

San Francisco and Marin Intergroup Meeting - Agenda

Wednesday, January 4, 2023, 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
2. Treasurer
3. Executive Director

7:25 Intergroup Committee Reports (up to 2 minutes/report)

7:35 Service Committee Liaison Reports (up to 2 minutes/report)

7:45 Old Business

- Inventory Question 4 Break-out Session

8:05 New Business

- Accessibilities Presentation (Claudia G., CNCA 06 Accessibilities Committee Co-Chair)
- Returning to In-Person Meetings

8:20 What's On Your Mind

8:30 Targeted Message

1. **Be of service** to San Francisco and Marin Intergroup - reach out to aa@aasfmarin.org for details. Here are some of the volunteer positions we are looking to fill:
 - a. [Volunteer Bookkeeper](#)
 - b. [Marin Pop-Up Bookstore Coordinator](#)
 - c. [San Francisco Teleservice Chair](#)
2. Sign up for **Faithful Fivers** to support the work of San Francisco and Marin Intergroup. To sign-up visit, aasfmarin.org/contributions. Your additional contributions support important 12th Step services, including running Central Office, selling A.A. literature, publishing the meeting schedule and our website at aasfmarin.org.
3. New Year, New Commitment? Please encourage Secretaries and Treasurers to register with Intergroup as a Trusted Servant to stay informed. To sign-up, visit aasfmarin.org/tsreg.

Adjourn with the Responsibility Statement

Intergroup Information

1. **Next Intergroup Meeting** is Wednesday, February 1, 2023.
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.

San Francisco and Marin Intergroup Meeting - Proposed Minutes

Wednesday, December 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
 - a. 39 groups represented: 28 from San Francisco, 11 from Marin

Marin Groups	Rise N Shine	Each Day a New Beginning	Say Hey Tuesday	Tuesday Downtown Beginners
Attitude Adjustment Zoom	Saturday Weekend Warrior	Each Day a New Beginning - Virtual	Serenity Seekers	Valencia Smokefree
Awareness/Acceptance	Sisters In Sobriety	Experience Strength and Hope	Sesame Step	Wake Up on Third Street
Barnyard Group	San Francisco Groups	Friendly Circle	Sometimes Slowly	West Portal
Corte Madera Saturday Candlelight	A Way Out	High Noon Zoom	Sunday Sunrise	Women's Kitchen Table
Friday Night Book	Any Lengths	Hilldwellers	Surf	
Monday Night Stag Tiburon	Came to Believe	Join the Tribe	There is a Solution	
On Awakening Zoom	Castro Monday Night Big Book	Pax West	Thursday Night Women's Meeting	
Quitting Time	Cow Hollow Young People	Reality Farm	Too Early	

5. New IGRs, Visitors, AA Anniversaries
 - a. New IGRs: John L., On Awakening Zoom; Jackie, Anything is Possible; Steven S., Alternate IGR, Attitude Adjustment 7am Zoom
 - b. Visitors: Charlie B., San Mateo Liaison
 - c. AA Anniversaries: Jessie H., 6 years; Andrew S., 7 years
6. Approval of agenda (*housekeeping item*)
 - a. Approved
7. Approval of last month's Intergroup Meeting minutes (*housekeeping item*)
 - a. Approved

7:15 Officer Reports

1. Board Chair - Charlie
 - a. Hope everyone has a great holiday season
2. Executive Director - Charlie on behalf of Christina
 - a. If your meeting has temporary meeting closures or you know of holiday alcaathons, please email info at aa@aaasfmarin.org
 - B. Central office will be closed 12/24 and 12/31
 - b. Service opportunities - Call to spread the word and refer to packet for more details
 - i. Co-webmaster (experience as web administrator helpful)
 - ii. Bookkeeper who can provide help with QuickBooks
 - iii. Central Office volunteers, especially on Fridays ([application here](#))
3. Treasurer - Jim:
 - a. Revenue:
 - i. Total revenue was \$272,000, 7% under budget but 9% ahead of last year
 - ii. Group contributions exceed budget when adding "Fellowship" contributions including Marin Teleservice and Sobriety by the Bay
 - iii. Individual contributions expected to increase in November/December
 - iv. Bookstore sales exceeded budget and also exceed prior year by 51%
 - b. Expenses:
 - i. Total expenses \$298,000, 7% under budget and 13% ahead of prior year

- ii. Deferral in rent increase and other measures to improve slightly
- c. Deficit and Rating:
 - i. Budgeted deficit of \$27,000, however actual deficit is currently at \$25,000
 - ii. Revenues surge and expense management likely to close the gap
 - iii. Liquidity improves along with bottom line (up from “Fair” to “Good”)
 - iv. Trend likely to continue with November/December
 - v. Rating = Fair to Good
- d. Faithful Fivers:
 - i. 305 Faithful Fivers - donated \$4,156 - up \$82
 - ii. The average Faithful Fiver contribution is \$13.63
 - iii. October to November up 38 Faithful Fivers - 7 shy from our 2022 goal of 350 Faithful Fivers. Go to aasfmarin.org and click “contribute” [Group, Individual, Gratitude Month, and Faithful Fiver]. The website is an excellent source for all the methods available to contribute.
- e. Responses to questions:
 - i. Yes, Pop-Up Bookstore helped with the increase in sales and
 - ii. Faithful Fiver contributions go straight to Central Office.

7:25 Intergroup Committee Reports (up to 2 minutes/report)

1. Archives Committee, Mike O:
 - a. Next meeting is Sunday, 12/17 at 12pm at Central Office and Zoom (hybrid)
 - b. Due to low enthusiasm, Archives is moving into semi-hibernation and starting in the new year, meetings will move quarterly with first meeting in March
2. Marin H&I, Paul A.: (note, not an Intergroup Committee)
 - a. Need for male sponsors to sponsor men at San Quentin. (25 men currently need sponsors)
 - i. 5-year sobriety requirement; call Maxie (510) 461-661 if available
 - b. H&I meets on second Tuesday on 12/13 at 6:15pm followed by business meeting
3. Communications Committee, Isae W.:
 - a. Supports Intergroup and Board Committees' 12 Step work
 - b. Recent projects include Intergroup annual report, *The Buzz* weekly news and events newsletter, and *The Point*
 - c. Call for volunteers with communications/marketing experience helpful
 - d. Next meeting is scheduled for 12/12 at 5:30pm
 - e. For more information, contact communications@aasfmarin.org
4. SF Public Relations, Peter M.:
 - a. Rotation! Electing new committee officers
 - b. Project Homeless Connect is next week 12/14. Volunteer support is needed. Contact sfpr@aasfmarin.org to volunteer.
5. *The Buzz*, Caitlin T:
 - a. Service Opportunity - Associate Editor needed
 - b. Guidelines for submitting available at thebuzz@aasfmarin.org
6. Outreach Committee, Alison T:
 - a. First meeting is scheduled for Wednesday, January 4 at 6PM (before Intergroup)
 - b. Purpose is to connect AA groups in SF and Marin to 12 Step services provided by SF and Marin Intergroup
 - c. For more information, contact outreach@aasfmarin.org
7. Help Chat, Colleen S. - Interim Chair:
 - a. Service where newcomers can chat immediately with a sober member of AA via the website
 - b. Next business meeting 12/13 at 6pm online

7:35 Service Committee Liaison Reports

1. Alison - SF General Service

- a. Election season for the district
 - i. December Elections: Service manual and concept study facilitator, District Archivist, H&I Liaison, Intergroup Liaison, SF Public Relations Liaison
 - ii. Area elections continuing
 - 1. Literature, Grapevine and La Vina Chair for Panel 73 will be held on 12/17 at 12:30pm during the area committee meeting of this month (hybrid).
 - b. General Service has re-opened for visitors after two years! If you are visiting NYC, please make an appointment
 - c. [Highlights](#) from the General Service Conference:
2. Jillian - Marin Teleservice
- a. Next Meeting 12/27 at 7:30PM on Zoom
 - i. Wear a crazy hat for “Crazy Hat Night”
 - b. In January, Marin Teleservice will be electing a new committee
 - c. For more information or to sign up to volunteer for a shift, contact www.marintelesevice.com

7:45 Old Business

- 1. 2023 Budget:
 - a. Despite contributions improvements, 2023 revenue goal is still aggressive and expense budget is very tight
 - b. Likely to suffer an operating loss in 2023
 - c. The 2023 budget predicts a \$16,600 loss but maintains services and the prudent reserve. Although, it predicts a loss, the goal is to break even.
 - d. Discussion re: budget:
 - i. The Board discussed how we can raise revenue, through such things as the deficit letter, encouraging groups to send in their 7th Tradition contributions and announcing Faithful Fivers.
 - ii. The Board voted on the budget and then put forth the recommendation to Intergroup for their approval.
- b. 2023 Budget vote - Majority needed to Pass the Budget
 - i. Approved by majority.

8:00 New Business

- 1. National AA Tech Workshop (NAATW) 2022 Presentation - Andrew S.
 - a. NAATW’s mission is to provide a forum in which to share experience, strength and hope regarding technology in AA
 - b. Learning how technology helps 12 Step work including:
 - i. Information via websites, meeting locators, bridging the gap and other service entity applications, contributions, literature, storing and sharing content, communications on all levels, hybrid (audio), and accessibility
 - c. Discussions included Hybrid vs. Crossover. Important considerations to make meetings attractive and effective
 - d. 12 Statements of Technology - suggestions to consider when using technology
 - e. Takeaways:
 - i. If you have technology, invite people to learn
 - ii. Intergroup can do wonderful things to assist groups
 - iii. Goal to use technology to make meetings more unified
 - f. If you want more information on how technology can improve 12 Step work, contact Board@aasfmarin.org
- 2. Discussion:
 - a. Pros and cons of hybrid meetings and the issue of certain individuals getting stuck in tech commitments, which can lead to burnout
 - b. Working on breaking down each session in a crowd-sourced document to share with those who are interested.

8:15 What’s On Your Mind

- Reflection on all the good work this group has done over the course of the year. Group inventory anchored the spirit of moving this group forward.
- Curious if this group is thinking about revisiting the idea of meeting in person.
 - Suggestion that if we did go back in-person, it might be a great opportunity to use hybrid technology to increase tech skills and have everyone participate.

8:19 Targeted Message

1. Thank you for your support of San Francisco and Marin Intergroup. Please remember to send in **Gratitude Month** contributions before the end of the year. And help us reach our goal of **350 Faithful Fivers** - we are so close! To sign-up visit, aasfmarin.org/contributions. Your additional contributions support important 12th Step services, including running Central Office, selling A.A. literature, publishing the meeting schedule and our website.
2. **Be of service** to San Francisco and Marin Intergroup - reach out to aa@aasfmarin.org for details. We are looking to fill the following volunteer positions:
 - a. Co-Webmaster
 - b. Bookkeeper
3. Support our **Intergroup service committees** - check out our calendar on aasfmarin.org to see when the committees meet and anyone can participate.

Adjourn with the Responsibility Statement



Intercounty Fellowship of Alcoholics Anonymous

serving San Francisco and Marin Counties

November 28, 2022 Intergroup Board Meeting Minutes

Present: Charlie, Christina, Chip, Elena, Chip, Isae, Judith, Nikki, Gloria, 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
 - Be on the lookout in Slack re: date changes for December and January board meetings
- Executive Director
 - Annual Information Returns are done and were submitted by the November 15 deadline
 - Shared Annual Goals and Objectives document and included narrative for the accomplishments
 - Showing appreciation and gratitude to Marin and San Francisco Teleservice Committees with a pizza party on Dec. 17
 - Intergroup was invited to sell literature for PRAASA 2024 at Marriott in San Francisco. Meeting with the chair of the Host Committee to learn more.
 - With the help of Jackie B., working on collaborating with Oficina Norte (covers the Spanish speaking meetings in Marin and Sonoma Counties)
 - Pay the CNCA rate for the interpreters
 - As a result of these meetings, we have updated the Spanish-speaking page of our website
 - Working with Alison T., the first meeting of the Outreach Committee is January 4th at 6pm (precedes the monthly Intergroup meeting)
 - As a result of the Intergroup deficit letter, we added 34 new Faithful Fivers; and have received several inquiries on Intergroup's financials
 - Will not be at December Intergroup meeting
 - Lastly, the Marin Pop-Up is working and people are happy to pick up literature in Marin and not deal with parking in the city
- Treasurer (Chip presented in Jim's place):
 - Financial Statements YTD Oct 31, 2022

- Revenues \$272,000, -\$20,000 under budget
- Expenses \$262,000, -\$22,000 under budget (excludes Cost of Goods Sold)
- Deficit -\$25,000, budgeted -\$27,000
- Cash \$35,884, 1.4 months = Fair to Good (closer to Good)

Board Committee Reports

- Executive:
 - Meeting this period
- Development:
 - n/a
- Finance:
 - 2023 Budget Presentation
 - Treasurer will attend December meeting for budget vote
- Governance:
 - Meeting on December 1
- Operations:
 - Prioritized items from our 2023 Key Initiatives, determining which are priority (Harassment Training), which are in process, and which are on-going
 - Worked on draft language for Facility Insurance. Waiting for clarification on a couple of points and will then share with the board
 - Discussed the Communications Committee and its relationship with Operations Committee
 - Received updates from the Executive Director regarding Internet, wheelchair lift and rent

Board Liaison Reports

- Assigned attendance to service entities and Intergroup committees
- Communications
 - *The Point* future printings - perhaps quarterly printing (contingent on budget)
 - *The Buzz* Associate Editor new commitment (help with workload, perhaps someone trained to step into role of Editor)
 - Alex, is the new website project manager
 - Developed a roll-out plan for our new Intergroup name
 - Working to consolidate and evaluate Intergroup's mission statement

Old Business

- Presenting the 2023 Budget at Intergroup
- Shared the commitment description for the volunteer bookkeeper
- Board Intergroup committee liaisons
- Question re: rent increase
 - November Rent has been paid (at increased rate of \$5,300). The property manager informed Intergroup that we do not have to pay the CPI increase for November and December 2022 rent. Therefore, December rent will be less money. Landlord will reassess our monthly rent for 2023.

- Moved to table this to the next board meeting.

New Business

- Communications Committee
 - The definition and scope of this committee broadened this year. Question whether it is a service committee (if so, the meetings should be listed on the website) or an Intergroup Board Committee?
 - Due to the broadening scope, it was approved as an Advisory Committee, with the ability to publicize meetings on the website
- Recommendations for Committee Chairs' length of service and Intergroup election process.
 - Holding these elections in January and July are in good alignment with our framework.
 - Suggested edits to be added to the recommendations: spirit of rotation language and approval rather than vote
 - Discussion regarding committee chair vacancies and if we should hold Third Legacy elections at Intergroup?
 - The Governance Committee will continue to work on these recommendations.
- Intergroup/IGR description
 - Chip shared draft Intergroup/ IGR language to help with the report outs to meetings. The Board was asked to review it on Slack.
- Listing Faithful Fiver contributors (first name and last initial) in the upcoming Annual Report
 - Due to anonymity concerns, the Board is holding off on this until next year when we are better prepared.

Meeting Adjourned at 8:30 pm



Intercounty Fellowship of Alcoholics Anonymous

serving San Francisco and Marin Counties

January 2023 Intergroup Meeting Treasurer's Narrative

Year to Date Ended

November 30, 2022

REVENUES:

Total revenues were \$15K or 5% under budget year to date; group contributions slightly exceed budget when factoring in fellowship contributions (Sobriety by the Bay / Marin Teleservice) and surpassed the prior year by 5% Individual contributions have decreased by \$13K marking the continuing transition back to in person meetings. Bookstore sales were right on budget and 44% ahead of prior year due to post pandemic increase in foot traffic.

EXPENSES:

Expenses year to date were under budget by 6% slightly better than the slight shortfall in revenues. The rent increase in November was deferred until the new year improving our outcome for the year end. We will likely end the year within budget overall, but expenses will still likely still exceed revenues leaving us with an over deficit (as expected and as per budget). As discussed during the budgeting process, an increase in revenues back to pre-pandemic levels will need to happen to cover increased expenses due to inflationary pressures. An audit of expenses by vendor revealed costs increasing across the board.

NET DEFICIT:

I FAA is currently experiencing a year to date loss of \$22K a significant improvement over October and ahead of budget by \$8K. Gratitude month, and end of year contributions will continue to improve our outlook as most will manifest in December. It is likely we will end the year with a loss better than budgeted but in excess of prior year. Also discussed during the budgeting process, this was largely anticipated and sustainable for 2022, but not in 2023.

LIQUIDITY RESERVE:

Unrestricted cash in addition to our 6-month prudent reserve remained steady at 1.2 months or "Fair to Good" as our deficit improves approaching year end. We are still in a solvent cash position, and will likely end the year slightly ahead of November as contributions flow in as noted above.

FAITHFUL FIVERS:

November saw an increase of 38 Faithful Fivers as word of deficit got out. This translated to \$402 over October but the average decreased from \$13.63 to \$13.29.

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

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Total			
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Over Budget	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	\$ 5,324.20	\$ 3,756.19	\$ 49,217.98	\$ 49,518.37	\$ -300.39	
Total Fellowship	\$ 9,330.00	\$ 63.00	\$ 40.00	\$ 29.00	\$ 2,000.00	\$ 2,261.00	\$ 26.00	\$ 16.00	\$ 147.00	\$ 42.00	\$ 98.00	\$ 14,052.00	\$ 1,008.37	\$ 13,043.63	
Total Group	\$ 27,721.34	\$ 13,692.76	\$ 9,664.93	\$ 13,307.86	\$ 12,766.13	\$ 12,300.67	\$ 13,898.02	\$ 11,311.74	\$ 18,795.37	\$ 13,741.33	\$ 15,880.61	\$ 163,080.76	\$ 175,541.74	\$ -12,460.98	
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	\$ 10,281.00	\$ 15,230.00	\$ 80,426.33	\$ 95,425.00	\$ -14,998.67	
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	\$ 29,388.53	\$ 34,964.80	\$ 306,777.07	\$ 321,493.48	\$ -14,716.41	
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	\$ 4,150.44	\$ 3,064.43	\$ 39,504.46	\$ 40,837.50	\$ -1,333.04	
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	\$ 25,238.09	\$ 31,900.37	\$ 267,272.61	\$ 280,655.98	\$ -13,383.37	
Expenditures															
Employee	\$ 16,962.01	\$ 16,015.46	\$ 17,577.45	\$ 18,025.11	\$ 18,025.11	\$ 18,114.94	\$ 18,262.74	\$ 19,970.83	\$ 18,556.75	\$ 18,558.76	\$ 18,230.78	\$ 198,299.94	\$ 198,880.00	\$ -580.06	
Intergroup	\$ 37.29	\$ 146.45	\$ 210.15	\$ 580.19	\$ 920.99	\$ 284.93	\$ 206.64	\$ -204.30	\$ 993.44	\$ -806.40	\$ 1,558.93	\$ 3,928.31	\$ 10,963.70	\$ -7,035.39	
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	\$ 6,248.49	\$ 5,910.54	\$ 64,074.73	\$ 76,201.73	\$ -12,127.00	
General Administrative	\$ 5,601.00	\$ 5,500.00	\$ 260.00	\$ 1,905.33	\$ 310.36	\$ 4.86	\$ 7,119.40	\$ 209.84	\$ 0.53	\$ 210.57	\$ 3,115.04	\$ 24,236.93	\$ 25,634.62	\$ -1,397.69	
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	\$ 24,211.42	\$ 28,815.29	\$ 290,539.91	\$ 311,680.05	\$ -21,140.14	
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	\$ 1,026.67	\$ 3,085.08	\$ -23,267.30	\$ -31,024.07	\$ 7,756.77	
Total Other Revenue	\$ 225.52	\$ 101.23	\$ 201.36	\$ 51.30	\$ 101.34	\$ 151.30	\$ 51.34	\$ 101.34	\$ 51.30	\$ 1.34	\$ 70.32	\$ 1,107.69	\$ 916.63	\$ 191.06	
Total Other Expenditures	\$ -33.05		\$ 28.20		\$ -52.44	\$ -24.37			\$ 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	\$ 1,028.01	\$ 3,155.40	\$ -22,078.21	\$ -30,107.44	\$ 8,029.23	

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

	30-Nov-22	31-Oct-22	\$ Change	30-Nov-21	\$ Change
ASSETS					
Current Assets					
Cash					
Unrestricted Cash	\$32,885	\$35,886	(\$3,001)	\$45,423	(\$12,538)
Restricted Cash (Prudent Reserve)	\$157,942	\$157,933	\$9	\$163,123	(\$5,181)
Total Cash	\$190,827	\$193,819	(\$2,993)	\$208,546	(\$17,719)
Accounts Receivable	\$0	\$0	\$0	\$0	\$0
Inventory - Bookstore	\$22,937	\$18,986	\$3,952	\$15,163	\$7,774
Total Current Assets	\$213,764	\$212,805	\$959	\$223,710	(\$9,945)
Fixed Assets					
Deposits	\$6,698	\$6,698	\$0	\$6,698	\$0
TOTAL ASSETS	\$220,462	\$219,503	\$959	\$230,407	(\$9,945)
LIABILITIES & NET ASSETS					
Liabilities					
Accounts Payable	(\$69)	(\$69)	\$0	\$2,548	(\$2,617)
Payroll Liabilities	\$1,179	\$3,243	(\$2,064)	\$3,683	(\$2,504)
Sales Tax Payable	\$275	\$407	(\$132)	\$229	\$46
Advanced Sales	\$0	\$0	\$0	\$0	\$0
Total Liabilities	\$1,385	\$3,581	(\$2,196)	\$6,460	(\$5,075)
Net Assets					
Net Assets, Beginning of Year	\$241,155	\$241,155	\$0	\$227,927	\$13,228
Net Surplus/(Deficit), YTD	(\$22,078)	(\$25,234)	\$3,155	(\$3,980)	(\$18,098)
Total Net Assets	\$219,077	\$215,921	\$3,155	\$223,947	(\$4,870)
TOTAL LIABILITIES & NET ASSETS	\$220,462	\$219,503	\$959	\$230,407	(\$9,945)

San Francisco and Marin Intergroup

Bookkeeper Commitment Description

Nov 2022

The Bookkeeper assists with the application of generally accepted accounting procedures at San Francisco and Marin Intergroup. In general, they will:

- Assist with day-to-day bookkeeping, including accounts payable and deposits
- Help prepare bank reconciliation for all bank accounts
- Help prepare the monthly financial statements

The Bookkeeper is a volunteer commitment. Knowledge of QuickBooks is beneficial. Experience in financial accounting management is recommended. The Bookkeeper should be available to come to Central Office twice a month, at a minimum.

The Bookkeeper must own a personal computer and have regular access to the internet. The Bookkeeper commitment requires a minimum of 12 hours per month. The sobriety requirement for this position is 2+ years. The person should have completed working the 12 Steps and be familiar with the 12 Traditions and how to apply them in a service commitment.

For more information, aa@aasfmarin.org

San Francisco and Marin Intergroup

SF Teleservice Committee Chair Commitment Description

The SF Teleservice Committee Chair is responsible for preparing the agenda and leading the monthly online SF Teleservice Committee meeting on the third Monday of each month at 6:45pm. The SF Teleservice Committee Chair is also required to attend the monthly online Intergroup meeting on the first Wednesday of each month at 7 pm to report any Teleservice Committee announcements.

Specifically, the Chair:

- Delivers a written and verbal report at the monthly Intergroup meeting on the actions and needs of the SF Teleservice Committee and brings relevant information from Intergroup back to the Committee.
- Prepares a written agenda for the SF Teleservice Committee monthly meeting and facilitates the meeting.
- Ensures that all Daily Coordinator positions are filled.
- Ensures that the purpose and scope of the SF Teleservice Committee is carried out by committee members, including showing up for their teleservice commitment and answering the phone lines.
- Raises awareness of SF Teleservice to the San Francisco Fellowship and facilitates the recruitment of new volunteers for SF Teleservice.
- Alongside the Co-Chair, assumes Daily Coordinator responsibilities when necessary.
- As needed, serve in the Co-Chair position, or find a volunteer to assist with those responsibilities, until the position is filled.

Skills and Requirements

The SF Teleservice Committee Chair should be organized, possess strong written and oral communication skills, and be detail-oriented.

The SF Teleservice Committee Chair should own a personal computer or smart phone and have regular access to the internet. They must also be able to attend the monthly online SF Teleservice Committee meeting. The chair must be familiar with San Francisco and Marin Intergroup and its commitment to serving the San Francisco and Marin Fellowship, groups and service entities.

The SF Teleservice Committee Chair position is a 2-year commitment.

The sobriety requirement for this position is 2+ years. The person should have completed working the 12 Steps and be familiar with the 12 Traditions and how to apply them in a service commitment.

For more information: sfteleservice@aasfmarin.org

San Francisco and Marin Intergroup

Marin Pop-Up Bookstore Coordinator Volunteer Description

Description:

The Marin Pop-Up Bookstore Coordinator is responsible for operating the Pop-Up Bookstore at the monthly Marin District meeting. Each month, A.A. groups in Marin County will order literature from the San Francisco and Marin Intergroup to be delivered to the District meeting at Vivalon, in San Rafael. The Special Worker will prepare the order. However, the Pop-Up Bookstore Coordinator will be responsible for picking up the literature from Central Office (in San Francisco) preferably on the Saturday or Monday directly before the Monday District meeting. In addition, there will be a box of additional literature to be sold at the District meeting.

The Pop-Up Bookstore Coordinator will arrive at the District meeting before 6:30 pm to set up the Pop-Up Bookstore table. In addition to bringing the literature, the coordinator needs to have sufficient computer skills to process any extra orders that happen during the District meeting.

Following the District meeting (either the next day or two), the coordinator will either meet up with the San Francisco and Marin Intergroup Executive Director to drop off any items not sold, or will need to deliver additional items back to Central Office.

Skills and Requirements:

The Marin Pop-Up Bookstore Coordinator should be organized, possess excellent computer, and oral communication skills, and be highly detail-oriented. Previous customer service experience is a plus.

The Marin Pop-Up Bookstore Coordinator needs access to a reliable car. The liaison must own a personal computer or use a San Francisco and Marin Intergroup computer when at the District meeting.

They must be able to attend the monthly Marin District meeting at Vivalon from 6:30 pm to 9:45 pm / 10 pm.

The commitment is 1 year and the sobriety requirement for this position is 2+ years. The person should have completed working the 12 Steps and be familiar with the 12 Traditions and how to apply them in a service commitment.

Reimbursement:

Due to the financial demands of this volunteer position, including gas, bridge toll, and parking, San Francisco and Marin Intergroup will reimburse the individual to cover those monthly expenses.

The 2022 standard mileage rate for the remainder of the year is 62.5 cents per mile. In order to receive reimbursement an expense report must be submitted.

For more information: aa@aasfmarin.org

4) Should Intergroup use a decision-making process for non-routine matters that includes discussion, vote and, whenever possible, substantial unanimity, or a two-thirds majority?

A significant portion of the inventory participants felt that this was the current method used by Intergroup on non-routine matters of importance. Several members asked why the question was included, and one person felt the question was biased. A few themes emerged in the sharing:

- **IMPORTANCE OF SUBSTANTIAL UNANIMITY**
 - Wide-ranging agreement that IG should strive for Substantial Unanimity in all important non-routine matters.
 - One person pointed out that the Bylaws only mention Substantial Unanimity in relation to Board elections.

- **HOW DO WE DETERMINE WHAT IS A ROUTINE VS. NON-ROUTINE MATTER**
 - Who determines what is a non-routine matter? The Board? Or IG?
 - “Housekeeping Motions” in General Service are used for simple, routine, non-controversial matters. Instead of a vote, the chair asks if there is an objection to a Housekeeping motion. If there are no objections, it passes. If there is an objection, it becomes New Business and goes through the process of discussion and vote.
 - In General Service, they vote on “How to Vote” i.e. Simple Majority or 2/3 Majority (“Substantial Unanimity”).

- **EFFICACY OF THE CONSENSUS MODEL**
 - Varying opinions on whether the Consensus Model was serving Intergroup.
 - Several people mentioned they preferred Consensus over Robert’s Rules.
 - Some people felt that Consensus Model was rushing discussions.
 - At least two people said they would like to see Intergroup move towards the General Service model.
 - Re-education on how the Consensus Model works is needed.

- **SOLUTIONS OFFERED:**
 - Update Bylaws to include substantial unanimity in the voting process on non-routine matters of importance.
 - Clarify who determines whether a matter is non-routine and how that is determined.
 - Re-education on the Consensus Model of conducting Intergroup business.
 - Consider moving to the General Service model of conducting business.