

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

Working agenda for business meeting on 18/04/22

Open

Introductions

Minutes summary

Treasurer report

Open

Marc opened the meeting with the Serenity Prayer

Introductions

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

Minutes summary

Marc completed this. No amendments or objections.

Marc - Minutes were approved.

Treasurer report

Chris is working with creating correct process with PayPal and pressing the “Friends & Family” button. This is on-going. The Treasurers Report has been posted on the website. Chris explained there is a lag for receiving payment and will allocate payments that arrive in April as an April payment even if it was for a March event. We now have PayPal, Venmo and Zell. There are advantages to Zell. Gayle proposed that we could have all 3 options. Chris seconded the motion to have all 3 payment options available where the information for all three different payment methods will be shared in the chat at the meeting. Marc has a template for posting in the chat regarding payment and has a Google Document will be updated to say “for the 7th tradition you can pay on PayPal on the homepage pressing friends and family button or alternatively you can use Venmo or Zell and they will be posted in the chat”

Marc - Treasurer Report has been approved

Actions:

- **Marc – Chris** is continuing to confirm the finalization of the account.

Urgent Business

1) Bank Account

Actions:

- PayPal, Venmo & Zell will be used

2) Service Positions

For discussion at March meeting

An ongoing requirement is the 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 on completing these**

Website needs to be updated to reflect positions being filled

- Meeting chair – Lynn C will do meeting Chair - end of June
- Newcomer Greeter – Heather will do this – end of June
- 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

3) Kindle Account/Gmail

Marc proposed that we have an integrated a Kindle Account. He will look into sourcing the group materials.

Actions: Marc will look into this.

4) Speaker Recording

Explore the co-host option on Zoom to enable us to have the Speaker Getter be the person who is recording the speaker.

Actions: The Meeting Chair will handle the recording of speakers. The Tech Coordinator and Meeting Chair will be host and co-host.

5) Zoom Settings

This needs to be discussed at the next meeting

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