

Greater Pittsburgh OA Intergroup Zoom Meeting Minutes

October 6, 2024 Minutes taken by Sheree C.

Serenity Prayer

Reading of the Tenth Concept of OA Service

ANNIVERSARIES SINCE LAST MEETING: None

ROLL CALL: (14 people present, 13 voting members)

4 Executive board: **Ro M.** (Chair), **Dee C.** (Treasurer), **Sheree C.** (Secretary), **Kristi K.** (Ex-Officio)

4 Standing Chair(s)/Regional Reps/WSBC Delegates: **Linda A.** (12 Step Within), **Liv S.** (Speakers), **Beth A.** (VOR Editor), **Tricia S.** (WSBC Delegate)

Jessica F. (Webmaster) (Voting for Thu. 6p Bellevue)

5 Reps: **Debbie B.** (Mon 7:30p Lower Burrell), **Janine C.** (Tue 7p Plum), **Jessica F.** (Thu 6p Bellevue), **Beth D.** (Sat 10a Monroeville) **Juanita K.** (Sat 10:30a Erie)

1 Visitor: Elana P.

MINUTES: Motion made/accepted to approve September minutes as submitted.

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

Chair (Ro M): Report reviewed. Still reaching out to IR's to try to increase GPI participation. Working on Bylaws to ensure compliance with WSO guidelines..

Ex-Officio (Kristi K): Report reviewed. Mentor program to support new IR's will need guidance to continue as Kristi leaves the Ex-Officio role..

Treasurer (Dee C.) - Financials Reviewed. Budget will be adjusted for 2025 because the Park my phone change will save us about \$684 in the next year. Ro added that we will take another look at our WSO contributions schedule after the website updates are completed.

Secretary (Sheree C): Report Reviewed.

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

12th Step Chair (Linda A.): Report Reviewed. Temporary Sponsors program has had no response, but you can contact Linda A with any need or questions. Still need an IDEA Day sponsor.

Speaker's Bureau Chair (Liv S.): Report reviewed. No new speakers added, no requests. Comments: There have been some reported requests, but Liv has not yet received them.

VOR Editor (Beth A): Q4 VOR is available as of Oct. 1. The GPI roster was not included because elections were today. The theme for next quarter is on the Tools of Recovery. Articles/news clips can be sent as of now, or going forward. You don't need to be a writer, Beth is willing to edit for you.

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

Region 7 (Kristi K): Reports were due right after her return from Assembly, so her report was incomplete and will be added to in the coming months when she receives the post-assembly packet. Kristi focused on safety concerns regarding website security. This was Kristi's fifth assembly, and it was unique to have regional reps from other regions of the country and world attend as guests, and it was exciting to hear their viewpoints. Kristi hopes to see members from our region support Region 7 Convention in November.

(Linda A.): Liv S. is collecting basket contributions for Region 7 Convention. Pittsburgh themed and OA related items are welcome. Linda put the entire Assembly agenda in her report because she thought people might find it interesting. Linda was appointed to the Intergroup Renewal Committee, which wants to do a panel discussion on newsletters, and GPI is invited to participate, because we are one of the few intergroups that publish a regular newsletter.

WSBC (Tricia S): Report reviewed. Tricia is on the Medical Subcommittee. There is a list of resources on the OA.org website for different places that we can reach out to. There is a 1-2 page summary showing ways to participate in different venues.

Webmaster (Jessica): report reviewed. Jessica will be updating the website in stages. There is nothing up to see as of yet, but Jessica shared some of her work in progress with the group.

DISCUSSION ITEMS:

- **Elections:**

- Dee C. for Treasurer: Elected
- Debbie B. for 12th Step Within Chair: Elected
- Liv S. for Speaker Chair: Elected
- Beth A. for VOR Editor: Elected
- Linda A. for Region 7 Representative: Elected
- **Looking for members to fill Vice Chair, events and Outreach positions.** Requirements are in the PnP. The Board can appoint to positions in between elections. We as an intergroup are also able to have 2 more Region 7 and 3 WS reps.

- **World Service Delegate Role/Tricia S.** This is the last year Tricia can serve as our WS Delegate, and hopes that someone will step up to take her place. Tricia shared a comprehensive review of her work as a WSBC delegate. She mentioned that there is a new workbook available on the Traditions.

- **Face-to-Face Meetings:**

- Monday 6:30 at Roots of Faith location in Sharpsburg: New F2F meeting
- Saturday 10:30 Scottsdale Library in Scottsdale New F2F meeting
- Looking for members interested in potential face-to-face meetings near McKeesport, Mt. Pleasant/Connellsville and Sharpsburg, Finleyville
- Looking for a F2F meeting willing to sponsor a hybrid workshop on F2F meetings: The benefits of and how to set one up.

- **Upcoming Events:**

- Region 7 Convention November 1-3
- * Looking for Pittsburgh and OA-themed items for gift basket by 10/15 (Liv S.)
- Looking for a meeting to sponsor IDEA Day event Nov. 16-17 (Lower Burrell Zoom meeting agreed to sponsor the event after the GPI meeting)
- Looking for a meeting to sponsor Recovery from Relapse event

- **What Support DO Meetings want from GPI/Open Discussion:**

- Survey indicated VOR, more F2F meetings, events.
- While members have indicated that they want events, the attendance has been a bit disappointing. Do people really want us to hold events?
- If we were to ask questions of the membership, what questions would you want included?
- Speaker's Chair: Just let members know that I am available, contact me for information.
- 12th Step Within chair: I would like to know what type of events people are interested in? Some members only do Zoom meetings, while others are interested in in-person events. If we do a poll, it would be helpful to find that out.
- It seems that people are so focused on just their own meetings, that they don't think of how attending other events/meetings would work to support their program and abstinence. We need to emphasize how events can enhance our program.
- Possibly we need to ask why people are not attending special events.
- Fellowship happens before and after the meeting. It is hard to do fellowship on Zoom, because you can only have one conversation at a time. I can talk to multiple people at a F2F meeting.
- If anyone went to last year's OA Birthday at Monroeville, send Beth a review and she will include it in the next VOR. Beth D. will try to help with this.

- **Upcoming Events**
 - October 30: GPI booth at the CMU Health Fair
 - November 1-3: Region 7 Convention, Ocean City, MD
 - November 16: IDEA Day - *looking for a meeting to sponsor this event*
 - January 18: OA Birthday sponsored by Monroeville Saturday 10 am
- **Other Issues & Concerns:**
 - Monday 1:30 Zoom meeting is closed
 - New meetings in Sharpsburg and Scottsdale.
 - New chairs and R7 representative
 - Talk to your meeting about sponsoring IDEA Day event
 - Have your meeting sponsor an event to promote more face-to-face meetings
 - Looking for attendees to reach out to meetings without IRs to encourage GPI attendance. A list is attached to the agenda.
 - Share your thoughts on the Tools of Recovery for the VOR. Deadline for submissions is Dec. 15
 - Attendees are invited to join GPI meetings at 1:45 and to stay after the conclusion of the discussion for fellowship.
 - Jessica needs a tech helper to help verify information on the website.
 - Dorothy is looking for a younger person to go to the CMU health fair with her so that younger people will stop by the OA table.
 - We still have open positions: Vice Chair, Events Chair and Outreach.

ITEMS TO TAKE BACK TO MEETINGS:

- Follow up Email will be sent with take-aways.

Meeting adjourned with OA Responsibility Pledge.

Next Meeting: November 10, 2024, 2pm, same Zoom info.

GPI Reports for October 6, 2024

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

Chair (Ro M.): September Accomplishments

- Requested help from IRs to reach out to meetings without IRs to attend GPI
- (With Policy Committee) Continued to edit GPI bylaws
- (With the at 9AM meeting) Provided literature and prizes to Liv S. for Convention basket and Dorothy W. for CMU health fair

Chair (Ro M.): October Goals

- Continue to request help from IRs to reach out to meetings without IRs to attend GPI
- Secure the elections of officer, chairs and representatives, and review responsibilities with new chair
- (With Policy Committee) Complete GPI bylaw edits
- (With officers and chairs) Develop a questionnaire to survey member needs not yet met

Ex-Officio (Kristi K.): September Accomplishments

- Talked to Janine, new IR about the GPI mentoring program
- All routine work accomplished.

Ex-Officio (Kristi K.): October Goals

- To connect with Mary Ann, also a new IR about the GPI mentoring program

Treasurer (Dee C.): October Report

- Current financial spreadsheet available at <https://gpioa.org/docs/gpimtgs/2024/09Financials.pdf>
- Financial Facts: Report Date: September 29, 2024, GPI - October 6, 2024 Meeting
 - Balance: \$11,812.58
 - Receipts vs Expenses: +\$ 279.18
 - September Contributions: \$ 645.99
 - 2024 Total Contributions \$7,169.47 YTD
 - Average Per Month YTD: \$ 796.61
 - Unrestricted Fund Balance: \$7,028.58

Secretary (Sheree C): September Accomplishments

- All routine tasks completed in cooperation with Ro, Jessica and Secretarial Committee
- Checked with Secretarial Committee member regarding phone system change.
- Dawn A responded to email requests for meeting information as of June 2024.
 - 2024-0 Jan, 1 Feb, 2 Mar, 6 Apr, 1 May, 0 June, 0 July, 2 Aug, 0 Sep
- Shirley checked voicemail & sent out meeting packets as of June 2024.
 - 2024- 1 Jan, 0 Feb, 2 Mar, 5 Apr/May, 0 June, 2 July, 1 Aug, 1 Sep

Secretary (Sheree C): October Goals

- Make necessary updates to lists and documents post GPI election
- Be available as needed, with emphasis on supporting Chair and Webmaster.

12th Step Within (Linda A): September Accomplishments

- There were no requests concerning Temporary Sponsors: Newcomers' First Twelve Days. Link is available on our website. Contact 12 Step Within chair if you need help.
- Held Monroeville Sat. 10am Recovery from Relapse meeting on September 28. Since I was unable to attend, Beth D., the committee member, provided this service. She stated that it went well.

12th Step Within (Linda A): October Goals

- Hold Recovery from Relapse meeting October 3 for Aspinwall's Anniversary event.
- IDEA Event - a group needs to be found to sponsor this (November 16)
- Monroeville Saturday is interested in sponsoring the OA Birthday celebration.
- Pass 12th Step Within materials to new chair.

Speaker's Bureau (Liv S.): September Accomplishments

- There were no requests for the list nor any additions to the list.

Speaker's Bureau (Liv S.): October Goals

- Goal is to continue to announce at meetings that the list is available upon request and that OA members can be added to the list if they would like to be called to speak.

VOR Editor (Beth A.): September Accomplishments

- Completed 2024 Q4 edition of the Voice of Recovery followed by review and editing by VOR Committee members
- Scheduled 2024 Q4 edition to be emailed on October 1, 2024

VOR Editor (Beth A.): October Goals

- Begin layout for next edition - 2025 Q1 with the theme "The 9 Tools of Recovery." It is never too early to submit something. You do not have to be a writer -submit your ideas to vor_editor@gpioa.org and ask the editor to touch it up. Submissions can be anonymous by request!

Region 7 Representative (Kristi K.): September Accomplishments

- Attended the Region 7 Fall Assembly in Winchester, VA with Linda A. on September 27-29

- Participated on the Twelve Step Within Committee, functioned as the committee secretary, and provided a synopsis of the committee's work during the business meeting on Saturday.
- Emailed the Executive Board and GPI Webmaster with a list of questions from the R7 Chair about internet and website safety concerns:
 - Do you store personal information on your website?
 - Is your IG sending marketing type emails to a list? Where do the emails on the list get stored? Is it secure?
 - Are you using an email platform that is being offered by your website and if so are all your processes "can-spam compliant"?
 - Does your website have anti-malware and antivirus software?
 - Is your website backed up? R7 does daily backup - do you know where it is saved or stored - is the external harddrive in a fireproof safe?
 - Security tip from R7 webmaster - Keeping your hosting website and domain management company separate
- Also included a notice that WSO has asked all IGs to remove all copyrighted images on website and event fliers to avoid copyright infringement lawsuits.

Region 7 Representative (Kristi K.): October Goals

- Provide more information from the R7 Assembly at the November GPI meeting.
- Linda and I will receive the post assembly packet in mid October and I'll also type up my notes from the Region chairs Panel and some takeaways from the session on carrying the message.

Region 7 Representative (Linda A.): September Accomplishments

- Attended Region 7 Assembly in Winchester, VA with Kristi K. Here is the agenda of what we attended:

Friday Sept. 27

7pm Welcome and Meet and Greet

8pm Candlelight OA Meeting

Saturday, Sept. 28

7am-7:50 OA Meeting

8:30-8:50am Jump Start Meeting

9am-11:50am Committee Meetings: I attended the Intergroup Renewal Meeting and was elected Vice-Chair because there were only 3 members there.

12pm-1pm Lunch & Speaker

2pm-5pm Business Meeting

7:30pm-8:50pm Speaker & Fellowship

8:30pm-9:30pm OA Meeting

Sunday, Sept. 29

7:30am-8:30am OA Meeting

8:30am-9:45am Region Chairs Panel Discussion

10:15am-11:15am Carrying the Message

11:20am Announcements and Closing

- **Notes from Intergroup Renewal Committee Meeting**

- The Committee previously developed a powerpoint about service
- The Committee wants to develop a survey of other intergroups and then call each contact person. Questions will include items such as: What needs are up? What issues need to be discussed? Bob L., our Region 7 Trustee, will provide a list of possible questions.
- The Committee wants to develop a workshop about OA Resources Available, so intergroups don't have to reinvent the wheel.
- I told them I had written a script for a Sponsorship Workshop based on the Recovery from Relapse Meeting Format. The others were interested, and I will be forwarding that to them.

- We would like to do a panel discussion about Newsletters. Greater Pittsburgh will be asked to be on that panel.
- More to come: I will report on the business meetings and the Region chairs Panel Discussion and the session on Carrying the Message at the next IG meeting.

Region 7 Representative (Linda A.): October Goals

- Forward Sponsorship Workshop script to committee
- Attend Intergroup Renewal Committee Zoom meetings when scheduled.

Region 7 Coming Events to share with your Groups:

- November 1-3, 2024, Ocean City, MD Region 7 OA Convention: “Footwork of Recovery: How People Work Their Program”. Flyers coming soon although you can register at <https://oaregion7.org/events/2024-region-7-convention/>

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

- Medical/Professional Subcommittee (9/6): submitted 1 page of PI/PO (public information/professional outreach) resources from oa.org
- PI/PO Committee (9/20): Med/Prof submitted list of resources, guidelines, & display kits. Discussed contributions from Regions and how materials could be used at health fairs, conventions, farmer’s markets, medical educators, WIC and other Gov’t agencies
Next goal: 2-3 pg. guidelines/resources in different languages
- Welcome Room: sent work to MAC and has further work before it goes to the BOT (Board of Trustees)
- Audit review: didn’t meet and expect to be done by December meeting
- Suggestions to search oa.org, go to: *Resources, PI/PO, or Professional*

WSBC Delegate (Patricia S.): October Goals

- Med/Prof Subcommittee (10/9): No work assigned
- PI/PO Committee: 10/16

GPI Webmaster Special Worker (Jessica F): September Accomplishments

- Issues identified by website committee corrected
- Answered most questions raised by R7 Chair regarding internet security
- Researched how to address issues with potential image copyright issues on past event flyers and VORs on our website
- Progressing with conversion of GPI website to Wordpress format
- All other routine duties completed, nothing more to report

GPI Webmaster Special Worker (Jessica F): October Goals

- Complete conversion of GPI website to Wordpress format
- Answer rest of questions raised by R7 chair regarding internet security
- Work with Exec Board & secretarial committee member to complete contingency planning and secure GPI documentation
- (ongoing) Move publicly available archive documents to GPI website from google as appropriate
- (ongoing) Work with Secretary and Treasurer to consolidate google archives into our nonprofit google address
- (future goal) review GPI physical documents & scan for online archive