

# Napa Valley Intergroup Officers Meeting

## March 21, 2020 via Zoom

### Minutes

Open with moment of silence and serenity prayer

Alston - how we can help the fellowship and what we need to do it:

Purchased zoom account \$14/month - Now 20 online meetings!

Janet - Hotline

- Got the software for hotline
- List not updated since 2016
- Of 32 slots, there are 8 people signed up
- Trying to fill slots
- Needs help announcing at meetings
- GSO reported a huge influx of calls, while Napa seems to be having less calls
- Going to put flyers on common meeting places that drive people to [aanapa.org](http://aanapa.org)
- Need a workshop or orientation for Hotline, Edward happy to help

John - Literature

- Locked stocked and ready to rock

Doug - printed schedules

- Suggesting not printing during this time.
- Unanimous vote to not print

Katherine - newsletter

- The just printed newsletter is irrelevant.
- Suggests a redo for newsletter to a more topical issue
- Requests people send her reports for newsletter

Kelsey - Delegate at Large

- Not noticing Up Valley meetings going online
- Wants to help Up Valley do the deal
- Alston suggests contacting Lily, who has been in contact with meeting reps

Michelle - Birthday

- Supplies just purchased, so report will show increased expenses
- Storage is being used by someone or some other meeting. Storage was notably low.
- See financial report
- Open to going to an online format
- Edward has account that can do 500 people and is happy to help
- Donna notes that first birthday meeting held in person, will be a huge draw on chip inventory
- Michelle can order more
- Made unanimous vote to go for 500 person Zoom account for Birthday Meeting
- Donna to work on speaker availability

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Brian

- Getting online meetings listed on aanapa.org as soon as possible
- Might be looking up a friend that knows how to make the website look prettier
- Edward notes you can share the website screen to make announcements at online meetings

Seth - Treasurer

- Email reports to Seth
- Seth makes report
- Paypal and Venmo accounts on online links
- Noted NY Intergroup link for "Note on Anonymity for Zoom Meetings"

Donna - Financial Oversight

- Good to go
- Premiums when up for insurance

Edward - General Service Rep

- Meetings are going online
- Pre-conference assembly will be in April 4-5, online

Burning Desires

- John K
  - We need to go to Intergroup Reps first
  - Get to the most vulnerable
- Kelsey
  - Drafting an announcement
- Alston
  - Utilize phone lists
- Donna
  - Meetings have phone lists they can utilize
- All
  - Consistent and concise message needs to be created and sent out utilizing the best networking practices

Next NVIG Officer meeting will be on Saturday, April 11<sup>th</sup> at 9:30am, Reps will join in at 10AM via Zoom. Alston/Elaina will send Meeting link to all officers and reps.

Closed with Serenity Prayer

**Napa Valley Intergroup Agenda**  
**March 21, 2020**  
**Via Zoom**

**Opening**

- Moment of Silence & Serenity Prayer

**Meeting Purpose** – To address the needs of the Napa Valley AA Fellowship under the Napa County Shelter in Place during the COVID-19 pandemic. No previous agenda topics will be discussed.

**Meeting Format** – All participants will be on mute as they enter the meeting. Chair will unmute all for the Serenity Prayer. Chair will then mute all participants. Chair will review current status. The Chair will unmute only the officer that is reporting. Each officer will report their current situation with relation to their specific officer position and state their immediate needs. After all officers have been heard, we will open it for discussion. Participants will raise their hand to share and the chair will unmute them during their share.

PLEASE NOTE: We may be without a secretary. If this is the case the meeting will be recorded. Minutes will be produced from the recording and then the recording will be deleted.

**Officer Reports**

**Chair** – Alston C – [chair@aanapa.org](mailto:chair@aanapa.org):

- a. Zoom Account was purchased for \$14.99 per month to host Intergroup Officer and IG rep meetings
- b. Our website [aanapa.org](http://aanapa.org) now has the following information available:
  - i. A link to a list of all NV AA meetings and those that are offering online meetings.
  - ii. This is a work in progress as people submit the link to their meetings via [reportmeetingchange@aanapa.org](mailto:reportmeetingchange@aanapa.org) Please inform the fellowship of this procedure.
- c. A link to the following information:
  - i. Instructions for Online Napa Valley AA Meetings
  - ii. How to Facilitate an Online Meeting via Zoom
  - iii. Online meeting Template
  - iv. Zoom Best Practices
- d. How do we reach out to the AA Fellowship to pass the word about online meetings?
- e. How do we reach out to the AA Fellowship that is in quarantine/Shelter in Place and do not have access to Zoom via lap tap or phone?

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**Alternate Chair** – Mark B – [alternatechair@aanapa.org](mailto:alternatechair@aanapa.org)

**Hotline Chair** – Janet S. [hotline@aanapa.org](mailto:hotline@aanapa.org)

**Secretary** - Elaina S. [secretary@aanapa.org](mailto:secretary@aanapa.org):

**Literature Chair** – John K. [literature@aanapa.org](mailto:literature@aanapa.org)

**Meeting Schedule Chair** Doug M. [meetings@aanapa.org](mailto:meetings@aanapa.org)

**Newsletter Chair** – Katherine Y [newsletter@aanapa.org](mailto:newsletter@aanapa.org)

**Delegate at Large** – Kelsey [delegate@aanapa.org](mailto:delegate@aanapa.org)

**Birthday Meeting Chair** – Michelle P. & Donna R. [birthdaymeeting@aanapa.org](mailto:birthdaymeeting@aanapa.org)

**Web Editor** – Brian D. [webeditor@aanapa.org](mailto:webeditor@aanapa.org):

**Treasurer** – Seth T. [treasurer@aanapa.org](mailto:treasurer@aanapa.org)

**Liaison/Committee Reports**

**Financial Oversight Committee**

**Hospitals and Institutions - John C**

**General Service Liaison - Edward**

**Action Items:**