

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

*Meeting notes for business meeting on 9/18/22
and Working Agenda for 10/16/22 business meeting (See *October Topics*)*

Meeting Format:

Open
Introductions
Minutes Summary
Treasurer Report
Urgent Business
Old Business

Open

All opened the meeting with the Serenity Prayer

Introductions

Heather HG member, Gabe HG member, Chris HG member, Gayle HG member

Minutes Summary

Gabe read a summary of the minutes from the 8/21/22 meeting. No amendments or objections. All approved.

Treasurer Report

Chris shared the report. Report will be posted on the website by Gayle.

- Current balances – \$1,965.69 Total (General Fund \$465.26; GSR Fund \$1,500.43)
- Average monthly 7th Tradition = \$20-\$45

Discussion on how to distribute funds from the General Fund: Resolved

Read the BDA has suggested guidelines for distribution (from the Service Manual):

How can my group contribute?

Group Spending Plan: It is suggested that meetings create a group spending plan, including setting aside funds for a prudent reserve, which is usually three months of normal expenses or three months' rent. Contributions to the GSO: If, after meeting all its regular expenses, the group has a surplus, it is recommended that it be distributed monthly or quarterly according to the following formula: if your area has an Intergroup, contribute 50% of any surplus to Intergroup and 50% to GSO. If your area has an Intergroup and an

Area GSR Group, then contribute 45% to Intergroup, 45% to the GSO, and 10% to the Area Group. If your area does NOT have either an Intergroup or an Area Group, contribute 100% of the surplus to the GSO.

We don't have an Intergroup or Area

Zoom renews in October – \$200 annually

Other expenses – \$100 for website annually

Annual expenses are \$300 – Recommend keeping \$1500 in GSR fund and \$300 or \$375 in General Fund as Prudent Reserve

7th Tradition goes to General Fund or members can earmark \$ for GSR at the time of their contribution

Recommendation: Split remaining account balance beyond PR between Help for Debtors and GSO

Recommendation: Keep \$375 as Prudent Reserve; \$1500 as GSR fund and remaining balance to GSO on a monthly basis – **All voted in favor of this recommendation**

Actions

- Gayle** to add a PR line to the spreadsheet (\$375)

Accounts

Gayle's name is on all of the accounts w/ Chris.

Actions

- Gayle** to access the accounts to make sure she is able to successfully log in.
- All** (next month) discuss how to split cash reserves moving forward.

Open Service Positions - as of 8/21/22

Newcomer Greeter – Who would like to serve?

Heather and Lynn will cover until someone steps into the roll

GSR – Who would like to serve?

Actions

- All** need someone to serve as Newcomer Greeter
- All** need someone to serve as GSR

Urgent Business

1. Kindle – October Topic

Sharing materials online during the meeting is going well.

Gayle requested sharing the Kindle to the website but we can't do it – Kindle books need to be shared by the individual

Actions

- All** (next month) discuss having access to Kindle on the website
- Gayle** will contact Kindle and see if the group/group email can receive the Kindle

2. ~~Bank Account Resolved~~

All signers are correct – Gayle’s name is on all of the accounts w/ Chris.

~~3. Service Positions Job Descriptions Resolved~~

Gayle changed the format of service position descriptions on the website. Everything on the website has been updated.

~~4. Script Resolved~~

Script has been updated

~~5. Zoom Settings Resolved~~

All Zoom security features have been updated, but we could still have a password. We already have a password so this is already done.

Actions

- All** (next meeting) discuss Zoom settings/security/password

Topics for September Business Meeting

1. PRG to Create Spending Plan – *October Topic*

~~2. Prudent Reserve. Resolved~~

From June meeting – relevant notes: The group should set up a prudent reserve. Suggestion: Annual cost for our tech and banking fees, plus whatever other fees we may have and to present them to the group to use to establish the prudent reserve guidelines. Annual zoom is \$149.90 due Oct 17, no bank fees, possibly website domain name annual fees? Any gmail fees? Gayle?

~~3. Distribution of General Funds Resolved~~

~~4. Zoom Settings Resolved~~

~~Security/password discussion~~

Old Business

1. Recording Speakers? Y/N? – *October Topic*

Beginning with our August speaker, tech coordinator will leave 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.

Actions

- Heather** has this been done? Locate the two missing speaker recording – Not yet by will search by the two dates for Gayle and Demitri
- All** check in with Heather in October to see if the two recordings were located

2. Group Inventory

Committee to plan a group inventory for spring 2022. (Our most recent group inventory was in May and June 2019.) No interest currently. Revisit in the 1st quarter of 2023.

3. **Pasting Links – *October Topic***

Actions

- All** has this been done? Determine who pastes links into the chat for payment info and other resources during announcements

4. ~~Website Updates~~ *Resolved*

From July meeting

Update Sunday BDA Icon from Unicorn to new circle image – Gayle to do. Has this been done?

Actions

- Gayle** (if not yet done) update image