

P.O. Box 21022 Brooklyn, NY 11202 | (718) 851-3039 | info@bigaa.org | <https://bigaa.org>

Secretary Notes - Minutes

July 17, 2021

Chair: Michael G. opened the meeting with the Serenity Prayer and read the second tradition.

Secretary Notes: Sharon Z. read the minutes from the June 19, 2021 BIG Business meeting. Joe L. noted that minutes should reflect that a motion had been made and passed at the June 19th meeting that the chairperson would announce the requirements to be allowed to vote at BIG business meetings. A motion was made to amend the minutes to reflect this change. The motion passed. Sam F. announced that he would not vote. A motion was made to accept the report. The motion passed.

Treasurer: Michael G. shared the spreadsheet showing the account balances. He pointed out that there was a transfer of \$6,000 from savings to checking. Michael G. pointed out that a \$1,500 payment was made to the landlord at the physical location. Michael G. asked if the Sign Up Genius \$50 expense was monthly or annual. Michael V. explained it was a monthly expense. Closing Balance: \$12,102.35

Joe L. asked if the prudent reserve is stated on the report. Mike G. explained that the savings are the prudent reserve. Mike B. explained that the prudent reserve is not specifically stated as a line item on the report but our group conscious is to make sure we have \$5,000 in savings. Motion to accept report. Motion passed.

Event Coordinator: Open position. Michael G. asked if anyone would like to volunteer for the position. Esther B. asked what the duties of the position are. Michael V. said there are no current events planned but the position would be to take the lead in coordinating upcoming events. Michael V. also suggested that a description of the position should be written into the BIG bylaws. Michael G. explained further that the event coordinator would deal with setting up workshops, social events, etc. but that it is done with cooperation from other BIG members. Esther B. volunteered to be the event coordinator. There was no opposition. Motion to accept report. Motion passed.

Communications Coordinator/Website/Directory Database: Sharon Z. said all is going well but suggested a new email blast be sent out to ask groups to update us with re-opened meetings. BIGAA.org has significantly fewer reopened meetings listed in Brooklyn than NYIG's website. Motion to accept report. Motion passed.

New Space Committee Report: Michael B. reported the space is up and running. A meeting was held in the space the evening of Wednesday July 14th. The meeting was a success and Mike



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received great feedback from the participants and knows people want to be involved. Motion to accept report. Motion passed.

Telephone Committee Report: Michael B. reports Stefan is still in Germany, but he will be taking over the position when he returns. This past month an issue arose of a volunteer sending the calls directly to voicemail, but it has since been worked out. They will be needing more volunteers. Discussed possibly adding a form to volunteer to the website. Motion to accept report. Motion passed.

Speaker Exchange Committee Report: Michael V. explained there was no exchange last month. The next one would be scheduled to take place in August but a date has not yet been finalized. Michael V. explained that only five groups participated last month. The feedback from the groups is that the exchange is becoming incestuous. Motion to accept the report. Motion passed.

Outreach Committee Report: Michael V. explained the goal of the committee is get more groups involved with BIG and increase donations. The committee will be meeting for the first time this Thursday, July 22nd at 8:00 am. Michael G. made a statement that Michael V.'s name is on the itinerary too many times and that he would be happy to anyone one of his jobs so that more people could be involved. Motion made to accept the report. Motion passed.

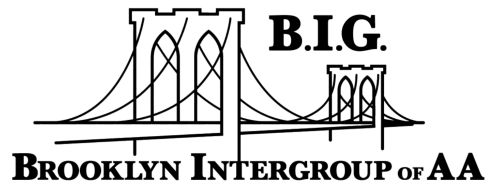
SENY Rep: Joe L. explained that the general services structure takes a hiatus during July and August so there is nothing to report. Motion to accept report made. Motion passed.

Unfinished Business

Mike B. transitioning from Phones Chair, needs to vote for Stefan as new Phones Chair. Michael G. suggested that the vote be tabled until Stefan returns. Motion to table vote. Motion passed.

New Business

1. Nomination for new secretary – Mary C. has stepped down from the position. Michael V. explained the duties as 1) reading the minutes; 2) takes the minutes; 3) picking up mail; 4) writing thank you notes; and 5) responding to mail. Michael G. asked if there were any volunteers. Henessy M. volunteered to take the position. There were no objections.
2. Information needed for Spanish meetings – Michael V. explained that he has received many requests for Spanish meetings but BIG does not currently list any Spanish speaking meetings. Michael V. found a hotline that he call to inquire about listing their meetings on our site. Michael B. volunteered to pur Michael V. in touch with Eddie, who is involved with the Spanish speaking Intergroup.



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3. Discussion for budget for new space – Michael G. explains that Mike B. can't actually purchase literature, coins, cards, a desk etc. until we give him a budget to do so. Michael G. explains the suggestion for the budget is \$2,000. Mike B. breaks down how he came to the suggestion of \$2,000. He has spoken to other Intergroup to inquire about their bestselling items to get an idea of the basic amount of literature to purchase initially. The current expenses are zoom, sign up genius, electric bill and telephone bill. Mike B. also asked that we dispel the rumors that BIG is stingy or not generous. He explained that we are very tight financially and only have the money to operate the office for 12 months if we continue to receive post covid donations. Mike B. is asking people to get involved and be positive so that we can generate more donations. Joe L. commented that he is hearing remarks that BIG is not generous but points out that we donated \$4,000 to GSO. Joe. L also asked about insurance. Mike B. answered that the cost for liability insurance is \$30 per month. Joe L. further commented that BIG hoarding its money is a misnomer. We simply are not getting the same donation that we were prior to covid. Mike B. said that we are currently running at a deficit and must improve donations.

(A motion was made to extend the meeting by 10 minutes. Motion passed.)

Mike B. explained further that pre covid donations were \$800 per month and post \$600 per month. Margaret B. asked if BIG will absorb shipping and handling for literature. Mike B. explained that we will not absorb shipping and handling. The plan is to purchase in quantities large enough to have the shipping and handling waived. If that is not possible, the cost that we sell the literature at will be increased slightly to recoup that cost. Margaret B. asked if we will be keeping the events budget low in light of our tight budget. Mike B. explained that the budget will be low and we would sell tickets at a nominal cost to make sure that BIG is reimbursed or makes money. Esther B. suggests that we host a hybrid (zoom and in-person) housewarming event.

Sharon Z. made a motion to fund the new space committee with a \$2,000 budget. Motion passed.

4. Joe L. made a motion to suspend the virtual exchange on zoom until we can host them in person. Motion passed.
5. Esther B. suggests we host a hybrid housewarming event to bring awareness to BIG and increase donations. Mike B. and Michael G. agree it is a great idea.

Motion is made to close the meeting. Motion passed.

Michael G. closes the meeting with the Responsibility Statement.

Next Meeting: Saturday, August 21st at 9am