

Intergroup Representative Meeting  
October 29, 2019 Minutes  
6:30-8:00 pm  
PS 41 106 W 11th St (6th Ave.&7th Ave)

- 6:35 Serenity prayer
- 6:36 Conference Approved Literature: Reaching for personal Freedom - General Warranties
- 6:40 Acceptance of July IR Minutes
  - Vote
  - Minutes pass unanimously
- 6:42 Introductions (The Board, IR s)

**Old Business**

- 6:45 IR discussion:"NYC Intergroup Bequest Policy"
  - \*Members broke out into small groups for discussion.
- 6:56 IR Feedback (IR, JB)
  - \*Members felt funds from bequest should go first toward Prudent Reserve.
  - \*Our Prudent Reserve is currently located in our Savings Account. Prudent Reserve is a set amount to cover [?] months of our expenses.(JB)
  - \*The IR members are responsible for setting the Prudent Reserve level. The prudent Reserve amount needs IR approval to be modified
  - \*Our operating account is held separately.
  - \*Intergroup does not donate funds to WSO.
  - \*This year we have spent approximately (\$8,000.00) from Prudent Reserve in 2019.
- 7:02
  - \*IR Motion to move funds from our Savings to restore agreed upon level for the Prudent Reserve(\$21,000.00).
  - \*Motion Tabled.
- 7:06
  - \*The bequest policy allows for a sum equivalent to10% of our annual operating expenses to be taken as a onetime withdrawal from a bequest. The two bequest policy options differ in if the initial funds should go towards our operating account (Policy 1) or towards replenishing the Prudent Reserve (Policy2).
  - \*Declines in our Prudent Reserve indicate a negative trend.
  - \*Note: Bequests are a different line item on financial report.
- 7:09 Bequest Policy Vote
  - Policy1: 5
  - Policy2: 18
  - Bequest Policy 2 Passed. Bequest funds will first be used for Prudent Reserve maintenance.

7:13 Prudent Reserve Discussion (IR s)

\*The members proposed that we use funds from our Savings account to restore our Prudent Reserve to the predetermined level of \$21,000.00.

- Motion was seconded.
- Motion passed.
- There were 4 abstentions.
- This will be a standing policy.

7:15 Reports

**Treasury(JB)**

We are doing somewhat better in group donations since August, but we do not have any excess, and donations are historically low around the period from Thanksgiving to New Years, so we want members to know, please keep on giving.

We basically depend on donations for our income.

As per our agenda today , under new business, we will have a discussion session regarding the cost of literature, and it's role within our Mission.

We would like you to take a quick look at the Savings Account sheet, which shows, if we continue on the course we have been on , we could deplete our savings within the next 4 years. As always, we need the continued support of groups and individual members to cover the operating costs of providing literature and servicing the website.

**Administrative Report(JG)**

7:20

- \*Our big expenses of our office and literature remain significant.
- \*Order literature from WSO by the case to lower costs.
- \*Recently redid donate and sign up buttons on web to simplify the process for visitors to the site.
- \*Please be and sure to remind your groups to add our address office@alanononnyc.org to their contacts so that they receive our messages.
- \*We determine, which literature to order by which books sell a case within a three month period.
- \*There was a request for us to use Venmo for payment. We do use Pay Pal.
- \*Currently, our costs exceed our revenue. For example, in the past year we had net revenue of approximately \$60,000.00 and had costs of \$78,000.00.

## Outreach(JT)

- 7:23 \*Less Outreach to report due to the Board being low on manpower.  
\*Please consider joining the Intergroup Board of Trustees. Any member, who has been an AI Anon member for 2 years is welcome to join. We suggest coming to a Board meeting to get better acquainted with us and being on the board.

## New Business(JB)

- 7:26 Reusable Tote Bag project  
\*The Board is proposing a new fundraiser. We propose creating a reusable tote bag for sale at the office and online.  
\*We want to create a committee of IR members, who would like to organize this project. We need research on design, and costs among other logistics..  
\*Please tell your group about the tote bag project.  
\*If members are interested in helping with the tote bag project, please contact the office.  
\*Sign up sheet was passed during meeting.  
\*Hope to have a report on the Tote Bag project at IR meeting in January.

- 7:31 7th Tradition

## New Business(JG)

- 7:33 IR Discussion  
\*"Intergroup should be fully self supporting by its own contributions."  
-Brainstorm  
-Strategy  
\*"Role of literature in Intergroup mission."  
-Mission: Are we a retail or a service organization?  
-The Board studied costs/benefits of literature.  
-To turn a profit on literature sales the prices would have to be raised by sixty percent. IRs chose to raise prices by twenty percent in [?] The increase in prices has been helpful.  
-Overhead costs are quite expensive.  
-We are primarily a SERVICE organization.  
  
\*We need the IRs to let the groups know that we need their help to cover our costs. We cannot rely on bequests.  
\*Want to have funds for special Outreach as well.  
\*Many groups are also squeezed by their own rising costs.

- 7:40 **\*Work through the problem of diminishing donations and increasing costs (Board,IR s)**  
\*Sustaining Donations: Ask groups about making individual and/or group donations on a monthly basis.  
\*Intergroup is classified as a charitable organization(501C3). We do still have to maintain accounting for the retail side.  
\*Research ways to cut our rent costs. Look into the possibility of a donated space.  
\*Our current rent is reasonable for our location. The building is a nonprofit building.  
\*Literature is a SERVICE. Currently, a third to half of the groups are using Intergroup literature stocks. We might try and up this percentage.  
\*The Board has contacted Intergroup boards in other large metropolitan areas to see how they are coping with costs and fundraising.  
\*Creating a flyer for groups about sustaining donation is a fundraising suggestion.  
\*IR reported back that her group said that they wanted literature. The response was strong and clear.  
\*IR reported that they found the literature in the office to be well organized.
- 7:51 \*IR suggested incorporating Intergroup Mission with fundraising.

#### **Announcements**

- \*Next Share A Day is Saturday November 23rd.
- \*Literature is available for consignment for official group events.

7:57 **Motion to close. Meeting Close & Serenity Prayer**

Next IG Board Meeting: Tuesday, November 12, 2019

Next IR Meeting: Tuesday, January 28, 2020