

GPI Reports for 1/6/18

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
- 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: no report submitted

VOR: December

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

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