

Greater Pittsburgh OA Intergroup Meeting Minutes

September 9, 2023 GPI Meeting held via Zoom

NEXT MEETINGS: 2023: Oct 1, Nov 12, Dec 3

2024: Jan. 7, Feb. 4, Mar. 3, Apr. 7, June 2, July 7, Aug. 4, Sept. 8, Oct. 6, Nov.10, Dec. 8

ROLL CALL: 18 people present (18 voting members)

3 Executive board: **Kristi K.** (Chair), **Dee C.** (Treasurer), **Sheree C.** (Secretary)

5 Standing Chair(s)/Regional Reps/WSBC Delegates: **Linda A.** (12th Step Within), **Ro M.** (VOR Editor), **Susan C.** (Outreach), **Kathi W.** (Speakers), **Patricia S.** (WSBC Delegate)

Webmaster: **Jessica F.** (Thur 5:30 Bellevue)

9 Reps: **Melanie G.** (Mon 7p Sewickley), **Karen A.** (Tue 7p Butler), **Beth A.** (Tue 7p Plum), **Ethel H.** (Wed 7:00p Greenfield), **Jeanne H.** (Thu 6p Pleasant Hills), **Judy D.** (Sat 9a Pgh-Shadyside), **Juanita K.** (Sat 10:30a Erie), **Liv S.** (Sat 10:30a Castle Shannon), **Kathy V.** (Sat 10:30a Cranberry)

0 Guests:

ANNIVERSARIES: **Judy D:** 43 yrs in OA; **Liv S:** 60 days Abstinent; **Jeanne H:** 6 years Abstinent

MINUTES: August minutes approved as submitted. Sheree C. took minutes for September

REPORTS (Executive Board):

Chair: Report reviewed. Discussed points from Executive Board Minutes: A concern was voiced that there are only a limited number of non-profit spaces for OA with Google. Jessica clarified that we are not currently paying for our Google account.. Kristi will follow up with Region 7 Chair for clarification on non-profit status with Google. VOR asked to include something to encourage groups to check meeting listings for accuracy.

Vice-Chair: Vacant, no questions

Treasurer: Report reviewed. Average contributions are looking good, but one extremely low month can strongly affect the average. We have a new Finance Committee chair and a new member of the Committee.

Secretary: Report reviewed. No questions.

REPORTS (Standing Committee Chairs):

12th Step Within: Report reviewed. The Abstinence workshop was well attended and saw good contributions. The Committee is seeking workshop topic suggestions and dates for January. One topic suggestion was to cover the Strong Meeting checklist. The date of Saturday, January 20, 2024, from 2-4 pm was discussed as a good way to celebrate the OA Birthday weekend, since we do not currently have plans for an Intergroup event for the holiday.

Outreach: Report reviewed. Susan was able to present outreach ideas to the Lower Burrell Monday Zoom meeting. She is stepping down as Outreach chair, and is hoping someone will step up. There is also a need for committee members.

Speaker's Bureau: Report reviewed, but was unable to be included under the reports. There was no request for speakers or for speaker's lists in the past month. This will also be an open chair position.

VOR: Report reviewed. The Q4 VOR issue is under final review. Happily, there were too many submissions to include all of them. The topics for 2024 will be as follows: Q1: Religion vs Spirituality; Q2: Return from Relapse; Q3: Bulimia/Anorexic Awareness; Q4: Serenity & Courage. Submissions are welcome at any time. Q1 deadline for submissions will be December 15.

REPORTS (Other Trusted Servants):

Region 7 Representatives: Vacant, no report, OARegion7.org lists events occurring in the region. There will be a Sponsorship Workshop hosted by the Baltimore Intergroup on September 9th 2-4pm EST. Zoom ID: 731 088 9762 Password: BeAbstn8

WSBC Delegates: Report reviewed. Region 7 has added “Stories of Service” under OARegion7.org/Resources. The Region 7 monthly Round Table discussion will be held September 20, focus is on the Budgeting process.

Webmaster/Administrator: Report reviewed. Jessica screenshared several updates to the GPI website. The “Meeting” tab now links to the World Service meeting list and is separated into In Person, Online, and Telephone meetings. The “Current Printable” GPI meeting list is found under the Documents section. Q: Can you put a revision date on the printable copy of the meeting list? A: Future updates will be made quarterly.

OLD BUSINESS:

- **Re: More Face to Face Meetings** (Jessica) You can now see the In-person meetings separately on the website, making it easier to identify where new meetings will not conflict with other face to face meetings in the area. Jessica suggests we announce, and talk to other people in our areas about interest in starting a new in-person meeting in your area. In Jessica’s pre-Covid experience, at least 4 people who are currently active in OA and are willing to commit to 3 out of 4 meetings a month are needed to start a new meeting. Also, the meeting location should be wheelchair accessible and have free parking if at all possible. Call Jessica if you are interested and need more information about starting an in-person meeting.
- **Upcoming Election:** September 15 is the deadline to have applications in to the Executive Board. The following positions are in play: **Chair/Open**; Vice-Chair/Applicant; Treasurer/Mid-Term; Secretary/Applicant; ExOfficio/Filled; 12th Step Within/Applicant; **Outreach/Open**; **Speaker’s Bureau/Open**; VOR/Applicant; **Events/Open**; **Region 7 Rep/1 Applicant/1 Open**; **World Service Rep/1 Applicant/1 Open/1 Alternate Open**. Kristi will stay after the meeting for questions.

NEW BUSINESS:

- The Executive Board is working on several items on an ongoing basis. See the minutes of the last meeting.
- The mentoring program for new GPI group reps has been initiated. We had one new Intergroup Rep this month and there should be someone to follow up with her. The Saturday Cranberry group is rotating reps via a sign-up sheet.

ASK IT BASKET/GROUP CONCERNS:

- Q: Sewickley is moving permanently to Zoom and needs to clear out their meeting room. There is lots of literature. Can they donate it to GPI? A: This item will be added to the new business for next month.

ANNOUNCEMENTS: None

MEETING TAKE-AWAY POINTS:

- VOR Topics for next year
- How to find the meeting lists on the GPI website
- How to start a new Face to Face meeting; Jessica can help with pointers
- Monday Sewickley meeting has moved to Zoom
- Applications for elections are due by September 15. (The Executive Board can appoint to open positions mid-term if someone misses the deadline.)
- Region 7 announcement of the Round Table Discussion for September

Meeting adjourned with the OA Promise.

GPI Reports for 9/10/2023

VACANT: Vice Chair, Special Events, Region 7 Reps-4 / Alts-2, WSBC Delegates-2 / Alts-2

Chair (Kristi K): August

- Chaired the Executive Board Zoom meeting on 8/23/23
- Prepped agenda for September GPI meeting
- Cleaned out the Chair, Ex Officio and Executive Board mailboxes
- Reached out to members regarding upcoming elections

Chair (Kristi K): September Goals

- Be available to Standing Chairs
- Clean out mailboxes
- Prep the agenda and facilitate the September 17th Executive Board Zoom meeting
- Continue transition planning and make calls to other members to gauge their interest in running for the open service positions
- Set up Zoom meeting with members willing to mentor new IG Reps

Treasurer (Dee C.): August

- Updated spreadsheet, reconciled spreadsheet with bank statement
- Attended Executive Board Zoom meeting
- Cleaned out Treasurer and Finance Committee emails
- Attended Finance Committee meeting
- Worked on Proposed 2024 Budget

Treasurer (Dee C.): September Goals

- Clean out Treasurer and Committee mailboxes
- Pay all bills and deposit group contributions and other receipts
- Update spreadsheet, reconcile bank statement with spreadsheet
- Attend Executive Board Zoom meeting
- Be available to facilitate electronic donations by groups
- Continue work on the Proposed 2024 Annual Budget

Secretary (Sheree C): August

- Took August GPI meeting minutes, transcribed, submitted and edited for posting
- Attended Executive Board Meeting, took minutes, typed, submitted and edited for posting
- Attended training with Jessica and formatted financial reports for GPI
- Sent out email soliciting September reports
- Typed and formatted September reports and agenda
- Cleaned out Secretary and Secretarial Committee email boxes

Secretary (Sheree C): September Goals

- Submit and post September Minutes
- Continue Secretary training session(s) with Jessica as needed
- Attend September 17 Executive Board Zoom meeting, take minutes and submit for editing
- Collect and prepare October Reports and meeting docs for September GPI meeting
- Clean out email boxes

12th Step Within (Linda A): August

- Held two conference calls.
- Reviewed the list of meetings that may need our support. Our Webmaster supplied additional information. We divided up the meetings to be contacted either by attending their meeting or phoning the contact person.

- Discussed the possibility of another workshop, perhaps in January. Considering the Steps as the topic. It will be held on a Saturday afternoon.
- Prepared for current IG meeting
- Cleaned out email boxes - 12 Step Within, 12th Step Within Committee, Vice Chair, Committee_policy

12th Step Within (Linda A): September Goals

- Continue searching for Home-Bound members who need support and members who can provide support.
- Hold 12th Step Within Committee conference call(s) as needed.
- Finish plan of action for list of meetings that may need our help.
- Decide format for 12th Step Within Day.
- Continue discussion about possible January workshop.
- Clean out email boxes.
- Prepare for the next meeting.

Outreach (Susan C): August

- Held committee meeting
- Cleaned out mailboxes Outreach (Susan C.)

Outreach (Susan C): September Goals

- Hold a committee meeting
- Inventory and order Outreach pamphlets
- Continue to explore advertising and development of a magnet
- Continue to distribute Outreach information and be available to OA groups regarding Outreach

Speakers Bureau (Kathi W): August

- Report filed late. (No requests for speakers or speaker lists this month.)

VOR Editor (Ro M.): August

- Drafted article on the July Workshop
- Reached out to membership for articles on gratitude for 3 legs of stool
- Prepared initial draft of Q4 issue and sent to committee for edits
- Emptied mailboxes

VOR Editor (Ro M.): September Goals

- Finalize Q4 issue and send to Jessica by 9/15

Region 7 ANNOUNCEMENTS to share with your Groups:

- Free download on oa.org: Service, Traditions, and Concepts workshop
- To receive information on the events listed below, join Reg 7 email list at:
<https://oaregion7.org/forms/request-google-group-access>

Region 7 Assembly and Convention are listed on the 1st pg of Reg 7 website. Other events, including flyers, are available from the Region 7 email list.

World Service Business Conference (WSBC) Delegate (Patricia S.): August

- Cleaned out mailboxes
- Wrote WSBC delegate report for August 6th GPI meeting
- **PI/PO meeting 8-23-23: subcommittee updates:**
- Medical Professionals: "Professional Presentation" folder #870; to receive letter to professionals. Member Survey done in 2017, next in 2027; letters to DOD stalled
- PI/PO manual: Printed & BOT to review

- PI/PO poster: to print in November
- Online PI/PO docs: all 27 documents reviewed; now to update the retained docs
- Lifeline/social media: to consult Internal Information Committee (IIC) to create a process
- Welcome Center: to set up online Welcome Center at OA.org as resource for intergroups
- Dietitian video (created by last PI/PO committee) to be re-submitted to BOT

WSBC Delegate (Patricia S.): September Goals

- Clean out mailboxes
- Medical Professionals subcommittee to review the “Letter to Professionals”
- Attend PI/PO Committee meeting on 4th Tues. of this month (10-25-23)
- **ANNOUNCEMENTS:**
- 2024 WSBC Conference: May 7-11, 2024 in Albuquerque, NM F2F only
- R1: Convention Oct. 13-15 in Seattle. All are invited to attend
- R6: Convention: White Plains, NY: Oct. 13-15 (oaregion6.org)
- R8 (international region): TIPS series to answer “how to” questions: grow/develop new groups/meetings; use PIPO efforts to bring newcomers; host recovery events.
- OA.ORG online resources: (9 total) some: *Video Conference Meeting training & Security/Preventive Measures; Svc, Traditions, and Concepts Wkshp Manual* including: *OA Grp Invntry, OA IG or Svc Bd Invntry, OA Region Invntry, Strong Meeting Checklist.*

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

- Website, gpioa.org email aliases, database & online archive current, pairList active, Zoom account & calendar current, sent monthly email cleanout reminder
- Responded to email requests for meeting information, Jeanne H took over in May, 2022
 - 2023-5 sent: 1 Jan, 0 Feb, 1 Mar, 0 Apr/May, 1 Jun, 2 Jul, 0 Aug
- Jeanne H is checking voicemail & sending out meeting packets:
 - 2023-8 sent: 3 Jan, 1 Feb, 0 Mar, 1 Apr/May, 2 Jun, 1 Jul, 0 Aug
 - Add'l 2023 legit vm: 5 in March re: PO box
 - 2022-5 sent: 0 Jan, 0 Feb, 2 Mar, 0 Apr, 0 May, 0 Jun, 0 Jul, 2 Aug, 0 Sep, 0 Oct, 0 Nov, 1 Dec
 - Add'l 2022 legit vm: only 1 in June
 - 2021-8 sent: 1 Jan, 0 Feb, 0 Mar, 0 Apr, 2 May, 2 Jun, 0 Jul, 1 Aug, 0 Sep, 1 Oct, 0 Nov, 1 Dec
 - Add'l 2021 legitimate voicemails: Aug 3, Sep 0, Oct 0, Nov 0, Dec 0
- Finished bringing WSO meeting list up to date & removing duplicate covid meetings/incorrect hybrid meeting information
- Re-worked website to remove Event & Service calendars & other website updates/fixes for issues identified by tech savvy member
- Attended portion of Executive Board meeting
- Sent out all GPI email re: upcoming events & announcements
- Held training session for Sheree for Financial Reporting document formatting from excel to PDF; Jessica watched Sheree do the formatting tasks and make suggestions as needed.
 - Training sessions will continue as needed

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

- Keep website, gpioa.org email aliases, database & online archive current, clean out email boxes, maintain Zoom account & calendar
- Work with Exec Board on contingency planning & GPI Archive policy
- Restart work with Tech committee to keep it WSO meeting list current & review our website
- Hold training sessions with Secretarial Committee members as needed
- Attend Executive Board meeting as needed
- Continue meeting with Policy Committee re: PnP Manual & Bylaws updates
- (future goal) Research adding “search” function to GPI website

- (future goal) Move publicly available archive documents to GPI website from google as appropriate
- (future goal) Create prototype of password protected online archive page for Exec Board
- (future goal) review GPI physical documents & scan for online archive