IG5 representative meeting approved and accepted with amendment:

Remove the line "IG5 is invited to have a presence at the Gratitude Dinner in November".

Treasurer's Report: (James R., given in absentia by Debra N.)

- Exec comm. will get clarification from treasurer as to how many months office rent is represented in this month's report & answers to questions regarding the literature check to AA World Services that is still outstanding for next meeting.
- This month's report was approved & accepted.

Office Coordinator Report: (vacant, report given by Bobbi C., office volunteer)

- Volunteering at the office has been very rewarding; main activities include answering the office phone, referring people to the 12-step list, and helping people with literature.
- There is a need for printed 'Where & When's in the office.
- On Mondays, Wednesdays, and Fridays from 4pm to 7pm, the IG5 office is staffed by a volunteer.
- Other volunteer opportunities are available; if you would like to volunteer to man the office, send an email to execomm@intergroup5.org.

Literature Coordinator Report: (Clay W.)

- Inventory & Sales reports approved & accepted.
- Total sales this month: \$644.12
- Value of on-hand inventory: \$2379.95
- The 2 underpayments (totaling \$0.33) are from people paying with cash and/or not calculating tax correctly.
- "Language of the Heart" and other Grapevine literature is on the way and will be available for purchase.
- Per a request from District 5 Corrections, national and international Intergroup directories have been ordered and are being sent for free from GSO.

Activities Report: (Tracy G.)

- Next event is the IG5 Holiday Party; it will be December 11, 2010 at the Jackson Masonic Lodge. The format of the speakers will be an old timers panel.
- Looking for volunteers to help.
- Activities chair will be rotating out at the end of the year.

Web Committee Report: (John P.)

- Submitted to IG5 reps, some highlights from report are below:
- There was a notable 30% increase in unique visitors to the website this month.
- Still need a legal size 'Where & When' to post to the website.
- Information has been posted about the upcoming District 5 Gratitude Dinner and IG5 Holiday Party.
- Google Analytics IG5 website statistics
 - Highlights for August 1, 2010 – August 31, 2010:
 - 1309 total visits, 699 unique visitors
 - 2841 page views, 2333 unique views
 - 46.83% new visits, 44.84% bounce rate (bounce rate = percentage of single-page visits or visits in which the person left your site from the entrance (landing) page)

Most visited pages (top 5) → Home Page (default.html) = 1132, Tallahassee meetings = 1028, Contact Page = 71, Crawfordville meetings = 59, Alligator Point meetings = 47

District 5 Report: (Donna W.)

- There are a number of vacancies for District 5 committee chairs (Treatment, Treasurer, DCM, and Alternate DCM); District 5 meets the 3rd Wednesday of every month.
- Reminder that the upcoming Gratitude Dinner is 'bring-a-covered-dish'.
- There was discussion about an IG5 presence at the upcoming District 5 Gratitude Dinner; group conscience was to have Donna take back to District 5 that a literature sales station at the dinner would be for the benefit of the local AA fellowship.
- From last Area Assembly: there was discussion about doing away with the Grapevine, so please respond to the surveys (due Nov. 15th) so GSO can get the pulse of the members; see your group GSR for more info.

The Message: (Kayce M. & Joe D.)

- Copies of the Message are available on the website (<http://intergroup5.org/newsletters.html>)
- Please send all info that you wished to be published to message@intergroup5.org by the last Wednesday of the month.
- The 12-step coordinator asked that his contact info be posted in the Message.

12 Step News: (Jim McC.)

- New chairperson is working with the prior 12 Step coordinator to transition into position, that process has been going well this month.
- Still need volunteers for the phone army.
- Will prepare a detailed report for next month's meeting.

Executive Committee meeting highlights:

- August 25, 2010 - there was no quorum, so no voting was held. In attendance: Debra N. - IG5 Chair, Stanley P. - Central IG5 Rep., Bobbie C. - IG5 Office Volunteer, Ed C. - Visitor
- Operations Performance Feedback:
 - All IG officers will be asked to stand for their service positions for another year.
 - The discussion to get a debit card to pay GSO or continue to use checks was tabled.
 - Stanley P. reported that he'd contacted an insurance agent who is preparing an application for coverage for IG office (liability and property); the minimum premium is \$500 a year.
 - Debra N. reported to have filed IRS Form 990N. October 15, 2010 is the extended deadline.
 - New 'Where & When's for Winter 2010 must be printed. Need a 'Where & When' Coordinator.
 - By-Laws changes update must be completed.
 - Bobbie C. reported that volunteering in IG office is valuable because there have been calls with people needing 12th Step help immediately and A.A.'s were called and responded and reported back the service rendered. There are Lit Reps, A.A.'s and Corrections Reps buying literature.
 - Debra N. reported attending the FI St Convention in Miami, FI August 12 - 15.
 - 2011 FI St Convention will be in Orlando and 2012 in Largo.

Old Business:

- Stanley P. has found office insurance carrier; exec comm. will review on Sept 9th.
- Tracy G. volunteered to maintain and update the 'Where & When'.

New Business:

- Nominations for the upcoming IG5 elections were put forward: Debra N. for Chair or Treasurer, Tracy G. for Vice-Chair. Elections for open positions will take place at the next IG5 representative meeting in October. Open positions include Chairperson, Vice-Chairperson, Treasurer and Secretary.
- Bobbie C. made an announcement for the group reps to take back to their groups: the 16th Southeastern United States Women's Conference will be held August 21, 22, 23 of 2011 in Naples, FL. She is the conference chairperson and is looking for local AA women interested in helping to plan the conference. If interested, email secretary@intergroup5.org and I will forward it to Bobbie.
- The flyer for the upcoming FDFS convention bingo fundraiser was distributed to group reps.

**In Service,
David G.**