

NYC Al-Anon Intergroup AFG Representative Meeting Notes
April 26, 2022 6:30 pm

Meeting ID: 826 0130 3807
Passcode: 052717

Draft Draft Draft Draft Draft Draft Draft

Chair: Meret O.

Meeting Secretary: Gabrielle P.

- **Chair opens with Serenity Prayer.**
- **Chair reviews the safety and meeting protocols:**
 - The meeting is not recorded.
 - Chats are saved to transfer comments that are pertinent.
 - When minutes are accepted at the next IR meeting, the chat will be destroyed.
- **IR sign-in.**
 - IRs asked to sign-in in the chat, and to raise their virtual hands to assess if we have a quorum.
- **Quorum achieved.**
- **Chair asks for a volunteer Secretary for the meeting.**
 - Gabrielle P. volunteers.
- **Board service announcement:**
 - There are open positions on the board.
 - Service Announcements in the materials that went out.
 - IRs asked to let the Sign-In Host know if they are interested.
- **Cynthia asked the IRs to introduce themselves:**
 - Fred G., Let it begin with me, Fridays, 7:30 pm, Bklyn
 - Rob, Park Slope Friday Night, Friday, 7:00 pm, Brooklyn, new location
 - Ilene, Today's Reminder, Daily, 9:05, Manhattan, virtual still, brick & mortar Sheen Center, Manhattan
 - Sarah H., The Three Legacies, Mondays, 12:15 pm, Manhattan, virtual

- Sally, Westside LGBTQ+, Sundays, 6:00 pm ET, formerly in Manhattan, now virtual
 - Amy, Step into the Heights, Thursday 7:00 pm, Manhattan, but still meeting virtually
 - Gabrielle P., Saturday Solution and Serenity, Saturdays, 10 am, Brooklyn, but currently meeting virtually
 - Dolly H., The Healing Power of Al-Anon Monday Night Meeting
 - Christine S., Start Your Day Right/End Your Day Right, daily, 2 times/day
 - Carolyn C., East Side Serenity, Sundays 6:00 pm, Manhattan, but now virtual only
 - Rita, Stepped Up in the City, 7a and 8a; 7p and 8p
 - Linda L. (new IR), Park Slope Noon Day
 - Harriet, How Al Anon Works, Mondays 7:00pm, Manhattan
- **Guests introduce themselves:**
 - Jeanne is a member of Happy, Joyous, and Free, and is a guest
 - Patty is a member of Harlem Hope and Harmony, and is a guest
- **Board members introduce themselves:**
 - Meret O, Chair
 - Cynthia, Tech Host
 - Pinar, board member
 - Bill, Treasurer
- **“We are but Trusted Servants” read**
- **Motion and vote to accept Draft January 25 IR Meeting Minutes as final**
 - Motion passes and Draft January 25, 2022 IR Meeting Minutes accepted as final
- **Website Report (order changed from agenda): Rob**
 - ***Rob demoed the meeting search feature:***
 - There will be a plug-in, rather than a Google Sheet
 - You can search for meetings by day, time, and other filters
 - The new website will run on SquareSpace
 - The current site is 1.0, and the plug-in is working.
 - The committee is testing the plug-in on SquareSpace, and believe it will work on that platform.
 - The site is not currently public.
 - They want to migrate the current content onto SquareSpace.

- They will choose a SquareSpace template to use.
 - Rob (the other person working on this, also named Rob) will focus on the design aspects of the new site.
 - Our URL needs to get pointed to the new site.
 - The meeting finder can include additional information beyond the basic details. IRs can use the edit.

- **Questions/Comments re: Website Report**
 - Question re: security for getting into meetings/password protections
 - IRs can currently update their meeting information in the meeting list, which will then carry over to the new website.
 - Cynthia explained that IRs can check their meeting listing on the current website, and include updates such as information re: accessing the location, vaccines/masks, etc.
 - Discussion re: groups are autonomous re: their virtual set-up/security. Intergroup is concerned with ensuring there is a centralized list. Intergroup is mindful re: aligning the technology with our principles.

- **Literature Report (Cynthia)**
 - Jude is currently shipping orders and as of today shipping is up to date.
 - There are a few books out of stock at WSO. They do not have an ETA of when they will be back in stock. We have enough to fulfill current order
 - The literature page has been updated to reflect the current inventory status of all items.
 - We are still looking for someone who can help process shipments.
 - Here is a brief synopsis of what is involved. Of course, I will train them.
 - Main: duties are pull, package, and ship orders.
 - Print order forms from our website.
 - Pull the merchandise from our inventory and package accordingly.
 - Create a shipping label using our online shipping system and take the packages to the post office across the street.
 - Once the shipping label is created, email the tracking info to the customer.
 - As this requires using our website, our online mailing system and sending email confirmations as well as porting items to the post

office, we need someone who is available during the day, is knowledgeable of office equipment, comfortable using computer software, and able to lift minimum 5-10 pounds (we have a hand truck available to carry items).

- It's not hard to do, but as this a multi-step process, we need someone who is detail-oriented. I am willing to train.
- Key words: computer proficient, knowledge of office equipment, detail-oriented, able to lift minimum 5-10 pounds, available during the day.
- The building is open on Saturdays, and so is the post office, so if someone wants to do this service on Saturdays, that would be okay.
- If you are interested, please email board@alanonnyc.org.

- **Financial Report (Treasurer, Bill)**

- We started 2022 with \$47,581 in cash.
- As of April 9, 2022 there is \$52,787 in available cash in our checking account.
- The Savings Account shows \$76,743 in assets which was primarily funded by former members leaving bequests to the fellowship.
- The current allocation in the savings account includes \$21,000 the full 3 ½ months of Prudent Reserve, \$23,479 is targeted for Public Outreach and the remaining \$32,264 is undesignated at this time.

- **Intergroup Outreach Committee Report (Jeanne)**

- Jeanne has a slide presentation
- There was a bequest for outreach
- Doing public outreach, carrying the message, is part of step 12. Personally I feel it is very important and really the cornerstone of our program, See service manual, p.119. And part of the work that Intergroup has done in the past is working on Public Outreach projects.
- A committee has recently formed and is taking up an idea that has been around for 4 years—placing posters within the Subway system. We believe in this project and we are finally in a place to do it.
- It is not cheap but the result per the MTA is impressions of 39,000,000 views over the 4 weeks
- We would like to have a new Poster to be designed that has a positive image, to post on subway platforms, with a QR code. There were a couple of options discussed with the MTA:

- 1. Subway interiors 1000 ADS 1000 train cars minimum \$40K to \$50K, inside cars. Estimated Printing- \$5,500. The one we want to talk about, the pricing is less.
 - 2. 260 Posters, 46" by 30" dimension - \$30,000 per 4 weeks, platforms. Estimated Printing - \$6,000.
- The MTA uses algorithms to post throughout the system
- We have an estimate from one designer so far, for \$2500.
- It has been suggested we get 3 estimates, and have the poster design match or coordinate with the new website design.
- It may take 4 weeks for the designer to get the design together.
- Our goal for the timeline for this is to submit everything by August 1, 2022 and launch the campaign for September 1, 2022. The campaign would last for 4 weeks.
- A poll could be sent to the IRs for feedback.
- We suggest the committee work with the board for an approved plan. The slogan, the design and implementation would be worked on between the committee and the Board.
- Summary: This is a larger project, and upon rollout we will need more volunteers to help with answering the phones, and maybe volunteers for follow up projects: such as dropping Outreach Literature in key locations and finding places to place our posters, such as church or school .
- There will be a QR code so that people can capture the code quickly while in transit, and then get to our website/resources/meetings
- Note that the Share-A-Day flyers are often well-designed. Do we have designers we might use for this? Also, an IR notes that a group they are in has members who are designers/printers, and asks if we are open to members working on these aspects.
- IR plans to hire professionals for this. We do have members that are professionals. Interested members who are professionals/who may want to work/volunteer on this can email the board at the board's email address.
- Intergroup wants to move this process quickly.
- Intergroup is not doing a formal Request for Proposals (RFP).
- San Francisco did a similar campaign with buses.
- There will be a need for trained volunteers to answer the phones and to have this up and running prior to the posters going live.
- The posters will be up in different places. For example, if you are on 42nd Street and you are walking from one place to the other, you will see them.
- An IR suggests tracking efficacy. Mentions that many large corporations assess the efficacy of subway advertising and have clearly found it

worthwhile. And we have a unique opportunity to collect data about the impact of our particular subway outreach.

- For example, if we are collecting call data currently, we could potentially track the number of calls during and after the campaign, and compare against call data prior to the campaign launch.
 - We could also consider asking people who call how they found out about us and track that.
 - Might be real value in collecting this kind of data, and using it to inform potential future investment of resources.
 - Bill is currently answering a lot of the calls, and reports that:
 - We do not currently track the number of calls that come in.
 - Bill created a spreadsheet to track the calls he takes.
 - Bill is willing to train volunteers.
 - P.O. committee member mentions that we will be able to track the QR code responses, and know if people come to us that way.
 - P.O. committee member mentions that the trained volunteers can ask callers how they learned about us, so we can assess if people are calling after seeing a poster.
 - The committee looked into posters on the trains themselves, and the cost is about three times higher when the posters are on the trains themselves (versus on the platforms).
 - The MTA requires a certain amount of posters for purchase within the subways. 1,000 ads, 1,000 train cars, minimum \$50,000 plus the printing.
 - A P.O. committee member mentioned we could consider, if resources are available, purchasing posters for inside cars down the line. Or we could decide to invest now in this more expensive option (of posting inside trains themselves).
 - Questions re: pricing.
 - The committee has gotten one quote from a designer. They are not locked into that designer, and are open to other quotes.
 - We will discuss this at the next IR meeting in June, and vote to move forward on it then.
 - This is a large project, and the board wanted to start letting IRs know and to start getting feedback on this.
- **AA SENY Convention Report (Meret O.)**
 - The SENY Convention happened, with Al-Anon participation
 - We sold out of Al-Anon literature (two boxes full).
 - We sell it to AA on spec (meaning that they pay us for what is sold).
 - It was very successful.

- We needed volunteers, and some Al-Anon members stepped up close to the time of the Convention to volunteer.
- IR was able to pay for their travel costs.
- IR will also be selling literature at an upcoming Al-A-Teen event.
- **Donation re: World Service Organization (WSO)**
 - Discussion re: need for funds at WSO.
 - WSO financials are not currently available.
 - Last year we gave them \$3,000.
 - The board discussed a potential donation of \$3,000 or \$5,000 to WSO.
 - The board is in agreement that we would like to make a donation. The board does not like to act unilaterally.
 - Our savings account has over \$76,000 in it, from a number of bequests from members.
 - IR asks re: WSO challenges, and if this is an ongoing challenge. It may not be ideal to keep bailing them out.
 - Literature sales are down, due to a shift to virtual meetings.
 - Meeting donations are down.
 - Outside of NYC, many more groups are moving back to in-person meetings. In NYC, there seem to be more challenges re: venues allowing groups to meet in person.
 - In the past, Intergroup has had no money, and WSO cut us off. We have money now, and some of it comes from Share-A-Day, which has worldwide participation.
 - Request to make an announcement re: WSO finances at Share-A-Day, particularly because Share-A-Days get international participation.
 - It cannot happen this Share-A-Day because the planning is complete. This can be potentially announced at a future Share-A-Day. The board will raise it with them.
 - Suggestion to pause decision-making until the next IR meeting, and to get more clarity on WSO's finances before voting.
 - Another IR mentions that they would like to have the hard numbers before deciding. Although they understand that WSO is a publishing house, and literature sales are down, it is hard to assess in the absence of actual WSO financials.
 - IR member shares that in their group, some members have expressed that they do not want to donate to WSO as they have concerns about financial mismanagement.
 - Question/reflection re: if members decide to donate to IR, rather than WSO, and then IR donates to WSO.

- **7th Tradition Break**

- This is a meeting, and there is a \$10 suggested donation. It is suggested that IRs be reimbursed by groups.
- Question raised re: contribution. It was lowered to \$5 at the last meeting, and is now back to \$10.
- Meret shares that she lowered the suggested contribution at the last meeting, in response to us having a lot of funds, and our conversation as a group being about how to allocate those funds. Given that we had extra funds, it felt off to request \$10. That being said, Meret recognizes she made this decision spontaneously and independently and thinks that perhaps more groupthink would be helpful re: what the suggested IR donation should be for these meetings.
- Donation of service is even more valuable than money to the board right now. The service of IRs being here. Members who can do service. That is how we are fully self-supporting.

- **Break-out Room Discussion (Meret)**

- The Board is concerned that they have been dictating topics for break-out rooms. They want to be mindful of ensuring that IRs have input on the topics they want to raise.
- We need people to volunteer. We need people to answer the phone hotline in this case.
- It would be helpful for IRs to announce service needs in their groups and gather a roster of names of people who are willing to do service. Get a grid together. This is what we need more than anything.

- **Announcements**

- Next Share-a-Day on April 30, 2022. The topic is: New Beginnings: How Al-Anon Works.
 - Email board@nycalanon.org for info on how to volunteer.
 - Zoom info on the News page of our website.
- Three Amias Alateen service trainings coming up: Saturday, May 7; Wednesday April 27; May 11; and May 18.
 - The schedule is on the Alateen page of our website.
 - Or email NYSAlateen60@gmail.com to get information.
- Al-Anon Related Announcements can happen at all NYC-based meetings. Share news from the “Announcements” flier on our homepage NYCalanon.org. Lots of information updated weekly. If you don’t hear an Al-Anon Related Announcement, tell the group about this flier.

- Holy Trinity Church in Inwood/Washington Heights wants to host 12-Step Meetings. Contact Matt for more information.
- The 2022-25 Al-Anon/Alateen Service Manual is online on the WSO Al-Anon.org website, under the “Members” tab.
- Please update your Group info using the pink Add/Edit button on the Intergroup homepage to make changes. www.NYCAAnon.org
- HOTLINE Volunteers: Intergroup is assembling a list of members willing to answer their phones for 2 hours a month when newcomers and members call us. “When anyone, anywhere reaches out for help” let your hand be there.
 - Announce at meetings and email board@nycalanon.org.
 - We will train you.
- The next Intergroup Board Meeting is Tuesday, May 10. We invite you to come—attendees do not need to be IRs. Soon we’ll be down to three board members. 2022 is the year for service.
 - Email Board@nycalanon.org
- Next IR meeting is Tuesday June 28. We look forward to seeing you.
- All IR Meetings are via Zoom in 2022.