



Secretary's Minutes General Membership Meeting

Saturday, December 20th, 2025

Based on AI Generation

OPENING

The meeting opened at 9:01 A.M. by Chairperson, Joe L. with the recital of the Serenity Prayer; and the reading of the 2nd Tradition and the voting rights statement. Zoom Meeting Host Michael V. confirmed that a quorum was in attendance and present for the legitimate transaction of business.

REPORTS

1. Secretary's Minutes of the November 15th, 2025 BIGAA General Membership meeting were read as printed and upon a motion duly made and seconded were approved and are made a part hereof by reference.
2. The Treasurer's Reports for the month of November, 2025 were read as printed. Upon review a motion duly made with the understanding that future treasurers reports would note the cost to BIGAA for hosting said events, and seconded were approved and are made a part hereof by reference.
3. Communication Committee Report: Was given by Anthony G. **Discussed were issues with MailChimp and website authentication that occurred several months ago, causing email bounces due to domain verification problems. There were previous attempts to fix the issue but there may need to be further coordinated actions at the office between the web committee chair and the communications committee chair. The group also addressed a pending MailChimp payment that wasn't able to be processed. The Communications Committee Chair offered to make the payment temporarily while the treasurer handles other treasurer duties that are more pressing. Brooklyn Gazette newsletter was discussed along with current and future improvements, as well as distribution methods for the printed version. The Communications Committee Chair presented the new Big AA Gazette newsletter in a broadsheet format, which will be distributed both online and in print starting Monday. He explained that the newsletter was designed to be more accessible and readable on mobile devices, with shorter content than previous versions. Anthony also mentioned that a new A/B testing campaign has been started with MailChimp for email blasts. The group discussed the difference between the email list for business meeting notifications and the newsletter distribution list, with Michael Venzor emphasizing that the email list remains opt-in.**
4. Events Committee Report: Was Given by Saber M. **The Events Committee Chair reported on the 56th anniversary event, which had a net return of \$738.26 to Brooklyn Intergroup despite higher expenses than initially allocated. The writing workshop, held November 9th, had a net return of \$456.12. A motion was made to accept the report with an understanding of how the cost of such events impacts BIGAA financially, it was duly seconded and approved.**

5. Website Committee Report: Was given by Sharon B. Reported on were website updates, including a suggestion to add holiday meeting closures and multilingual translation capabilities,
6. Office Committee Report: Was Given by Irene C. The Office Committee Chair reported on bookstore sales: 54 newcomer packages and 521 pamphlets sold in the past month, as well as book store financials for which a motion was made, seconded and approved.
7. Institutions Committee: Natalie C. The Institutions Committee Chair informed the body that she would not be continuing her commitment and that she has found a suitable replacement nominee for the service position. The Institutions Committee chair further reported on updates on Brooklyn House, including plans for literature-based meetings and the need for fingerprinting and background checks for service volunteers.
8. Helpline Committee: Adelaide's was not in attendance.
9. Speaker Exchange Committee: Michael G. while Michael G was in attendance, no report was given.
10. Directory Committee: Was given by Jimmy F. Discussed were directory updates and challenges with receiving meeting change notifications.
11. General Services Committee: Was given by Sharon B's. Provided was an update on Brooklyn County's financial status and ongoing projects.
12. Reports from Group Reps—

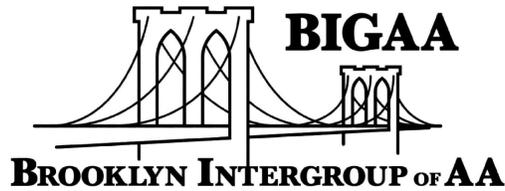
OLD BUSINESS

NONE

NEW BUSINESS

- 1) Isabella was appointed as the new Institutions Committee chair by the Chair of BIGAA
- 2) The outgoing Institutions Committee chair requested funding for 10 copies of "Living Sober" for Brooklyn House, which was voted on and approved.
- 3) The next Administrative meeting will be held on Thursday January 8th at 8pm on Zoom. The Next BIGAA Business will be held January 17th at 9am
- 4) Upon a motion duly made and seconded it was unanimously approved to adjourn the meeting at 10:00 am.

NEXT BIGAA GENERAL MEMBERSHIP MEETING FEBRUARY 21st, 2026 9am. ALL MEMBERS ARE WELCOME



Statement of Revenues and Expenses
For the Period Beginning December 1 through December 31, 2025

REVENUES & DEPOSITS

Contributions - Cash & Check Deposits	\$1,025.00
Contributions - Venmo Deposit	\$1,047.08
Contributions - PayPal Deposit	\$67.36
Interest	\$0.18
Transfer from Event Committee for Writing Workshop (check #328)	\$456.12
Service Charge reversal	\$15.00
Total Revenues & Deposits	\$2,610.74

EXPENSES & EXPENDITURES

Rent December 2025 (check #3008)	\$1,550.00
Transfer to Bookstore Account - Institutions replenish	\$70.00
Transfer to Bookstore Account - Grapevine one-year renewal x 2	\$71.00
Communications - Mailchimp	\$48.99
Cell Service - Simple Mobile	\$29.01
Insurance - Hiscox	\$34.42
Monthly transfer to office account	\$100.00
Monthly transfer to office account - Re: Institutions Committee purchases	\$75.00
Total Expenses & Expenditures	\$1,978.42

Excess of revenues & deposits over expenses & expenditures	\$632.32
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Balances

Opening Balance - Checking	\$4,789.13
Plus Excess of Revenues over Expenses	\$632.32
Closing Balance - Checking	\$5,421.45
True Balance - Checking	\$2,921.45

Bookstore Inventory Value	\$3,989.00
Bookstore Petty Cash	\$12.05
Closing Balance - Bookstore Account	\$3,203.61
True Balance - Bookstore Account	\$703.61

Opening Balance - Prudent Reserve (Savings)	\$5,001.21
Plus Interest	0.08
Closing Balance - Prudent Reserve*	\$5,001.29

Total BIGAA Net Worth (including \$10,000 prudent reserve)	\$17,627.40
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* Our prudent reserve is \$10,000.00 plus interest. It includes the Closing Balance (Savings) shown above, \$2,500.00 held in the Checking Account, and \$2500.00 held in the Bookstore Account to fund free checking.



Statement of Revenues and Expenses
 From AA Writing Workshop NOV 09, 25

REVENUES including FUND RAISING & COLLECTIONS

50/50 (After deduction of Prize of 50%)	_____
\$5 Suggested Donation Collection	_____
7 th Tradition Collection	<u>\$56.00</u>
Total Revenues	_____

EXPENSES

<u>Staples</u>	<u>\$82.47</u>
<u>Windsor Farm Markets</u>	<u>46.41</u>
<u>Johns Deli J.G.L. Foods</u>	<u>171.00</u>
<u>Church Donation</u>	<u>200.00</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Total Expenses	<u>\$499.88</u>

Total cost of this event (\$900 - \$456.12): \$443.88

Budget	\$900.00
	- 499.88
	<u>400.12</u>
	+ 56.00
Refund Back TO BIG AA →	<u>\$ 456.12</u>



Statement of Revenues and Expenses
From October 18, 2025 56th Anniversary Meeting

REVENUES including FUND RAISING & COLLECTIONS

50/50 (After deduction of Prize of 50%)	\$150.00
\$5 Suggested Donation Collection	\$158.00
7 th Tradition Collection	\$240.00
Total Revenues	<u>\$548.00</u>

EXPENSES & EXPENDITURES

St. Patrick's Church (Donation for Hall)	\$200.00
Tip to Cleaners	\$50.00
John's Deli Food	\$316.00
Deli Market	\$50.00
Windsor Farm	\$88.77
Save on 5th (Supplies)	\$18.16
Espresso Pizzeria	\$115.00
Max Deals	\$108.16
Roast Chickens	\$213.72
Book Store	\$12.00
Staple	\$33.51
Walgreens	\$5.42
Anniversary Cake	<u>\$100.00</u>
 Total Expenses	 \$1,310.74
 Total cost of this event (\$1500 - \$737.26):	 \$762.74

Expenses for 56th Anniversary

Budget \$ 1500.00
 Contribution \$ 548.00

 2048.00
 Expenses - 1310.74

 Returned to AA \$ 737.26

BIGAA Office Committee Financial Report

	2025 July	August	September	October	November	December			
Revenue Previous Month									
Book Sales	\$558.39	\$515.31	\$390.35	\$684.64	\$758.47	\$1,134.85	\$500.00	Gift to Bookstore	-\$634.85
Refunds	\$0.00	-\$32.00	\$0.00	-\$11.33	\$0.00	\$0.00			
Interest	\$0.11	\$0.12	\$0.13	\$0.12	\$0.12	\$0.14			
Transfer funds	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$316.00	(3) different Transfers		
Total Revenue	\$733.50	\$658.43	\$565.48	\$848.43	\$933.59	\$1,450.99			-\$816.14
Expenses									
Office Supplies	\$0.00	\$0.00	\$0.00	\$69.67	\$0.00	\$21.49			
Book Purchases	\$724.03	\$424.94	\$995.30	\$603.64	\$703.75	\$1,103.09			
Total Expense:	\$724.03	\$424.94	\$995.30	\$673.31	\$703.75	\$1,124.58			
Subtotal	-\$206.22	\$233.27	-\$431.32	\$164.23	\$227.57	\$277.90			
Previous Balance	\$2,934.96	\$2,728.96	\$2,962.23	\$2,533.91	\$2,698.14	\$2,925.71			
New Balance	\$2,728.74	\$2,962.23	\$2,533.91	\$2,698.14	\$2,925.71	\$3,203.61			
50% total prudent reserve (\$2500)	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00			
Working Balance	\$228.74	\$462.23	\$33.91	\$198.14	\$425.71	\$703.61			
Inventory	\$3,392.80	\$3,572.30	\$3,423.65	\$3,345.80	\$3,741.50	\$3,989.00			
Petty cash on hand	\$37.00	\$37.00	\$37.55	\$32.55	\$32.55	\$12.05			

NOVEMBER 19TH BROOKLYN GENERAL SERVICES MEETING

- Brooklyn County's net worth as of November 14th was \$19,641.25. which is on target, or even a surplus.
- Progress is being made on the new Brooklyn county website and emails.
- The much beloved Spiritual Breakfast was discussed and it was decided that we will look into having a potluck breakfast, possibly in January or February 2026.
- Brooklyn Country welcomed 6 new GSRs.
- Be on the lookout for great things from Anthony, the new Literature committee chair.
- The SENY convention liaison gave an update about the March 20-22 Humility In Action Convention. There are a number of service positions available. If you would like to volunteer please email volunteer.convention@aaseny.org