

National Capital Area ACA Intergroup

Monthly Business Zoom Meeting Minutes

Sunday, January 16, 2022 from 4-6 P.M.

Meeting Opening

- Serenity prayer
- [NCA ACA IG Mission Statement](#)
- Approved [December Meeting Minutes](#) from Sunday, December 14, 2021
- January Meeting Agenda [need link] approved
- Roll Call - (Per Intergroup Sign In)

Benjamin	G	Saturday 12:00 PM -- MD053 -- As We Grow-Greenbelt Step Club	Voting
Beth	L	Monday Night BRB – Joy Reigns Church, Edgewater, MD	Voting
Jerry	J	Monday 07:00 PM -- ACA Step-Unity Club, Falls Church, VA	Non-Voting
Sue	B	Sunday 05:00 PM -- Kensington Womens Workbook Study	Non-Voting
Peggy	B	Saturday 12:30 PM – MD026 – Serenity Center ACA	Voting
Sarah	F	Tuesday 07:15 PM -- DC015 -- Triangle Club AA/ACA -- Washington, DC	Non-Voting
Brad	L	Sunday 08:30 AM - WEB580 - SafeHaven	Voting
Mimi	G	Saturday 10:00 AM -- ACA: A Path To Healing- Dupont Circle Club	Voting
Mary Anne	M	Monday 06:30 PM – Monday BRB – Joy Reigns Church, Edgewater, MD	No
Beatrice	E	Sunday 07:00 PM – VA0134 – Help to heal, Warrenton, VA	Voting
Josephine	W	Sunday 05:00 PM -- MD040 -- Kensington Womens Workbook Study	Voting
Terri	C	Saturday 10:00 AM – ACA Serenity Seekers, Leesburg, VA	Voting

Leadership Reports

Chair's Report – Brad L.

- Intergroup Chair – Brad L and Sarah F. serve as Interim Co-Chairs
- Discussed future direction of Intergroup
 - All positions are open for the February 2022 Intergroup Officer Elections.
 - Current office holders must be in position for more than half a year to be considered as serving their full term.

Secretary's Report – Terri C.

- December Minutes were approved after minor changes.

Treasurer's Report – Josephine W.

- [Treasurer's Report - December 2021](#)
- Received \$590.07 net fees in 7th Tradition contributions and \$614.12 net fees from Literature Sales.
- Spent \$7.57 for 7th Tradition Fees and \$213.88 for Shipping and Handling from Literature Sales

Technology - Beth L.

- Will post June, October, November, December 2021 meeting minutes on Intergroup website.
- Renewed annual contract with Sign Up Genius allowing groups to easily book available Zoom slots.

Draft version submitted for approval on 01/12/2022 at 7:00pm

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- Technology Committee expense projections of \$425 for first quarter 2022 including the following items:
 - Wix - Web Editor
 - JotForm - Advance website
 - Domain Name for Recovery Day
 - Tockify - Calendar schedule for website
 - Tello - used as a telephone this number for Venmo

Service Chair Report – (Open)

- The DC-ACA IG Service Chair position is still open.

Outreach Report – (Open)

- Steve O. resigned as the representative for his group in Edgewater, Md. and as Outreach Chair so this position is currently open

Inreach Report – Sarah F

- Sarah F sent out emails announcing the February Officer Elections for Intergroup Officers, WSO ballot and workshop proposals.
- Email address is inreach@dc-aca.org – members are asked to invite people to sign up for mailings.

Literature Report – Josephine W.

- Motion was unanimously approved to continue 50% off for ACA Literature until inventory is depleted.
- Members were advised to inform local meeting groups of Intergroup available inventory:
 - ACA Red Books
 - Yellow Step Books
 - Daily Meditation Reader

Regional Report – Sue B.

- NorthEast Region and meets on the fourth Wednesday of each month.
- Currently, operates with an Interim Chair and an open Secretary position.
- Group recently discussed how to best assist Intergroups within the Region.
- This group updated the various ACA Meeting types on the NE Region Website.
- Regional Group is developing Intergroup Best Practices for the NorthEast Region.

WSO Report – Benjamin G.

- [Annual Business Conference \(ABC\)](#) to be held 4/21 and 4/22, and Annual World Conference (AWC) to be held 04/22 and 23, 2022 which was to be face-to-face, will now be held virtually due to Covid-19.
- WSO's [Comline Blog](#) goes live on 02/01/2022 with the end of the testing and feedback period.
- WSO is looking for volunteers for both the Language and Leadership Development committees.
- Tech volunteers are needed to strengthen its web-based services. Tech volunteers should have Wordpress or business IT skills. Contact Brad L at itchair@acawso.org
- Per Brad L., WSO has completed the following tech updates:
 - Installed two firewalls on the cloud and server

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- o Installed a scan service on all servers to provide the latest updates

Old Business and Open Positions

- Open positions
 - o Intergroup Chair – Responsible for monthly meetings. Coordinates and communicates with all officers and committees. Recommended that candidates have at least six months experience with Intergroup business operations.
 - o Treasurer - Keeps IG books, presents a financial report at monthly meetings, oversees various accounts.
 - o Secretary - Takes meeting notes and prepares minutes for approval.
 - o Technology Chair - Maintains the Intergroup's website and other technology
 - o Service Chair – Provides planning leadership and oversight for workshops and other IG events. Works with a committee.
 - o Inreach Coordinator - Keeps the fellowship informed of relevant ACA information
 - o Outreach Coordinator – Raises awareness of ACA in the community.
 - o Regional Representative - Represents the NCA IG at the Northeast Region's monthly meetings and reports back to IG.
 - o WSO Representative - Represents the NCA IG at WSO's monthly meetings and reports back to IG.

New Business

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Closing

- 7th tradition <https://www.dc-aca.org/7th-tradition>
- ACA Serenity Prayer

DCC ACA's Safety Statement: ACA Safety Statement: It is this group's conscience to provide a safe, respectful, and inclusive meeting place for all attendees, which we view as critical to achieving our primary purpose, helping adult children to achieve emotional sobriety. In order to provide a welcoming environment for everyone, we ask that each person here refrain from any language or behavior that threatens the well-being of any of our members. This includes predatory behavior which we define as exploiting someone's vulnerabilities for self-serving purposes including romantic, sexual, financial, emotional, or psychological reasons. If any person feels unsafe or in jeopardy at any time and for any reason, we encourage you to report that to a trusted servant or to a member of the Safety Committee or the group conscience. We also remind you that it does not go against any ACA Traditions to call the proper authorities if someone may have broken the law.