

**SUNDAY BDA ONLINE — BUSINESS MEETING — 3<sup>RD</sup> SUNDAYS,**  
**7:25-7:55PM EASTERN, 4:25-4:55PM PACIFIC, ETC.**

Working agenda for business meeting on 01/16/22

**Open**

**Introductions**

**Minutes summary**

**Treasurer report**

**Open**

Marc opened the meeting with the Serenity Prayer

**Introductions**

Completed (Marc/Lynn/Chris/Gayle/Heather)

**Minutes summary**

Heather completed this. No amendments or objections. Minutes were approved.

**Treasurer report**

Chris does not have a Treasurers report. Chris has asked that we remove the option to transfer to PayPal with immediate effect. She has checked the balances of each account and no expenses have been withdrawn. Heather has offered help. Re PayPal, asked if we can disable or replace the Venmo button to create a cleaner transition to Venmo. There may have been a vote required to remove PayPal from the website but this is unclear. Chris reported on the details before with the changes that were made in PayPal. It was elected that we go in a different direction. Venmo was set up but has not been fully implemented to replace the PayPal.

**Actions:**

- **Marc** – will set up a zoom meeting to improve the process for the treasurer role.

**Urgent Business**

**1) Venmo/PayPal**

**Motion:**

Chris made a motion to take PayPal off the website right now and we replace it with the Venmo link and that motion to discourage cheques and ask for people to email and then the address can be shared to make sure that Chris' email is private.

**Seconded:**

Heather seconded the motion.

**Discussion:**

Gayle has voted to get rid of PayPal.

Gayle has proposed automatic payments as an option on Venmo.

The meeting host will dictate that the Venmo link will be placed in the chat.

**Actions:**

- **Chris** will look into AP on Venmo
- **Heather** will announce at meeting that payments are to go to Venmo, this will be added to the chat
- **Heather** will send Gayle the Venmo link to copy and paste

## 2) Zoom account update

Has email been changed to sundaybdaonline.org? recurring meeting set up and new links on websites and all DA sites? email is corrected

### Actions:

- **Marc** to confirm link updates with **Gayle**
- **Chris** will log in and change in settings and **Gayle** will make sure that the correct link is on the BDA and DA website.

## 3) Meeting docs update

Have we transitioned them to Sunday BDA G suite? Script update for new year to be included in this, I propose the updates get sent in advance and voted on at next meeting.

### Actions:

- **Marc** to work with **Gayle**. Marc & Gayle to liaise on this via zoom

## 4) Bank accounts update

Still working on correct signors? **Still in process**. Has Bob been removed from the bank accounts. A form was sent and another one was requested.

### Actions:

- **Chris** will need to start over with this.

## 5) Service positions

Updating job descriptions with hand off information and process specifically for Tech and Treasurer to ensure passwords, log ins and access are all handled correctly.

### Actions

- **Marc** to update prior to next meeting. Marc to coordinate with **Chris & Gayle**

### Website needs to be updated to reflect positions being filled

- Meeting chair - Heather K will continue until end of march
- Newcomer Greeter - Evelyn willing to do 3 months - end of March
- Speaker getter - Gayle P - Dec 22
- Business meeting chair - Marc E - End of June
- Business meeting record keeper - Lynn C - End of June
- Tech coordinator - Gayle P - Dec 22
- Treasurer – Chris B can stay - Dec 22

## Old Business for August 2021 and Beyond

- 1) **ON HOLD UNTIL OCTOBER 2021 BUSINESS MEETING:** *We're getting push back from our speakers on being recorded.* Do we want to stop recording monthly speakers, which is currently part of our speaker eligibility? (Beginning with our August speaker, our tech coordinator will leave the recordings on the zoom platform, which will count the number of listeners and downloads. We will review this data as part of our discussion in October.)

UPDATE - We did not record the speaker this month - We got off path due to speaker getting not arranging a speaker. We did get a volunteer. We had a gap in who was going to start the recording and in getting permission to be recorded. This may need to get included in updates to service positions and responsibilities when we get our own zoom account - who does it tech,

## New business (not introduced at a business meeting yet)

- 1) **REVISED TOPIC FROM OUR JULY 2021 BUSINESS MEETING:** *When we created our current format of weekly topics, the Promises pamphlet had not yet been published.* Would we consider replacing our monthly Step speakers with monthly speakers on the Promises? (Although we wouldn't be reading the Promises pamphlet in the meetings, we could possibly suggest that our meeting participants read that pamphlet as preparation for hearing the speaker and sharing about the DA Promises.)

\*\* should we read the promise of the month in its entirety prior to introducing the speaker?

- 2) **LOW PRIORITY BUT NOT FORGOTTEN:** Do we want to create a committee to plan a group inventory for spring 2022? (Our most recent group inventory was in May and June 2019.) - No interest currently - can revisit in the 1st quarter of next year
- 3) Kelly wants to make a motion about the GSR report gets posted on the website prior to the GSR meeting
- 4) 01/16 -