

Oahu Intergroup of Hawaii, Inc.
Steering Committee Meeting Minutes Unapproved
Tuesday, December 10, 2024

OPENING: 5:00 pm with the Serenity Prayer(All)

INTRODUCTION OF OIG Steering Committee Members

APPROVAL OF November 5, 2024 OIG Steering Committee Meeting Minutes:

Motion made to accept with meeting date changed to 12/10 : _ Mark Seconded : David Simple Majority Y: x_
N: _0 Motion passed

Review of 11/13/24 OIG Business Meeting Minutes

2024 Christmas Activities Chair (Patti L.) Report

1. Christmas Activity that was on 12/7/24 at Palama Settlement from 4:00 pm - 9:00 pm and the Activity. Report is attached. Report is not final. Some more receipts will be turned in. Donations were made from members. 7th tradition was collected.
2. An AA member climbed a fence entering the pool and broke a pole that could cost thousands of dollars. Chair is going to check to see if insurance will cover the damage.
3. Questions asked about total actual accounting and receipts. Discussion that in the future, money needs to be accounted for more carefully.

OIG REPORTS:

Chair: Donnie K.

1. We need to decide if OIG is going to renew the lease for the copier with Xerox due to the lease expiring at the end of December 2024. Currently we are paying about \$30. a month. The budget is approximately \$62. Per month at \$750 per year. When we do the meeting minutes at the office the cost rises to about \$50./ month. Lisa will follow up with Xerox for a new quote and we can follow up with an email vote if necessary.
2. The cost of literature has gone up. Does OIG want to increase the cost? This will be tabled until next month.
3. The Chair listed the following recommendations to the next Steering Committee Members below:
 - a. The new Steering Committee Chair needs to appoint an Ad Hoc Committee to address the Structure & Guidelines, **Section 7. Finances.** Section 7.1 ends with “**the OIG Treasurer and the Oahu Central Office Manager readily accept voluntary contributions from Oahu’s A.A. groups and other A.A. approved sources**”. First, it needs to say A.A. groups/individuals and the “**other A.A. approved sources**” needs to be defined and explained in writing.
 1. The New Steering Committee will then present the information from the Ad Hoc Committee to the body under Section 8. Amending the Oahu Intergroup of Hawai`i, Inc., Structure & Guidelines - Section 8.1 These Structures & Guidelines may be amended at any time by a two-thirds majority vote.
 - b. The new Steering Committee should return to completing the annual performance evaluation of the Office Manager and the Chair may present the information or select a board member to collate the data, set a time, and meet with the Office Manager to review the board's findings. The Steering Committee hasn't completed an annual evaluation since 2020.
4. All Certificates of Insurance have been updated (Landlord, Susannah Wesley, & Palama Settlement). State Farm said there is not a deductible.
5. Lease agreement for office space ends in June 2025. We are on a 3 year lease for the office.
6. Trinity AA Group is making contributions for 3 different groups. Do they want to be kept separate? The future Steering committee will follow up.

Vice Chair: David L.

1. 2024 Christmas Activity on 12/7/24 was a success.

Treasurer: Lisa F.

1. 2024 November Financial Reports.
2. 4th Quarter 2024 Actual(What was actually spent) vs 2024 Budget is due at the end of December.
3. Motion to accept financial report: made _Mark 2nd motion: _David Motion passed.

Volunteer Coordinator: Mark O.

1. Volunteers are covering each other. This position is open.
2. The new literature order form is on the top line on oahuuaa.org is operational and very easy to use.. Please bring cash or a check.

Recording Secretary: Patti H.

1. Worked on agendas and minutes for November and December, 2024. I always ask if anyone has any announcements please email or submit them in writing at or before each meeting for accuracy. Thanks for letting me serve.

Oahu Central Office Manager's Report: Georgette

1. Georgette has to travel in January for emergency reasons.
2. Please update contact persons to include at least two people as many listings are outdated.
3. Parking changes - You can still scan downstairs, but it requires that you charge it on your card, and it will charge you \$8.95, which is reimbursed later, or you can just pull up and we can bring your order to you, or you can park on the street.

OLD BUSINESS:

1. 2024 Christmas Activity - Chair Patti L:
2. Voting for a New OIG Volunteer Coordinator will be upcoming in each month's business meeting.

NEW BUSINESS:

1. Discussion regarding turning over keys to incoming officers.

NEXT OIG STEERING COMMITTEE MEETING:


Thursday, January 2, 2024 @ 5:00 pm (virtually)

ADJOURNMENT:

Motion: David Second: Mark Simple majority: x Against: 0 Motion passed.

Meeting adjourned at 6:25 pm

ATTACHMENTS:

 **November 5 Steering Committee Minutes**

 **November 13 Business Meeting Minutes**

 **Xmas Event Financial Report 12-10-24**

END OF November 2024 FINANCIAL DOCUMENTS:

 **BalanceSheet Nov 2024.pdf**

 **ContributionsbyGroupIndividuals Nov 2024.pdf**

 **ProfitandLoss Nov 2024.pdf**