



1283 Prospect Ave #3 Brooklyn, NY 11218 | (718) 851-3039 | info@bigaa.org | https://bigaa.org

## Secretary's Notes and Minutes

November 20, 2021

(recorded by, Jimmy F, acting secretary)

Chairperson Michael V. opened the meeting.

### Reports:

- **Secretary.** Hennessy W. was absent. Michael V read the secretary's notes from October 16. They were approved.
- **Treasurer.** Michael G. was absent. Michael has asked him to supply a written report, which he (Michael) will circulate to BIGAA.
- **Event Coordinator.** Esther B. was not present at the start of the meeting. No new business as of now.
- **Communications Coordinator/Website/Directory Database.**
  - Sharon reported that an email blast announcing the revamped Website was sent out November 19.
  - Michael V. provided an update on the new Website look. Zoom participants at the BIG meeting could see the newly designed landing page (noticeable for the additions of color and call outs). Specifically, all meetings for each group can be found in one place with the delineation of whether the meetings are in-person, online or hybrid.
  - Joe L suggested making the listings of meetings more prominent, with color, placement, or design.
  - Michael said that all questions or confusion are addressed in the Frequently Asked Questions section, which are intended to guide visitors through the changes on our Website.
  - Of note, Michael V. Pointed out three distinct changes:
    - One button, one link, for all meetings for each group;
    - BIGAA will have a "Shop" button for literature and anniversary buttons (as of now, there is procedure for the shipping of purchases; buyers have come to the office to pick up purchases;
    - The new "Meeting Change" form can record all changes to Brooklyn AA meetings; the changes and meeting information is relayed to BIGAA and New York Intergroup.
  - Pam pointed out that the new Website has a different interface when accessed from a mobile device. The listing of meetings is not evident. Users will need to be aware to click the three-line button. Michael V will discuss the issue with our Web consultant.
  - Carolyn pointed out that some links, specifically links to meetings, are listed as "not secure." Michael said he thought that might mean the specific pages are created as <http://> pages and not <https://> pages. He indicated that this does not mean that the Web links are dangerous (regarding privacy or security issues) and that this is something that the Web developer can fix fairly easily.
  - Jimmy asked for a repeat of the Website workshop to encourage more groups to customize their Web pages. Michael V said he planned to record a tutorial.



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- Cathy Lu suggested that care be taken to revamp mobile access of BIGAA.org, saying more people use the phone than a laptop to find meetings. Suggested that we make more information available and more prominent for bi-lingual visitors. Also noted that the green font on the page suggested a hot link. Michael noted that would be an easy fix.
- Michael thanked Sharon for her Herculean efforts. Kudos from many other participants.
- **New Space Committee.** Mike B. was absent. He has reported the office is all set, but we still need service commitments. Shifts are 8-noon and noon-4 shifts. Potential of 10 slots. People wanting service commitments should contact [info@bigaa.org](mailto:info@bigaa.org). Literature is moving slowly, as foreseen. We have a good amount of literature and coins are going rapidly.
- **Institutions.** Mike B absent. Thea reported on her efforts to connect with Maimonides regarding the Tuesday, 6pm meeting. She's had some communication back and forth, but nothing resolute is confirmed. Cathy Lu reported that three area hospitals, including Maimonides, is underway, which might explain the lack of communication.
- **Helpline Committee:** Adelaide absent. Michael V, acting: Nothing new to report. "Adelaide is doing an awesome job taking over for Mike B."
- **Speaker Exchange Committee:** Michael G absent. Michael V, acting: Nothing new to report,
- **Outreach Committee:** Michael V acting: Nothing new to report.
- **SENY:** Joe L presented an extensive report. He will be writing up his notes and sending the report to BIGAA for distribution. One standout tidbit: Brooklyn is serving as host for the 2022 SENY convention, April 24-30, at the Brooklyn Bridge Marriott Hotel. More information to come.

#### Old Business

None.

#### New Business

- Thea reported that Brooklyn County will be hosting the annual Spiritual Breakfast as a virtual meeting on December 5. Volunteers are needed. There will be a planning committee meeting this afternoon, November 20, at 1:00 PM.
- Leonard announced that My Father's House has cancelled the season's Alcothons. There will be an abbreviated Christmas Day Alcothon, 10-4.
- Joe L recognized that BIGAA has not formally created an institutions committee. He made a motion to do so; motion was carried. Mike B was nominated as chair. Motion carried.
- Carolyn urged a return to a speaker exchange for those groups holding in-person meetings. Proposed that it could be a virtual exchange. Mike V pointed out that BIGAA has not renewed its license for Sign-Up Genius, which was the virtual platform we used to host virtual speaker exchanges.

Michael V announced 7<sup>th</sup> Tradition.

Next BIGAA business meeting will be held in-person at the office and online on Saturday, December 18 at 9:00.

Meeting adjourned.