

Greater Pittsburgh OA Intergroup Meeting Minutes

August 2, 2020 GPI Meeting held via Zoom

NEXT MEETINGS: September 13 (virtual), October 4 (virtual), November 1, December 6, January 10, February 7, March 7, April 11, June 6

NEXT Mailing, Literature Order & Deadline: unknown due to COVID-19

ROLL CALL: 20 people present (19 voting members)

2 Executive board: Kristi K. (Chair), Ruth D. (Treasurer)

7 Standing Chair(s)/Regional Reps/WSBC Delegates: Beth C-R. (12th Step Within), Jessica F. (Professional Outreach), Monica F. (Public Information), Elaine T. (Speakers), Jeanne H. (VOR Editor), Sheree C. (Marathon), Tricia S. (Region 7 Rep)

10 Reps: Raquel D. (Mon 7p Pgh-Sq Hill), Jeannie M. (Tue 10a Beaver), Sally V. (Tue 7p Bedford), Kathi W. (Wed 10a Pgh-E Liberty), Gene M. (Wed 6p Monesson), Ethel H. (Wed 7p Pgh-Greenfield), Katie H. (Wed 7:15p Franklin Park), Elaine R. (Thu 10a Aspinwall), Shawn N. (Sat 10:30a Castle Shannon), Linda A. (Sat 10:30a Cranberry Twp)

1 guest: Nettie S

ANNIVERSARIES: none since the last GPI meeting

MINUTES: July minutes approved as submitted

REPORTS (Executive Board):

Chair: report reviewed, Kristi will work on cleaning out the mailboxes.

Question of Exec Board Minutes: Monica submitted letter of intent and request to have PNP manual updated because of need for 2nd signatures on checks. Do not see that this has been noted on Treasurer report. It is an OA requirement to have a 2nd signature, do we have an update? Answer: Jess has it and will push it to a priority for the PNP manual and have it properly written up and submitted to Exec Board. Monica advised Finance Committee is meeting mid-August.

Tricia question: Exec Minutes 2B re: changing title of 60-30-10 link on website so that it's not so confusing, Jessica advised that it's already been changed to read "Contributions"

Treasurer: report & financials reviewed, total receipts for July were above what we budgeted for contributions, and taking away the retreat money we are still above our prudent reserve. Ruth checked with Finance Committee and agreed we will make the budgeted contributions to WSO and Region 7.

- Issue raised last month about the Free Conference Call service meetings are using, discussed making a contribution. Ruth took it to the Finance Committee and advised GPI should make a contribution for the GPI meetings and individual groups should make their own contributions. We want to make the contribution to honor that we are self-supporting. Discussion has been started and this topic will be on next agenda as new business.
- Attended Marathon Committee, discussed that it might be better for GPI to have a separate zoom account.
- Monica advised Finance Committee is working on the 2021 budget August 18.

REPORTS (Standing Committee Chairs):

12th Step Within: report reviewed

- Set date 10/18 Zoom mtg for the Fall Workshop. Will have short speaker so we can have more time for sharing. Topic: What hinders us from looking for a Sponsor and What hinders us from being a Sponsor.
- We had 2 people inquire about joining this committee.
- Also working on a list for people who will make/receive calls to struggling members, including

late-night eaters. Will reach out to mtg group contacts to begin this discussion.

- Discussing possible virtual 12-step calls (instead of face to face).
- Tricia advised Region 7 website has at least 3 Sponsorship Weekend events in August. We need to talk this up at meetings about the Fall Workshop.

Professional Outreach: report reviewed, Sally asked about Altoona mental health wellness event, Jess advised this event has been cancelled.

Public Information: report reviewed, Monica got an email this week, UPMC Altoona mental health wellness event normally in May was rescheduled, now completely cancelled for this year. Only next possible event would be November at CMU and we have no information at this time. Question: Do we need to get pamphlets to UPMC for their bag distribution to food banks? Monica will forward that info to Jess for further discussion.

Speakers: report reviewed, Elaine has found someone who is attending today's GPI meeting that is interested in chairing this committee. Question: Elaine asked what is possibility of having monthly speaker meeting as a continuation of the GPI meeting (rather than hanging up and logging back on). Discussion. Kristi advised the Exec Board will address this, potentially having this resolved for September.

VOR Editor: report reviewed, Elaine T asked if we can use the VOR at meetings as a topic for reading and sharing as we only use OA approved literature. Answer: Yes, local newsletters are approved for use, even though they can't go through the conference approval process (Lifeline is the same)

Marathon: report reviewed

- Committee met and decision made to move the 2021 Retreat to a virtual set up. Will work on details for Treasurer to get the deposit back. Speaker would be willing to go virtual rather than traveling. Will contact all current registrants regarding the deposit, offering a complete refund. We also want to make sure we get email addresses.
- With groups currently hosting IDEA Day and the OA Birthday will discuss having these going virtual. Asked Exec Board to take part in the committee meetings. There are limitations/restrictions for zoom, including costs.
- Linda advised the Unity Day event should be added for virtual discussion.

REPORTS (Other Trusted Servants):

Region 7 Representatives: report reviewed, no questions

WSBC Delegates: vacant, no report

Webmaster/Administrator: report reviewed, no questions, working with technical committee – new info on home page re: “Are you a newcomer?” also section for groups on how do you welcome newcomers?

OLD BUSINESS:

- Reminder September 15 is deadline for October elections. All the information is on page 2 of today's agenda. We will work on how the virtual election will take place.
 - Jess advised that to be either a Region 7 or WSO delegate, part of your description/requirement is to be actively involved on a committee which you will be actively participating for that year or two.
- Survey from World Service Business Conference had a few questions left we need to answer: Instead of everyone traveling to New Mexico to attend, they're asking questions about holding the Conference virtually.
 - 3 – Discussed with the Finance Committee and they said there would be no reason not to pay the delegate registration fee. We will respond YES. Suggestion: If we are able to send more than one delegate, look into having those delegates safety in the same space to support each other. We will take this into consideration.
 - 5 – Agreed since we are now doing this virtually, encourage anyone who is eligible to apply to be a delegate because we can do it virtually. Do we have a limitation after the pandemic, do we have a requirement that you need to attend live if you live close or able to travel.

- Jess will submit all survey responses by the deadline

NEW BUSINESS:

ASK IT BASKET/GROUP CONCERNS:

ANNOUNCEMENTS:

Meeting adjourned

GPI Reports for 8/2/2020

VACANT: Vice Chair, Region 7 Reps-3 / Alts-2, WSBC Delegates-3 / Alts-2

Chair (Kristi K): July

- Facilitated July 26th Executive Board call, typed & distributed minutes
- Prepped for August GPI meeting
- Clean out Chair and Executive Board mailboxes
- Attending Marathon Committee call on 7/29

Chair (Kristi K): August Goals

- Be available to all Standing Chairs
- Touch base with outgoing committee chairs
- Clean out mailboxes
- Prep agenda for and facilitate August Executive Board Conference Call
- Prep for September GPI meeting
- Assist with preparations for October election

Treasurer (Ruth D): July

- Cleaned out Treasurer and Finance Committee (FC) mailboxes
- Paid all bills
- Deposited group contributions & was available to facilitate electronic donations by groups
- Updated spreadsheet, reconciled spreadsheet with bank statement
- Attended Executive Board Conference Call
- Issued Annual Retreat refund to one additional member
- Attended Quarterly Finance Committee conference call on 7/18/20 & began 2021 budget process

Treasurer (Ruth D): August Goals

- Clean out Treasurer and 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
- Attend Executive Board conference call
- Be available to facilitate electronic donations by groups
- Attend Finance Committee conference call on 8/8/20 to continue 2021 budget process

12th Step Within (Beth R): July

- Cleared email boxes
- No responses yet on questions for sponsorship workshop despite reaching out to meeting contact people
- Requests for new committee members has yielded one person thus far
- Fall workshop on sponsorship will be a Zoom event from 1:30p-3:30p on Saturday October 10th

12th Step Within (Beth R): August Goals

- Create flyer for virtual Fall workshop
- Begin building a list of OA members willing to make calls to and receive calls from struggling members, as well as those who may have gotten lost in the transition to virtual meetings
- See if there are members willing to serve by taking late night phone calls or texts
- Begin to find speakers & collect data regarding 2 sponsorship weekend questions
- Clear email boxes

Professional Outreach (PO-Jessica F): July

- Committee member checked & cleaned out mailboxes
- Spoke to Monica re: filling out application for UPMC Altoona Mental Health wellness event, GPI members who can attend, and plans for getting literature & tablecloth to Lori M closer to the event date
- Spoke to Monica re: UPMC cancelation of Altoona Mental Health event due to COVID-19

Professional Outreach (PO-Jessica F): August Goals

- Deliver literature orders to groups for Adopt a Rack if groups reopen for live meetings
- Hold meeting with Patty H & Monica F to see what PI/PO work we can do during COVID-19
- Clean out mailboxes
- Determine PI/PO schedule for remainder of 2020 & which events should be handled by each committee
- Review PnP Manual updates with Monica F & Patty H

Public Information (PI-Monica): July

- Cleaned out both mailboxes
- Coordinated logistics with Lori M., Patty H and Jessica F for the UPMC Altoona Health Fair
- Continued to search for other PI opportunities
- Received notification from UPMC regarding cancelation of Altoona Mental Health Fair & notified Jessica F, Lori M & Patty H

Public Information (PI-Monica): August Goals

- Clean out both email boxes
- Continue to search for future PI events

Speakers Bureau (Elaine T) July:

- Cleaned out both mailboxes
- Have speakers & chairpeople planned for August & September
- Speaker planned for October, looking for chairperson
- November & December on hold for now

Speakers Bureau (Elaine T) August Goals:

- Get speakers lined up for the last two months for Hillman meeting
- Clean out both mailboxes

VOR (Jeanne H): July

- Cleaned out both mailboxes

VOR (Jeanne H): August Goals

- Continue working on the Q4 issue
- Clean out both mailboxes

Marathon (Sheree C): July

- Contacted Antiochian about Retreat feasibility/contract/deposit issues
- Held Committee meeting July 29, 2020, with the Executive Board participating

- The Committee decided to move the March 2021 retreat to a Zoom platform, the speaker was contacted, and agreed to participate on a virtual platform
- The Committee decided to contact all current registrants regarding monies currently on deposit for retreat, and refunding registrations if they choose, as well as to verify addresses, current name and get email addresses
- A Committee member agreed to mail the printed handouts to each 2020 registrant at her own expense
- Discussed with the Committee the feasibility of holding IDEA Day and OA Birthday on Zoom platform, and whether groups that have coordinated those holidays would like to still host/participate
- Cleaned out all email boxes

Marathon (Sheree C): August Goals

- Have follow up Committee meeting on August 13 to discuss results of phone calls and make plans for moving forward
- Investigate holding the Retreat via Zoom, as in cost, time periods covered, and coordinate with Treasurer/Finance Committee re: budget for coming year to include Zoom subscription
- Follow up with groups regarding IDEA Day and OA Birthday
- Clean out mailboxes.

Region 7 Representatives (Tricia S): July

- Cleaned out all mailboxes

Region 7 Representatives (Tricia S): August Goals

- Clean out all mailboxes
- Gather and read information for Region 7 Fall Business meeting and committee work

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, checked voicemail & sent out meeting packets:
 - 2020 1 sent: 0 Jan, 1 Feb, 0 Mar, 0 Apr, 0 May, 0 June, 0 July (as of 7/30/2020)
- Sent out all GPI emails re: upcoming events & announcements
- Added COVID-19 sections to relevant webpages on GPI site
- Prepared for August GPI meeting: created reporting document, cleaned email boxes & sent monthly reminder, posted documents online

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
- Work on PnP Manual & Bylaw amendments with Linda A
- Continue work on password protected online archive page on GPI website
- (future goal) Find a Tech Committee member to add GPI events to the Region 7 events online calendar (as of 7/30/2020, the WSO events calendar has disappeared)
- (future goal) review GPI physical documents & scan for online archive