

Greater Pittsburgh OA Intergroup Zoom Meeting Minutes

March 3, 2024 Minutes taken by Sheree C.

Serenity Prayer

Reading of the Second Concept of OA Service

ROLL CALL: (21 people present, 19 voting members)

5 Executive board: **Ro M.** (Chair), **Tricia S.** (Vice-Chair), **Dee C.** (Treasurer), **Sheree C.** (Secretary), **Kristi K.** (Ex-Officio and Region 7 Rep)

4 Standing Chair(s)/Regional Reps/WSBC Delegates: **Linda A.** (12 Step Within), **Liv S.** (Speakers), **Beth A.** (VOR Editor), **Melanie G.** (Region 7 Rep) (Outreach and Special Events positions are Vacant)

Jessica F. (Webmaster) (Voice no vote)

10 Reps: **Susan C.** (Mon 7:30p Brentwood), **Debbie B.** (Mon 7:30p Lower Burrell), **Linda C.** (Tue 7p Butler), **Gene M.** (Wed 5:45 Rostraver), **Peggy L.** (Thu 5:30p Bellevue), **Judy D.** (Sat 9a Pgh-Shadyside), **Elaine T.** (Sat 10a Monroeville), **Shannon P.** (Sat 10:30a Bridgeport), **Debbie N.** (Sat 10:30a Castle Shannon), **Juanita K.** (Sat 10:30a Erie)

1 Visitor: **Norma S.**

ANNIVERSARIES: Elaine T. 30 years in OA, Linda A. 38 years of abstinence, Jessica F. 29 years of abstinence

MINUTES: Motion made/accepted to approve February minutes as corrected.

REPORTS (Executive Board): All officer's reports reviewed.

Chair (Ro M): Report reviewed, no questions.

Ex-Officio (Kristi K): Report reviewed, no questions

Vice Chair (Tricia S.): Will have a more detailed report next month.

Treasurer (Dee C.) - Financials Reviewed.

Secretary (Sheree C): No additions or questions.

REPORTS (Standing Committee Chairs): All chairs' reports reviewed.

12th Step Chair (Linda A.): Thanks to all who attended the Unity Day event. It went really well.

Speaker's Bureau Chair (Liv S.) Added one person to the Speaker List. Plans to get out to visit more meetings.

VOR Editor: Recovery from Relapse is the theme of the next issue. Submissions are welcomed and are due by Friday, March 15, 2024. VOR committee has a new member.

REPORTS (Other Trusted Servants): All trusted servants' reports reviewed.

Region 7 (Kristi K & Melanie G): No Region activity until the April assembly. There is a link in the reports for many events happening in Region 7.

WSBC (Tricia S): Report reviewed.

Webmaster (Jessica): report reviewed. Jessica F. has been working on the website to make changes as a result of the feedback focus group. There is now a Newcomers tab at the top. The printable meeting list has been reintroduced. The Calendars have been combined into one block style calendar. Committee meetings are now reflected. There is now a search bar. Service page has been reconfigured to make it easier to navigate. The redesign will continue.

DISCUSSION ITEMS:

- **MOTION:** Approve Annual Financial Report: Report reviewed, There were committee member changes, spending was up as a result of sending someone to World Service, and total expenses were up. Our contributions were fairly steady. Motion passed.
- **Attracting New members:**

- Are we seeing newcomers at our meetings? Some indicated that they have seen newcomers. Q: How did newcomers find out about OA?: Therapists recommended, 12th stepped by other members, Bellevue indicated that newcomers came because it was F2F. Castle Shannon also indicated the newcomers came looking for a F2F. Monroeville indicated that some newcomers were garnered from other meetings.
- Has anyone seen the PSA on television? No
- Who is willing to display 8 ½ x 11 OA posters in public areas? 40 have been put up. We are looking for people willing to put them up at other local public areas. If you can, send your name and address to Ro and she will mail them to you.
- Website revisions making it easier to find newcomer information
- **Encourage Service:**
 - Highlights of January focus group: make service opportunities less time-consuming, easier, less intimidating.
 - Simpler opportunities: display a poster, write an article for VOR, offer some support for an event or committee, ask everyone to register their email address with us
 - Higher level opportunities: become an IR, sponsor events at meeting level (e.g., recovering from relapse, 4th Step options, overcoming shame, anniversary celebrations)
 - Chair opportunities: Outreach, Events
 - Discussion on encouraging service
- **Provide Support for Online Meetings:**
 - Sharing Zoom accounts if there is concern about the cost of Zoom. We have two meetings willing to share accounts.
 - Giving literature to Face-to-Face meetings: Check with GPI if your meeting needs literature before purchasing for a group. Information will be in the Take-Away email.
- **Establish More Face-to-Face Meetings:**
 - Harmarville: Contact Ro if you are interested.
 - Beaver Falls/12 Step Workshop: TBA, working on location, and hope to transition to a regular F2F meeting after the workshop. contact Kristi K. if you are interested.
 - Robinson: A member is looking to start a meeting in this area. Contact Liv S.
- **Special Events**
 - Region 7 Spring Assembly 4/12-13
 - Diamond State Intergroup Annual Retreat 4/25-26 in Ocean City, Md.
- **Focus Group on Reports:** Day-to-day duties aren't being reflected in reports. Have they been scaled back too much? Are you missing information? Do you have time to read the reports before the meeting?
 - Would you find a short 5 minute presentation helpful regarding what each position entails? One position highlighted per month. Show of hands showed lots of interest in this.

Other Issues & Concerns:

- Should we change the meetings to one hour? A: Shoot for an hour but leave the 1 ½ hour meeting schedule in place.
- In minutes, do we need to repeat the take aways? One person responded that it is helpful to have them in the minutes. Q: Could we put the take-away on the website somewhere? Keep them there for the next few months until people are comfortable with the changes. The take aways are normally on the GPI website at the end of the documents list.

ITEMS TO TAKE BACK TO MEETINGS:

- Fresh updated website.
- VOR is back, looking for articles on Recovery from Relapse. Cutoff date is March 15 for submissions.
- Bookmarks with 12-step prayers are available. Contact Sheree if interested.

- Free OA literature available for F2F meetings.
- Abstinent speakers available from the Speaker's Bureau
- Encourage groups to send Intergroup reps.
- Contact Ro for posters to display in public areas.
- Be sure to sign up for emails: link will be in follow up email.
- 7th Contributions - how to in emails.
- Service Opportunities through Intergroup

Meeting adjourned with OA Responsibility Pledge.

Next Meeting: April 7, 2024, 2pm, same Zoom info.

GPI Reports for 3/3/2024

VACANT: Outreach, Special Events, Region 7 Reps-2/ Alts-2, WSBC Delegates-2 / Alts-2

Chair (Ro M.): February Accomplishments

- Distributed posters/displayed posters to attract new members
- Worked with Webmaster and Executive Board to integrate website focus group feedback
- Continued prep work for PCP mailing

Chair (Ro M.): March Goals

- Execute PCP mailing pending website changes
- Meet with Treasurer to understand expenses and update checking account
- Plan for board, chairs and reps to give presentations on their respective roles to IRs

Ex-Officio (Kristi K.): February Accomplishments

- Outreach posters displayed at 3 colleges
- Discussed possibility of holding 12 Step Workshop series with Executive Board
- Organized intergroup Rep Mentor program documents and resources into Google folder, added sheet of volunteers willing to serve as mentors

Ex-Officio (Kristi K.): March Goals

- Identify possible location for 12 Step workshop series

Vice Chair/Policy Committee (Patricia S.): February Accomplishments

- Created an amendment for Anonymity Policy regarding sharing contact information within the Fellowship for committee discussion. Four items completed at meeting.

Vice Chair/Policy Committee (Patricia S.): March Goals:

- Work on amendments from Low Priority if no Med or High available.
- Make a background/private history document for personal and security information
- Research at OA World Service if there are guidelines for difficult situations e.g. how to close a meeting noting how the Traditions and concepts apply.

Treasurer (Dee C.): February

- Current financial spreadsheet available at <https://gpiioa.org/docs/archive/2024/2402Financials.pdf>
- Financial Facts: Report Date: February 26, 2024, GPI - March 3, 2024 Meeting
 - Balance: \$9,922.30
 - Receipts vs Expenses: + \$-252.55
 - February Contributions: \$748.60
 - 2024 Total Contributions \$1,847.22

Average Per Month: \$ 923.66

- Current Balance Overview
- Unrestricted Fund Balance: \$ 5,138.30

Secretary (Sheree C): February

- All routine tasks completed in cooperation with Jessica
- Trained in PnP/Bylaw Amendment changes and address book updates with Jessica
- Coordinated with others in seating replacements for Jeanne H. Secretarial Committee tasks
- Filed responses to WSO agenda questions
- Mailed out 2 packages of bookmarks

Secretary (Sheree C): March Goals

- Prepare meeting documents for April 5 upload to website before April 7 GPI meeting

12th Step Within (Linda A): February Accomplishments

- Held Unity Day Workshop. Posting this event on both Region 7 and World Service sites was successful as we had several out of state and even out of country participants.
- Thirty-five plus compulsive eaters attended our event.

12th Step Within (Linda A): March Goals

- Brainstorm other ways to serve the still suffering compulsive eaters in GPI area.
- Discuss Giving Service at All Levels “Hand out” with VOR Editor for publishing in VOR.
- Service Opportunities for any meeting or group of people:
 - a. Organize an OA picnic - usually at a park in the summer or even September. A group approached me about holding the picnic!
 - b. Host an event for Sponsorship Weekend - *August 16, 17, 18, 2024
 - c. Host an event for IDEA Day - *November 15, 16, 17, 2024
 - (*3rd full weekend including Friday)

Speaker’s Bureau (Liv S.): February Accomplishments:

- Added to the Speaker List

Speaker’s Bureau (Liv S.): March Goals:

- Continue to update the Speaker List

VOR Editor (Beth A.): February Accomplishments:

- Received instruction in the VOR editor role and layout of VOR newsletter
- Started initial set-up work on Q2 edition

VOR Editor (Beth A.): March Goals:

- Obtain submissions on the theme of Return/Recovery from Relapse. Please submit thoughts to vor_editor@gpioa.org by **Friday 3/15/24** and indicate if you would prefer your submission to be anonymous.
- Complete VOR edition with additional information: announcements, inspiration articles, Unity day highlights
- Get volunteers for committee members to help in proofreading, ideas, emailing, etc.
- Submit VOR Q2 edition to Webmaster in a timely manner to be published by next Intergroup meeting date.

Region 7 Representative (Kristi K. and Melanie G.): February Accomplishments:

- All routine duties completed, nothing more to report.

Region 7 representative (Kristi K. and Melanie G.): March Goals:

- No March duties, Region Assembly scheduled virtually for April 12 and 13.

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.): February Accomplishments:

- PI/PO meeting: February 29th (3rd Wednesday)
- **PSA Poster:** home page in search box type: "Poster" Cost is \$6. SKU 759. QR code to 15 questions. More information at bottom of screen.
- **OA Press Kit:** media.oa.org/app/upload for FREE 6 page downloadable and 5 minute audio: "Hearing is believing," profiles of members and "Membership Survey" brochure. FREE!
- Discussed materials sent to MAC and deadlines for reports to WSBC
- Next meeting: 3/20/24; 2:30-3:30 pm

WSBC Delegate (Patricia S.): March Goals

- PI/PO Committee: on 4th Wednesday.
- Prepare for WSBC: committee, reservations: hotel, WSBC, airline, ground transport
- **ANNOUNCEMENTS:**
- 2024 WSBC Conference: May 7-11, 2024 in Albuquerque, NM. F2F only
- MR8 (International region): TIPS series to answer "how to" questions: grow/develop new groups/meetings; use PIPO efforts to bring newcomers; host recovery events

GPI Webmaster/Administrative Special Worker (Jessica F): February Accomplishments

- Transitioned GPI Events and Service calendars to one calendar using a new app based on recommendation from website focus group member Shannon P
- Search function added to GPI website; will search within publicly available documents on our website but not the entire internet
- Significant progress made on focus group suggestions and website redesign
- All other routine duties completed, nothing more to report
- Jeanne H responded to email requests for meeting information. Dawn A. began responding to email requests in February 2024.
 - 2023-7 sent: 1 Jan, 0 Feb, 1 Mar, 0 Apr/May, 1 Jun, 2 Jul, 0 Aug, 0 Sep, 0 Oct, 1 Nov, 1 Dec
 - 2024-0 Jan, 1 Feb
- Jeanne H was checking voicemail & sending out meeting packets. Shirley began checking voicemail and sending out meeting packets in February 2024.
 - 2023-10 sent: 3 Jan, 1 Feb, 0 Mar, 1 Apr/May, 2 Jun, 1 Jul, 0 Aug, 0 Sep, 0 Oct, 0 Nov, 2 Dec
 - Add'l 2023 legit vm-6: 5 in March re: PO box, 1 in December
 - 2024-1 sent: 1 Jan, 0 Feb

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

- Find committee member to input meeting list data into teamup
- Continue work on website redesign
- Work with Exec Board & secretarial committee member on contingency planning & GPI Archive policy
- (future goal) restart work with Tech committee to keep WSO meeting list current & review our website
- (future goal) Move publicly available archive documents to GPI website from google as appropriate
- (future goal) review GPI physical documents & scan for online archive

2023 Financial Annual Report

In accordance with the GPI Bylaws, this document represents a detailed financial report for the calendar year 2023.

Finance Committee Activity

The GPI Finance Committee met each quarter to audit the books and oversee the treasurer's activities. The Finance Committee Members were: Frank G (Chair), Ruth D, Monica F, Dee C (Treasurer), Roger R.

Ruth D. resigned as a committee member in April. Juanita K. joined the committee in October. Roger R. became the chair in November as Frank G's term ended.

The GPI budget was presented to GPI in December 2022, and was approved on February 2/5/23.

Group Contributions/Group Participation

Group and individual contributions for 2023 totaled \$ 8,983.50, (this was \$ 2,693.57 more than the 2022 contributions of \$ 6,289.93)

The 2023 budget anticipated groups would contribute \$ 6,000.00, this was \$ 2,983.93 more than the budgeted amount. The only other contribution was \$ 60.00 for the Abstinence Workshop. \$ 42.00 was received from the sale of literature.

Of the 36 registered groups, 21 groups (58%) contributed during 2023. This was 14% fewer groups contributing.

An Annual Retreat was not held in 2023. The scholarship funds (\$ 1,784.41) remain as a line item in the budget to ensure the funds are not used except for scholarships as intended.

Summary	2023	2022	Difference
Beginning Balance:	\$ 9,591.24	\$ 8,888.28	+ \$ 702.96
Total Receipts	\$ 9,085.50	\$ 6,289.93	+ \$ 2,795.57
Total Expenditures	\$ 8,635.04	\$ 5,586.97	+ \$ 3,048.07
Receipts Minus Expenditures 2023	+ \$ 450.46	\$ 702.96	- \$ 252.96
Ending Balance	\$ 10,041.70	\$ 9,591.24	+ \$ 450.46
\$3000.00 Prudent Reserve - Ending balance is \$ 7,041.70 above our prudent reserve.			

Respectfully Submitted,
Dee C.
Treasurer