

Greater Pittsburgh OA Intergroup Meeting Minutes

October 1, 2023 GPI Meeting held via Zoom

NEXT MEETINGS: 2023: Nov 12, Dec 3

2024: Jan. 7, Feb. 4, Mar. 3, Apr. 7, June 2, July 7, Aug. 4, Sept. 8, Oct. 6, Nov.10, Dec. 8

ROLL CALL: 20 people present (20 voting members)

3 Executive board: **Kristi K.** (Chair), **Dee C.** (Treasurer), **Sheree C.** (Secretary)

4 Standing Chair(s)/Regional Reps/WSBC Delegates: **Linda A.** (12th Step Within), **Ro M.** (VOR Editor), **Kathi W.** (Speakers), **Patricia S.** (WSBC Delegate)

Webmaster: **Jessica F.** (Thur 5:30 Bellevue)

12 Reps: **Melanie G.** (Mon 7p Sewickley), **Debbie B.** (Mon 7:30p Lower Burrell), **Karen A.** (Tue 7p Butler), **Beth A.** (Tue 7p Plum), **Gene M.** (Wed 5:45p Rostraver) **Jeanne H.** (Thu 6p Pleasant Hills), **Judy D.** (Sat 9a Pgh-Shadyside), **Elaine T.** (Sat 10a Monroeville), **Shannon P.** (Sat 10:30a Bridgeport), **Liv S.** (Sat 10:30a Castle Shannon), **Kathy V.** (Sat 10:30a Cranberry), **Juanita K.** (Sat 10:30a Erie),

0 Guests:

ANNIVERSARIES: Liv S, 60 Days Abstinence (Will be 90 days Oct 5), Ro M, Sept 25, 29 years, Beth A. Sept 25, 8 years in OA

MINUTES: September minutes approved as submitted. Sheree C. took minutes for October

REPORTS (Executive Board):

Chair: Report reviewed. Kristi has several chair activities to wrap up in October.

Vice-Chair: Vacant, no questions

Treasurer: Report reviewed. The finance committee will meet in October and hopes to have a proposed budget after that meeting. \$182.90 down for the year in contributions vs expenses, but it should even out by the end of next month. Contributions average about \$685 per month. No questions.

Secretary: Report reviewed. No questions.

REPORTS (Standing Committee Chairs):

12th Step Within: Report reviewed. Search for Homebound members has been fruitless until now, but the committee is always available to provide support as needed. Q: Can extra literature be used during events as door prizes/gifts? A: At this point, no face-to-face events are planned, but will keep in mind for the future.

Outreach: Report reviewed. Chair was absent.

Speaker's Bureau: Report reviewed. Last month was the busiest month of Kathi's 2-year tenure!

VOR: Report reviewed. Jessica explained that the final Q4 was not posted because of the first of the month falling today, and the Intergroup roster will be updated following elections.

REPORTS (Other Trusted Servants):

Region 7 Representatives: Vacant, no report, OARegion7.org lists events occurring in the region. The Region 7 monthly Round Table discussion will be held October 17, at 7pm. Topic will be "In All Of Our Affairs"; Three speakers talk about how they use the principles of the program. Zoom meeting code: 89726675008, passcode: 964254

WSBC Delegates: Report reviewed. Tricia had a small vacation, waiting for her committee meetings.

Webmaster/Administrator: Report reviewed. No questions.

OLD BUSINESS: None

NEW BUSINESS:

- **Elections: Review of applications and voting:**
- **Executive Board:**
 - **GPI Chair:** Ro M. - elected
 - **Vice Chair:** Tricia S. - elected
 - **Treasurer:** Dee - 1 more year of her 2 year term
 - **Secretary:** Sheree C. - elected
- **Standing Chairs:**
 - **12th Step Within:** Linda A. - elected
- **Representatives:**
 - **Region 7 Rep.:** Melanie G: elected
 - **Region 7 Rep.:** Kristi K: - elected
 - **WS Delegate:** Tricia S. - elected

- **Ad hoc committee regarding donated literature/Sewickley meeting's literature/donation: Tabled for future discussion in the interests of time.**
- **Suspicious Text:** In light of zoom bombing, Kristi received a text inquiry that felt off. Jessica also received a text this week that was unusual. Concern is that bad actors are harvesting our phone numbers off the intergroup meeting list. Jessica would propose that we remove phone numbers off the Intergroup roster and that in the VOR. Q: Could we formulate and share in house a phone list of GPI chairs and group reps? Not immediately available, but could be an item for future agenda.

ASK IT BASKET/GROUP CONCERNS:

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ANNOUNCEMENTS: None

MEETING TAKE-AWAY POINTS:

- Outcome of elections

Meeting adjourned with the OA Promise.

GPI Reports for 10/1/2023

VACANT: Vice Chair, Special Events, Region 7 Reps-4 / Alts-2, WSBC Delegates-2 / Alts-2

Chair (Kristi K): September

- Facilitated the Executive Board Zoom meeting on 9/17/23
- Reviewed the agenda for the October GPI meeting
- Cleaned out the Chair, Ex Officio and Executive Board mailboxes
- Reached out to members regarding upcoming elections

Chair (Kristi K): October Goals

- Support the orientation of the new Chair and Standing Committee Chairs
- Clean out the Ex-Officio mailbox
- Attend the October Executive Board Zoom meeting
- Schedule a Zoom meeting with members willing to mentor new IG Representatives
- Make contact with the Region 7 Chair about establishing a non-profit Google account

Treasurer (Dee C.): September

- Updated spreadsheet, reconciled spreadsheet with bank statement

- Attended Executive Board Zoom meeting
- Cleaned out Treasurer and Finance Committee emails
- Worked on Proposed 2024 Budget

Treasurer (Dee C.): October Goals

- Clean out Treasurer and Committee mailboxes
- Pay all bills and deposit group contributions and other receipts
- Update spreadsheet, reconcile bank statement with spreadsheet
- Attend Executive Board Zoom meeting
- Attend Finance Committee Meeting
- Be available to facilitate electronic donations by groups
- Continue work on the Proposed 2024 Annual Budget

Secretary (Sheree C): September

- Took September GPI meeting minutes, transcribed, submitted and edited for posting
- Attended Executive Board Meeting, took minutes, typed, submitted and edited for posting
- Submitted Secretary application for October elections
- Formatted financial reports for GPI
- Sent out email soliciting October reports
- Typed and formatted October reports and agenda
- Cleaned out Secretary and Secretarial Committee email boxes

Secretary (Sheree C): October Goals

- Submit and post October Minutes
- Continue Secretary training session(s) with Jessica as needed
- Attend October Executive Board Zoom meeting, take minutes and submit for editing
- Collect and prepare November Reports and meeting docs for November GPI meeting
- Clean out email boxes

12th Step Within (Linda A): September

- Continued searching for Home-Bound members who need support and members who can provide support
- Since no conference call was held (because of a key member being on vacation), an update on goals will be given verbally.
- Finished plan of action for list of meetings that may need our help. Results sent to our webmaster.
- Discussed format for 12th Step Within Day.
- Decided January workshop will be held on Saturday afternoon the 20th of January. This is also OA's Birthday Celebration.
- Prepared for current IG meeting
- Cleaned out email boxes - 12 Step Within, 12th Step Within Committee, Vice Chair, Committee_policy

12th Step Within (Linda A): October Goals

- Hold conference calls as needed.
- Continue searching for Home-Bound members who need support and members who can provide support
- Decide format of 12th Step Within Day to be held on Tuesday, December 12, 2023
- Discuss January 20th Workshop/OA's Birthday Celebration and its topic
- Clean out email boxes - 12 Step Within, 12th Step Within committee, Vice Chair and Committee_Policy
- Prepare for current IG meeting.

Outreach (Susan C): September

- Held individual meetings with committee members
- Attended a Zoom meeting to discuss Outreach

- Cleaned out mailboxes

Outreach (Susan C): October Goals

- Inventory Outreach pamphlets
- Return Outreach materials to the OA Storage Locker
- Extend appreciation for support during my time on the Outreach Committee

Speakers Bureau (Kathi W): September

- September has been a busy month for the speaker bureau. There were 3 requests for speakers and 2 requests for copies of the speaker's list.

VOR Editor (Ro M.): September

- Sent the final Q4 issue 9/14 to Jess F. for distribution

VOR Editor (Ro M.): October Goal

- Explore communication alternatives to newsletter if editor position is not filled

Region 7 ANNOUNCEMENTS to share with your Groups:

- Free download on oa.org: Service, Traditions, and Concepts workshop
- To receive information on the events listed below, join Reg 7 email list at:

<https://oaregion7.org/forms/request-google-group-access>

Region 7 Assembly and Convention are listed on the 1st pg of Reg 7 website. Other events, including flyers, are available from the Region 7 email list.

World Service Business Conference (WSBC) Delegate (Patricia S.): September

- Cleaned out mailboxes
- Write WSBC delegate report for October GPI meeting
- **PI/PO meeting September canceled: no subcommittee updates**
- **Next PI/PO meeting: October 25 at 2:30 pm** (4th Wednesday)

WSBC Delegate (Patricia S.): October Goals

- Clean out mailboxes
- Medical Professionals subcommittee to review the "Letter to Professionals"
- Attend PI/PO Committee meeting on 4th Tues. of this month (10-25-23)
- **ANNOUNCEMENTS:**
- 2024 WSBC Conference: May 7-11, 2024 in Albuquerque, NM F2F only
- R1: Convention Oct. 13-15 in Seattle. All are invited to attend
- R6: Convention: White Plains, NY: Oct. 13-15 (oaregion6.org)
- R8 (international region): TIPS series to answer "how to" questions: grow/develop new groups/meetings; use PIPO efforts to bring newcomers; host recovery events.
- OA.ORG online resources: (9 total) some: *Video Conference Meeting training & Security/Preventive Measures; Svc, Traditions, and Concepts Wkshp Manual* including: *OA Grp Invntry, OA IG or Svc Bd Invntry, OA Region Invntry, Strong Meeting Checklist.*

GPI Webmaster/Administrative Special Worker (Jessica F): August

- Website, gpi.ia.org email aliases, database & online archive current, pairList active, Zoom account & calendar current, sent monthly email cleanout reminder
- Responded to email requests for meeting information, Jeanne H took over in May, 2022
 - 2023-5 sent: 1 Jan, 0 Feb, 1 Mar, 0 Apr/May, 1 Jun, 2 Jul, 0 Aug, 0 Sept
- Jeanne H is checking voicemail & sending out meeting packets:
 - 2023-8 sent: 3 Jan, 1 Feb, 0 Mar, 1 Apr/May, 2 Jun, 1 Jul, 0 Aug, 0 Sept
 - Add'l 2023 legit vm: 5 in March re: PO box

- 2022-5 sent: 0 Jan, 0 Feb, 2 Mar, 0 Apr, 0 May, 0 Jun, 0 Jul, 2 Aug, 0 Sep, 0 Oct, 0 Nov, 1 Dec
- Add'l 2022 legit vm: only 1 in June
- 2021-8 sent: 1 Jan, 0 Feb, 0 Mar, 0 Apr, 2 May, 2 Jun, 0 Jul, 1 Aug, 0 Sep, 1 Oct, 0 Nov, 1 Dec
- Add'l 2021 legitimate voicemails: Aug 3, Sep 0, Oct 0, Nov 0, Dec 0
- Finished bringing WSO meeting list up to date & removing duplicate covid meetings/incorrect hybrid meeting information
- Re-worked website to remove Event & Service calendars & other website updates/fixes for issues identified by tech savvy member
- Attended portion of Executive Board meeting
- Sent out all GPI email re: upcoming events & announcements
- Held training session for Sheree for Financial Reporting document formatting from excel to PDF; Jessica watched Sheree do the formatting tasks and make suggestions as needed.
 - Training sessions will continue as needed

GPI Webmaster/Administrative Special Worker (Jessica F): September Goals

- Keep website, gpioa.org email aliases, database & online archive current, clean out email boxes, maintain Zoom account & calendar
- Work with Exec Board on contingency planning & GPI Archive policy
- Restart work with Tech committee to keep it WSO meeting list current & review our website
- Hold training sessions with Secretarial Committee members as needed
- Attend Executive Board meeting as needed
- Continue meeting with Policy Committee re: PnP Manual & Bylaws updates
- (future goal) Research adding “search” function to GPI website
- (future goal) Move publicly available archive documents to GPI website from google as appropriate
- (future goal) Create prototype of password protected online archive page for Exec Board
- (future goal) review GPI physical documents & scan for online archive