

Northern Colorado Intergroup / Central Office
Intergroup Meeting- Minutes
February 19th, 2024 - NCIG Virtual Platform

Call to order: 6:03 PM

1. Serenity prayer + welcome
2. (Quorum > 7 IGRs)

Alice B.	District 23 Rep	Lisa Z	LaPorte 287 Group
Amy D	Happy Destiny	Marilyn G	Daily Noon Zoom
Amy J	Secretary	Marilyn N	SC Member at Large
Bill G	Breakfast with Bill and Bob	Paula B	Fort Collins Group
Chelsea B	Women Stepping Up	Pete N.	Group 2 (Greeley)
Christine A	Women of Faith	Randy K	Last House on the Block
Cindy B	District 21 Rep	Rhonda N	NCIG SC Chair
Diane B.	Loveland Group	Sheila B	A Way Home
George C	R.U.S. Group (Loveland)	Tina P.	SC Member at Large
George McC	SC Assistant Chair & Spring Creek	William P	539 Group
Jay S.	7AM Freedom Group	Zoe A	Rule 62
Julie McD.	Volunteer Coordinator		

3. Group Updates/Announcements –

- a. Happy Destiny: Group inventory was held, Tina P. moderated. Good takeaways and attendance is up!
- b. Breakfast w/Bill and Bob: Group inventory will be held on 2/25/24 (Sunday) from 9am – 12pm.
- c. Loveland Group: Had to close Sunday night 7:30pm meeting, not enough attendance
- d. 539 group: Chili cookoff Saturday 2/24/24 after noon meeting:

- i. 539 group questions/concerns:
- ii. General warrantee: Why did the Steering Committee vote on hiring the new accounting firm (RLR), without an IGR vote for approval?

*The Steering Committee came to the IGRs in October, November, and December of 2023 with announcements of a search for a new accounting firm. In January 2024, the SC recommended RLR and announced that, if hired, they will be taking over the books as opposed to the Office Manager. RLR was recommended by multiple organizations in Northern Colorado because of their expertise in working with non-profits. At the same meeting, The Steering Committee asked for feedback from the IGRs and if there were any objections to hiring RLR. There were no objections, so the SC voted to hire RLR after receiving **consensus** from the Group Conscience.*

- iii. Why were groups not allowed to ask Jeff O questions for the 2024 NCIG inventory?
In October 2023 (minutes posted on NoCo AA website), the IGRs were asked to go back to their Home Groups and gather questions for the upcoming 2024 NCIG inventory. Answers we received were summarized and Jeff O. was informed. Jeff O. was recommended as an

experienced facilitator, and the Steering Committee is trusting that the process he brings will adhere to the Traditions and spiritual concepts of AA.

- iv. Concerns of new by-laws sent to Amy were not added to the agenda
Over 25 questions and a line by line edit of the Bylaws and Procedure Guide (60+ comments) have been sent to Amy from the 539 Group since January 1st, 2024. Many of the questions/concerns have already been addressed or are currently being addressed by the SC in the form of updates to Central Office procedures and the hiring of RLR accounting. The Bylaws and Procedure Guide received a majority vote of approval from the IGRs in December 2023, and any motions to amend the documents can and will be entertained during the regular NCIG monthly meeting.
- 4. Approval of January 2024 NCIG Meeting Minutes – Zoe A, motion, Diane B. second, (22-0-0); motion carried
- 5. Reports:
 - a. Chairperson - Rhonda N – **Full report will be sent out with meeting minutes.** Central Office inventory of sellable goods complete, Office Manager description and annual review documents completed, SC nomination & position descriptions complete Grapevine calendars are available at the Central Office (\$12 each).
 - b. Treasurer – vacant
 - c. District 21 - Cindy B: 2/4/24 meeting; No GSR concerns, good attendance. Full report will be sent out with the minutes. Marcus is hoping to get Zoom/internet issues resolved before the next meeting. Next meeting March 3rd at 5pm (301 E Drake, Fort Collins)
 - d. District 23 – Alice B: Almost completed group inventory March 9th, Unity Event flyer will be sent out to IGRs
 - e. Volunteer Coordinator- Julie McD: All phone slots covered except for two: 1st Sat of month 8am – 8pm & 5th Sat of month 8pm – 8am. Get ahold of Julie or Central Office to volunteer! Sobriety requirement for phone volunteers is 6 months, have a home group, and a sponsor
- 6. Old Business:
 - a. Central Office Literature/Recovery items inventory complete
 - b. Colorado Department of Revenue Letter, "Based on the information provided, the Department was able to reconcile your account for 2020. At this time there is no additional tax due."
 - c. We Are Not a Glum Lot reminder: Asking for people to contribute \$20 ahead of time on NoCo AA website. Also accepting cash and Venmo at the door.
 - d. NCIG Inventory March 2, 2024, will be held no matter what the weather conditions, we have a backup facilitator as it gets closer will inform the body. If your Home Group IGR is not able to attend, Alt-IGR is able to substitute.
 - i. Zoe A. will transcribe, Marilyn G. will be the time keeper.
 - e. Update from Nominating Committee for Steering Committee.
 - i. Lori, Randy, and Christine are committee. Deadline for nominations was Monday 2/19. We only had one person nominated.
 - ii. Christine updated job descriptions in the flyer! Please, please, please take back to your Home Groups and encourage members to nominate.

iii. *Motion to postpone the deadline to March 1st, with nominations submitted on March 2nd Marilyn G Marilyn N (22-0-0)*

7. New Business:

a. Financials prepared by RLR for Oct, Nov, Dec 2023. Reports pulled directly from QuickBooks; payroll accrual is now included.

i. Approval of October 2023 NCIG treasurer report – *Tina P, motion, Lori M. second, (22-0-0); motion carried*

ii. Approval of November 2023 NCIG treasurer report – *Lori M, motion, George C. second, (22-0-0); motion carried*

iii. Approval of December 2023 NCIG treasurer report – *Marilyn G. motion, Amy J. second, (22-0-0); motion carried*

b. 2024 Central Office Budget will be complete by 2/23/24

c. We have implemented processes and procedures for the following:

- Daily Closing Cash Procedure effective, 02/01/2024
- Weekly Cash/Check Log for Reconciliation to Square and Deposits to Bank, in place 02/09/2024
- Central Office Petty Cash Guidelines and Procedures, effective 02/15/2024
- Canvas Credit Union Bank, Debit Cards, 1. Office Manager, 2. Treasurer, 3. "Gratitude Banquet" Treasurer, effective in place 02/14//2024
- Central Office Budget Process Effective 02/01/2024

d. "Evening of Gratitude" Event: Saturday 9th or 16th of November, we need to reserve Club Tico now.

i. *Motion to use Central Office funds to reserve Club Tico space for 2025 Gratitude Event. Marilyn N. motion, Zoe A. second (22-0-0)*

e. Literature Sales at Greeley Stampede; sold of literature

f. Resignation of Central Office Manager and need for a Candidate Search Committee.

i. Job announcement and application packet will be sent to all IGRs. Application deadline is March 22nd, 2024

ii. Amy D. and Jay S. will serve as search committee, distributing job announcement flyers to NCIG meetings.

7th Tradition - Venmo @NCIGAA other ways to donate: www.nocooa.org/contribute

Northern Colorado Intergroup Volunteer to read Tradition 3 next month: Pete N.

Motion to Adjourn: Marilyn G

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: 7:18 PM

Next Meeting: March 18th, 2024