



# San Francisco and Marin Intergroup

## San Francisco and Marin Intergroup Meeting - Proposed Minutes

Wednesday, September 6, 2023, 7-8:30 PM

San Francisco and Marin Intergroup serves more than 900 A.A. groups in our common purpose of carrying the A.A. message of recovery to alcoholics. We provide important services for local 12th Step work, such as running Central Office, selling A.A. literature, publishing a local meeting directory and website and operating a 24-hour telephone hotline. In addition, Intergroup connects the local Fellowship to service opportunities, informs the public and professional community about A.A. and acts as an information exchange for announcements and events.

### Getting Started

1. Open with the Serenity Prayer
2. Call to order. Statement of Purpose
3. Roll Call
  - a. 36 groups represented: 26 from San Francisco, 10 from Marin

<b>Marin Groups</b>	Weekend Warriors	Cow Hollow Young People	Sesame Step
Barnyard Group		Design for Living	Sometimes Slowly
Corte Madera Saturday Candlelight	<b>San Francisco Groups</b>	Dignitaries Sympathy	Stonestown
Fairfax Attitude Adjustment Online	Any Lengths	Each Day a New Beginning	Sun Night Castro Speaker Discussion
Monday Night Stag Tiburon	Be Still	Each Day a New Beginning -Virtual	T4Tea
Quitting Time	Bernal New Day	Friendly Circle	Thursday Night Women's Meeting
Rise N Shine	BIPOC-Together We Prosper	Join the Tribe	Wake Up on Third Street
Sisters in Sobriety	Came to Believe	Living Sober with Infertility	West Portal
Sober Sisters	Castro Sober Sisters	Reality Farm	Women's Kitchen Table
Tuesday Chip	Cow Hollow Men's Meeting	Serenity Seekers	

4. New IGRs, Visitors, AA Anniversaries
  - a. New IGRs: Adan F, A New Start (SF); Matt G, Sunday Castro Discussion (SF)
  - b. Visitors: David L, Susie
  - c. AA Anniversaries: David L, 1 year; Christina G, 26 years, Brian C, 23 years, Steven S, 2 years
5. Approval of agenda (*housekeeping item*)
  - a. Approved
6. Approval of last month's Intergroup Meeting minutes (*housekeeping item*)
  - a. Approved

### Officer Reports

#### 1. Board Chair, Elena

Provided an update on the Board Retreat and shared key initiatives drafted by each Board Committee.

- Some of the key initiatives for the year include:
  - Executive Committee
    - Assist with hiring and train of new special worker
  - Development Committee
    - Offer at least four educational opportunities for the

- monthly Intergroup meeting
  - Assist with the Outreach Committee by getting help from the board to help with outreach
  - Publish the 2023 annual report
- Governance Committee
  - Reviewing/updating the conflict of interest policy
  - Ensuring we are compliance with our bylaws regarding our monthly Intergroup meeting
  - Develop a one-pager/short form version of the bylaws
- Operations Committee
  - Updating the Employee Handbook
  - Work on making the website ADA compliant
- Finance Committee
  - Review the process for group contributions on our website and make the process easier
  - Conduct an internal audit
- Question regarding the Special Worker hire. Marcus W. got a new job and has moved on so the position is open.
- Question and answer regarding an internal financial audit

## 2. Treasurer, Hedy

### Standard financials

- Revenue \$221,377 which is + 1% budget and +15% prior year (strong individual and group contributions are helping)
- Expenses \$217,253 -5% budget and +2% prior year
- Surplus \$5,750
- Unrestricted cash \$74,000 - 2.8 months expenses
- Grateful Givers 373, donated \$4,683, Average \$12.55

## 3. Executive Director, Christina

### a. AAWS price increase at our Bookstore

- AAWS literature prices increased in April - their books went up 20% and pamphlets 30% due to various reasons including shipping challenges and inflation. Their last increase was in 2014.
- As a result, Intergroup purchased a large amount of literature to delay the price increase on our end. However, we have now increased our prices for all AAWS items including the AA Big Book, Daily Reflections, 12x12 and pamphlets.
- We will continue to sell the Big Book, *Twelve Steps and Twelve Traditions* at face value to what you can buy it for on aa.org. In addition, we are going to do face value for *Living Sober*, the Service Manual and any accessibility literature. We are also going to sell the Spanish and Russian versions of the BB and 12x12 at no mark-up because we have both Spanish and Russian speaking meetings in our area.
- All other literature will be 20% markup. This 20% mark-up is a result of several factors - including our literature sales have gone down considerably since the pandemic and the bookstore has never made a profit. Not about making money but do need to continue to pay bills, and this is an important service we provide to our fellowship. An updated price list will be sent tomorrow. Encourage you to print it out and provide it to literature person at your meetings.
- *AAGrapevine* just came out with an app - \$2.99 a month for monthly access to subscription.

### b. Mid-year review of financials

- Finance Committee developed a mid-year review of financials as of June 30, 2023 to print out and share with groups.

- This review is part of our effort to have increased transparency regarding our financials and would like to continue on an annual basis.
  - Compared to last year in a much better financial position but expenses are going to go up by year end.
- c. Service Opportunities
- We have a lot of Intergroup service committee opportunities, and in addition we are hiring a Central Office Assistant Manager position.

## Intergroup Committee Reports

- **SF Public Relations, Peter**
  - SFPR is focusing on tabling and outreach events
  - Most recent was last Sunday at the SF Main Library with a presentation on how AA works for the unhoused population. The event included stories from two AA members who experienced homelessness. Turn out was not as strong as we hoped.
  - Upcoming Outreach Events:
    - Friday, September 8, 2023 Reentry Resource Fair, St. Mary's Cathedral
    - Wednesday, September 27, 2023: Project Homeless Connect; Bill Graham Civic Center Auditorium
    - Sunday, September 24, 2023; 12pm - 5pm; Sunday Streets; Western Addition
- **Outreach Committee, Marty**
  - Outreach Committee is working to increase IGR participation at the Intergroup level. Please make the IGR announcement at meetings that don't currently have an IGR
  - The more meetings involved with Intergroup and the more IGRs we have, the more service commitments will be filled.
  - Outreach is also looking at the database to see what meetings do not have IGRs
- **Technology Committee, Brian**
  - Our current web hosting provider want us to pay more money
    - We currently pay \$1,000 a year and they want us to pay \$5,400 per year or as high as \$9,000.
  - Found an Airtable volunteer - thanks MacKenzie!!
  - Ran two training sessions on the new VOIP system for the merged Teleservice Committee
  - For questions please contact [tech@aasfmarin.org](mailto:tech@aasfmarin.org)
  - Question regarding the web-hosting and when the account ends and what does 'stalling mean'?
    - Response, we just paid for a one-year plan in in June 2023
    - Stalling means we are in the fact finding part of the process to determine if we really need to upgrade
- **Communications Committee, Caitlin**
  - The Buzz is looking to fill the Associate Editor position. This is a weekly commitment and the person will help draft the content for The Buzz.
  - At our last meeting, we discussed possibly doing a trial run for a quarterly hard copy of the Point
  - Expect to vote on the Grateful Giver logo design contest soon

## Service Committee Liaison Reports

- **Marin Teleservice, Jillian**
  - Marin and San Francisco Teleservice has merged into one committee
  - There is an ad hoc committee that is meeting weekly to figure out the details
  - If you are interested in getting involved or want to learn more about the merger, join us at our next committee meeting on September 26
- **SF General Service, Joel**
  - Announced that there is an open position for the Buzz Associated Editor commitment. Reach out to [thebuzz@aasfmarin.org](mailto:thebuzz@aasfmarin.org) if interested.

- **SF H&I Liaison, Thatcher**
  - September 16 Business meeting at 10AM and Orientation to follow
  - Pink can tradition started in 1957 when they wanted to self funding. Had pink pain and started to pain cans pink

### Share about your Home Group

- Pat P, IGR, Rise N Shine: Meets in Novato on Sunday at 10AM. 80-90 people regularly attend and read from the first 164 pages of the Big Book and share. Loves that there is so much sharing and stays on topic and also the depth of sharing.
- Brian C, IGR, Friendly Circle: Sunday at 7:15 PM to 8PM: Meeting is 45 minutes; shared that even though meetings may have challenges, you can continue to show up and work through things - for example when someone has issues with how you do chair set-up.

### What's On Your Mind

- Announcement that NAATW is this weekend if anyone is interested in tech and AA. \$45 to attend: [naatw.org](http://naatw.org)
- Question about special worker Marcus W leaving and how to thank him for his service.
  - It was short notice but he was offered an amazing opportunity at the organization he used to work for. If you want to reach out to him, email Christina and she will forward it on to him.
- A member wondered if there was a plan to move the Intergroup meeting back to in person?
  - The Board Governance Committee is currently looking into whether our bylaws require us to meet in person. They will bring a recommendation when it's complete.

### Adjourn with the Responsibility Statement

**Intercounty Fellowship of AA**  
**Budget vs. Actuals: 2023 Annual Budget - FY23 P&L**  
 January - July, 2023

	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Total		
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Over/Under Budget
<b>Revenue</b>										
Total Bookstore Sales Revenue	\$ 5,824.71	\$ 4,664.29	\$ 5,613.54	\$ 3,904.04	\$ 5,727.36	\$ 5,016.36	\$ 5,806.76	\$ 36,557.06	\$ 48,416.62	\$ -11,859.56
Total Fellowship Contributions	\$ 911.49	\$ 50.63	\$ 3,456.00	\$ 72.00	\$ 40.91	\$ 983.00	\$ 117.00	\$ 5,631.03	\$ 9,916.62	\$ -4,285.59
Total Group Contributions	\$ 22,654.79	\$ 19,600.46	\$ 15,147.61	\$ 13,577.40	\$ 12,401.55	\$ 9,363.69	\$ 21,018.85	\$ 113,764.35	\$ 116,666.69	\$ -2,902.34
Total Individual Contributions	\$ 6,921.94	\$ 17,390.60	\$ 11,295.85	\$ 5,399.11	\$ 5,139.69	\$ 6,079.59	\$ 13,197.76	\$ 65,424.54	\$ 44,041.62	\$ 21,382.92
<b>Total Revenue</b>	\$ 36,312.93	\$ 41,705.98	\$ 35,513.00	\$ 22,952.55	\$ 23,309.51	\$ 21,442.64	\$ 40,140.37	\$ 221,376.98	\$ 219,041.55	\$ 2,335.43
<b>Total Cost of Goods Sold</b>	\$ 2,970.88	\$ 3,397.38	\$ 4,385.75	\$ 3,189.54	\$ 4,442.12	\$ 4,008.06	\$ 4,345.79	\$ 26,739.52	\$ 37,756.25	\$ -11,016.73
<b>Gross Profit</b>	\$ 33,342.05	\$ 38,308.60	\$ 31,127.25	\$ 19,762.99	\$ 18,867.39	\$ 17,434.58	\$ 35,794.58	\$ 194,637.44	\$ 181,285.30	\$ 13,352.14
<b>Expenditures</b>										
Total 06 Employee Expenses	\$ 18,424.00	\$ 18,261.53	\$ 18,230.76	\$ 18,606.61	\$ 21,404.61	\$ 19,197.47	\$ 18,982.50	\$ 133,107.48	\$ 130,757.97	\$ 2,349.51
Total Intergroup Committees	\$ 154.44	\$ 354.67	\$ 135.93	\$ 1,723.45	\$ 337.24	\$ 1,670.44	\$ 653.22	\$ 5,029.39	\$ 6,321.14	\$ -1,291.75
Total 08 Operational Expenses	\$ 6,427.16	\$ 6,297.81	\$ 7,209.30	\$ 6,652.62	\$ 6,124.35	\$ 7,695.96	\$ 7,391.51	\$ 47,798.71	\$ 46,263.91	\$ 1,534.80
Total 09 General Administrative Expenses	\$ 281.00	\$ 1,200.43	\$ 0.00	\$ 1,566.25	\$ 967.50	\$ 0.00	\$ 573.11	\$ 4,588.29	\$ 8,196.93	\$ -3,608.64
<b>Total Expenditures</b>	\$ 25,286.60	\$ 26,114.44	\$ 25,575.99	\$ 28,548.93	\$ 28,833.70	\$ 28,563.87	\$ 27,600.34	\$ 190,523.87	\$ 191,539.95	\$ -1,016.08
<b>Net Operating Revenue</b>	\$ 8,055.45	\$ 12,194.16	\$ 5,551.26	\$ -8,785.94	\$ -9,966.31	\$ -11,129.29	\$ 8,194.24	\$ 4,113.57	\$ -10,254.65	\$ 14,368.22
<b>Total Other Revenue</b>	\$ 870.24	\$ 168.66	\$ 170.65	\$ 119.98	\$ 170.65	\$ 69.99	\$ 79.92	\$ 1,650.09	\$ 583.31	\$ 1,066.78
<b>Total Other Expenditures</b>	\$ 6.92		\$ 3.95	\$ 0.33	\$ 0.61	\$ 0.53	\$ 0.47	\$ 12.81	\$ 0.00	\$ 12.81
<b>Net Revenue</b>	\$ 8,918.77	\$ 12,362.82	\$ 5,717.96	\$ -8,666.29	\$ -9,796.27	\$ -11,059.83	\$ 8,273.69	\$ 5,750.85	\$ -9,671.34	\$ 15,422.19

**INTERCOUNTY FELLOWSHIP OF AA  
BALANCE SHEET  
as of July 31, 2023**

	31-Jul-23	30-Jun-23	\$ Change	31-Jul-22	\$ Change
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Cash</b>					
Unrestricted Cash	\$74,981	\$69,169	\$5,812	\$44,978	\$30,003
Restricted Cash (Prudent Reserve)	\$162,099	\$162,095	\$3	\$157,932	\$4,167
<b>Total Cash</b>	<b>\$237,080</b>	<b>\$231,264</b>	<b>\$5,815</b>	<b>\$202,910</b>	<b>\$34,170</b>
Accounts Receivable	\$0	\$0	\$0	\$0	\$0
Inventory - Bookstore	\$21,600	\$19,120	\$2,480	\$15,872	\$5,728
<b>Total Current Assets</b>	<b>\$258,680</b>	<b>\$250,384</b>	<b>\$8,296</b>	<b>\$218,782</b>	<b>\$39,898</b>
<b>Fixed Assets</b>					
Deposits	\$6,698	\$6,698	\$0	\$6,698	\$0
<b>TOTAL ASSETS</b>	<b>\$265,377</b>	<b>\$257,081</b>	<b>\$8,296</b>	<b>\$225,479</b>	<b>\$39,898</b>
<b>LIABILITIES &amp; NET ASSETS</b>					
<b>Liabilities</b>					
Accounts Payable	(\$69)	(\$69)	\$0	(\$69)	\$0
Payroll Liabilities	\$5,329	\$5,344	(\$15)	\$3,212	\$2,118
Sales Tax Payable	\$402	\$365	\$37	\$318	\$83
Advanced Sales	\$0	\$0	\$0	\$0	\$0
<b>Total Liabilities</b>	<b>\$5,662</b>	<b>\$5,640</b>	<b>\$22</b>	<b>\$3,461</b>	<b>\$2,201</b>
<b>Net Assets</b>					
Net Assets, Beginning of Year	\$253,964	\$253,964	\$0	\$241,155	\$12,809
Net Surplus/(Deficit), YTD	\$5,751	(\$2,523)	\$8,274	(\$19,137)	\$24,888
<b>Total Net Assets</b>	<b>\$259,715</b>	<b>\$251,441</b>	<b>\$8,274</b>	<b>\$222,018</b>	<b>\$37,697</b>
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>	<b>\$265,377</b>	<b>\$257,081</b>	<b>\$8,296</b>	<b>\$225,479</b>	<b>\$39,898</b>