

Berkshire Intergroup Secretary Minutes Report

April 12, 2021

Serenity Prayer & Preamble

Roll Call & Sign-In, 7:00 pm.

In attendance –

Karen S., BIG Chair; Susan B., BIG Co-Chair; Larry B., BIG Office Manager; Mike M., BIG Treasurer; Maria C., BIG Secretary; Steve M., Area Committee, Area 31 Chair; Lisa L., District 3, DCM; Maeve, Tuesday Night Women's 12 Step; George R., Gt. Barr. Men's Group; Nicholas M., Ray of Hope Group; Elaine, Keep It Simple Group; Nancy A., Gt. Barr. Women's Group; Joan P., Southern Berkshire Group.

Secretary's Report, Maria C. – Accepted.

Office Manger's Report, Larry B. - Larry reported that the office is still operating on Tuesdays and Fridays. However the volunteer on Friday leaves at 4:30. With summer almost upon us, the hours of operation will be from 1:30 to 4:00. Mike to put this on the website. A large literature order was placed for the Sober at Sunrise Group. Inventory has been completed in the office. Sober at Sunrise is now listed as an open meeting, and the Berkshire Big Book meeting in Cheshire will be opening up on 4/21/21 @ 7:30 p.m.

Report Accepted.

Treasurer's Report, Mike M.

- Our total operating expenses for the month came to \$833.89. Our operating funds on hand as of 3/31/21 were \$5,250.38. Literature funds on hand at the end of March were \$3,158.59. With the prudent reserve of \$3035.00, total funds now come to \$11,339.82. In March, a total of 4 groups contributed to Berkshire Intergroup for a total of \$650.01.
- Rent was paid electronically for February, March and April.
- Berkshire Communicators was paid \$284.47 for two months.
- Quarterly taxes are due which comes to about \$13. Mike to register with the state.
- Check from the Area has not been received.

Treasurer's report (attached) was accepted.

Ad Hoc Standing Committee Reports –

- ***Website, Mike M.*** – Website is up and running nicely. Mike and Karen are creating a form for the groups to complete in regards to passwords; if the group is still current; and any other pertinent information pertaining to the status of a group.
- Received the first PayPal donation from the website in March.
- Any questions and/or any updated information can still be sent to Mike M. at Berkshireaintergroup@gmail.com .

Invited Committees:

- **Berkshire Institutions, Jennifer C.** – Not in attendance

- **Area 31, Steve M., Chair**
 - o Attended the Area 31 Spring Assembly:
 - The donation of \$3600 to Berkshire Intergroup was passed. Steve is contacting Treasurer as to when the check will be sent.
 - Website Committee was voted on and dissolved.
 - o “Service Manual” meeting is on the 3rd Wednesday of every month; April 15th at 7:30 p.m.
 - o “What A Concept” meeting is on the 1st Thursday of the month and it was held on April 1st at 7:30 p.m., **Concept 4** was discussed. Next month on May 6th, the topic will be **Concept 5**.
 - o “Area General Service” meeting is on 4/14 at 7:30 p.m.
 - o **2021 Round Up** is on May 15th via zoom from 8 am – 9 pm. Workshops and the Delegate’s Report will be presented.
 - o Western MA Intergroup will no longer reside at 474 Pleasant Street. They have moved to 300 Appleton Street, Holyoke MA. The Area is forming an Ad Hoc Committee to look for their new location.
 - o Information on the Agenda Items can be found by contacting the Alternate Delegate at altdelegate@area31aa.org for a link to one drive.
 - o The Area is available to do service commitments for the groups and share on how service has enhanced their lives. Area is also available for group inventories by past delegates. Contact Steve at areachair@area31aa.org in regards to the above.

- **District 3, Lisa L., DCM** - diligently working on the Spring Workshop in conjunction with Berkshire Intergroup. The District voted on the topic of *AA in the Time of Change*. However the area Round Up is scheduling a similar workshop; so back to the beginning stages. There will be a meeting this Friday (4/16) at 6 p.m., which is just before the District meeting. Log in information is the same and can be found on the area website. Participation from all is welcomed and needed.

BIG Chairperson’s Report, Karen S.

- Attended the Area 31 Spring Assembly, and found it very informative on the Agenda items that were covered.
- Will be attending the Area Meeting.
- Also, very grateful for the contribution of \$3600 that Berkshire Intergroup will be receiving from the Area (will discuss this further in the New Business section).

Old Business

- **12 Step Call List** - Larry has been making calls and leaving messages on answering machines. He is actively working on this project.
- Website still doesn’t have the correct information in regards to passwords, active groups, dormant groups, and general meeting information. Therefor a website form is being created for the groups to fill out for this purpose. More information to follow.

New Business

- Much discussion prevailed over the contribution that the Berkshire Intergroup is receiving, and how it should best be allocated. Below is a list of suggestions:
 - Finances have been ever changing at Intergroup and this unpredictable pattern has continued in 2021. Therefore, increasing the prudent reserve to possibly six months is a viable option.
 - Helping the groups out with zoom costs and with anything they may need when reopening.
 - Support our workshops and Alcahons.
 - Pamphlet racks within the groups and at some libraries (i.e. Williams College, Dalton Library) could be filled and updated.
 - Getting equipment to help Berkshire Intergroup have the capability of holding hybrid meetings.
- These ideas were tabled for the next meeting on May 10, 2021 at 7 p.m.

Motion to close at 7:56 p.m. – second and accepted; Responsibility Pledge; meeting adjourned.

Please send any corrections, suggestions or comments to