

SUNDAY BDA ONLINE — BUSINESS MEETING — 3RD SUNDAYS,
7:25-7:55PM EASTERN, 4:25-4:55PM PACIFIC, ETC.

Working agenda for business meeting on 20/06/22

Open

Introductions

Minutes summary

Treasurer report

Open

Marc opened the meeting with the Serenity Prayer

Introductions

Completed (Marc/Lynn Heather/Gayle)

Minutes summary

Lynn completed this. No amendments or objections.

Marc - Minutes were approved.

Treasurer report

We elected to wait until next month for a full report for Chris.

- \$500 to BDA Help For Debtors to support their Veteran outreach – this has been paid via Paypal on 17th of May – Chris to confirm in July Business Meeting
- \$200 to GSO – cheque issued from the bank to be delivered by May 23rd – Chris to confirm in July Business Meeting
- \$244 in the Prudent Reserve - Chris to confirm in July Business Meeting

Marc - Treasurer Report has been approved

Actions:

- **Marc – Chris** is continuing to confirm the finalization of the account.

Urgent Business

1) Bank Account

Actions:

- PayPal, Venmo & Zell will be used – to be confirmed in July

2) Service Positions

An ongoing requirement is the updating job descriptions with hand off information and process specifically for Tech and Treasurer to ensure passwords, log ins and access are all handled correctly.

Actions

- **Marc to update prior to next meeting. Marc to coordinate with Chris & Gayle on completing these. The Tech Coordinator role needs to be updated for the next Business Meeting**

Website needs to be updated to reflect positions being filled

- Meeting chair - Heather will do meeting Chair - Dec 22
- Newcomer Greeter - **Open**
- Speaker Seeker - Gayle P - Dec 22
- Business meeting chair - Lynn C - Dec 22
- Business meeting record keeper - **Open**
- Tech Coordinator - Gayle P - Dec 22
- Treasurer - Chris B can stay - Dec 22

3) Script

Marc will send a clear document to be the meeting script in July.

4) Kindle Account/Gmail

Meeting Chair and Tech Person will share responsibility for sharing the materials during the meeting from July 22.

5) Speaker Recording

Explore the co-host option on Zoom to enable us to have the Speaker Getter be the person who is recording the speaker.

Actions: The Meeting Chair will handle the recording of speakers. The Tech Coordinator and Meeting Chair will be host and co-host.

6) Zoom Settings

This needs to be discussed at the next meeting.

New business (not introduced at a business meeting yet)

1) Establishing our Prudent Reserve

- 2) **REVISED TOPIC FROM OUR JULY 2021 BUSINESS MEETING:** *When we created our current format of weekly topics, the Promises pamphlet had not yet been published. Would we consider replacing our monthly Step speakers with monthly speakers on the Promises? (Although we wouldn't be reading the Promises pamphlet in the meetings, we could possibly suggest that our meeting participants read that pamphlet as preparation for hearing the speaker and sharing about the DA Promises.)*

** should we read the promise of the month in its entirety prior to introducing the speaker?

- 3) **LOW PRIORITY BUT NOT FORGOTTEN:** Do we want to create a committee to plan a group inventory for spring 2022? (Our most recent group inventory was in May and June 2019.) - No interest currently - can revisit in the 1st quarter of next year
- 4) Kelly wants to make a motion about the GSR report gets posted on the website prior to the GSR meeting