



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

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

Wednesday, November 2, 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. Thank you for attendees and organizers of SF and Marin Unity Days
2. Treasurer
3. Executive Director

### **7:30 Old Business**

- Motion to create an Ad-Hoc Outreach Committee with representation from both San Francisco and Marin. (voting)
- Motion to refer to "Intercounty Fellowship of Alcoholics Anonymous" going forward as "San Francisco and Marin Intergroup." (voting)

### **7:45 New Business**

- 2023 Budget Presentation (Discussion)
- Tech Presentation (Andrew)

### **8:10 Intergroup Committee Reports (up to 2 minutes/report) -**

- Please review the Liaison Committee Reports in the slide deck (there may not be enough time for liaison reports)

### **8:20 What's On Your Mind**

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

1. Intergroup is currently experiencing a budget deficit. Please read and share [this letter](#) at A.A. meetings you attend - as we depend on you to ensure we are here tomorrow for the alcoholic who still suffers.
2. Get involved with service by joining an Intergroup service committee. Check out our calendar at [aasfmarin.org](https://aasfmarin.org) to see when the committees meet and anyone can participate.
3. Remember **Gratitude Month** is in November and it's a time to express your gratitude for your sobriety. These additional contributions support A.A. service entities so talk to your groups now to get ready for Gratitude Month!

## Adjourn with the Responsibility Statement

### Intergroup Information

1. **Next Intergroup Meeting** is Wednesday, December 7, 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

## Intergroup Meeting - Proposed Minutes

Wednesday, October 5, 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. 47 groups represented: 33 from San Francisco, 14 from Marin

<b>Marin Groups</b>	Not a Glum Lot	Boys Night Out	High Noon Zoom	Sunday Sunrise
Attitude Adjustment 7am Zoom	Quitting Time	Came to Believe	Hilldwellers	Sunset Speaker Step
Barnyard Group	Saturday Weekend Warrior	Castro 12x12	Join the Tribe	Surf
Corte Madera Saturday Candlelight	Sisters In Sobriety	Castro Monday Night Big Book	Living Sober with Infertility	There is a Solution
Friday Night Book	Tuesday Chip	Cocoanuts	Mellow Mission Sunrise	Thursday Night Women's Meeting
Intimate Feelings	<b>San Francisco Groups</b>	Cow Hollow Young People	Pax West	Too Early
Marin Young People	A Way Out	Each Day a New Beginning	Reality Farm	Tuesday Downtown Beginners
Monday Night Stag Tiburon	Any Lengths	Each Day a New Beginning - Virtual	Serenity Seekers	Valencia Smokefree
Monday Nooners	ARA Monday & Thursday Nights	Friendly Circle	Sesame Step	West Portal
Morning Attitude Adjustment	Bernal New Day	Girls Gone Mild	Sun Night Castro Speak Discuss	

5. New IGRs, Visitors, AA Anniversaries
  - a. New IGRs: Mary, IGR, & Mimi, IGR
  - b. Visitors: Jackie B.
  - c. AA Anniversaries: Ayn (44 years), Kate (7 years)
6. Approval of agenda (*housekeeping item*)
  - a. Approved
7. Approval of last month's Intergroup Meeting minutes (*housekeeping item*)
  - a. Corrections: Jillian; Sisters In Sobriety not included as having attended
  - b. Approved

### 7:15 Officer Reports

1. Board Chair - Charlie
  - a. Presented on the 2022-2023 Board Key Initiatives for Intergroup which highlights what the board has done this year and what they plan to work on next year.
    - i. Highlights from this year include hiring a new Executive Director, creating better transparency with Intergroup, collaborating with Marin General Service to start pilot the Pop-Up Bookstore at their District Meetings, revised Intergroup's Bylaws, increased Marin representation on the Intergroup Board, updated the Intergroup Operations Manual, and the new website.
    - ii. Some challenges include: Support for the Intergroup committees, confusion around our name, continuity of the Board Members, cost containment and rising inflation and getting back to pre-pandemic contributions and book sales

- iii. On the horizon, the board will be working on publishing an Intergroup org chart, developing an Annual Report that highlights Intergroup services, increased outreach and cooperation at the committee level, and increased number of groups represented at Intergroup. Additionally, developing clear and consistent protocols for electing new Intergroup Committee Chairs in alignment with our bylaws and facilitating an internal financial audit.
  - iv. Questions [chair@aasfmarin.org](mailto:chair@aasfmarin.org) or email the board at [board@aasfmarin.org](mailto:board@aasfmarin.org).
- 2. Executive Director - Christina
  - a. So much gratitude to SF and Marin Teleservice for taking over the phone lines 24/7 during the pandemic. I'm grateful to say now that we have Central Office volunteers again, Intergroup is ready to answer the lines Tuesday-Friday during Central Office hours.
  - b. We have open shifts to fill for Central Office Volunteers.
  - c. Please announce that Central Office needs Tech Support to upgrade our internet. Reach out to [christina@aasfmarin.org](mailto:christina@aasfmarin.org) to help.
  - d. Intergroup is participating in both the Marin and San Francisco Unity Days. At Marin Unity Day, we are in charge of the registration table. And for both events we will represent Intergroup by tabling. If you would like to help out, reach out to [christina@aasfmarin.org](mailto:christina@aasfmarin.org).
  - e. AA Grapevine book prices are increasing by \$2.49 starting January 2023- so get your orders in now. Intergroup will figure out if we follow suit and how much our Grapevine books will increase.
- 3. Treasurer - Jim
  - a. Revenue
    - i. Total revenue is \$214,000, 8% under budget to last year
    - ii. Individual contributions below both budget and prior year
    - iii. Group contributions consistent with prior year and budget (if you include the Fellowship numbers, which consists of contributions from Marin Teleservice and Sobriety by the Bay)
  - b. Expenses
    - i. Total expenses \$242,000, which is under budget by 8%, but 10% ahead of prior year
  - c. Deficit and Rating
    - i. For this year, we budgeted a deficit of \$32,800 however, are forecasting for a deficit of \$36,500
    - ii. Intergroup cannot sustain such a loss in 2023
    - iii. Losses are taking their toll on our liquidity, and we are looking at a Fair to Good rating
  - d. We currently have 304 faithful fivers (up three this month) that donated \$4,074
    - i. Average gift is \$13.40
    - ii. Our goal is 350 contributions by the end of the year which can happen if we get the word out!
  - e. Discussion on whether projections for this year are the same as last year since more meetings have gone back to in person. Also a question if the numbers were the same pre-COVID and if we projected a deficit.
    - i. Treasurer said group contributions plummeted as a result of COVID, but individuals made up for those contributions - and they were not near what we received in 2019.
    - ii. Regarding what to take back to the groups - please ask Treasurers to disburse 7th Tradition contributions and to make announcements at meetings that Intergroup is facing a deficit. Also, recommend meetings to participate in Gratitude Month.

### 7:30 Intergroup Committee Reports

1. Archives Committee - Mike
  - a. Next meeting is 3rd Sunday of the month at 12 (in-person at Central Office). Looking for more people interested in volunteering.
  - b. Participating in Unity Day.
  - c. For more info contact [archives@aasfmarin.org](mailto:archives@aasfmarin.org)
2. Sunshine Club - Kate
  - a. Volunteer Orientation on last Wednesday of the month on Zoom
    - i. Next is October 26th at 7:30PM
  - b. PLEASE announce at meetings for volunteers that this service exist
    - i. No new volunteers in the last two months
3. Public Relations Committee - Christina on behalf of Peter
  - a. Next Public Relations committee meeting is 10/10 online
  - b. Focusing on in-person events. Final Sunday Streets is 10/16 from 11am to 4pm
4. The Point - Bernadette
  - a. October issue released online and printed
  - b. This month meetings is canceled due to Unity Day
  - c. Writing workshop available at Unity Day on 10/8
  - d. Next meeting is November 12th at 12:30PM

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

1. SF General Service - Alison
  - a. SF Unity Day! 10/8
  - b. 72nd GSC Final Conference report available as a PDF on [www.sfgeneralservice.org](http://www.sfgeneralservice.org) (password: 1945)
  - c. Spirit of Rotation: Elections are coming up
    - i. Join monthly district meeting, every second Tuesday monthly at 7:30pm on Zoom
  - d. Submission deadline for story submissions for 5th edition of the big Book is October 31st
2. Marin Teleservice - Jillian
  - a. Next meeting 10/25. Orientation @ 6:30pm and 7:30pm business meeting
  - b. Central Office is now answering the phones every weekday except Monday
  - c. Recruiting new business committee volunteers for January turnover
    - i. We need help, please share at your meetings
      1. For more information, to sign up to volunteer for a shift, and/or to get the link to the meeting, go to [www.marinteleservice.net](http://www.marinteleservice.net)
3. SF Bridging the Gap - Phil
  - a. Committee meets monthly
  - b. Orientation is 1st Tuesday at 6:30, business meeting at 7pm on Zoom [sfbridgethegap@gmail.com](mailto:sfbridgethegap@gmail.com) for details
4. SF H&I - Chad
  - a. Orientation is scheduled in person every third Saturday of the month at 11am.
  - b. Next business meeting in person November 19th at 10am
  - c. Currently have 3 H&I zoom meetings. We have 18 in-person meetings and have 3 more new in-person meetings. H&I needs volunteers to take meetings back to in-person meetings.
  - d. Expenses and contributions are above last year but below budget for this year. This month saw a nice pick up in literature orders
  - e. Area 62 is looking for a Regional Chair for H&I Norcal and a Correctional Co-Chair
5. Kaitlin - Marin County Young People of Alcoholics Anonymous
  - a. Business meeting 1st Sunday at the Alano Club in San Rafael
  - b. Friendsgiving in November - *Friends* themed event
  - c. New Years Dance - info to come
  - d. Also, tabling at Marin Unity Day on 10/15

## 8:02 Old Business

1. Discussion Item: Evaluation of the Inventory Review Process - Chip
  - a. What is our goal? Do you find it useful? Is this the right format?
    - i. Feedback included:
      1. Likes the break out rooms and believes it's well communicated
      2. Questions are pertinent and helpful and as an IGR, he has brought the questions to his meeting. Nice to feel involved
      3. Loved doing group inventory and the process of reviewing in break out rooms. Suggestion to not provide the responses in the break out rooms as may be too much information
      4. Want to continue the current process with the remaining questions.
      5. Thinks we should finish with the same format. Seems to be working and it seems to be affecting actions from the Board which is positive.
    - ii. Decision to continue to review the interview questions with current process

## 8:10 New Business

1. Motion to create an Outreach Ad-Hoc Committee with representation from both San Francisco and Marin - Allison
  - a. An Outreach Ad-Hoc Committee will help educate members and meetings in Marin and San Francisco about the services Intergroup provides; and hopefully generate more representation at Intergroup.
  - b. IGRs encourage to review the proposal in the packets and we will continue to discuss in next month's meeting
  - c. Reach out [christina@aasfmarin.org](mailto:christina@aasfmarin.org) with questions
2. Motion to refer to "Intercounty Fellowship of Alcoholics Anonymous" going forward as "San Francisco and Marin Intergroup" - Judy
  - a. Found through the communications survey that there is confusion about our name. Changing it to San Francisco and Marin Intergroup will be more representative of our fellowship.
  - b. This is not a legal name change. If approved we would refer to the service entity as San Francisco and Marin Intergroup while maintaining the legal name of IFAA. Also the nickname Central Office does not go away, as it is a service that SF and Marin Intergroup provides.

## 8:30 Targeted Message

1. Unity Day is coming up!! [San Francisco Unity Day](#) is 10/8 from 10am-3pm at First Unitarian Universalist and [Marin Unity Day](#) is 10/15 from 12pm-5pm at Unity in Marin Church, in Novato. For details visit [aasfmarin.org](http://aasfmarin.org).
2. Get involved with service by joining an Intergroup service committee. Check out our calendar at [aasfmarin.org](http://aasfmarin.org) to see when the committees meet and you do not need to be an Intergroup Rep to participate.
3. Remember **Gratitude Month** is in November and it's a time to express your gratitude for your sobriety. These additional contributions support A.A. service entities so talk to your groups now to get ready for Gratitude Month!

Next Intergroup Meeting: November 2nd online

**Adjourn with the Responsibility Statement**

Meeting was adjourned at 8:32pm.



# Intercounty Fellowship of Alcoholics Anonymous

serving San Francisco and Marin Counties

## September 26, 2022 Intergroup Board Meeting Minutes

**Present:** Charlie, Christina, Chip, Elena, Chip, Isae, Judith, Nikki, Gloria, Paul, Jim, and Andrew

### Meeting called to order by Chair at 6:30

- Check-ins
- Review/Approve Agenda
  - Approved with no changes
- Review/Approve Minutes
  - Changes: None
  - Approved with no changes

### Board Reports:

- Chair
  - October board meeting date moved to Tuesday, October 25
- Executive Director
  - Shared Annual Goals and Objectives
  - ICOAA conference was great - leveraged relationships and gathered materials to review
  - Central Office currently has 8 volunteer shifts filled, and we are looking to fill 6 more slots
  - Reached out to both Marin & SF teleservice committees to work on taking back the phone lines during Central Office hours.
  - Internet update:
    - AT&T will not bring fiber into the building, unless it is dedicated fiber (they also recommended we look into the CA Teleconnect Fund to keep the costs down.
    - Looking at alternative options such as 5G - (Verizon)
  - Price Increase:
    - Grapevine increasing price of books in January; Intergroup will follow-suit at some point.
    - Additionally, our medallions prices have not changed since 2004, so we are looking to increase the price for our aluminum and bronze medallions
- Treasurer: Year to Date Ended: August 31, 2022
  - **Revenue** \$213,000; 8% under budget, 0% ahead of prior year
  - **Expenses** \$242,000; 8% under budget, 10% ahead of prior year
  - **Bottom line** \$27,000 loss, \$22K budgeted loss

- **Liquid Cash** \$36,000 1.4 Months = “Fair to Good” (down from “Good”)

## **Board Committee Reports**

- Executive:
  - Meeting later this month
- Development:
  - n/a
- Finance:
  - 2023 Budget Presentation
- Governance:
  - Met earlier this month; and have a meeting planned for 9/28
- Operations:
  - n/a

## **Board Liaison Reports**

- GGYPA:
  - Judy said they are experienced a safety issue; discussion on Intergroup’s role in supporting this entity’s needs
- District 10:
  - Andrew visited and put a plug in for the role of technology in meetings
- Communications:
  - Isae shared there is a special printed edition of *The Point* for Unity Day in SF and Marin (also printed copies will be shared with H&I, Club houses, Unity Day)
  - Communications is also working to support: the Annual Report and website fixes

## **Old Business**

- Inventory Follow-up:
  - Decision to get feedback on the inventory follow-up process from Intergroup and whether the process can be improved or if people prefer a different format. Language will be developed.
- Should we hire an accountant?
  - Currently: 1) too much work for a volunteer and 2) need to free up Executive Director;
  - All Board members are interested in further information;
  - Finance committee will do research for next board meeting and Executive Director will check with other Intergroups for experience
- # of Board seats:
  - Discussion: Mostly negatives of increasing the board (more members = longer board meetings; perhaps we need more committee leadership (and members)



rather than board leadership/members); consensus not to move forward with this item.

### **New Business**

- 2023 Budget:
  - In 2022 we are anticipating around a \$30,000 deficit
  - Intergroup will be ok if we sustain this loss in 2022 - but we cannot sustain same loss in 2023. 2023 budget is anticipating a \$16,000 deficit
  - Liquidity Cash
    - currently forecasted to at Fair-Good by end of year
    - 2023 budget proposed for us to be at Poor - but not at point of dipping into Prudent Reserve (.5 month of expenses).
  - Important to approach the membership: Some members want to communicate to the fellowship at large; work to develop talking points
- Communications Committee
  - Tabled
- Board Intergroup Committee Liaisons
  - Tabled
- Intergroup motion for Outreach Ad-Hoc Committee proposal
  - Intergroup motion to change our name from “Intercounty Fellowship of Alcoholics Anonymous” to “San Francisco and Marin Intergroup.” This will go-on as new business.
  - It is not a legal name change
- Discuss presenting the 2023 Board key initiatives to Intergroup
- MFI
  - Propose reaching out to have conversation to build on great relationship with MFI and create more unity; emphasis is on having a friendly agenda and conversation
- Tech Update
  - Will present a little presentation on what found at October Board meeting

**Executive Session** - Executive Director left

**Meeting Adjourned at 9:08**



# **Intercounty Fellowship of Alcoholics Anonymous**

serving San Francisco and Marin Counties

## **September 2022 Intergroup Meeting Treasurer's Narrative**

**Year to Date Ended**

**September 31, 2022**

### **REVENUES:**

Though total revenues are still \$21K under budget year to date, group contributions increased by \$8K in the month of September and individual contributions by another thousand. This was somewhat as expected as a modest surge is seen in contributions as we approach the end of the year, and the lag in group contributions from treasure commitment turnovers finally manifested. Bookstore sales were right on budget.

### **EXPENSES:**

Expenses year to date are also under budget in line with decreased revenues. A rent increase in November will push expenses higher along with a mandate to load test our wheelchair ramp in the central office but not enough to counter the surge in revenues. We will likely end the year within budgeted expenses overall but they will likely still exceed revenues.

### **NET DEFICIT:**

IFAA is currently experiencing a year to date loss of \$26K a slight improvement over last month. This was largely due to the surge in revenues noted above and a tight control over expenses. Gratitude month, and end of year contributions will improve our outlook but to what extent is still uncertain. It is likely we will end the year with a loss close to budget.

### **LIQUIDITY RESERVE:**

Unrestricted cash in addition to our 6-month prudent reserve slipped in September due to our continuing operating loss. Liquid reserves ended the period at 1.1 months or "Fair" down from 1.4 months. We are still in a solvent cash position, and will likely still be at year end but if the trend continues, our liquidity will be depleted necessitating access to our prudent reserve in 2023.

### **BUDGET:**

The forecasted 2022 loss cannot be sustained in 2023 without accessing funds from our prudent reserve. Therefore the 2023 budget was drafted with a tight grip on expenses and revenues aggressive enough to sustain them.

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

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Total		
	Actual	Actual	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	\$ 5,519.14	\$ 3,419.34	\$ 40,137.59	\$ 40,515.03	\$ -377.44
Total Fellowship	\$ 9,330.00	\$ 63.00	\$ 40.00	\$ 29.00	\$ 2,000.00	\$ 2,261.00	\$ 26.00	\$ 1.00	\$ 0.00	\$ 13,750.00	\$ 825.03	\$ 12,924.97
Total Group	\$ 27,721.34	\$ 13,692.76	\$ 9,664.93	\$ 13,307.86	\$ 12,766.13	\$ 12,300.67	\$ 13,898.02	\$ 11,326.74	\$ 18,942.37	\$ 133,620.82	\$ 143,625.06	\$ -10,004.24
Total Individual	\$ 7,130.66	\$ 5,524.00	\$ 5,639.07	\$ 8,148.00	\$ 5,740.00	\$ 6,238.60	\$ 5,188.00	\$ 5,193.00	\$ 6,114.00	\$ 54,915.33	\$ 78,075.00	\$ -23,159.67
Total Revenue	\$ 47,642.08	\$ 23,385.32	\$ 20,522.59	\$ 26,226.06	\$ 24,401.34	\$ 26,183.07	\$ 23,547.69	\$ 22,039.88	\$ 28,475.71	\$ 242,423.74	\$ 263,040.12	\$ -20,616.38
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	\$ 4,796.67	\$ 2,683.80	\$ 32,289.59	\$ 33,412.50	\$ -1,122.91
Gross Profit	\$ 44,820.25	\$ 20,381.39	\$ 16,602.32	\$ 22,304.46	\$ 20,948.50	\$ 22,059.20	\$ 19,982.91	\$ 17,243.21	\$ 25,791.91	\$ 210,134.15	\$ 229,627.62	\$ -19,493.47
Expenditures												
Employee	\$ 16,962.01	\$ 16,015.46	\$ 17,577.45	\$ 18,025.11	\$ 18,025.11	\$ 18,114.94	\$ 18,262.74	\$ 17,123.39	\$ 18,413.54	\$ 158,519.75	\$ 162,720.00	\$ -4,200.25
Intergroup	\$ 37.29	\$ 146.45	\$ 210.15	\$ 580.19	\$ 920.99	\$ 284.93	\$ 206.64	\$ -204.30	\$ 993.44	\$ 3,175.78	\$ 8,970.30	\$ -5,794.52
Operational	\$ 5,378.10	\$ 1,626.89	\$ 9,801.53	\$ 6,153.67	\$ 5,623.66	\$ 5,965.93	\$ 6,580.57	\$ 5,369.87	\$ 5,415.48	\$ 51,915.70	\$ 62,346.87	\$ -10,431.17
General Administrative	\$ 5,601.00	\$ 5,500.00	\$ 260.00	\$ 1,905.33	\$ 310.36	\$ 4.86	\$ 7,119.40	\$ 209.84	\$ 0.53	\$ 20,911.32	\$ 20,973.78	\$ -62.46
Total Expenditures	\$ 27,978.40	\$ 23,288.80	\$ 27,849.13	\$ 26,664.30	\$ 24,880.12	\$ 24,370.66	\$ 32,169.35	\$ 25,346.24	\$ 24,966.20	\$ 237,513.20	\$ 255,010.95	\$ -17,497.75
Net Operating Revenue	\$ 16,841.85	\$ -2,907.41	\$ -11,246.81	\$ -4,359.84	\$ -3,931.62	\$ -2,311.46	\$ -12,186.44	\$ -8,103.03	\$ 825.71	\$ -27,379.05	\$ -25,383.33	\$ -1,995.72
Total Other Revenue	\$ 225.52	\$ 101.23	\$ 201.36	\$ 51.30	\$ 101.34	\$ 151.30	\$ 51.34	\$ 101.34	\$ 51.30	\$ 1,036.03	\$ 749.97	\$ 286.06
Total Other Expenditures	\$ -33.05	\$ 0.00	\$ 28.20	\$ 0.00	\$ -52.44	\$ -24.37	\$ 0.00	\$ 0.00	\$ 0.26	\$ -81.40	\$ 0.00	\$ -81.40
Net Revenue	\$ 17,100.42	\$ -2,806.18	\$ -11,073.65	\$ -4,308.54	\$ -3,777.84	\$ -2,135.79	\$ -12,135.10	\$ -8,001.69	\$ 876.75	\$ -26,261.62	\$ -24,633.36	\$ -1,628.26

Thursday, Oct 20, 2022 11:24:21 AM GMT-7 - Accrual Basis

**INTERCOUNTY FELLOWSHIP OF AA**  
**BALANCE SHEET**  
as of September 30, 2022

	30-Sep-22	31-Aug-22	\$ Change	30-Sep-21	\$ Change
<b>ASSETS</b>					
Current Assets					
Cash					
Unrestricted Cash	\$31,983	\$36,083	(\$4,100)	\$39,808	(\$7,825)
Restricted Cash (Prudent Reserve)	\$157,934	\$157,933	\$1	\$163,123	(\$5,189)
Total Cash	\$189,918	\$194,016	(\$4,098)	\$202,931	(\$13,013)
Accounts Receivable	\$0	\$0	\$0	\$0	\$0
Inventory - Bookstore	\$21,683	\$17,683	\$4,000	\$18,790	\$2,893
Total Current Assets	\$211,600	\$211,699	(\$98)	\$221,721	(\$10,120)
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Deposits	\$6,698	\$6,698	\$0	\$6,698	\$0
<b>TOTAL ASSETS</b>	<b>\$218,298</b>	<b>\$218,396</b>	<b>(\$98)</b>	<b>\$228,418</b>	<b>(\$10,120)</b>
<b>LIABILITIES &amp; NET ASSETS</b>					
Liabilities					
Accounts Payable	(\$69)	(\$69)	\$0	\$4,918	(\$4,987)
Payroll Liabilities	\$3,258	\$4,069	(\$811)	\$3,900	(\$642)
Sales Tax Payable	\$216	\$380	(\$164)	\$213	\$3
Advanced Sales	\$0	\$0	\$0	\$0	\$0
Total Liabilities	\$3,405	\$4,380	(\$975)	\$9,031	(\$5,626)
Net Assets					
Net Assets, Beginning of Year	\$241,155	\$241,155	\$0	\$227,927	\$13,228
Net Surplus/(Deficit), YTD	(\$26,262)	(\$27,138)	\$877	(\$8,540)	(\$17,722)
Total Net Assets	\$214,893	\$214,017	\$877	\$219,387	(\$4,494)
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>	<b>\$218,298</b>	<b>\$218,396</b>	<b>(\$98)</b>	<b>\$228,418</b>	<b>(\$10,120)</b>

# Intercounty Fellowship of Alcoholics Anonymous 2023 Budget Presentation

November 2, 2022



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



## *What is a budget?*

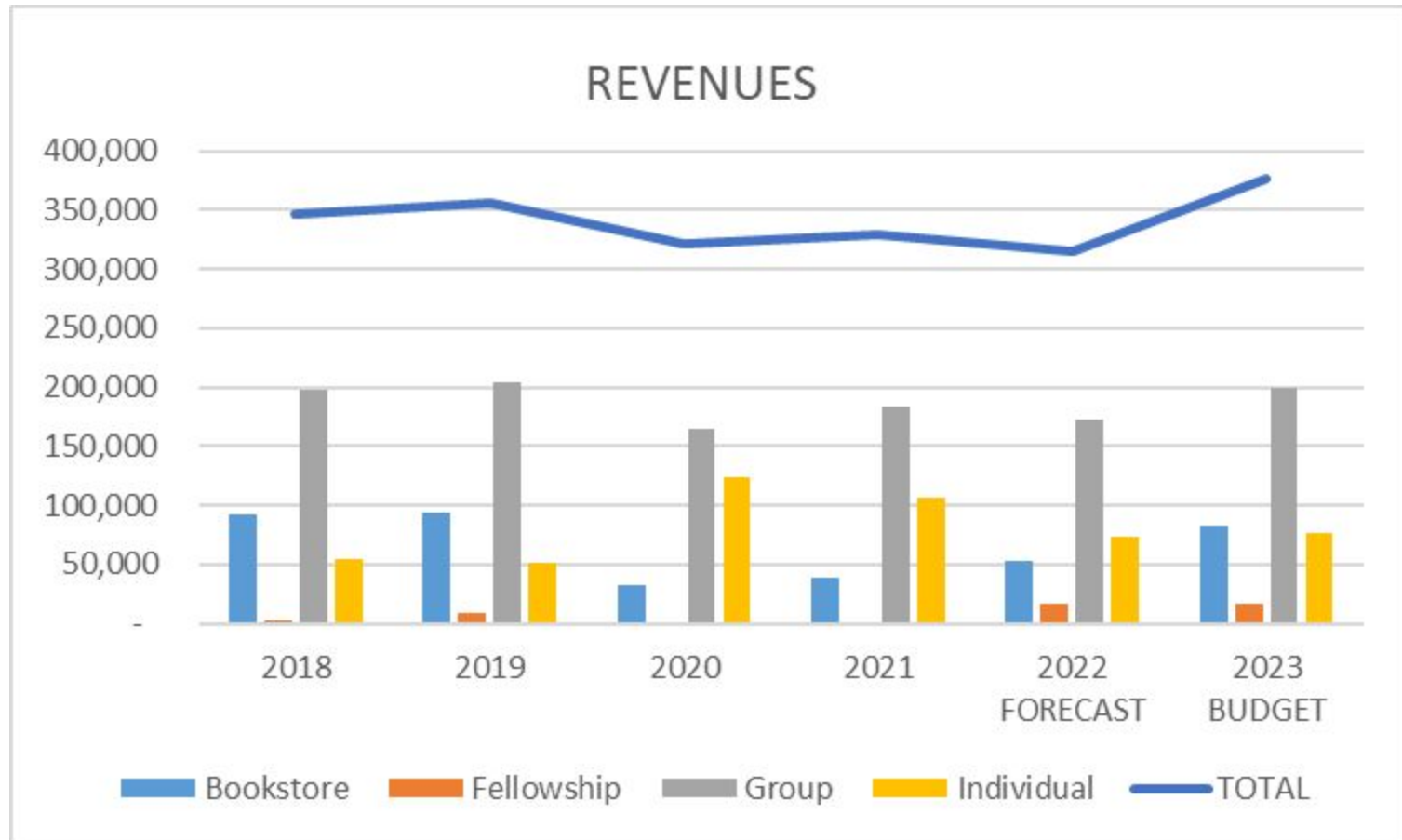
- [www.investopedia.com](http://www.investopedia.com) “A budget is an estimation of revenue and expenses over a specified future period of time and is usually compiled and re-evaluated on a periodic basis”
- For our intergroup purpose, a budget ensures we can sustain our Central Office, Bookstore, Communications, Website, Databases, Intergroup Events, and Committee Expenses; and still maintain non-profit status
- We are not necessarily bound to the budget (see below)
- Contribution variances, unanticipated expenses, and extraordinary items (natural disasters, government mandates, hyperinflation) may require amendments based on group conscience
- Budgeted expenses are adjusted as appropriate



## Methodology and Assumptions:

- Analyzed 2018 - 2022 actuals, forecast, budget, trends by line
- Original approach had the Intergroup at a massive loss eliminating operating cash and a third of prudent reserve in 2023
- Alternative approach necessary:
  - “Revenues necessary to support the Intergroup”***
    - *2022: reasonable revenues vs increase in costs = Intergroup OK*
    - *2023: expected expenses vs revenues necessary to sustain the Intergroup without liquidating any prudent reserve*
- Aggressive revenue budget still at a \$16.6K deficit but liquidity preserved without eliminating services

***Budget intent is to maintain financial security at year end until post pandemic contribution revenues are better understood***

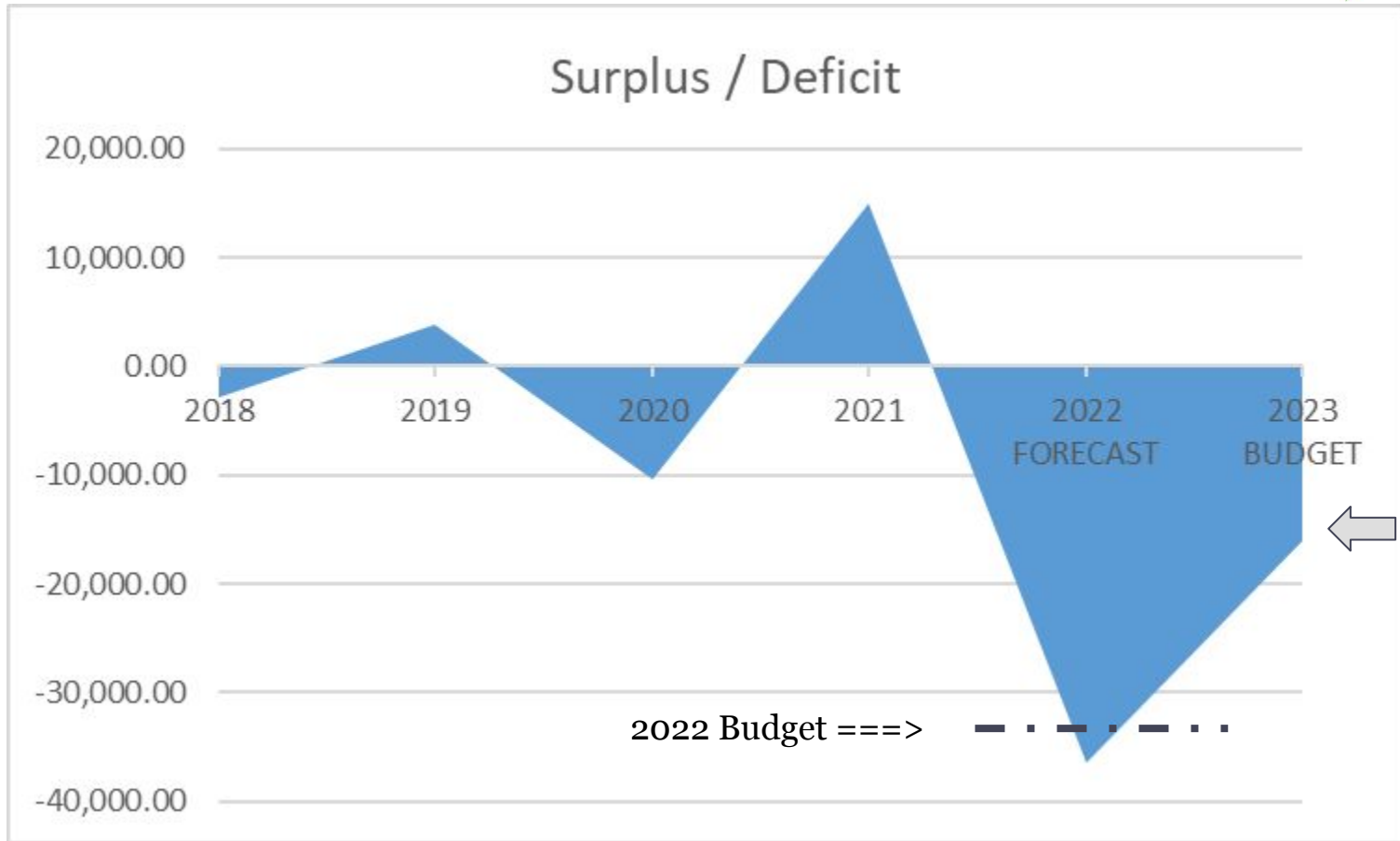


- **Group contributions and bookstore sales near pre-pandemic levels**
- **Assume fellowship contributions continue and slight uptick in individual contributions from 2022**
- **Aggressive budgeted overall contributions are evident in trendline**

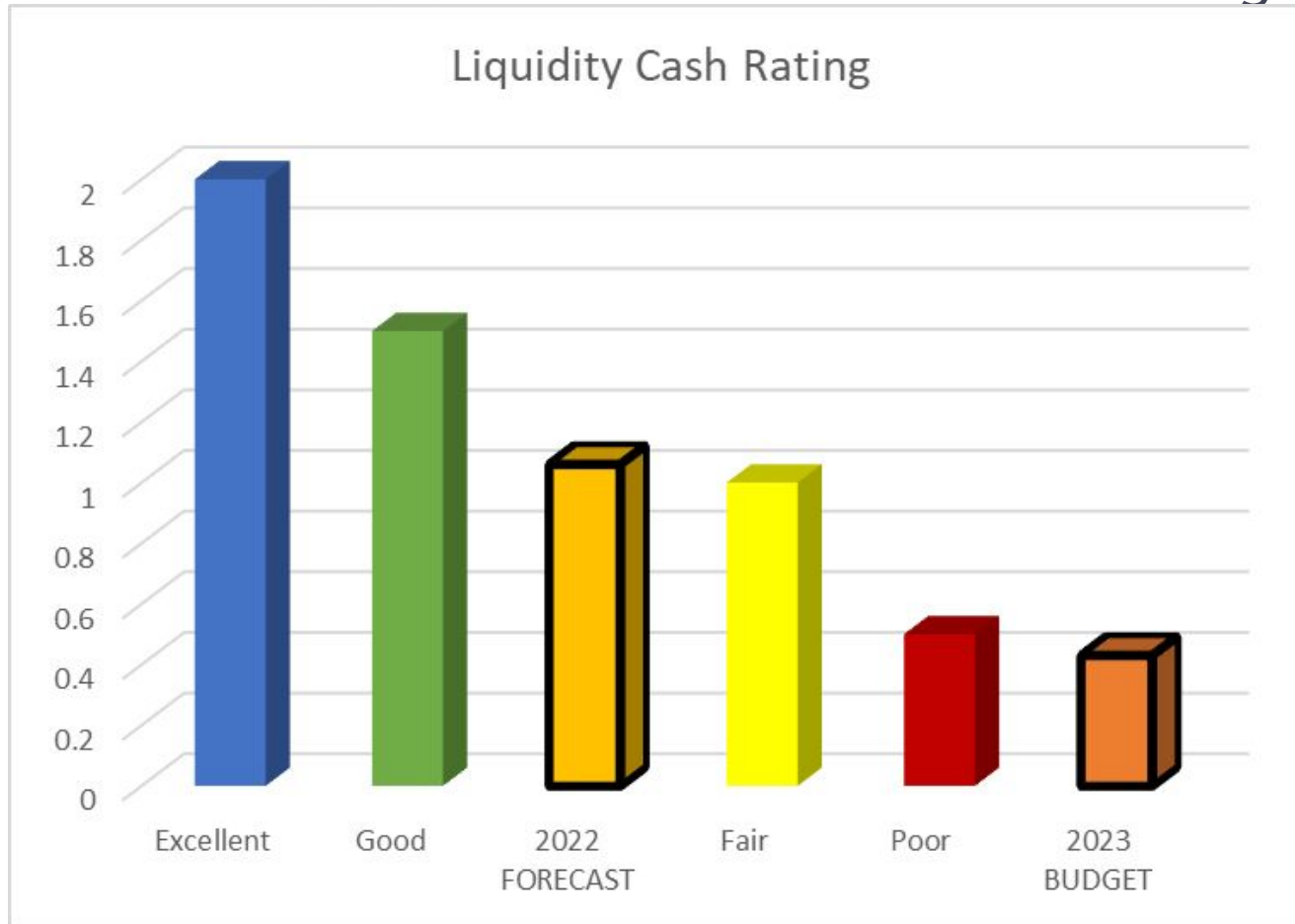




- **Expenses correlated with revenues to a lesser extent**
- **Not as aggressive with expense estimates as prior year**



- Estimates indicate 2022 loss was *as predicted* at ~\$32.8K
- Loss sustainable for 2022 but improvement necessary to sustain services



- **2022 cash forecast at year end = \$28K or 1.1 month “Fair”**
- **2023 budgeted cash at year end = \$11.3K or .4 month “Poor”**
- **Prudent reserve is maintained**



<b>Intercounty Fellowship of AA</b> <b>Summary Income Statements</b> <b>Budgets Actuals and Forecast 2018 - 2023</b>							
	2018	2019	2020	2021	2022 Budget	2022 FORECAST	2023 BUDGET
<b>Revenues</b>							
Bookstore Sales	\$91,739.69	\$93,239.92	\$32,845.56	\$38,599.65	\$54,020.00	\$52,968.25	\$83,000.00
Group Contributions	\$197,235.45	\$203,389.75	\$165,021.71	\$183,571.09	\$191,500.00	\$171,878.45	\$200,000.00
Individual Contributions	\$54,783.95	\$51,506.63	\$123,663.33	\$106,736.83	\$104,100.00	\$73,813.73	\$77,000.00
Total Fellowship Contributions	\$2,182.00	\$8,727.00	\$542.20	\$0.00	\$1,100.00	\$16,666.67	\$17,000.00
Total Revenue	\$345,941.09	\$356,863.30	\$322,072.80	\$328,907.57	\$350,720.00	\$315,327.10	\$377,000.00
Book Cost and Processing Fees	\$73,105.88	\$72,537.14	\$27,917.76	\$31,266.00	\$44,549.92	\$39,474.04	\$66,225.00
Gross Profit	\$272,957.61	\$284,326.16	\$294,155.04	\$297,641.57	\$306,170.08	\$275,853.06	\$310,775.00
<b>Expenditures</b>							
Employee Expenses	\$183,183.16	\$191,376.76	\$197,186.95	\$194,135.26	\$216,960.00	\$212,331.82	\$224,156.77
Committee Expenses							
Archives Committee	\$1,679.62	\$1,621.67	\$0.22	\$0.00	\$4,210.00	\$0.00	\$1,860.00
Sunshine Club	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$0.00	\$251.00
The Buzz	\$0.00	\$0.00	\$0.00	\$428.89	\$950.00	\$737.33	\$1,080.00
Fellowship Committee	\$5,347.82	\$6,470.75	\$844.03	\$0.00	\$3,160.00	\$775.03	\$3,160.00
Intergroup Expenses	\$1,224.63	\$2,824.68	\$603.00	\$1,131.25	\$1,550.77	\$851.71	\$0.00
SF PI/CPC	\$875.88	\$892.29	\$133.94	\$0.00	\$750.00	\$499.23	\$1,000.00
Teleservice Committee		\$432.14	\$0.75	\$358.46	\$935.34	\$119.15	\$935.34
The Point	\$1,443.39	\$12.02	\$65.56	\$0.00	\$324.00	\$80.00	\$450.00
Travel (includes Access)	\$3,519.66					\$902.93	\$2,100.00
Total Committee Expenses	\$14,091.00	\$12,253.55	\$1,647.50	\$1,918.60	\$11,960.11	\$3,965.37	\$10,836.34
Operating Expenses (Office, Utilities)	\$75,380.04	\$75,494.72	\$82,081.35	\$73,269.27	\$83,128.50	\$69,473.48	\$79,310.00
General Administrative Expenses	\$2,148.10	\$4,174.92	\$24,538.74	\$22,395.89	\$27,965.00	\$27,881.05	\$14,052.00
Total Expenditures	\$274,802.30	\$283,299.95	\$305,565.40	\$291,719.02	\$340,013.61	\$313,651.73	\$328,355.11
Net Operating Revenue	(\$1,844.69)	\$1,026.21	(\$11,410.36)	\$5,922.55	(\$33,843.53)	(\$37,798.67)	(\$17,580.11)
Other Revenue (Insurance Contributions)	\$3,494.44	\$6,425.23	\$3,660.38	\$9,071.17	\$1,000.00	\$1,312.97	\$1,000.00
Net Revenue (Deficit)	(\$2,873.57)	\$3,821.19	(\$10,457.82)	\$14,993.72	(\$32,843.53)	(\$36,485.69)	(\$16,580.11)



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

DATE: 6/21/22

**SUBJECT:** Proposal for an Outreach Ad-Hoc Committee sponsored by San Francisco and Marin Intergroup

### **Overview**

The purpose of this document is to explore the creation of an Outreach Ad-Hoc Committee by San Francisco and Marin Intergroup. This proposal will explore the reasons why San Francisco and Marin Intergroup should start an Outreach Ad-Hoc Committee and the logistics for implementing it. The primary goal of the Outreach Ad-Hoc Committee is to raise awareness of San Francisco and Marin Intergroup's services and service opportunities. As a result of the increased awareness, Intergroup would broaden its reach and better serve the Fellowship in Marin and San Francisco.

### **Background**

San Francisco and Marin Intergroup serve the local Fellowship by providing such important services as running a Central Office, selling A.A. literature, publishing a local meeting directory and website, and other important services to assist local 12th Step work.

More than two years into the pandemic and several months after conducting an Intergroup-wide Inventory, it is important to take a step back and assess our current state, and determine what more Intergroup could be doing to further our 12th Step work.

Several issues were raised during the February 2022 Inventory process that could be addressed by an Outreach Ad-Hoc Committee:

- A perception or belief that Intergroup has moved away from its primary function to the groups.
- General agreement that Intergroup could do a better job of attracting and retaining Intergroup Representatives.
- Lack of representation and participation amongst the San Francisco and Marin Fellowships at the Intergroup-level.
- Misperceptions about what Intergroup does for the San Francisco and Marin Fellowships.

In addition, the San Francisco and Marin Fellowships currently have 546 A.A. meetings per week: 200 meetings in Marin and 346 meetings in San Francisco. For the last year, Intergroup has had an average attendance of 51.5 Intergroup Representatives. However, in the last two months attendance has dipped down into the 30s.

An Outreach Ad-Hoc Committee may be able to help address these concerns and help create an Intergroup that is more representative of our Fellowship.

It would be important to get the support of Intergroup to start an Outreach Ad-Hoc Committee. And in no way do we want to create a new committee that takes away service opportunities from other ones. All of the service committees need support and Intergroup is taking steps to support them (at our monthly Intergroup meeting, via *The Buzz*, through our Fellowship events, and plans to build out the [committee pages](#) on the aasfmarin.org website).

However, by creating an Outreach Ad-Hoc Committee it may help other service entities garner support through increased awareness.

### **Goals for an Outreach Ad-Hoc Committee**

- Raise awareness of San Francisco and Marin Intergroup and its services, by generating more interest and requests into Central Office.
- Increase participation at the Intergroup level, specifically by increasing the number of participating Intergroup Representatives at our monthly Intergroup meetings.
- Increased service committee engagement and effectiveness. This can be measured by tracking open service committee positions.
- Create more opportunities for engagement with the Spanish-speaking meetings in Marin and San Francisco and Oficina Central Hispana.
- Help alcoholics get to A.A. meetings by listing a more accurate meeting schedule, by removing meetings that no longer meet or broken online meeting links.

### **Who Would Serve on the Committee**

It is important that the Outreach Ad-Hoc Committee be co-chaired by two individuals, one from Marin and the other from San Francisco. It would also be beneficial if a Board member served on the Outreach Ad-Hoc Committee to help get the committee established and to encourage members from the San Francisco and Marin Fellowship to serve as committee members.

To date, Alison T. from San Francisco has offered to serve in a leadership role for the Outreach Ad-Hoc Committee and has been wanting to get this committee going since pre-COVID. It would be ideal if some of the committee members are Spanish-speaking to support the goal of increased inclusivity.

As with all Intergroup-level committees, participation is open to all individuals in A.A. and you do not need to be a member of Intergroup or an IGR to participate.

### **Committee Scope**

<b>EXPECTATIONS AND OBJECTIVES:</b>
<b>At the Intergroup-level:</b>
<ul style="list-style-type: none"> <li>• Develop a plan to connect with new Intergroup Representatives and help them as they learn the position.</li> <li>• Reach out to Intergroup Representatives who registered but do not come to the monthly Intergroup meetings. If they miss 2 meetings, the Committee can personally reach out to see if they are still involved or if their position turned over.</li> <li>• Offer a monthly orientation training for new Intergroup Representatives preceding the Intergroup business meeting. <ul style="list-style-type: none"> <li>◦ Share the SF/Marin Intergroup Service Manual.</li> </ul> </li> <li>• Do educational outreach to groups on what Intergroup Representatives do and what is Intergroup.</li> </ul>
<b>At the meeting level:</b>
<ul style="list-style-type: none"> <li>• Develop an easy script and flier to announce at meetings about service opportunities at the Committee-level <ul style="list-style-type: none"> <li>◦ Maintain a list of current service committee openings to be announced at meetings.</li> </ul> </li> <li>• Attend at least 1-2 additional A.A meetings a week that are not represented at Intergroup to: <ul style="list-style-type: none"> <li>◦ Confirm they are still meeting</li> <li>◦ Encourage meeting participation at Intergroup by suggesting meetings get an Intergroup Representative</li> </ul> </li> <li>• Spanish-speaking Committee members will attend at least 1-2 additional Spanish-speaking A.A meeting a month to ensure they are still meeting</li> </ul>
<b>In cooperation with other service entities:</b>
<ul style="list-style-type: none"> <li>• Lead the Pilot Marin Pop-Up Bookstore program.</li> </ul>

### **Scalability**

There are several ways the Outreach Ad-Hoc Committee can make this project more scalable including:

- Reaching out to meetings that had an active IGR several years ago, but haven't since
- Reaching out to meetings that contribute Group Contributions to San Francisco and Marin Intergroup, but do not have any representation at the Intergroup-level.
- Pulling a list of meetings with active Intergroup representation, and determining which sub-districts (to use the General Service term) are not represented at the Intergroup-level.
- Attend General Service District meetings in SF and Marin to announce our outreach efforts and engage General Service reps to partner with us on identifying meetings that don't have an IGR.
- Partner with Teleservice, which has a pulse on meetings, to identify the largest meetings that don't have Intergroup representation and prioritize those.

**Duration**

Once the committee garners support and has engaged/active members, San Francisco and Marin Intergroup could assess the work of the Outreach Ad-Hoc Committee after one year and determine if there continues to be a need for outreach, or if the committee has fulfilled its purpose. In addition, the assessment should take into account the goals of the committee to help determine if it has accomplished its purpose.

Some objectives that come to mind are:

- Increasing the number of participating Intergroup Representatives at our monthly Intergroup meetings.
- Tracking open service committee positions, and in particular committee chair positions and ensuring regular rotation of service commitments.
- Attending all San Francisco and Marin meetings to see if they are still meeting.



# NOVEMBER IS GRATITUDE MONTH!

*Gratitude is an action.*

***"Our groups, our areas, and A.A. as a whole will not function unless our services are sufficient and our bills are paid."***

**(Bill W., 1957)**

Many groups pass a second basket to support our Central Office at each of their November meetings. Some also make Gratitude Month a time to focus attention on AA's Twelve Traditions.

Gratitude Month is a time set aside for us to express thanks to the fellowship. In the Bay Area, Gratitude Month is traditionally practiced by passing the Seventh Tradition basket a second time, with the entirety of the collection from the second basket being contributed to Central Office. However, groups around the country and around the world each have their own customs for celebrating Gratitude Month, including holding Tradition discussion meetings in place of the regular format, or by making "gratitude" the discussion topic during the month.

The History of Gratitude month dates back to the 1940s when the General Service Board hosted small "Gratitude Dinners." By the 1960s they had become larger, more elaborate "Gratitude Luncheons." The motivation behind these gatherings was to express personal gratitude for sobriety and appreciation to our professional friends for their articles, books, radio and T.V. interviews relating to A.A. over the past year.

There is no proscribed manner for celebrating Gratitude Month. Groups are encouraged to come up with their own imaginative ways to foster an attitude of gratitude among the fellowship. Box 459, the GSO's newsletter, put it so well: "How about trying something new, something your group has never done before, which will make the members' gratitude more tangible and real?" Here in the Bay Area we've always been good about finding new and inventive ways to do things, so let's be creative!

**CONTRIBUTE: [aasfmarin.org/contributions](https://aasfmarin.org/contributions)**

***Please note "Gratitude Month" on your group's contributions so that they may be properly recorded.***