



**Intercounty Fellowship of Alcoholics Anonymous**  
serving San Francisco and Marin Counties

## **San Francisco and Marin Intergroup Meeting - Agenda**

Wednesday, September 7, 2022, 7-8:30 PM

Intergroup coordinates services which individual groups in San Francisco and Marin cannot provide. We bring these services, as well as service opportunities, to our Member Groups. Our Intergroup observes the intent and spirit of A.A.'s Twelve Traditions and Twelve Concepts for World Service, as well as A.A.'s Three Legacies of Recovery, Unity, and Service.

### **7:00 Getting Started**

1. Open with the Serenity Prayer
2. Call to order. Statement of Purpose
3. Review the minutes and agenda
4. Roll Call
5. New IGRs, Visitors, AA Anniversaries
6. Approval of agenda (*housekeeping item*)
7. Approval of last month's Intergroup Meeting minutes (*housekeeping item*)

### **7:15 Officer Reports**

1. Board Chair
  - a. Communications Survey Feedback
2. Treasurer
3. Executive Director

### **7:30 Intergroup Committee Reports (up to 2 minutes/report)**

### **7:40 Service Committee Liaison Reports (up to 2 minutes/report)**

### **7:50 Old Business**

Inventory Question #3 Break-out Session

### **8:15 New Business**

Discussion Item: 7th Tradition: What are you seeing in your groups and how are you engaging with your treasurer? Are there notable differences between Online vs In-Person meetings?

### **8:25 What's On Your Mind**

### **8:30 Targeted Message**

1. Support Intergroup service committees - check out our calendar on [aasfmarin.org](https://aasfmarin.org) to see when the service committees meet.
2. Marin Pop-Up Bookstore is happening again on 9/19! Literature and chips can be [pre-ordered](#) (and select literature will be available for sale) - at the monthly Marin General Service meeting @Vivalon (930 Tamalpais, San Rafael) on Monday, September 19 from 6:45 to 7:30pm and 9 to 9:30pm.
3. Central Office is welcoming back volunteers. Reach out to [aa@aasfmarin.org](mailto:aa@aasfmarin.org) if you are interested in signing up for a weekly volunteer shift. One-year of sobriety is required.

**Adjourn with the Responsibility Statement**

## Intergroup Information

1. **Next Intergroup Meeting** is Wednesday, October 5, 2022. Our monthly meeting will continue to be held online per local guidelines from the health department until further notice. Please email [development@aasfmarin.org](mailto:development@aasfmarin.org) with any questions.
2. **Intergroup Newcomers:** If you are here for the first time tonight, we welcome you and we appreciate your presence and your participation.
3. **Intergroup Voting:** Only elected Intergroup Representatives (IGR) or Alternate Intergroup Representatives (AIGR) vote. An elected Intergroup Representative may vote after: a) having attended the Intergroup orientation and b) having attended a previous Intergroup meeting as an elected representative. An elected Alternate Intergroup Representative may vote at the first meeting attended. Time of term and method of selection of both IGR and AIGR is determined by individual Member Groups.
4. **Registration Sheet:** If you are an elected Intergroup Rep (IGR), please be sure to fill out the registration sheet. If you are visiting, please do not fill out the registration sheet!
5. **Meeting Absences:** Any Member Group who has not sent a representative for three (3) consecutive meetings will be considered "inactive" for purposes of voting and determining a quorum.
6. **Procedures for Intergroup Agenda** (i.e. how to get things going)
  - a. Intergroup Committee Chairs and Intergroup Reps may suggest that an item or topic be placed on the monthly Intergroup agenda by contacting the Executive Director or the Board Chairperson by email at least two (2) weeks prior to the monthly Intergroup meeting.
  - b. A proposed agenda item should be able to be stated as a single simple declarative proposition (e.g. "Intergroup Reps should be required to wear tennis shoes to Intergroup meetings").
  - c. The first time that a proposed item or topic is placed on the Intergroup agenda it shall be placed on the "New Business" calendar as a discussion only item (i.e. as opposed to a "voting item")
  - d. Thereafter, an item or topic which is placed on the agenda for a second time shall be placed on the "Old Business" calendar as either a discussion only item, or, if the issue is deemed ripe for a vote, as a voting item.
  - e. (The exception to this limitation (i.e. that an item not be on the agenda as a voting item until after it has at least once been on the agenda as a discussion only item) is where the item is determined by the Board Chairperson to be an "Urgent Matter")
  - f. Discussion of an agenda item shall not be unlimited, and shall be monitored by the Board Chairperson as to the allotted time to be afforded to any single individual to express an opinion or provide information on the item.
  - g. When the matter is on the agenda as a "voting item" the item will pass on a simple majority (i.e. 50% +1) if it is a minor matter (including, where applicable, the expenditure of only a nominal amount of money); but, that all other matters shall be passed only by substantial unanimity - a 2/3 majority, especially where policy or precedent are being established, or an appreciable amount of money is to be spent, or, where the issue has been the subject of considerable controversy (i.e. lots of "loving discussion").
  - h. In 2018 we adopted use of a Consensus Model for decision making. This model is a way of reaching agreement between all members of a group. Instead of simply voting for an item and having the majority of the group getting their way, a consensus group is committed to finding solutions that everyone actively supports - or at least can live with. This makes sure that all opinions, ideas and concerns are taken into account. By listening closely to each other, we aim to come up with proposals that work for everyone, by weaving together everyone's best ideas and most important concerns - a process that often results in surprising and creative solutions, inspiring both the individual and the group as a whole.



# Intercounty Fellowship of Alcoholics Anonymous

serving San Francisco and Marin Counties

## San Francisco and Marin Intergroup Proposed Minutes

Wednesday, August 3, 2022, 7-8:30 PM

Intergroup coordinates services which individual groups in San Francisco and Marin cannot provide. We bring these services, as well as service opportunities, to our Member Groups. Our Intergroup observes the intent and spirit of A.A.'s Twelve Traditions and Twelve Concepts for World Service, as well as A.A.'s Three Legacies of Recovery, Unity, and Service.

### 7:00 Getting Started

1. Open with the Serenity Prayer
2. Call to order. Statement of Purpose
3. Review the minutes and agenda
4. Roll Call
  - a. 36 groups represented: 20 from San Francisco, 16 from Marin

<b>Marin Groups</b>		<b>San Francisco Groups</b>		
Attitude Adjustment 7am Zoom	Not a Glum Lot	A New Start	Hilldwellers	Valencia Smokefree
Barnyard Group	Quitting Time	Blue Book Special	Reality Farm	West Portal
Corte Madera Saturday Candlelight	Rise N Shine	Came to Believe	Say Hey Tuesday	Women's Kitchen Table
Intimate Feelings	Saturday Weekend Warrior	Castro 12x12	Sesame Step	
Marin Young People	Serendipity (in the garden)	Cocoanuts	Sick AM	
Monday Night Stag Tiburon	Sisters In Sobriety	Each Day a New Beginning	Surf	
Monday Nooners	Strawberry Daily Remote	Friendly Circle	There is a Solution	
Morning Attitude Adjustment	Tuesday Chip	Girls Gone Mild	Thursday Night Women's	
			Too Early	

5. New IGRs, Visitors, AA Anniversaries
  - a. New IGRs: Sonya B., Natalie M., Dillon S., Leo O.
  - b. Visitors: Jackie B - SF General Service, Daniel S.
  - c. Anniversaries: Jim M. - 18 years, Leo - 1 Year
6. Approval of agenda (*housekeeping item*)
  - a. There were no objections. Isae moved to approve the agenda, Chad seconded. Agenda was approved.
7. Approval of last month's Intergroup Meeting minutes (*housekeeping item*)
  - a. There were no objections or corrections to the minutes. Brian made a motion to approve. Chad seconded. Minutes were approved.

### 7:15 Officer Reports

1. Board Chair - Charlie turned it over to board member Isae to discuss the Communications Survey
  - a. Communications Survey Feedback
    - i. April/May 2022 - survey was available on the website with alert button on the home page to participate and published in the Buzz
    - ii. 260 participants - most from SF, 1/3 from Marin and remaining from other parts of the country
    - iii. Analysis broken down in sections and presented throughout the next month's IGR meetings. Tonight's analysis includes:

1. What name is most familiar? What is the function of Intergroup?  
Based on results, recommendations are:
  - a. use name of "San Francisco and Marin Intergroup" in everyday conversation, communications and forums.
  - b. Reference IFAA (Intercounty Fellowship of AA) when referring to the non-profit entity for legal and official documents
  - c. Use an elevator pitch - working on language currently for a brief description of what San Francisco & Marin Intergroup is
2. What do you think of the monthly Intergroup meetings? Based on results, recommendations are:
  - a. Most people who participated in the survey weren't an IGR but those were shared that they attend meetings regularly and find the information useful
  - b. Other feedback included reducing committee reports and making more time for in-depth discussions
    - i. Recommendation to provide more opportunities for discussion and in-depth discussions and break out to discuss group needs
    - ii. Recap the meeting for IGRS with monthly emails to take back to groups and include in the *Buzz*
- iv. Open for comments, questions and discussion:
  1. Marty - Question/Statement: Was this a recommendation from the communication committee and not from IGRs? Personally speaking he refers to Intergroup as Central Office. Hard sell for him to call it anything else.
  2. Clayton - Question: Wondering why Central Office was not chosen and instead SF & Marin Intergroup as it seems a more cumbersome name
    - a. Charlie's Reponse - leaning towards a broader description to define what Intergroup does. IFAA is the legal name for who we are but nobody knows what it is. Didn't want to add to the confusion and felt it accurate to say we are "SF and Marin Intergroup". IFFA is legal name for non profit status, ie, the Corporate Name and other names are associated with it. Central Office is just one of the things Intergroup coordinates.

## 2. Treasurer - Jim

- a. Revenues as of 6/30/2022 is \$168K, under budget but ahead of prior year
- b. Bookstore revenue 77% increase over prior year
- c. Marin Teleservice made another generation contribution under "Fellowship"
- d. Total Expenses \$155K, ahead of prior year but under budget overall
- e. National inflation June = 9.1% YOY, Intergroup Inflation = 7%
- f. Deficit \$7K slightly more than prior year but well under budget
- g. Surplus likely in June after group treasury commitments turn over, and groups submit 7th Tradition contributions
- h. Overall on budget and greater than 2 months of operation cash is excellent
- i. Prudent reserve remains intact and will hold for the remainder of 2022
- j. 298 Faithful fivers in June
  - i. donated \$4,183 (up 1 from prior month = \$207)

- ii. Average increased from \$13.39 to \$14.08
  - iii. Goal to hit 350 by end of year
  - iv. Balance sheet, narrative is available in the packet
  - v. Question from Chad: How has inflation impacted our expenses?
    - 1. Response: Christina: Everything is increasing by 3-5%. Across the board hearing from contractors and their rates are increasing. Some expenses are paid annually and some things are going up by \$50-\$90
- 3. Executive Director - Christina
  - a. Central Office Volunteers
    - i. Continue to make strides towards opening Central Office to volunteers.
    - ii. Thank you to Elena who helped with a volunteer plan today.
    - iii. Working on a COVID-19 policy specific to Special Workers and Central Office volunteers.
      - 1. Asking those to be vaccinated for COVID, however it does account for medical and religious exemptions and includes protocols in case of being exposed to COVID.
      - 2. Questions can be directed to [Christina@aasfmarin.org](mailto:Christina@aasfmarin.org)
  - b. Marin Pop Up Bookstore
    - i. First Pop-Up Bookstore is August 15 at Marin General Service Meeting @Jackson Cafe in Vivalon, 930 Tamalpais Avenue, SF from 6:45pm to 7:30pm and 9PM to 9:30PM
    - ii. Open to AA members in Marin, AA Meetings/groups and service entities
    - iii. For pre-purchase, place orders by 2PM on Saturday, August 13th. We will bring additional literature to Marin General Service meeting that will be available for purchase with debit or credit card only.
    - iv. Spread the word at meetings. Flier and instructions on how to place orders being sent to bring back to groups.
    - v. Jaime, volunteer book store liaison - thank you!
    - vi. Question (Chad): Why is it cash only? Is there a service fee associated when you purchase with credit or debit
      - 1. It was decided that if you purchase literature onsite at pop up store, credit/debit only as to streamline process.
      - 2. There is not a service fee to purchase with credit/debit when making a purchase online.

#### **7:40 Intergroup Committee Reports (up to 2 minutes/report)**

- 1. Technology Committee - Fiona
  - a. Big thanks to the web committee for successfully completing the modernization project. Brian C, Michal P, and Tom H along with others who helped over the years. Moved to WordPress hosting (from Linux) which provides new support and security. Working with communications committee on content and functionality.
  - b. Web Committee meets the first monday of every month
  - c. Any questions [tech@aasfmarin.org](mailto:tech@aasfmarin.org)
  - d. Applause to Brian C for his service as webmaster and thank you to Tom H and Michael P, the new webmasters
- 2. Archives Committee - Mike
  - a. Meets at Central Office, and via zoom, on 3rd Sunday of each month
- 3. SF Public Relations Committee - Peter
  - a. Looking for new officers and open to having new people join
  - b. Next meeting on Monday 8/8 at 7PM on Zoom - information at [aasfmarin.org](http://aasfmarin.org) for details
  - c. Reentry Fair on Friday 9/9 at St. Mary's Cathedral - Resource fair for those reentering the community

- d. Sunday Streets - August 21st in SOMA area from 11am to 4PM
    - i. Call for volunteers and suggested fellowship opportunity
- 4. Sunshine Club - Clayton
  - a. Orientation for new volunteers held on July 27th, six new volunteers joined our roster - 5 from Marin and 1 from SF
  - b. Next orientation will be held on the last Wednesday of the month on 8/31 at 7:30 pm on Zoom. Notice in the *Buzz* the week before the orientation and on the event calendar.
  - c. Sunshine meeting scheduled for this coming Saturday for an AA member who is in acute care facility.
  - d. Call to IGRs to spread the word that Sunshine Club is providing this service and those wishing to schedule a meeting in person [sunshineclub@aasfmarin.org](mailto:sunshineclub@aasfmarin.org)
- 5. HelpChat Committee - Charlie
  - a. HelpChat needs a new committee chair and more volunteers
  - b. Email [helpchat@aasfmarin.org](mailto:helpchat@aasfmarin.org) for more info

#### **7:50 Service Committee Liaison Reports (up to 2 minutes/report)**

- 1. Marin Teleservice - Jillian
  - a. Next Orientation will be August 23rd
  - b. SF and Marin Intergroup is now answering the phone everyday except Monday & Wednesday
- 2. SF General Service - Jackie
  - a. Area Summer Assembly is Saturday, 8/20 in Salinas, CA
    - i. Hybrid event for full virtual participation
    - ii. Free admission and free lunch
  - b. Pacific Regional Forum is 9/16-18, 2022 in Salt Lake City ,Utah
  - c. San Francisco Unity Day is Saturday 10/8
    - i. In-person at First Unitarian Church on O'Farrell and Geary with hybrid element
    - ii. Free box lunch in the courtyard

#### **7:55 Old Business**

- 1. Inventory Question #2 Break-out Session: Are we attracting Intergroup Representatives (IGRs) from all AA groups in SF and Marin Counties? Are we seeing a true representation of our fellowship? How do we get more IGR's from unrepresented or underrepresented groups?
  - a. Groups broke out into breakout rooms, and selected an individual to report back to the full Intergroup meeting:
    - i. Chris - Talked about benefits and the drawbacks of Zoom versus hybrid and consensus that we would attract more people in the Zoom meeting. Easier to get to during pandemic but lacking some of the fellowship of the room. Representation doesn't feel accurate in all the meetings. Maybe it's a pamphlet to reach out to meetings and clubhouses where the meetings are being held.
    - ii. Shannon - Issue of non representation of groups and the city and IGR's. Thought directly reaching out to groups and going to meetings and speaking with secretaries.
    - iii. James - People were voicing engagement, hybrid and zoom accessibility and having it hybrid. More time for What's on your mind. Could create events to educate what IGRs do.
    - iv. Chad - Regarding the response - group agrees that there isn't enough representation and proactively pursuing and expanding representation.
    - v. Jessie: We looked at each category and suggested getting more involvement from the IGRs themselves during these meetings - More time for What's on your Mind. To keep this more interactive and

allow for IGRs to participate. Accessibility: Agreement on suggested solutions listed. More accessible with Zoom and implementing some solutions already with the pop up book stores. Some brought up having a hard time not calling the name Central Office.

**8:30 New Business**

N/A

**8:30 What's On Your Mind**

1. Jaime - Plug for July's Grapevine, the prison issue with a story called "Too much cash" on the 7th Tradition
2. Courtney - Reality Farm is going back in person Thursday at 8:30pm at the Slovenian Hall in Potrero Hill
3. Ayn - Appreciation for the break out rooms. And pop up book store
4. Kaitlin - Marin County Young People in AA (MCYPAA)
  - a. Business Meeting is the first Sunday of the month 8/6
  - b. Upcoming event on 8/21: Meeting, Bocce Ball, BBQ from 12-4pm at the Marin Bocce Federation in San Rafael
5. Melissa - Grateful member of the group.

**8:30 Targeted Message**

1. Marin Pop-Up Bookstore starts August 15. Literature and chips can be [pre-ordered](#) (and select literature will be available for sale) - at the monthly Marin General Service meeting @Vivalon (930 Tamalpais, San Rafael) on Monday 8/15 from 6:45 to 7:30pm and 9 to 9:30pm.
2. Support our Intergroup service committees - check out our calendar on [aasfmarin.org](http://aasfmarin.org) to see when the service committees meet.
3. Become a [Faithful Fiver](#) and support San Francisco and Marin Intergroup efforts to carry the A.A. message of hope and recovery to the still suffering alcoholic in Marin and San Francisco.

Next Intergroup Meeting: September 7 on Zoom

**Adjourn with the Responsibility Statement**

Meeting was adjourned at 8:30pm.



# **Intercounty Fellowship of Alcoholics Anonymous**

serving San Francisco and Marin Counties

## **MINUTES July 2022 Board Meeting**

### **Recorded 7-25-22**

Present: Charlie, Nikki, Elena, Jim, Christina, Isae, Andrew, Gloria, Judy, Paul

Absent: Chip

#### **Meeting called to order by Chair at 6:35**

- Check-ins
- Review/Approve Agenda
  - Changes: None
  - Approved
- Review/Approve Minutes
  - Changes: None
  - Approved

#### **Board Reports**

- Chair:
  - Welcome new board members
- Executive Director
  - ED's Annual Goals and Objectives for 2022 review
    - Turned Green (met goal): 1) Establish Pop-Up Bookstore (Flyers are available for Marin), Develop Intergroup messaging
    - Turned Yellow (working on goal): Operations Manual
  - Central Office Updates: Form 5500 submitted online; desire to get volunteers back (recognition that Tradition 8 special workers should not do 12 Step Calls - drafted Covid Policy will be discussed); Solicit feedback for Marcus's performance review;
  - Conferences:
    - ICOAA Seminar: Will attend in Colorado; in September 3-5;
    - Nat'l AA Technology Workshop 2022 (Christina cannot attend - open for someone to attend)
    - Unity Day in Marin - perhaps SF/Marin Intergroup takes on a service commitment (Oct 15)?
      - Open up to Intergroup Reps? Will reach out to help.
- Treasurer: Year to Date ended June 30th, 2022
  - Bookstore Sales whopping 77% ahead of prior year
  - Marin Teleservice made another generous donation of \$2.1K
    - Have made 3 contributions - 5,600 K



- Total Revenues 7K under budget but 9K ahead of prior year
- YTD deficit of \$7K but budgeted deficit of \$16K
- Prediction that we will be running a YTD surplus in July
- Expenses under budget, 7% over prior year (CPI = 9.1%)
- Impact of deficit on cash negligible - 2.3 months liquid is excellent
- Financials in Google Drive including Narrative and Summary

## 7:30 Officer Elections

Bylaws: **Section 5.2. Election, Term of Office, and Qualifications.** The Officers of the Corporation shall be elected by a majority vote of the Board at the annual meeting of the Board. The Chair, Vice Chair and Secretary shall each hold office for a one (1) year term.

- Secretary - Board unanimously approved Andrew as Secretary

## 7:40 Board Committee Reports

- Executive:
  - n/a
- Development:
  - Board retreat: Sunday, August 28, 2022 / 9 AM - 4 PM
  - @ Central Office
  - Facilitator: Lou H.
  - Intergroup Board Retreat Agenda 2022
    - Communications committee is not a board committee (removed from agenda)
    - Finance, Governance, and Operations are the Board committees that board members can join.
    - The retreat will be hybrid
- Finance:
  - Consistent Financials for Board / Intergroup
    - More detailed statement currently comes to the Board; a balance statement and income review should be kept with finance committee - may not be necessary for full board;
    - Further discussion tabled for next month
  - Popup Bookstore Tax Matters
    - Have a pop-up literature liaison
    - Costs included: bridge, gas, and mileage
    - Important for IG reps to help Literature Reps and explain the process of how to do it
  - ED Financial Statement Prep
  - Budget
    - Goal: Vote on budget in December
    - ED working with committees to work on budget by end of August so that it can be presented to the Board at the September Board meeting
- Governance:

- n/a
- Communications:
  - Communications Survey plan for sharing at Intergroup
    - What do we call ourselves? IFAA is used for legal purposes - we want to call ourselves San Francisco and Marin Intergroup
  - Special (printed) edition of *The Point*
    - The Point has a small readership; looking at a special printed edition of The Point for Unity Day; Stopped printing it based on cost, but people missed it; doing a limited pilot for unity day.
- Operations:
  - Operations Manual

## **7:50 Board Liaison Reports** (briefly report topics of interest for IG)

- Assign attendance to service entities and Intergroup committees

## **8:00 Old Business**

- Old Business:
  - Non-Discrimination Policy vote
    - A small edit was made
    - Motion to approve was made and motion passed
  - Inventory Question 2 Prep: Content and Facilitation
    - Inventory break-out session
      - 6 rooms at 10 max
      - 5 min breakout
      - 15 min room discussion
      - 10 min Report out
      - Discuss New Agenda Item Protocol
  - # of Board seats
    - Tabled to August
  - Proposed Executive Session
    - Notes: Executive session includes all things confidential without Executive Director present - propose once a quarter (have it on last month of the quarter - e.g. Q1's review would be in March) for last 15 minutes of the board meeting. Propose to have this on agenda every quarter, and we can choose whether we want to use the time or not. No vote necessary tonight, but will hold Executive Session quarterly, starting in August.
  - Committee Chair elections
    - Section 3.17. Committee chairs must be approved by both a majority vote of IGR's and a majority vote of the Board.
      - Are committee chair positions 1 year terms? Or 2 years?
      - Do we rotate folks out in 2 different groups?
      - Possibly have them in May?

- Do committees have purposes and scopes?
  - Committees:
    - Chair and co-chair
  - Notes:
    - Operations Committees will be tasked with developing a plan and process
    - Applicable to Intergroup Service committee chairs
    - What factors are in place to help service committees rotate
    - Workshop / Spirit of Rotation could help
    - Chairs have asked for help with structure
  - MCYPAA liaison at Intergroup
    - Notes: MCYPAA requests to present / yes to present
    - Larger discussion around requirements for liaison presentations at Intergroup
  - Outreach Ad-Hoc Committee Proposal
    - Tabled to August

### **8:10 New Business**

- Intergroup Meeting roles and responsibilities
  - 4 Board service opportunities to help with the Intergroup meeting, proposing 1 year commitment. Orientation can have a couple of people.
- Should we hire an Accountant?
  - Table to August
- Operations Manual review
  - Treasurer reviewed.
  - Vote in August
- Draft Covid-19 policy for Central Office Volunteers and Special Workers
  - Welcome edits

### **8:25 Intergroup Agenda**

- Board Chair
  - Comms Survey Feedback (Isae)
- Treasurer
- Executive Director
- Committee & Liaison Reports
  -
- **Old Business**
  - Inventory Question 2 Break-out Session
- **New Business**
  -
- **Targeted Message**
  - Marin Pop-Up Bookstore is starting August 15. Literature can be pre-ordered (and select literature will be available for sale) - at the monthly Marin General Service meeting @Vivalon (930 Tamalpais) on Monday 8/15 from 6:45pm to 9:30pm.

- Notes: Timing will be changed
- Support our Intergroup service committees - check out our calendar on [aasfmarin.org](http://aasfmarin.org) to see when the committees meet.

**8:30 Adjourn Meeting**

Notes: Adjourn at 9:04pm.



# **Intercounty Fellowship of Alcoholics Anonymous** serving San Francisco and Marin Counties

## **September 2022 Intergroup Meeting Treasurer's Narrative** **Year to Date Ended** **July 31, 2022**

### **REVENUES:**

Bookstore sales were still well ahead of prior year helping with lower than expected group and individual contributions. A surge in group contributions due to treasurer commitment turnovers did not manifest to any large degree. Bookstore sales, individual and fellowship contributions were all down contributing to a \$3K decrease in overall revenues. It is possible we are still experiencing a lag but it's also been noted that rents charged to groups are way up leading to higher group expenses, higher necessary prudent reserves, and thus lower disbursements to the entities. Year to date revenues are 6% under budget but still 2% ahead of prior year.

### **EXPENSES:**

Expenses year to date are also running 6% below budget but ahead of last year by a whopping 10%. While inflation is a factor, outside service costs for technology development post website rollout was a significant factor and there were significant 2021 expenses that were not billed until 2022. Budgeting high or "worst case scenario" expenses proved to be a prudent decision and such conservative budgeting will be utilized for the draft 2023 budget for the intergroup to vote on. Expense increases due to easing pandemic restrictions as well as general inflation were specifically included in the budget, though national inflation is greater now than when the budget was completed.

### **NET INCOME:**

With Revenues slipping slightly and Expenses impacted by inflation, IFAA is currently operating at a loss of \$19K. This was exact to budget though significantly worse than prior year with a year to date loss then of just 3K. As noted, lags in group contributions may be a factor but it seems increasingly likely the trend will continue.

### **LIQUIDITY RESERVE:**

Liquid or "unrestricted cash" which is in addition to our prudent reserve slipped in July due to our operating loss. Liquid reserves between 1.5 and 2 months of operating expenses are rated "Good" (down from "Excellent" in July) so we are still in a positive cash position, but the trend is downward. Lagging contributions may help but to what extent they will protect our prudent reserve remains to be seen.

**Intercounty Fellowship of AA**  
**Budget vs. Actuals: 2022 Annual Budget - FY22 P&L**  
January - July, 2022

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Total		
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Over Under Budget
Revenue										
Bookstore Sales	\$ 3,460.08	\$ 4,105.56	\$ 5,178.59	\$ 4,741.20	\$ 3,895.21	\$ 5,382.80	\$ 4,435.67	\$ 31,199.11	\$ 31,511.69	\$ -312.58
Total Fellowship	\$ 9,330.00	\$ 63.00	\$ 40.00	\$ 29.00	\$ 2,000.00	\$ 2,261.00	\$ 26.00	\$ 13,749.00	\$ 641.69	\$ 13,107.31
Total Group	\$ 27,721.34	\$ 13,692.76	\$ 9,664.93	\$ 13,307.86	\$ 12,766.13	\$ 12,300.67	\$ 13,898.02	\$ 103,351.71	\$ 111,708.38	\$ -8,356.67
Total Individual	\$ 7,130.66	\$ 5,524.00	\$ 5,639.07	\$ 8,148.00	\$ 5,740.00	\$ 6,238.60	\$ 5,188.00	\$ 43,608.33	\$ 60,725.00	\$ -17,116.67
Total Revenue	\$ 47,642.08	\$ 23,385.32	\$ 20,522.59	\$ 26,226.06	\$ 24,401.34	\$ 26,183.07	\$ 23,547.69	\$ 191,908.15	\$ 204,586.76	\$ -12,678.61
Cost of Goods Sold	\$ 2,821.83	\$ 3,003.93	\$ 3,920.27	\$ 3,921.60	\$ 3,452.84	\$ 4,123.87	\$ 3,564.78	\$ 24,809.12	\$ 25,987.50	\$ -1,178.38
Gross Profit	\$ 44,820.25	\$ 20,381.39	\$ 16,602.32	\$ 22,304.46	\$ 20,948.50	\$ 22,059.20	\$ 19,982.91	\$ 167,099.03	\$ 178,599.26	\$ -11,500.23
Expenditures										
Employee	\$ 16,962.01	\$ 16,015.46	\$ 17,577.45	\$ 18,025.11	\$ 18,025.11	\$ 18,114.94	\$ 18,262.74	\$ 122,982.82	\$ 126,560.00	\$ -3,577.18
Intergroup	\$ 37.29	\$ 146.45	\$ 210.15	\$ 580.19	\$ 920.99	\$ 284.93	\$ 206.64	\$ 2,386.64	\$ 6,976.90	\$ -4,590.26
Operational	\$ 5,378.10	\$ 1,626.89	\$ 9,770.15	\$ 6,153.67	\$ 5,623.66	\$ 5,965.93	\$ 6,580.57	\$ 41,098.97	\$ 48,492.01	\$ -7,393.04
General Administrative	\$ 5,601.00	\$ 5,500.00	\$ 260.00	\$ 1,905.33	\$ 310.36	\$ 4.86	\$ 7,119.40	\$ 20,700.95	\$ 16,312.94	\$ 4,388.01
Total Expenditures	\$ 27,978.40	\$ 23,288.80	\$ 27,817.75	\$ 26,664.30	\$ 24,880.12	\$ 24,370.66	\$ 32,169.35	\$ 187,169.38	\$ 198,341.85	\$ -11,172.47
Net Operating Revenue	\$ 16,841.85	\$ -2,907.41	\$ -11,215.43	\$ -4,359.84	\$ -3,931.62	\$ -2,311.46	\$ -12,186.44	\$ -20,070.35	\$ -19,742.59	\$ -327.76
Other Revenue	\$ 225.52	\$ 101.23	\$ 201.36	\$ 51.30	\$ 101.34	\$ 151.30	\$ 51.34	\$ 883.39	\$ 583.31	\$ 300.08
Other Expenses	\$ -33.05	\$ 0.00	\$ 28.20	\$ 0.00	\$ -52.44	\$ -24.37	\$ 0.00	\$ -81.66	\$ 0.00	\$ -81.66
Net Revenue	\$ 17,100.42	\$ -2,806.18	\$ -11,042.27	\$ -4,308.54	\$ -3,777.84	\$ -2,135.79	\$ -12,135.10	\$ -19,105.30	\$ -19,159.28	\$ 53.98

Thursday, Aug 18, 2022 12:57:01 PM GMT-7 - Accrual Basis

**INTERCOUNTY FELLOWSHIP OF AA**  
**BALANCE SHEET**  
as of July 31, 2022

	31-Jul-22	30-Jun-22	\$ Change	31-Jul-21	\$ Change
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Cash</b>					
Unrestricted Cash	\$45,102	\$59,431	(\$14,329)	\$47,340	(\$2,238)
Restricted Cash (Prudent Reserve)	\$157,934	\$157,934	\$0	\$163,123	(\$5,188)
<b>Total Cash</b>	\$203,036	\$217,365	(\$14,329)	\$210,463	(\$7,427)
Accounts Receivable	\$0	\$0	\$0	\$0	\$0
Inventory - Bookstore	\$15,777	\$13,632	\$2,145	\$17,115	(\$1,338)
<b>Total Current Assets</b>	\$218,813	\$230,997	(\$12,184)	\$227,578	(\$8,765)
<b>Fixed Assets</b>	\$0	\$0	\$0	\$0	\$0
Deposits	\$6,698	\$6,698	\$0	\$6,698	\$0
<b>TOTAL ASSETS</b>	<b>\$225,511</b>	<b>\$237,695</b>	<b>(\$12,184)</b>	<b>\$234,275</b>	<b>(\$8,765)</b>
<b>LIABILITIES &amp; NET ASSETS</b>					
<b>Liabilities</b>					
Accounts Payable	(\$69)	(\$69)	\$0	\$5,382	(\$5,451)
Payroll Liabilities	\$3,212	\$3,227	(\$15)	\$3,577	(\$365)
Sales Tax Payable	\$318	\$352	(\$34)	\$201	\$117
Advanced Sales	\$0	\$0	\$0	\$0	\$0
<b>Total Liabilities</b>	\$3,461	\$3,510	(\$49)	\$9,161	(\$5,700)
<b>Net Assets</b>					
Net Assets, Beginning of Year	\$241,155	\$241,155	\$0	\$227,927	\$13,228
Net Surplus/(Deficit), YTD	(\$19,105)	(\$6,970)	(\$12,135)	(\$2,813)	(\$16,293)
<b>Total Net Assets</b>	\$222,050	\$234,185	(\$12,135)	\$225,115	(\$3,065)
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>	<b>\$225,511</b>	<b>\$237,695</b>	<b>(\$12,184)</b>	<b>\$234,275</b>	<b>(\$8,765)</b>

### 3) How well is transparency and full disclosure being implemented between the Intergroup Board of Directors and the rank-and-file IGRs? What, if anything, could be improved?

The Inventory seemed split on this question. Some felt that the Board has been transparent, and others felt there has been obfuscation on the Board's part and more transparency is needed. Causes and solutions focused primarily on two-way communication, and specifically:

1) Board responsibilities; and 2) IGR responsibilities.

#### 1) BOARD RESPONSIBILITIES IN COMMUNICATION

- Some concern that the full board was not in attendance at the Inventory.
- Regarding the bequest, the issue was not about what the Board did, but how they handled the situation.
- Board information on the website is difficult to find, incorrect and incomplete.
- Several people expressed appreciation that Board meeting minutes are shared with the IGRs, but one person was concerned that Board Committee minutes are not included.
- Bylaws clearly state what the Board is legally required to tell IG, however minimum required by law should not be the standard for disclosure.
- Having an Executive Committee on the Board is a newer practice and might lend itself to "backroom dealings".
- On Zoom, Board members control the microphone and sometimes cut IGRs off and mute us. This could be done with more care.
- **SOLUTIONS OFFERED:**
  - Announce what is on the Board meeting agenda and make Board committee
  - minutes available along with the Board meeting minutes.
  - Let IGRs know that according to the Bylaws they have the right to "Member
  - Inspection" of documents and accounting.
  - When an issue of magnitude like the bequest is on the Board or IG agenda,
  - communicate directly with the groups to let them know they can send an
  - IGR.
  - All important business should take place at minimum over a two-month cycle
  - i.e. New Business and Old Business.
  - Don't shame or reprimand an IGR for asking a question or choosing to
  - abstain from a vote.



## 2) IGR RESPONSIBILITIES IN COMMUNICATION

- The transparency has always been there, but we need to do our part as IGRs.
- It is our job as IGRs to read the emails and meeting materials every month.
- Communication is a two-way street, and IGRs can also learn to communicate better with the Board.
- Bylaws can be changed, but we need to familiarize ourselves with what is in the Bylaws first.
- If we don't have enough IGRs, transparency with all the groups is not possible.
- **SOLUTIONS OFFERED:**
  - IGRs need to take responsibility for reading emails and meeting materials
  - Consensus Model really helped open things up.
  - IGRs should have opportunities to participate in Board planning process
  - i.e. annual budget review workshop with IFAA Treasurer.
  - A rotating IGR member could attend Board Meetings as an observer.
  - Make use of our right of "Member Inspection" and request to review documents and accounting.