

# Berkshire Intergroup

Meeting Minutes – July 14, 2025

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## Opening

The meeting was opened with the **Serenity Prayer**, the **A.A. Preamble**, and the **Articles of Purpose**.

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## Roll Call

- Robin (Office manager)
  - Rusty (Secretary)
  - Dwayne (Chair)
  - Marc C (Virtual Sober at Sunrise Rep)
  - Dennis (Sober at Sunrise Rep)
  - Bronwyn (Treasurer, Sober on Saturday Rep)
  - Craig (Web Servant)
  - Mary (Watch Your Step Rep, Co-Chair)
  - Ilene (Institutions, Southern Berkshire Rep)
  - Lo (Tower Rep)
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## Minutes from April

- Minutes were accepted
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## Treasurer's Report

- Craig noted that the previous 3 months' data would be helpful in the report
  - Report was accepted
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## Office Manager's Report

- Robin: We are financially stable due to steady contributions from groups
  - Report was accepted
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## Website Report

- Nothing to report
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## Chair's Report

- Dwayne reported on various recent and upcoming events, including Berkshire Intergroup's upcoming Step 6 + 7 workshop (July 19th)
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## Co-Chair's Report

- Mary reported updates on the workshop: we are within budget, food and other details are all set.
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## Institutions Report

- Ilene: Revised guidelines for individuals taking meetings to institutions are being sent back to groups for feedback.
  - Decisions are being made on what body pays for the institutions committee (Western MA vs Berkshire Intergroup, etc)
  - Dennis: McGee is in need of meeting lists.
    - Robin reported that she dropped them off today, and that various books and pamphlets are en route to McGee soon
  - Dwayne: CSS has reported having a lack of meetings/speakers.
    - Ilene reported that she will be in touch with their CSS liaison, Clover.
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## District 3 Report

- Absent

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## Area 31 Report

- Absent

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## Old Business

- None

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## New Business

- Craig: we need to discuss tax exempt status and incorporation
  - Bronwyn: we have a tax ID number (EIN) available on our accounts
  - Dwayne: We have an ad-hoc set up; should we set up a time and date?
  - Craig: Believes Robin took some actions, he would like to hear about it
  - Robin: We have thus far not filed any tax-related paperwork. A past area 31 treasurer sent info from the IRS; paperwork would cost around \$200, which she didn't want to spend without committee approval etc.
  - Craig: was under the impression we had gotten communication from the IRS, or that Robin had filled out something
  - Robin: The IRS has NOT communicated with us; she does not recall if she has started any paperwork or online registration
  - Craig: Is Robin planning on joining the committee?
  - Robin reported that she can if needed
  - Craig: suggests we should do an ad-hoc meeting concerning this; he is very experienced with details of 501(c)(3) organizations. We are currently an unincorporated association; we need to file some tax info as our income exceeds \$5k/year. Craig asks Robin that, if she is not joining the ad-hoc committee, to not take any action in communicating with the IRS.
  - Robin: she has not taken any such action
  - Dwayne: asking about availability of ad-hoc members
  - Ad-hoc committee meeting was scheduled for 6:30pm on 7/22
  - Mary asked if Robin has looked into what Western MA Intergroup has done about this
  - Robin: reports that the IRS has been very understanding about any issues that have arisen, in her experience. Incorporating will be useful for various other purposes, such as acquiring renter's insurance
  - Craig: most Intergroups etc. incorporate and then apply for tax-exempt status; we are just following precedent from other such associations. There is minimal

concern that the IRS will want any back taxes etc, and we are just playing it safe by taking action on this ourselves.

- Robin: If anyone is interested in more service-related information and resources, a past world service trustee is putting on a workshop tonight - this is a weekly workshop involving topics about service. Offered her phone number for info about these events.
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## **Closing**

The meeting closed at 7:33 with the **Responsibility Pledge**.