

GPI Reports for 2/3/19

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

Vice-Chair: January

- Attended Conference called per Retreat, Sent and received several emails per Retreat
- Attended Executive Board Conference Call, took minutes
- Cleaned out mail boxes

Vice-Chair: February Goals

- Continue work on Policy & Procedure Manual
- Attend any Retreat Committee Meetings invited to
- Attend Executive Board conference call
- Prepare for March meeting & clean out mail boxes

Treasurer: January

- Cleaned out Treasurer, Finance Committee and Ex-Officio mailboxes
- Received mail from PO Box from Cecelia
- Paid all bills
- Deposited group contributions and Annual Retreat registration monies
- Attended Finance Committee conference call
- Met with Cecelia (again) to continue transition
- Updated spreadsheet, reconciled spreadsheet with bank statement
- Available to facilitate electronic donations by groups
- Attended Executive Board Conference Call
- Submitted 1096 form to IRS
- Completed 1099 form for special worker

Treasurer: February Goals

- Clean out Treasurer, Finance Committee and Ex-officio 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 Executive Board conference call
- Be available to facilitate electronic donations by groups
- Give Annual Retreat committee Sales Tax Exemption form for purchases
- Notify GPIOA of absence at March GPIOA meeting

12th Step Within: January

- Cleaned out mailboxes
- Location for the spring workshop requested no confirmation yet. Picnic location secured.
- Will have a panel at the picnic discuss food plans.
- Worked on a workshop for May 19, topic is relapse prevention. We plan to base it on material from the OA website. "Been slipping and sliding" a reading and writing tool.
- Have questionnaire for the spring retreat.

12th Step Within: February goals

- Secure location for the spring workshop.
- Work on program for it.
- Clean out mailboxes.
- Print out the questionnaire about topics of interest to be passed out and collected at the spring retreat.
- Decide on and order literature for the May 19 Workshop.

Public Information (PI): January

- Cleaned out both email addresses
- Visited 5 restaurants looking at placing PI ad on their paper placements; none of the 5 restaurants have opportunity to place PI ad.
- Reviewed website of Oliver Outdoor Billboards for placing OA ad (possibility for Friday night Vandergrift Meeting or PI.) Cost varies from \$395-\$1500 per month depending on the size of the billboard. Ad must run for a minimum of 1 month. Billboard locations are primarily in Butler County with a few along Route 28

Public Information (PI): February Goals

- Continue to research other PI opportunities

Speakers Bureau: no report submitted**VOR: January**

- Cleaned out both mailboxes.
- Reached out to committee to get more insight on creating more awareness for articles.
- Work with a committee member to make calls and confirm all contacts on meeting list and get suggestions on how we can better reach them to spread the word to send in writings for the VOR and “in-between announcements.”

VOR: February Goals

- Work on the Q2 VOR (we have three contributions as of 1/26).
- Double check contact list emails if they are on the “all gpi” email list. How can we get more people to send in writings?

Marathon: no report submitted**Region 7 Representatives (Dorothy W): January**

- Cleaned out mailbox
- Sent Region 7 Region 7 Speakers List to those who requested
- Chaired 12th Step Within (TSW) Committee Conference call
- Updated Region 7 liason abou TSW committee work
- Answered inquiries from Intergroups about TSW

Region 7 Representatives (Dorothy W): February Goals

- Clean out mailbox
- Continue work to update Region 7 Speakers List
- Prepare agenda for Feb 2019 TSW conference call & chair the TSW conference call
- Register for the Region 7 Assembly

Region 7 Representatives (Kristi K): January

- Completed and distributed minutes of 12/2 R7 Outreach Comm. conference call
- Set up speakers for GPI meeting on 1- 6
- Prepared questions for discussion re: funding application for R7 Outreach Conference call on 1/20
- Attended R7 Outreach call on 1/20 and sent out minutes after meeting
- Attend Executive Board call on 1/27
- Elicit help to move forward with development of guidelines for Virtual IG Meeting attendance

Region 7 Representatives (Kristi K): February Goals

- Prepare to facilitate Feb GPI meeting
- Mock up new R7 Outreach Funding Application for presentation in March
- Touch base with Monica re: R7 Outreach resources
- Make contact with Central Virginia and Northern Blue Ridge IGs as their R7 Liaison

World Service Delegates (Dorothy W): January Goals

- Cleaned out mailbox

World Service Delegates (Dorothy W): February Goals

- Clean out mailbox
- Participate in the Unity with Diversity Committee conference call
- Register for the WSO conference

GPI Webmaster/Administrative Special Worker: January

- Website, gpioa.org email aliases, database & online archive current, pairList active, continued to check voicemail box & send out meeting packets as needed:
 - '18 17 sent: 0 Jan, 1 Feb, 1 Mar, 2 Apr, 2 May, 2 Jun, 1 Jul, 4 Aug, 1 Sep, 0 Oct, 1 Nov, 2 Dec
 - '19 2 sent as of 1/31/19: 2 Jan,
- Sent out all GPI emails re: upcoming events & announcements
- Prepared for February GPI meeting: created reporting document, cleaned email boxes & sent monthly reminder, posted documents online, printed needed documents

GPI Webmaster/Administrative Special Worker: February 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