

**Northern California Intergroup  
Minutes  
February 12, 2008**

Chairperson Ray T. opened the meeting at 6:03 p.m.

Sally W. read the 12 Traditions.

**Introductions:** 9 people were present. Ray T.-Chairperson, Susy P.-Secretary/New Start, Veronica J.-Literature Chair/Tape Librarian, Kathy F.-Web Master, Teresa D.-Office Manager, Verlin J.-Wednesday Nite Live, Sally W.-Ladies Nite Out, Paula R.-Women's Freedom Bound and Guest C. Powell.

The group welcomed our guest Corrina.

**Secretary's report:** Susy noted that last month guest Linda R. passed a motion to accept the treasurer's report. It was noted that our by-laws state that board members and one representative from each group has a vote on Intergroup matters. Ray said basically, no harm no foul. There was no comment from the group. In addition, in preparation of the January minutes, Susy also noted that the year-to-date totals in the treasurer's report last month didn't seem to add up correctly. Susy will check with Barb to clear up discrepancies.

**Treasurer's report:** Barb P. not present (in hospital emergency room).

**Literature/Tape librarian:** Veronica said that she would work with Teresa, our office manager to get an understanding of our literature and tape library. Susy asked the group if it was acceptable for Veronica to work on the office computer to prepare the reports, as they are on the Vista environment for PC's. It was agreed that Veronica could use the office and it's computer at her convenience and she should request an office key from Teresa.

**12 Step Chair:** Carl J. not present.

**Office Manager's report:** Teresa reported that three office/phone volunteers were needed for the Tuesday, Thursday and Friday, 9-11 a.m. time slots.

Teresa stated that the total literature sales do not reflect the Wintergroup sales, but that Tim K. said, "The check was in the mail."

Ray mentioned that Teresa requested time off to attend a women's conference on Feb. 14 and 15. Teresa said that volunteers would cover her slots so that the office would remain open and that she would make up the time to fulfill her obligations as office manager. Under the terms mentioned, the group agreed that this provision was acceptable.

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**Web site:** Kathy said the Web site is up-to-date. She gave Ray the user name and password to access the Web site.

Kathy mentioned that the hosting for the Web site is paid for through November 2008.

Kathy nominated Frank L. for Web master, Susy seconded the motion, and it passed with the group's approval.

**Newsletter editor:** Kerrie T. not present.

**DCM report:** Barb P. not present

**H & I Liaison:** Sam C. not present.

**Old business:** Locating an Internet Service Provider was passed on to Frank. The group was in agreement that when possible, this should go hand-in hand with the Web masters responsibilities.

**New Business:** Ray announced his resignation as Chairperson to the group. He further stated that it was necessary to cease all of his Intergroup responsibilities for a period of at least one year. A discussion ensued with how Intergroup would find another Chairperson. It was suggested that an announcement for a chairperson was needed immediately and should be made by the board members and the group's representatives at each meeting in which they attend. It was further suggested that everyone should speak with individual members of the fellowship to locate a chairperson as soon as possible. Ray volunteered that he would be available if necessary to assist in the transition, but that in the event of a vacancy in the Chairperson's position, the by-laws state that the treasurer will stand in. He also noted that Susy has served as Chairperson in the past term and can assist with the transition or questions that may arise. The sobriety requirement is three years.

Ray also announced and presented a heartfelt letter of resignation from Carl as 12 Step Chairperson. Again, it was suggested that everyone should make a point to announce this position at all meetings and make interpersonal contact with members of the fellowship in order to fill the vacancy as soon as possible. The sobriety requirement is three years.

Susy thanked Ray for all of his service to Intergroup. The group acknowledged Ray for his contributions and was very appreciative.

Ray adjourned the meeting about 6:50 pm with the closing prayer.

CC: Chairperson, Treasurer, Secretary, Literature Chair, 12 Step Chair, Newsletter Editor, Web Master, Office Manager