

Willamette Valley Intergroup Meeting

September 18, 2017

7pm

Intergroup Officers and Committee Chairs: Tonya, Chair; Jerry L, Co- Chair; Jane A, Treasurer; Laura F, Central Office; Cathy C, Secretary & 2nd Chance Meeting; Chris E, Member at Large, Saturday Nite Live Independence; Erik S, Member at Large, Rebellion Dogs; Dot E.-Member at Large, Old Guthrie School;

Intergroup Sub Committee Chairs: Events: VACANT.; Outreach Coordinator: VACANT; Webmaster/Computers: Rick; Meeting Schedule Coordinator: Mark S.; District Liaison: Eric B; Soberfest: Mike L.; Telephone Coordinator: Ben M.; H&I: Chris H.; Al-Anon: Dianne L.

Opening: After a moment of silence, Tonya read the Serenity Prayer and Chris read the 12 Traditions.

August 21, 2017 meeting minutes were motioned and approved.

Introductions were made.

WILLAMETTE VALLEY GROUPS REP'S (present at meeting)

2 ND Chance	Cathy C.
North Santiam Group	Bert D.
Pioneer Group	Carol N.
Rebellion Dogs	Erik S
The New Frontier	Jane A.
Keizer 12 Step	Jerry L.
Morning Coffee	Jerry L.
St. Paul's 7AM	Terry F.
Children of Chaos	Kerry F.
Serenity in Sixty	Tonya S
Rebellion Dogs	Erik S.
Saturday Nite Live	Chris E
Old Guthrie School	Dot L.
Primary Purpose	David S.

Central Office Manager Report: Laura stated that Central Office still has not received a new lease yet.

There were 218 Big Books sold last year at this time. As of this month (August), CO has only sold 156 Big Books.

For those that donated paper towels to Central Office, THANK YOU.

Insurance is paid for CO and Soberfest!

Treasurers Report: Jane handed out Treasurer's Report. Because of Ladies Luncheon donation to WVI, we did not have to transfer any money from savings to checking account to cover our bills!!

District 4 has not contributed any money to CO for the use of the Internet and the copier. Jane will speak with them and ask if they can contribute as they have done each year.

District 4 Liaison Report: Eric B had Tonya read his report.

District 4 Vacant Positions:

Activities Chair: This Position remains open.

Accessibilities Chair: This Position remains open.

Cooperation with Professionals Chair: This Position remains open.

Public Information Chair: This Position was filled!

November 2017 Assembly Committee Update:

Still selling coffee cups to fundraise for the Assembly

The Quarters for the Quarterly donations have bought in \$3,001.87 to date!!

The balance on 9/11 is \$5,561.16, of the goal to raise approximately \$7,000.00

The Ice Cream Social fundraiser made a profit of \$51.10, \$45 of that was from cup sales.

Sign-Up sheets will be going around for hospitality volunteers. Blocks of time are 2 hours.

On-Line registration is now available at Oregon Area 58 web site, aa-oregon.org.

Note that Meal costs do not count toward the \$7000 Goal for the Red Lion rental.

September Assembly – There was an AA literature book drive for corrections meetings going on. GSR's brought donated Literature to the Assembly. Ice cream and pizza will be brought to the District that donated the most! On Saturday, Delegates and Chair elections were held as well as an all day business meeting going on at the same time. Sunday was the Oregon Area Inventory process with round table discussions of how they are functioning.

New Business:

Elections for positions coming open at the end of the year will be in October. These positions are DCM, Alternate DCM 1, Alternate DCM 2, Registrar, WVI Liaison, Corrections, and the current open positions.

EVENTS Chair: Carol stated that their BBQ event brought in \$6.51 (profit). The Bingo event will probably happen in January.

Webmaster: The site should be up to date. If there is anything to add, please ship it to Rick.

Rick is almost done with his commitment to WVI as Webmaster. Please announce need for volunteer for this position in your meetings.

WVI has positions open at this time. Please announce in your meetings!!!!

1-Member at Large

1-Webmaster

1-Treasurer

1-Schedule Coordinator

1-Outreach Coordinator

1-Computer Administrator

Take nomination forms to your Homegroup Business Meetings!!

Share ByLaws with homegroups to vote on for both Oct and November, 2017.



NEW BUSINESS:



Carol N was voted in unanimously as The Events Coordinator.

Jane made proposal to the committee to add the "Eye-Opener" events emails to the Events Coordinator. This job description fits under "Events Coordinator" position more so than the Treasurers position. Jane is sending out the Proposed By-Law revision to add this to Events Coordinator Job Description. We will vote Yea or Nay in both October and November 2017 WVI business meetings. See attached "Proposed ByLaw Change".

OLD BUSINESS:

Cathy has updated the Business Calendar.

GROUP REPORTS

Children of Chaos: Meets Thursdays 7-8 pm. Attendance has been down a little. Changed time of meeting to end at 8, instead of 8:10pm. Great speakers sharing the solution.

Way Home Group: Meets 5 nights a week. 5:30 pm. 20-30 attendees average per night. Nothing new to report.

N. Santiam Group: The group meets 3 nights a week on Monday, Tuesday and Thursday. All meetings start at 7 pm. Tuesdays meeting is a book study and goes until 8:30pm. There is an Al-Anon meeting once a week too.

Gutherie School: Group remains strong. Some new comers have joined. Quaint setting in old school building.

Rebellion Dogs: Sundays, 6 pm in Aumsville Community Center. Topic meeting with Bingo style sharing. Good core group with varying levels of sobriety. Quite a few new faces. Tries to focus on the solutions.

2nd Chance Sunday Morning Meeting: Good attendance. Need help at setting up the chairs and tables. Please let your sponsee's know if they'd like to do some service work.

Morning Coffee: We are a growing and welcome new people. We have plenty of room.

Keizer Step Study: John Knox 465 Cummings Lane, Keizer. 7:30 pm. Small group. New people are welcome.

Primary Purpose: We meet M-F 6:00 am – 7 am. Our new time of 6:00 am is reported in the September handout. We are a small group wanting new members. This is an open Group. We have nice surroundings at Salem Alliance Church 1305 5th St. NE Salem. Usually about 10 people.

Daily Reprieve: Meeting is going steady. Monday-Friday 12pm to 1 pm. Attendance runs ~15-30 people. Format changes daily.

7AM St. Paul's: The 7 AM St Paul; meeting has 40-50 regular members that start their day with dedication to sobriety and a spiritual way of life. We are a fun group that shares a variety of AA approved literature. WE are a closed meeting that welcomes anyone with a desire to stop drinking.

09/17/17

Willamette Valley Intergroup Inc.
Monthly Income & Expenses
 August 17 through September 13, 2017

	Aug 17 - Sep 13, 17	Jan 1 - Sep 13, 17
The Tenth Hour Candelight Meeti	0.00	0.75
The Way Out	0.00	63.19
Three Legacies	0.25	0.50
Tues. Night Men's Stag	0.50	1.50
Undetermined Group	0.00	0.50
Unity Group	0.00	150.50
Way Home Group	0.00	800.75
We Are Not Saints	40.00	40.25
Women of Principle	0.00	0.50
Young People's Eye-opener	0.00	36.53
Total Group Contributions	2,085.22	13,063.43
Individual Contributions	25.80	341.25
Interest Income	0.02	0.26
Sales		
book covers	22.00	130.00
cds Grapevine	7.00	14.00
cups	0.00	7.00
DVD	0.00	7.00
greeting cards	7.25	186.15
literature	225.45	4,358.45
medallions	452.90	3,309.40
misc.	16.50	214.75
special order coins	0.00	120.00
special orders	0.00	138.95
stickers	0.00	108.00
Total Sales	731.10	8,593.70
Soberfest	0.00	35.00
Total Income	2,882.34	22,204.79
Gross Profit	2,882.34	22,204.79
Expense		
Bank Charges	0.00	41.00
Conventions	0.00	20.00
Copier & Computer Maintenance & Insurance	0.00	77.95
Inventory Expense	507.00	507.00
book covers	0.00	15.50
literature	502.15	2,667.63
medallions	213.30	949.05
misc.	0.00	213.58
special order coins	0.00	54.20
Total Inventory Expense	715.45	3,899.96
Licenses & Permits	0.00	20.00
Maintenance	0.00	40.74
Office Rent	535.00	4,280.00
Office Supplies	0.00	138.30

09/17/17

Willamette Valley Intergroup Inc.
Monthly Income & Expenses
 August 17 through September 13, 2017

	Aug 17 - Sep 13, 17	Jan 1 - Sep 13, 17
Ordinary Income/Expense		
Income		
Bank Charges REI	36.00	46.00
Copier & Computer		
Copier specific donations	0.00	100.00
Usage	4.20	24.15
Total Copier & Computer	4.20	124.15
District 4	0.00	1.00
Group Contributions		
7 AM Downtown Group	262.13	2,427.03
Action Group (Woodland Chapel)	0.00	69.25
Altered Attitudes	25.00	25.25
As Bill Sees It Jefferson	20.00	20.00
Big Book Study Grande Ronde	0.50	0.50
Big Book Study Monmouth	0.00	30.00
Capitol Discussion Group	0.00	135.00
Children of Chaos	0.00	101.50
Conscious Contact	1.00	576.75
Daily Reprieve	0.00	980.30
Dallas AA Tues & Thurs	80.00	131.50
Dallas Speaker's Meeting Fri	0.25	201.25
Events Committe	0.00	632.27
Fresh Brew Group	0.00	0.75
Good To Be Here Women's Group	0.00	112.25
Heard it From the Grapevine	0.00	114.25
JACKS LaCreole Group	50.00	220.00
Keizer Monday Night Step Study	0.00	19.25
Ladies Lunch	1,217.64	1,227.64
Mt. Angel Group	36.00	79.50
New Beginnings Women's Group	0.00	100.00
New Frontier	0.00	50.00
Newcomers & Winners	181.00	569.25
Old Guthrie School	0.00	425.50
OYA was Hillcrest	0.00	0.25
Pioneer Group	0.00	587.75
Primary Purpose	0.00	240.00
Rebellion Dogs Aumsville	0.00	460.25
Recovery at Noon	0.00	213.00
Recovery at Noon Silverton	0.00	136.25
Saturday Grapevine	0.00	42.00
Saturday Nite Live Independenc	0.00	13.50
Second Chance Group	170.95	884.47
Serenity in Sixty	0.00	40.25
Snack Pack	0.00	2.25
Soberfest	0.00	116.00
Step of the Month	0.00	350.00
Sunday Morning BB & Disc Keizer	0.00	232.00
Sunday Night BB Study Monmouth	0.00	400.75
Take The Cotton Out	0.00	0.75

09/17/17

Willamette Valley Intergroup Inc.
Monthly Income & Expenses
 August 17 through September 13, 2017

	<u>Aug 17 - Sep 13, 17</u>	<u>Jan 1 - Sep 13, 17</u>
Payroll	1,142.74	9,141.92
Payroll Taxes	0.00	4,630.75
Reconciliation Discrepancies	0.00	5.00
Room Rent	0.00	288.00
Shipping	12.00	123.86
Soberfest REI	0.00	14.00
Subscriptions	0.00	28.97
Telephone&Internet	124.58	1,002.78
Total Expense	<u>3,036.77</u>	<u>24,260.23</u>
Net Ordinary Income	<u>-154.43</u>	<u>-2,055.44</u>
Net Income	<u><u>-154.43</u></u>	<u><u>-2,055.44</u></u>

Willamette Valley Intergroup Inc.
Bank Account Balances
 As of September 13, 2017

	<u>Sep 13, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	1,013.62
Petty Cash	40.00
Prudent Reserve/Savin...	3,469.46
Total Checking/Savings	<u>4,523.08</u>
Total Current Assets	<u>4,523.08</u>
TOTAL ASSETS	<u><u>4,523.08</u></u>
LIABILITIES & EQUITY	0.00

Willamette Valley Intergroup Nomination Form

Name

Position

Positions open beginning September 1, 2017 are: Computer Administrator, Outreach Coordinator, Webmaster, Member at Large, Treasurer and Schedule Coordinator.

All Nominees need to read job descriptions in the bylaws that are available at <http://www.aa-salem.com/>. If you are unable to view them on the web, contact central office for a copy.

All Nominees must be present at October and November Intergroup meeting.

PROPOSED BYLAW CHANGE

EVENTS COMMITTEE

This committee develops events for the AA community that is free or minimal expense. The chair shall have preferably, a minimum of two (2) years continuous and immediate sobriety.

Terms of Office: This position may be re-elected at the discretion of the Intergroup Committee or the Advisory Board.

Duties and Authority:

1. Shall have one vote at Intergroup Committee meetings, but may not vote both as an officer and a group representative.
2. Shall attend and provide a monthly report to the Intergroup Committee at the regularly scheduled monthly meeting.
3. Work with their replacement to familiarize them with their duties.
4. Develop fun events for the fellowship of Alcoholics Anonymous.
5. Become self-supporting as soon as possible and become a contributor to WVI if possible.

ADD

6. **Maintain up-to-date data base of the email addresses of all A.A. members wishing to receive notification of upcoming events in the A.A. community.**
7. **Send out timely notification through emails to all of the A.A. members within the data base of upcoming A.A. events. These notifications may be weekly or monthly , but no fewer than twice a month as new events develop.**

Willamette Valley Intergroup Calendar of Business

(Created January 18, 2011)
Updated September 27, 2017

JANUARY

- NEW YEARS BUDGET-Presented to Intergroup Representatives
- Voting for Open Intergroup Positions
- Advisory Board to present New Year's Budget at the Intergroup meeting
- Form 940 Employers Annual Un-employment Tax Return due January 31st to IRS/Social Security
- W-2 & Tax statements due to Employees
- Form OQ-xxxx quarterly report (4th quarter) deadline January 31st to Oregon Department of Revenue
- Form 941 Employees Quarterly Tax Return for 4th quarter of previous year due January 31st to IRS
- Central Office prepare for manning a table at Soberfest

FEBRUARY

- W- & W-3 Transmittal of Wages due to IRS/Social Security deadline February 28th (March 31st if filing electronically)
- Form WR or Annual Withholding Tax Reconciliation Report February 28th to Department of Revenue
- Advisory Board reviews bylaws to verify all the changes voted on the previous year have been included
- Quarterly Report prepared for February Area Assembly
- SOBERFEST 2-DAY CONFERENCE

MARCH

- Presentation of the annual update of WVI Bylaws for review by membership

APRIL

- Form 941 Employers Quarterly Federal Tax Return (1st Quarter) to IRS by April 30th
- Renew Domain Name for Internet Address
- Form CT – 12 by Fiscal year to Oregon Justice Department -*Deadline May 15th – moved per Jane A. (5/211/12)
- Form OQ-xxxx Quarterly Tax Report (1st quarter) due to Department of Revenue by April 30th

- First vote of changes to Bylaws (if necessary)

May

- Form 990EZ or 990 Short Form Return of Organization Exempt from Income Tax to IRS by May 15th
- RENT INCREASE on Central Office Lease?
- Second vote of changes to bylaws (necessary if first vote)
- Quarterly Report prepared for May Area Assembly

June

July

- Form OQ-xxxx Quarterly Tax Report (2nd Quarter) to Dept of Revenue due July 31st
- Form 941 Employers Federal Tax Return (2nd Quarter) to IRS by July 31st

August

- Liability Insurance Renewed

September

- Start election process
- Quarterly report prepared for September Area Assembly

October

- Nominations accepted for open intergroup positions
- Form OQ-xxxx Quarterly Tax Report (2nd quarter) to Dept. of Revenue due October 31st
- Form 941 Employers Quarterly Federal Tax Return (3rd quarter to IRS by Oct 31st
- Corporate name registration due to Secretary of State Corporation Division by November 1st

November

- Nominations accepted for open intergroup positions
- Review the next year's budget by the advisory board
- Review WVI Office Manager's salary status
- Quarterly Report prepared for November Area Assembly

December

- Voting for open intergroup positions
- Advisory board to complete the new year's budget