

## Greater Pittsburgh OA Intergroup Meeting Minutes

January 6, 2019 GPI Meeting

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**NEXT MEETINGS:** 2019 -- Feb 3, Mar 3, Apr 7, no May meeting, Jun 2

**NEXT Mailing, Literature Order & Deadline:** delivered at Jan GPI meeting (deadline for submission Dec 15th)

**ROLL CALL:** 21 people present (21 voting members)

2 Executive board: **Linda A.** (Vice-Chair), **Ruth D.** (Treasurer)

6 Standing Chair(s)/Regional Reps/WSBC Delegates: **Monica F.** (Public Info), **Elaine T.** (Speakers Bureau-remotely), **Jeanne H.** (VOR), **Lanie T.** (Marathon), **Kristi K.** (Region 7 Rep), **Dorothy W.** (Region 7 Rep & WSBC Delegate)

13 Reps: **Jessica F.** (Sun 6p Brentwood), **Jackie R.** (Mon 7p Pgh-Sq Hill), **Sue C.** (Mon 7:30p Brentwood), **Dee C.** (Tue 7p Plum Borough), **Tricia S.** (Tue 7:15p Mt Lebanon), **Judy D.** (Wed 10a Pgh-E Liberty), **Gene M.** (Wed 6p Monesson), **Kate H.** (Wed 7:15p Franklin Park), **Mary Lou R.** (Thu 1p Westview), **Frank G.** (Thu 7p Monroeville), **Sheree C.** (Fri 7:30p Vandergrift), **Denise C.** (Sat 10a Monroeville), **Patty H.** (Sat 10:30a Castle Shannon)

**MINUTES:** December minutes approved as amended.

### **REPORTS (Executive Board):**

**Chair:** Ruth D. chaired this month's GPI meeting, as Beth D is ill

**Vice-Chair:** report reviewed, Jeanne H pointed out that we should not post the Exec Board phone number online, going forward Jess will pull this off the Exec Board minutes before they're posted. Jess pointed out re: Exec Board Minutes #6 that we will not change the budget for 2019, but will consider the impact of Gratitude donations on the 2020 budget, and that Jess needs to get with Linda to discuss updating the PnP Manual, particularly regarding meetings closing

**Treasurer:** report & financials reviewed, Ruth reviewed the December financial figures, Jessica explained how regular donations and gratitude donations are displayed on the updated spreadsheet

### **REPORTS (Standing Committee Chairs):**

**12<sup>th</sup> Step Within:** report reviewed, picnic shelter reserved w/\$75 deposit for 7/21/19

**PO:** vacant, no report

**PI:** report reviewed, we're now listed on the "Guide to Good Health" website and calendar

**Speakers Bureau:** no report submitted, a speaker is lined up for today, working on next month

**VOR Editor:** report reviewed, February 15th is the cutoff for 2nd quarter. Birthday Committee will create editorial content for 2Q from the January 19th event.

**Marathon:** report reviewed, retreat scholarships received: \$100 from Monessen, \$100 from IDEA day, expecting \$189 from Monroeville, \$100 Castle Shannon, some money from Aspinwall. Elaine T and Ruth will get together on retreat money received. An email will be sent out to list with scholarship application information, and will also be announced at the OA Birthday. Scholarship recipients will be determined anonymously by putting names in a hat & drawing before 2/3 GPI meeting and then informed with enough time to make travel arrangements. We have more than 20 retreat registrations and will have a retreat, there are on 10 more rooms and 1-3 per room, rooms are first come first serve. There will be lots of OA activities each day and lots of OA members to participate with, but we will not be the only group using the retreat facility. Lanie is asking groups to host a Unity Day event, but if there isn't one the Serenity Prayer is now scheduled for 11:30a local time, so if you say the serenity prayer at any hour (on the half hour) you'll be praying with someone somewhere in the world.

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### **REPORTS (Other Trusted Servants):**

**Region 7 Representatives & Alternates:** reports reviewed, no questions

**World Service Business Conference Delegate:** report reviewed, no questions

**Webmaster/Administrator:** report reviewed, Jess will be sending an email after she sets the new email password using the predetermined format. If you would need any password sent to you, Jess won't email you a password, but you can call or text her

### **OLD BUSINESS:**

- Increasing contributions: discussion delayed until we see how much comes in due to Gratitude month
- We'll discuss policy issues for virtual GPI meeting attendance after testing the system
- Camp chairs were purchased for very obese members to be comfortable at GPI and other events, but are no longer stored at UPMC b/c they kept disappearing. Discussion held on where chairs are now (storage locker?) and who should be responsible for bringing them to GPI and events. The Executive Board agreed to add this to their meeting agenda

### **NEW BUSINESS:**

- Virtual GPI meeting attendance: Jeanne and Ro are committee members, Kristi needs to step back and we need more committee members to learn the equipment and work on this
- GPI Chair sign-up sheet: Kristi is signed up for February, need chairs for March & beyond

### **ANNOUNCEMENTS**

- A new meeting will start 1/7/19 at 6:30p in Allison Park at Memorial Park Church, not wheelchair accessible

There were no **ASK IT BASKET/GROUP CONCERNS**

**Meeting adjourned**

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### **GPI Reports for 1/6/19**

**VACANT: Chair, Professional Outreach, Region 7 Reps-3 / Alts-3, World Service Delegates-2 / Alts-2**

#### **Vice-Chair: December**

- Cleaned out mail boxes
- Shared results of research of Virtual Meetings' history on Region 8 site with Committee Chair

#### **Vice-Chair: January Goals**

- Work on Policy & Procedure Manual (add new)
- Work on Main Motions (page APPENDIX B 5)
- Attend any Marathon Committee Meetings invited to
- Attend Executive Board conference call
- Prepare for February meeting & clean out mail boxes

#### **Treasurer: December**

- Cleaned out Treasurer and Finance Committee mailboxes
- Received mail from PO Box from Cecelia

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- Paid all bills including USPS PO Box for 2019 (unclear as to where it is on the budget)
- Deposited group contributions (including \$615 in “gratitude” donations)
- Received deposits from 12 people for annual retreat
- Received \$125 in scholarship funds from Castle Shannon and Aspinwall meetings
- Met with Cecelia to wrap-up transition
- Updated spreadsheet, reconciled spreadsheet with bank statement
- Available to facilitate electronic donations by groups
- Attended Executive Board Conference Call

### Treasurer: January Goals

- Clean out Treasurer, Finance Committee mailboxes
- Continue to receive and (distribute where appropriate) mail from PO Box
- Pay all bills and deposit group contributions and other receipts
- Update spreadsheet, reconcile bank statement with spreadsheet & bank statement
- Attend Finance Committee conference call
- Attend Executive Board conference call
- Be available to facilitate electronic donations by groups

### 12th Step Within: December

- Cleaned out mailboxes
- Requested locations for the spring workshop and the picnic, have not received confirmation.
- Worked on a workshop for May 19, possible topic relapse.

### 12th Step Within: January goals

- Secure locations for the spring workshop and picnic
- Work on programs for them.
- Clean out mailboxes.
- Work on a questionnaire about topics of interest to be passed out and collected at the spring retreat.

### Public Information (PI): December

- Cleaned out both email addresses
- Lori completed and submitted article in VOR how Lower Burrell meeting used local electronic sign to advertise their meeting.
- Responded to voicemail from Advertising Rep @ City News regarding OA placing an ad in their paper costing \$200 for 2 weeks. City News is a free weekly publication. Declined to place article at this time.
- Submitted posting to the “Guide to Good Health.com” calendar beginning Jan.2019 at no cost and will be continuous. Information includes OA description and link to the OA.org website.

### Public Information (PI): January Goals

- Continue to research other PI opportunities

### Speakers Bureau: December

- very poor internet on her trip, nothing to report

### Speakers Bureau: January

- a speaker is set for the 1/6/19 GPI meeting

### VOR: December

- Cleaned out both mailboxes.
- Finalized VOR 1st Quarter.

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### VOR: January Goals

- Reach out to VOR committee members and start working on 2nd Qtr newsletter.

### Marathon: December

- Marathon team continuing work on March retreat

### Marathon: January Goals

- Continue working on March Retreat
- Call meeting contacts re: hosting Unity Day
- Clean out mailboxes

### Region 7 Representatives (Dorothy W): December

- Cleaned out mailbox
- Sent Region 7 Region 7 Speakers List to those who requested
- Updated Region 7 Speakers List

### Region 7 Representatives (Dorothy W): January Goals

- Clean out mailbox
- Continue work to update Region 7 Speakers List
- Prepare agenda for Jan. 13, 2019 TSW conference call & chair the TSW conference call

### Region 7 Representatives (Kristi K): December

- Participated in and took notes during the R7 Outreach Committee conference call on 12/2

### Region 7 Representatives (Kristi K): January Goals

- Complete and distribute minutes of 12/2 conference call
- Charge speakers for GPI meeting on 1- 6 & make arrangements with any members calling in to meeting
- Prepare draft funding application for R7 Outreach Conference call on 1/20

### World Service Delegates (Dorothy W): no report submitted

### GPI Webmaster/Administrative Special Worker: December

- Website, gpioa.org email aliases, database & online archive current, pairList active, continued to check voicemail box & send out packets as needed (17 meeting lists mailed out as of 12/31/18: 0 Jan, 1 Feb, 1 Mar, 2 Apr, 2 May, 2 Jun, 1 Jul, 4 Aug, 1 Sep, 0 Oct, 1 Nov, 2 Dec)
- Sent out all GPI emails re: upcoming events & announcements
- Prepared for January GPI meeting & 1st Q mailing: created reporting document, cleaned email boxes & sent monthly reminder, posted documents online, printed needed documents

### GPI Webmaster/Administrative Special Worker: January Goals

- Keep website, gpioa.org email aliases, database & online archive current, continue work w/Tech Committee, clean out email boxes, check voicemail regularly & send out meeting lists as needed
- Talk to Linda P re: Policy & Procedure Manual updates
- Talk to Ruth D re: Treasurer's archive issues
- Submit meeting list changes to WSO as needed
- (future goal) review GPI physical documents & scan for online archive