

Secretary Notes (AI)
Brooklyn Intergroup's January 17, 2026 Business Meeting

Meeting summary

The meeting began with introductions and updates on Brooklyn Intergroup representatives, including discussions about scheduling concept meetings and the need for a successor on the Communications Committee. Financial reports were presented, including the Treasurer's Report and bookstore updates, along with event reports for the AA 56th Anniversary and Writing Workshop. The group approved various allocations and discussed upcoming events, while also addressing directory printing needs and website improvements, before concluding with a reminder about the next business meeting date.

REPORTS:

Chair Report – No report given.

Vice Chair Report – No report given.

Treasurer's Report – Treasurer report annexed hereto.

- Michael V presented the Treasurer's Report, detailing the financial status of Brooklyn Intergroup.
- He reported total revenue of \$2,600 and expenses of \$1,900, resulting in a surplus of \$632. The group's net worth, including a \$10,000 prudent reserve, was reported to be \$17,627.
- Joe Levy suggested adding a line for cash on hand in future reports to better reflect available funds.

Communications Committee Chair Report – Report annexed hereto.

- Anthony reported on the Communications Committee's activities, including the publication of a gazette and upcoming events.
- He mentioned the need for volunteers and discussed potential changes to their email service plan.
- Anthony continues exploring social media committee formation and seek 2-3 more members familiar with AA traditions
- Monitor Mailchimp email list growth and notify committee/treasurer when approaching new fee tier (around spring/summer)

Event Committee Chair Report –

- Saber will send event information/flyer for the Fellowship of Love event to Communications Committee by Sunday for inclusion in the Gazette
- Saber provided an update on the Event Committee, clarifying financial details for the AA 56th Anniversary event.
- The group discussed the financial report for a recent event, where \$1,500 was allocated but only \$737.26 was returned, leading to a discussion about calculating the actual cost to Brooklyn Intergroup for future events.

- The meeting focused on reviewing the financial reports of two recent events: the Anniversary event and the AA Writing Workshop. The group discussed the calculation of net costs, with Michael explaining that contributions should be included in the total amount returned to determine the actual cost to Brooklyn Intergroup. BIGAA ruled that future event reports should include the itemized breakdown of costs and contributions. The group then accepted the reports for both events.
- Finally, BIGAA proposed scheduling the Fellowship of Love event for February 21st, pending approval of the budget, which would be discussed in the next meeting.
- The meeting approved a \$1,500 allocation for Saber's work, with plans to feature the event in the next Gazette edition.

Website Committee Chair Report –

- Sharon will verify and confirm that website is being backed up in the cloud and locally, then report back

Office Committee Chair Report –

- Irene will transfer \$500 donation from bookstore account to main account
- Irene reported that bookstore prices will increase by 15% as of February 1st, 2026, and she has adjusted inventory levels to ensure availability before the price hike. She clarified that the December book sales figure of \$1,134 was incorrect, as only \$634.85 was actually sold, with the remaining \$500 being a donation that needs to be transferred to the main account.
- A motion was made and carried to transfer the full \$500 donation intended for the bookstore to the bookstore.

Institutions Committee Chair Report –

- Isabella requested BIGAA obtain third Grapevine subscription for Brooklyn House on Gold Street meeting.
- Isabella reported progress on chair training at Brooklyn House, with fingerprinting completed and weekly meetings scheduled for February.
- Discussed the restart of meetings at Continental Safe Haven in Greenpoint.
- The group approved a third Grapevine subscription for Brooklyn House

Hotline Committee Chair Report – No report given.

Speaker Exchange Committee Chair Report –

- Michael V. confirmed the next in-person speaker exchange would be held on March 7th.

Directory Committee Chair Report –

- Jimmy requested an update directory website link/language to reflect out-of-stock status and upcoming new printing
- Jimmy reported that the Fall 2025 directory is out of stock and a new printing is planned, with an estimated 2-week completion time. Jimmy explained that the directory includes meeting listings, AA-approved literature, and announcements, with updates made through a Google Form process.

General Services Committee – Report annexed hereto

Reports from Meeting Intergroup Reps

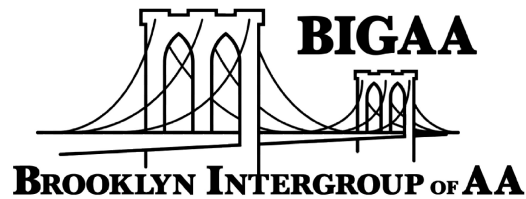
Eiko, rep from Slope Open Discussion reported about the group’s fellowship activities. She will contact Anthony/Communications Committee (communications@bigaa.org) to write article about Slope Open Discussion group's fellowship activities

Old Business - None

New Business - None

Next business meeting February 28th at 9AM | Next Admin meeting February 10th at 8PM

The meeting ended with a reading of the responsibility statement.



Statement of Revenues and Expenses
For the Period Beginning January 1 through January 31, 2026

REVENUES & DEPOSITS

Contributions - Cash & Check Deposits	\$150.00
Contributions - Venmo Deposit	\$1,233.09
Contributions - PayPal Deposit	\$53.50
Interest	\$0.20
Total Revenues & Deposits	\$1,436.79

EXPENSES & EXPENDITURES

Rent January 2026 (check #3043)	\$1,650.00
Hosting Fee - One Year Renewal - bigaa.org	\$20.99
Communications - Mailchimp	\$48.99
Cell Service - Simple Mobile	\$28.99
Insurance - Hiscox	\$34.42
Monthly transfer to office account	\$100.00
Monthly transfer to office account - Re: Institutions Committee purchases	\$75.00
Extra transfer for Institutions literature	\$100.00
Total Expenses & Expenditures	\$2,058.39

Excess of revenues & deposits over expenses & expenditures **-\$621.60**

Balances

Opening Balance - Checking	\$5,421.45
Plus Excess of Revenues over Expenses	-\$621.60
Closing Balance - Checking	\$4,799.85
True Balance - Checking	\$2,299.85

Bookstore Inventory Value	\$3,274.10
Bookstore Petty Cash	\$42.55
Closing Balance - Bookstore Account	\$3,497.45
True Balance - Bookstore Account	\$997.45

Opening Balance - Prudent Reserve (Savings)	\$5,001.29
Plus Interest	0.09
Closing Balance - Prudent Reserve*	\$5,001.38

Total Cash on Hand (inc \$10,000 Prudent Reserve)	\$13,341.23
Total BIGAA Net Worth (inc. \$10,000 Reserve and Bookstore Inventory Value)	\$16,615.33

* 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.

Office Committee Financial Report							
2026							
Revenue Previous Month		January	February	March	April	May	June
Bookstore Sales		\$601.15					
Refunds		\$0.00					
Interest		\$0.14					
Transfer Funds		\$275.00					
	Total Revenue	\$876.29					
Expenses							
Office Supties		\$70.76					
Book Purchases		\$548.95					
	Total Expenses	\$619.71					
	Subtotal	\$293.84					
	Previous Balance	\$3,203.61					
	New Balance	\$3,497.45					
50% total Prudent Reserve (\$2500)		\$2,500.00					
	Working Balance	\$997.45					
	Inventory	\$3,274.10					
	Petty Cash on Hand	\$42.55					