

**Northern Colorado Intergroup / Central Office**  
**Intergroup Meeting- Minutes**  
**July 17, 2023 - NCIG Virtual Platform**

Call to order: 6:01 PM

**1. Serenity prayer + welcome**

**2. (Quorum > 7 IGRs)**

- a. Paula (IGR FoCo Group), Rhonda (Chair), Marilyn N. (Member at Large), Beth (Office Manager), Kent B (Alt-IGR BBB), Amy D (IGR Happy Destiny), Amy S (IGR Women Step Up), Chris D (IGR Westside), Cindy B (District 21), George McC IGR Spring Creek; Vice Chair), Tina P (Member at Large), Zoe (IGR Rule 62), Kaitlyn (IGR HJF), Stephanie (IGR Wed Wom Recovery), Chris D. (Westside), Molly (IGR Women of Faith), Davey (IGR LHOTB), Lori M IGR (Basic Text), Phillip A. (Alt IGR Shoulder to Shoulder), Kimberly Alt IGR (Daily Noon Zoom), Julie McD (Volunteer Coord), Andrew (IGR Awakenings), Kathy W (IGR Loveland group), Heather (IGR Union Colony), Karen (IGR Step Sisters; Treasurer), Lisa (IGR LaPorte 287), William P. (Local Member)

**3. Group Updates/Announcements –**

- a. Amy D: Friday 8/18 Happy D. picnic. Edora park, Beth has a flier posted on NOCOAA.org. Fellowship is encouraged, members asked to bring family and lawn games. Happy D will provide burgers and hot dogs, attendees are asked to bring a side to share. Happy Destiny meetings will be moving to St. Luke's Episcopal Church (2000 Stover St, Fort Collins, CO) on Wed 8/2/23.
- b. Molly W: Women of Faith, purchased OWL, will help with hybrid approach to meetings; Sat, Genesis Project. Fellowship hospitality in Greeley 9-11
- c. Tina P: State convention, Friday (9/1/23) – Sunday (9/3/23). Link on nocoaa.org to volunteer for service in the hospitality room.
- d. Marilyn: Women's Step ABC has moved to the Westminster Presbyterian Church (3990 W 74th Ave, Westminster, CO) and are already holding meetings there now.
- e. *Approval of June 2023 NCIG Meeting Minutes~ George C, motion, Kent B second, (31-0-0)*

**4. Reports:**

- a. Chairperson - Rhonda N
- b. Treasurer- Karen K – Report, AA world services higher, due to backorders and suddenly came due. *Molly motions to approve the June 2023 Treasurer Report; Lisa seconds (31-0-0). Report approved.*

TOTAL JUNE INCOME	\$3,604.60
Total Cost of Goods Sold (COGS)	\$1,615.19
TOTAL GROSS INCOME	\$1,989.41
TOTAL EXPENSES	\$3,363.91



asked to send in items to add to the agenda to before the next occurring NCIG regular meeting (northcoloradoii@gmail.com or amyj4nocoaa@gmail.com)

- c. Enclosed the proposed budget for ICOAA Seminar. NCIG Office Manager would benefit from attending. Rhonda describes Beth's involvement in the ICOAA meeting. Deadline for registration is 9/1. IGRs are asked to take information back to their groups for approval on the expense. *NOCOIG vote for approval of expense at next regular meeting.*
- d. Colorado State Convention – NOCOIG was asked to supply and man a literature table on Friday – Sunday (9/1 - 9/3). IGRs are asked to take this announcement back to their groups and request for volunteers. *If any volunteers are found, please send their information to the Central Office.*
- e. Announcement from Volunteer Coordinator (Julie McD) – All spots are filled now, days and nights. *Still need fresh volunteers, more people for substitutes need it.* Volunteers will be trained in office procedures and night watch telephone lines.

7<sup>th</sup> Tradition - Venmo @NCIGAA other ways to donate: [www.nocoaa.org/contribute](http://www.nocoaa.org/contribute)

Northern Colorado Intergroup Volunteer to read **Tradition 8** next month: Marilyn N.

Motion to **Adjourn:** \_\_\_\_\_ **George C.** \_\_\_\_\_ (no 2nd required)

**In Closing: Responsibility Statement**, "I am Responsible. When anyone, anywhere, reaches out for help, I want the hand of A.A. always to be there. And for that: I am responsible."

Time Adjourned: 7:03 PM

Next Meeting: August 21 ,2023

We, the Northern Colorado Intergroup (NCIG) Steering Committee, have handled disruptions and controversies within our AA community. Whether or not the behavior was intended to be helpful or hurtful is irrelevant. The point is: These actions have crossed the line of decency and are distracting us from our primary purpose.

All members of the Northern Colorado AA fellowship have a right to expect that they will be reasonably safe at in-person group meetings, NCIG Zoom meetings, and at the NCIG Central Office. Bullying and harassment are negative and unacceptable forms of discrimination that conflict with the AA Traditions and our way of life in recovery. Any such behavior will be taken seriously by this committee and will be dealt with it as it arises through an informed group conscience. This Steering Committee also understands that our Twelve Traditions, including that of group autonomy, do not place groups or members above the law and that when individuals act injuriously to others, they are held legally accountable. This accountability is generally understood in our First Tradition, which reminds us that all members and groups have a responsibility in respect to the common welfare and protection of the individual members.

As members of Alcoholics Anonymous and Trusted Servants, we must all recognize the power of how our behavior can affect other members of the Fellowship and potential newcomers. Recognizing that we can control our behavior, we have a responsibility to set a good example and thereby protect the overall good name of AA as a respected Fellowship. Moving forward: If any member disrupts the unity of our NCIG fellowship, this Steering Committee will do everything in our power to ensure the matter is handled through personal interactions and discreetly at the Committee level. It is always hoped that the individual member in question will see this difficulty as an opportunity for growth in their recovery. However, if the disruptive behavior continues, the NCIG Steering Committee reserves the right to invoke an informed group conscious and ask the disruptive member to not attend NCIG meetings for a determined amount of time and/or contact the appropriate legal authorities.

## Steering Committee responses to concerns brought up by William P. at June 19 IG Meeting

At the last Intergroup meeting William P. brought up some concerns, which we also asked him to email to us. We have answered them below.

Going forward, we would like to get back to the following standard procedure: Anyone who has any issues they would like to be addressed by the Steering Committee can bring them to their IGR or Alternate IGR, who can email them to us at [amyj4nocoaa@gmail.com](mailto:amyj4nocoaa@gmail.com) for addition to the agenda of the following meeting. Thank you!

Here are William's concerns and our responses:

### *1. Concerned about Treasures reports being altered during the gratitude banquet*

Accounting for the Gratitude Banquet is always a moving target, as scores of volunteers bring in money for tickets sales and request reimbursements for expenses over a several month period. The Treasurer's Reports are therefore sometimes revised as new data comes in. Also, 2022 was the first year we utilized a separate bank account for the Gratitude Banquet to try to better keep track of everything. There has been a bit of learning curve in doing that and in assigning various expenses to the proper codes in QuickBooks. As always, if anyone has identified any specific numbers that they think are wrong, please bring them to our attention.

### *2. Concerned about the raise that was given and approve by the SC. And there are no note or minutes of having the groups voting for raise or even being informed about it. I talked with several IGRs and they were also shocked.*

See excerpt below from **Northern Colorado Intergroup Meeting Minutes - January 18, 2021:**

4. Quorum (>7 IGRs)
5. Motion to accept the meeting minutes from last month?
  - a. Julie motion, Carolyn second, passes
6. Active reports
  - a. Chairperson
    - i. Molly read the budget narrative**

The text of the budget narrative does not appear in the minutes (because we don't have any courtroom stenographers at our meetings), but it is available in the **February 2021 Northern Notes** as well as in the list of **2021 Finance Reports and Budgets** on nocoaa.org. Here is an excerpt:

*"In 2020, we cut as many expenses as we could and recognize some new expenses. We stopped purchasing anything not essential to our core operations and **decreased our overall operating expenses by 70%**, or approximately \$8800 from 2019 to 2020 much of the decrease in cost were on account of taking the bookkeeping and website maintenance in house, as well as spending freezes on office supplies, food, and printer ink. Additionally, we changed banks and vendors to*

*reduce fees. In 2021, we would like to keep our operating expenses, low and look for new ways to run a less expensive operation.*

***“We do plan to increase our expenses with an increase to our office managers hours worked from 20 to 28. The steering committee unanimously believes that more time is needed in the office to run daily operations. Beth started in March and essentially moved us to a 100% virtual operation while simultaneously on boarding into the role with a completely new steering committee. She was instrumental in keeping our phone services available and meeting list up-to-date when everyone was moving online. She took over the bookkeeping and website, maintenance, both of which used to be outsourced, and take a considerable amount of time. This is also one of the main reasons we saw such a dramatic decrease in expenses in 2020. In 2021, we are projecting a 10% increase in office operations due primarily to a salary increase for our office manager. We believe this is required due to the role taking on additional scope.”***

So the Steering Committee’s recommendation to increase the Central Office Manager’s hours and pay was, in fact, shared with Intergroup. It was included in the budget for that year, which was voted on and approved by the Intergroup reps.

***3. What is our protocol for the office manager? Is there a time sheet is she working from home etc.***

Yes, the Office Manager keeps track of her hours and fills out a time sheet. She works from home on some days, as we feel her work on the website and keeping the books is more efficiently done without the interruptions that occur while in the office.

***4. Concerned about spirit of rotation and Julie in the office for 10 years and that we are looking for a new office coordinator.***

Yes, we understand the spirit of rotation. Julie has served as the Volunteer Coordinator for so long because she knows a lot of people in our community and is generally able to quickly and efficiently get slots filled. Also, no one else has volunteered to do it, and she has a sense of responsibility for keeping the Central Office staffed and making sure the phones are answered. That’s one of the reasons we propose making the Volunteer Coordinator a voting member of the Steering Committee that will be subject to the nominating process. Our hope is that some new folks will step up. In the meantime, we thank Julie for her years of dedicated service.

***5. Concerned minutes being changed from past meeting and the IGR’s not voting on the change.***

Not sure when this is alleged to have happened, but going forward we do believe that any changes to the minutes should be approved by the Intergroup reps.

***6. Concerned about transparency***

Here is information publicly available on [nocoaa.org](http://nocoaa.org):

1. Agendas and minutes for the Steering Committee and Intergroup meetings
2. Monthly Finance Reports
3. Central Office Reports
4. Last three years of tax returns
5. Date, time and Zoom ID information for every NCIG meeting, so anyone can attend

In addition, we have recently voted to allow any AA member to observe our Steering Committee meetings on Zoom.

*7. Concerned about IGR meeting being abruptly stopped and having important information IGR's being shut down.*

We want to hear from all who wish to speak, but we reserve the right to try to get through the meeting in a timely fashion. We'd also like to note that in the most recent meeting we gave everyone, including William P., ample opportunity to voice any concerns, we provided the email address to send them to us in writing (*going forward, this address is [amyj4nocoaa@gmail.com](mailto:amyj4nocoaa@gmail.com)*), and we are now taking even more time to address them one by one.

*8. Concerned about sending messages to the Website and they not being sent to the IGRs.*

The contact form and email address ([contact@nocoaa.org](mailto:contact@nocoaa.org)) is for inquiries about AA and not intended to be a distribution point for IGR correspondence (and we're actually not aware of any messages addressed to the IGRs). The IGRs have the opportunity to interact with each other at the monthly Intergroup meeting; again, if they or anyone else have issues they want to be discussed, they can email them to [amyj4nocoaa@gmail.com](mailto:amyj4nocoaa@gmail.com) so they can be added to the agenda for a future meeting.

To sum up:

We as a committee take our responsibility of supervision and oversight of the Central Office seriously.

We will be responsive to questions and concerns and will try to promptly correct any mistakes that are brought to our attention – assuming they are brought forth in a respectful manner and with enough specificity to be actionable.

We will not tolerate any personal attacks on the Office Manager or any trusted servants.