

GPI Reports for 8/4/19
VACANT: Chair, Professional Outreach, Marathon, Region 7 Reps-2 / Alts-2,
World Service Delegates-2 / Alts-2

Vice-Chair (Linda A): July

- Worked on PnP Manual, met with Jessica and Policy Committee about PnP Manual
- Attended Executive Board Conference Call and took minutes
- Cleaned out mail boxes

Vice-Chair (Linda A): August Goals

- Finish work on PnP Manual
- Call lead per insurance issue
- Attend Executive Board conference call
- Prepare for August meeting
- Clean out mail boxes

Treasurer (Ruth D): July

- Cleaned out Treasurer, Finance Committee and Ex-Officio mailboxes
- Received mail from PO Box from Cecelia & paid all bills
- Deposited group contributions & available to facilitate electronic donations by groups
- Updated spreadsheet, reconciled spreadsheet with bank statement
- Attended Executive Board Conference Call
- Amended Annual 2018 GPI End-Of-Year Financial Report
- Finalized Annual 2018 Retreat finance Report
- Attended Q2 Finance Committee meeting
- Received Sales Tax Exemption form (made copies for distribution)
- Discussed budget and archive issues with Jess
- Discontinued Automatic Recurring Payment to WSO -- will write a check

Treasurer (Ruth D): August 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
- Attend Executive Board conference call
- Be available to facilitate electronic donations by groups
- Work with Jess to store Sales Tax Exemption request form on-line for 2024 renewal

12th Step Within (Beth D): July

- Cleaned out mailboxes
- A 2 speaker panel discussed food plans at the picnic, 15 people attended, collection \$33.00.
- Worked on fall Workshop 10/12/19 at South Avenue United Methodist Church in Wilkinsburg, topic is Serenity & we'll have 2 or 3 speakers who will tell how they work to decrease their expectations and learn to accept what they do not like.

12th Step Within (Beth D): August Goals

- Clean out mailboxes.
- Work on 12th step within handouts for the 4th quarter.
- Work on questions for writing for the fall workshop & look for speakers for our serenity workshop.

Public Information (PI-Monica): July

- Cleaned out both email addresses
- Accepted a PI opportunity @ Pittsburgh Technical College, Oakdale at their August 15 Wellness event

from 10 AM to 2PM. Gathering literature, meeting lists and required raffle gift comprised of OA literature.

Public Information (PI-Monica): August Goals

- Continue to research other PI opportunities

Speakers Bureau (Elaine T): July

- Cleaned up mailboxes
- Lined up speaker for August GPI Speaker meeting
- Contacted everyone on last Speakers List (a few wrong numbers and some never responded)

Speakers Bureau (Elaine T): August Goals

- Clean out email boxes
- Line up speakers for future GPI meetings
- Get help with updating Speakers List for 4th Q mailing Aug 6 with Jess

VOR (Jeanne H): July

- Cleaned out both mailboxes.
- The Q3 final has been distributed and thank-you's sent to the contributors. Copy sent to WSO Lifeline.
- Sent emails to some meeting contacts and others asking to spread the word at their meetings we need Q4 articles.

VOR (Jeanne H): August Goals

- Work on Q4 Issue.
- Think of themes for the 2020 Quarterly Issues (please see me with any suggestions).

Region 7 Representatives (Dorothy W): July

- Researched information for publishing a trifold
- Cleaned out mailbox

Region 7 Representatives (Dorothy W): August Goals

- Clean out mailbox
- Prepare agenda for Region 7 Twelfth Step Within Committee meeting
- Register for Region 7 Assembly

Region 7 Representatives (Kristi K): July

- Communication with Region 7 Outreach Committee regarding two funding requests

Region 7 Representatives (Kristi K): August Goals

- Prep agenda for August 11th conference call with Region 7 Outreach Committee
- R7 Outreach task - contact 3 IGs re: outreach resources
- Provide support to R7 committee member re: shared folder on Google Drive
- Identify committee member willing to fill vacant Secretary position

World Service Delegates (Dorothy W): July

- Cleaned out mailbox
- Worked with Unity with Diversity Outreach subcommittee co chair on setting up Zoom for next meeting.
- Prepared and sent notice about subcommittee meeting to members.
- Attended and co-chaired the Unity with Diversity (UWD) Outreach subcommittee meeting on July 28

World Service Delegates (Dorothy W): August Goals

- Clean out mailbox
- Confer with co-chair about agenda for next subcommittee meeting
- Attend and co-chair the UWD Outreach subcommittee
- Continue interviewing underrepresented members of OA about their experiences in OA.
- Set times for September subcommittee meeting.

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

- Website, gpioa.org email aliases, database & online archive current, pairList active, WSO meeting list up to date, continuing work with Technical Committee, continued to check voicemail box & send out meeting packets as needed:
 - '19 12 sent as of 7/31/19: 2 Jan, 2 Feb, 1 Mar, 0 Apr, 2 May, 2 Jun, 3 Jul
- Sent out all GPI emails re: upcoming events & announcements
- Met w/Linda A & Katie H re: PnP Manual updates, worked on PnP document amendments & documentation
- Attended Exec Board meeting to discuss PnP Manual updates
- Met with Ruth re: Treasurer's archive issues
- Prepared for August GPI meeting: created reporting document, cleaned email boxes & sent monthly reminder, posted documents online, printed needed documents

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

- Keep website, gpioa.org email aliases, database & online archive current, continue work w/Tech Committee re: WSO meeting list, clean out email boxes, check voicemail regularly & send out meeting lists as needed
- Find a Tech Committee member to add GPI events to the WSO events online calendar & Region 7 events online calendar
- Continue work on PnP Manual updates
- Work on moving online archive to password protected page on GPI website (pending approval by Finance Committee & Exec Board)
- (future goal) review GPI physical documents & scan for online archive