January 2020 Intergroup Board Meeting Approved Minutes
Meeting Information

- Date: Monday, January 27 2019
- Time: 6:00 PM
- Location: 1821 Sacramento St, SF
- Dinner Volunteer: Taran

6:10 Open Meeting

- Check-Ins
- Roll Call - Maury, Taran, Brian, Patrick, Liz, Josh, Renee, Karen
- Planned Absences: James, Andy
- Identify dinner volunteer for next meeting, Monday, February 24 2020 - ***Alan***

6:23 Review/Approve

- Dec. 2019 Minutes - ***Brian moves, Taran seconds; approved***
- January 2020 Agenda - ***Liz moves, Patrick seconds; approved***

6:24 Board Reports

- Executive Director
  - Archivist position clarification
  - Brainstorming solutions to CO staffing challenge - ***Liz, anyone else?***

- Treasurer
  - December Financials - Recommend Rating upgrade to "EXCELLENT"
    - Group Contributions $37,730
      - Month = over budget $9,320
      - YTD = under budget $9,915 (95% of target)
    - Individual Contributions $7,709
      - Month = under budget $6,683
      - YTD = under budget $12,144 (80% of target)
    - Net revenue month = $24,236
      - Month = over budget $6,234
    - 2019 year end revenue = $3,903
      - Over budget by $669
    - Unrestricted cash = $85,107 (up by $32,529 from last month), which is 3.5 times monthly operating expenses
  - Large bequeath opportunities? Discuss Tradition & policy implications at Governance.

- Chair
  - 2019-20 Board Working Agreement
  - Sign up for attendance to service entities and Intergroup committees
  - Safety workshop liaison with Marin GS
  - MFI request (Marin Fellowship Intergroup, AKA MI2020) - from Alex B. - ***Still a moving target; continue discussion and possible take back to IG for re-vote since the scope has changed?***
  - Annual report (Baltimore 2018 report as an example)

- "Anything is Possible" Group Inventory

6:50 Board Liaison Reports (briefly report topics of interest for IG)

- Marin General Service
  - Established a contact to be a liaison for our upcoming Safety Workshop
- SF General Service did a group inventory, came up with pretty much the same challenges and initiatives as IG. Collaboration?
- S.F. H&I program providing sponsorship for 70 prisoners at San Quentin.

7:00 Board Committee Reports

- Development:
  - How do we communicate with IGRs?
    - ***Thru something akin to DCMs?***
    - ***Disconnect around new-IGR followup; more focus on retention?***
  - Present Organizational Chart and Content to Service Committee chairs and get feedback on how to proceed

- Operations:
  - PDF generator project moving forward
  - How do we reconnect financial data with group information in the QuickBooks Online era?

- Finance:
  - Schwab Charitable Giving request - ***change request & payment just processed***
  - Review of financial policies and update on second signature for expenses - ***Renee will bring proposal; e.g. recurring needs one-time approval, not 2nd sig.***

- Governance:
  - No in-person or email feedback from IGRs about Bylaws revision initiative. "Office hours" prior to Feb IG (James not present). Brian/Liz/Maury will be there to receive any feedback.
  - "IG Structure" folder moved back into Governance folder.
  - IG committee "remediation" discussed; no conclusions yet, will continue to explore.

7:10 Old Business

- Outreach & Engagement
  - Put together the Workshop session for Feb. Intergroup meeting roundtable discussion
    - Who does the outreach to the IGRs?
    - How do we communicate to them? Email? Texts?

        - IGR mentor/coordinators for outreach
        - What should the content of that communication be?

8:00 New Business

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8:25 Intergroup Agenda

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8:30 Adjourn Meeting