

PRIMARY PURPOSE

Volume 12

VANCOUVER AREA INTERGROUP

2203 Fairmount Ave, Suite A, Vancouver, WA 98661

Vancouveraa.org vancaa@vanintgrp.com (360) 694-3870



Resumes are now being accepted for the position of Intergroup Office Manager

Vancouver Area Intergroup is looking to hire an Office Manager to be responsible for the general operations of our office. We are looking for a multi-tasker with excellent communication skills and an upbeat attitude.

Office hours: Monday thru Friday, noon – 6:00 pm (plus 2 business meetings a month)

Office Manager Responsibilities:

Handling general office operations and tasks

Answering phones

Accounts payable/receivable, banking & other general bookkeeping

Purchasing office supplies, as well as retail products, and maintaining proper stock levels

Write, format, edit, print and email meeting schedule & monthly newsletter

Keeps the website current

Prepares and presents monthly financial reports at committee meetings

Works effectively with the Steering Committee, District's, & Groups along with any outside entities

Job Requirements:

Prior administrative experience as well as good public relations skills

Computer skills including, but not limited to, knowledge of QuickBooks, Word, Excel, Outlook and Publisher A desire to work with others proactively and create a positive experience for others

Please send resumes to Vancaa@vanintgrp.com

If you have any questions please email or call (360) 694-3870

December 2017

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MONTHLY BUSINESS MEETINGS

Finance Comm. Mtg 12/11 5:30 pm
Steering Comm. Mtg 12/11 6:00 pm
Intergroup Mtg 12/18 6:30 pm
District 37 GSR Mtg 12/19 7:00 pm
District 7 GSR Mtg 12/28 7:00 pm

All business meetings are held at the Intergroup office 2203 Fairmount Avenue, Vancouver WA 98661

AN A.A. MEMBER'S NIGHTMARE

"What if there was no INTERGROUP OFFICE in Vancouver?"

An Alcoholics Anonymous member named Fred had another drinking dream last week. This one was different from others. He dreamt that there was no Intergroup Office in Vancouver.

Fred awoke in a cold sweat. The thought of no "main headquarters" in Vancouver terrified him. He could not get the frightening thought out of his mind. Suppose suffering alcoholics had no central telephone number to call when they wanted help? Imagine: no literature quickly available. What if it was impossible for members to locate meetings because there was no directory? What would happen to A.A.'s image if no schools or other groups could invite speakers to talk about A.A.? Above all, just suppose that eager 12 Step volunteers never got calls from Central Office asking them to go to the aid of drunks who need and want A.A.?

But Fred calmed down. He was grateful that it was only a bad dream. Fred, you see, is a composite of all the enlightened members of A.A. who know the value of a Central Office - and use it.

He represents A.A.s who regularly call for information about A.A. activities and legacies. He could be a volunteer who answers telephones and handles mailings; a literature chairman picking up copies of the Big Book and pamphlets; a speaker being asked to carry the message; a group chairman looking for a speaker; a 12th Step volunteer; or a treasurer bringing one of the contributions which groups make to keep the Gifts of Sharing continuous.

Fred sighed in relief. "Thank Heaven, they have a Central Office." Then he remembered something. "Hey, it's not **THEY**. It's **WE...ME**. It's OUR Central Office. MINE. When I'm active, I help make all those good things happen."

So Fred began recalling what his Central Office does.

More than fifteen hundred times a year a voice on the telephone cheerfully offers understanding and compassion to the alcoholic who has sunk into the throes of despair and hopelessness.

Volunteers, who are sober members of A.A. and have a working knowledge of the 12 Steps and 12 Traditions, and who have had experience in 12 Stepping, have saved many a life just by proving that in Alcoholics Anonymous we really care. Volunteers and the Office Manager provide the primary service of the office - carrying the message of recovery to "the alcoholic who still suffers." The voice on the telephone is A.A. to the caller and it's calm, caring attention assures any alcoholic calling for help that he/she will get it.

Not all the calls coming in are calls for help. We get many inquiries for meeting times and locations. From the curious, or from traveling, sober A.A.'s calling just to hear the voice of another A.A. member.

We get calls from schools and outside organizations asking for speakers - someone to tell them what A.A. is all about, or for an A.A. member to share with them their experience, strength and hope ... and hopefully, maybe reach somebody who just 'isn't sure' about their own alcohol problem.

The Intergroup Office acts as a clearing house for all types of questions from the public, ranging from the families of an alcoholic seeking help for their loved one to a student doing a term paper on alcoholism. We're here, and many an A.A. member has been heard to say, "Boy, am I glad there was someone **there** when I made my call to A.A."

The Intergroup/Central Office is the 12th Step in action. Both the 12th Step and the 5th Tradition concern our primary purpose - to carry its message to the alcoholic who still suffers. The Vancouver Area Intergroup/Central Office carries out the 12th Step and 5th Tradition every moment of the day just by being available to those who need it.



Happy Birthday

VANCOUVER AREA INTERGROUP
WOULD LIKE TO CELEBRATE WITH YOU!

Tony—4 years

Chief—38 year

Bob C.—24 years

Dan.—6 months

Christina.—10 years

David C.—8 years

Joyce—2 years

Donna—7 years

If you would like to acknowledge someone celebrating a monthly or annual birthday. Please call or come in to our office and we will get them added to the newsletter.

Your donations help support your Area Intergroup.

11th Step Prayer & Meditation 12 x 12	November	Donations	Year to Date
331.43 A New Morning As Bill See's It 419.00 70.00 As We Recovered 140.00 B & P 11.00 Battleground AA 105.00 By the Book Study Group 88.15 Came to Believe 66.00 Carson AA Spirit of the Gorge 68.00 400.00 Casecade Group 400.00 48.08 Chapter Nine 257.67 Cornerstone 168.30 200.00 District 7 200.00 Dry Tribe 26.00 Easier Softer Way 167.00 Easier Softer Way 167.00 11.13 Fesh Start 1,178.23 Gorge Gals 67.00 Hockinson 63.63 LaCenter Group 20.50 Ladies by the Lavender 236.00 30.00 Lighthouse 360.00 Men's Fireside 282.00 170.00 Men's Thursday Night 70.00 Minnehaha 150.00 30.00 Miracles at Noon 3,400.00 OB's Speaker's Meeting 170.00 Ready and Willing 65.21 Ready and Willing 65.21 Reconciled Renegades 140.00 146.80 Renegades 140.00 146.80 Renegades 140.00 More Stiters Meeting 170.00 Mor's Thursday Night 70.00 OB's Speaker's Meeting 112.00 Over 55 125.00 Ready and Willing 65.21 Reconciled 280.86 Renegades 140.00 146.80 Renegades 140.00 Wayfarer's 196.47 Stevenson AA 450.00 Vayfarer's 196.00 Vayfarer's 196.00 Vednesday Night Recovery 766.00 Vednesday Night Women's Mtg Vednesday Night Recovery 766.00 Vednesday Night Recovery 766.00 Vednesday Night Recovery 766.00 Vednesday Night Recovery 766.00 Vednesday Night Recovery 766.00		11th Step Prayer & Meditation	5.00
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90.42 Miscellaneous 486.57	2,122.79	SUBTOTAL	
\$ 2,213.21 TOTAL \$ 21,535.77		Miscellaneous	486.57
	\$ 2,213.21	TOTAL	\$ 21,535.77

Financial Statements

Novem	YTD		
Revenue			
Sales	\$	3,292.40	\$ 42,765.30
Contributions	\$	2,213.21	\$ 21,538.77
Picnic	\$	-	\$ 456.33
Gratitude Dinner	\$	3,437.00	\$ 4,914.50
Misc. Income	\$	152.58	\$ 1,669.94
	\$	9,095.19	\$ 71,344.84
Expenses			
Cost of goods sold	\$	1,934.33	\$ 24,774.04
Merchant Services	\$	113.49	\$ 886.15
Office supplies		298.68	\$ 1,402.07
Office equipment rent		325.02	\$ 2,135.50
Building rent		875.00	\$ 9,625.00
Utilities		353.86	\$ 3,864.52
Net Wages	\$	1,449.83	\$ 17,983.12
Payroll taxes	\$	512.64	\$ 5,233.04
Fundraising Expenses		619.91	\$ 1,452.42
Insurance		-	\$ 500.00
Misc. Licenses & fees		1.20	\$ 21.50
	\$	6,483.96	\$ 67,877.36
Net Income	\$	2,611.23	\$ 3,467.48

		Cash Flow	Statements			
		Nove	mber			
Checki	ng		Prudent	Rese	rve	
Beg Balance		5,011.32	Beg Balance		14,643.47	
Deposits		6,314.63	Transfer In		109.21	
Expenses		(7,291.39)	Interest		0.72	
Transfer to Emp. Res.		(512.64)	End Balance	\$	14,753.40	
Transfer to Sales Tax		(292.06)				
Transfer to Prudent		(109.21)	Event Account			
End Balance \$ 3		3,120.65	Beg Balance	2,044.9		
			Deposits		3,748.13	
Employee Pay	roll	Taxes	Checks		(689.41)	
Beg Balance		750.75	Bank Fee		(1.20)	
Transfer In		287.23	Balance	\$	5,102.51	
Transfer Out		(512.64)				
Interest		0.02	Sales Tax Account			
End Balance	\$	525.36	Beg Balance		1396.62	
			Quarterly payment		(\$957.66)	
Inventory Valuation	\$	18,661.34	Transfer In		292.06	
			End Balance	\$	731.02	



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November Payroll						
Gross Wages	1,691.22					
Taxes						
Social Security	104.86					
Medicare	24.53					
Federal Unemployment	10.58					
WA - Unemployment	2.37					
WA - Employment Admin Fund	0.51					
Total Liability	142.85					

STEERING COMITTEE MINUTES FOR NOVEMBER 13, 2017

The meeting opened at 6:00 pm.

ATTENDANCE

Chairperson	Beci S	Vice-Chair	Deb T
Position #1	Phil B	Position #2	Robert L
Position #3.	Greg H	Recording Secretary	Virginia E
		Alternate (John B)	Excused
		Office Staff	Marcy B
Visitors	Laurie H		
	Sarah D.	Gratitude Din Chair	Deb T.
	Marc		

The Steering Committee minutes of October 9, 2017 were reviewed. Phil moved to approve; Robert seconded; approved.

The Intergroup Rep meeting minutes for October 16, 2017 were reviewed.

HOTLINE REPORT: All Hotline slots are currently filled. Please continue to announce that AA volunteers are needed for the Hotline. Virginia reported an instance where two men's telephone numbers were given to a female caller; and requested if Maureen, our Hotline Chair, might visit our Steering Committee for a presentation of Hotline guidelines. Deb T. suggested Maureen give a presentation at one of our Intergroup Rep meetings. The male AAer immediately gave the female caller two AA women's phone numbers.

TREASURER'S REPORT: Treasurer's Report was reviewed. Deb moved to approve; Phil seconded; passed.

INTERGROUP REPORT:

Telephone Calls: Of the 123 total calls to our office, 61 were general/office; 57 meeting requests, and five 12 step calls.

Intergroup was in need of new vacuum cleaner. One was donated by Tom. Thank you, Tom.

WEBSITE REPORT: Of the 1,385 visitors to our website in October, 921 were new visitors and 464 returning visitors. Scott, our webmaster, has set up online ordering. Marcy is working on entering the database for online ordering. Robert inquired if it was mobile friendly. Marcy will follow-up.

OLD BUSINESS:

BLH Bookkeeping: BLH Bookkeeping has prepared our Federal and State payroll reports since the 1980's at no charge to Intergroup. It was moved, seconded, and approved to buy a \$25 gift card for BLH in appreciation of her services.

COMMITTEES:

Finance Committee:

Intergroup Budget Draft: Greg prepared a budget chart.

Survey Groups for Desired Financial Reporting: It was suggested we ask the Reps if they have a preferred Treasurer's Report format.

Possible Offering Groups Liability Insurance Umbrella: It was briefly discussed that many groups are required to carry liability insurance at the requirement of the building or space where they rent space for their AA meetings.

<u>Gratitude Dinner</u>: Deb T, Chair of our November 4, 2017 Gratitude Dinner advised the Gratitude netted approximately \$3,700; and suggested raising the Event Fund for the Gratitude Dinner. The matter will go before the Reps for a vote and to also obtain feedback regarding the raffle.

NEW BUSINESS:

<u>Replacing Map on the Wall at Intergroup Office</u>: It was suggested to place a new map with steel bar frame and magnets, and that it be mobile.

<u>Separating the Office Phone from AA Hotline</u>: It was suggested that having an AA volunteer onsite during our business hours at our office would not only free up our office staff, but would also be good for security measures.

<u>Black Friday</u>: Marcy reported last year we made less than \$2 on Black Friday, the day after Thanksgiving. Phil moved, Robert seconded. It was passed to close our Intergroup Office on November 24th. It would simply be a day off for Marcy without pay as it is not a paid holiday, which she is very fine with.

<u>Steering Committee Group Inventory</u>: Last year the Steering Committee had a group inventory with Steve, the Area's Alternate Delegate at the time, serving as the facilitator. Phil requested the matter be tabled.

<u>Elections</u>: Virginia noted pursuant to our current Vancouver Area Intergroup Guidelines, Beci's time for serving on the Steering Committee would be up this December 2017 (being a maximum three year service period); and noted the Guidelines provide that our Vice Chair step up to complete the current term; therefore, leaving the Chair or Vice Chair position to be filled this December.

Omitting Puzzle From the Primary Purpose: It wouldn't save us much money, but omitting the puzzle on the last page of the Primary Purpose by saving paper and ink might be a good idea. The matter will be referred to the Reps.

<u>Christmas Cards</u>: After discussion, Robert moved, Deb seconded, and it was passed to buy non-religious Holiday cards for each Home Group (being approximately 110 Home Groups) with an estimated expense of \$50 to \$60, including postage.

Meeting adjourned. Minutes Submitted By: Virginia E., Recording Secretary

INTERGROUP REP MINUTES FOR NOVEMBER 20, 2017

The meeting opened at 6:30 pm.

ATTENDANCE:

Chairperson-Beci S.	Resigned	Vice-Chair-Deb T.	Excused
Position #1	Phil B.	Position #2	Robert L.
Position #3	Greg H.	Alternative	John B.
Recording Secretary	Virginia E	Office Assistant	Marcy B
REPRESENTATIVES:			
A New Morning	John B.	Lighthouse	Beci S
Central Group	Phil B	Men's Fireside	Tom S
Cornerstone	Ken J.	Miracles	Marc T
Early Birds	Chuck R.	Rock Bottom Recovery	Bruce A.
Fireside	Robin M	Reconciled	Marc O.
First Shot	Greg H	Sober Uppers	Darcy S
Friday Night Hap Hr	Janna V.	Sunday Solutions	Barry B.
Hockinson	Shirlene H	Welcome Home	Julie U.
How It Works	Virginia E		
		Visitor:	
	9 9	Brian R.	McGilvary Bk Study

Phil B., Position No. 1 of the Steering Committee, chaired the meeting in the absence of Beci S., Chair, and Deb T., Vice-Chair.

17 voting Intergroup Representatives in attendance.

The Intergroup Rep meeting minutes for October 16, 2017 were read. Tom moved, Marc seconded; Approved as corrected. Marcy requested to make three corrections to her Oct 16, 2017 Minutes. The Steering Committee minutes for November 13, 2017 were read.

HOTLINE REPORT:

Fridays from 9:00 pm Saturdays to 6:00 am Sundays is open. Please telephone the Intergroup Office to sign up. We are always looking for 12 step volunteers. A "Hotline Volunteer" presentation will be presented by Maureen P., our Hotline Chair, at December's Rep meeting. Please announce such in your Home Groups for those interested in serving as an volunteer and for those already on our 12 Step Volunteer list as the purpose is to properly inform our AA volunteers of Hotline volunteer guidelines. TREASURER'S REPORT for October 2017 was provided to Reps. Robert moved, John seconded; Report approved.

INTERGROUP REPORT:

Total incoming calls in August were 123, 61 of which were general/office, 57 meeting requests, and five 12 step calls. Thank you, Tom S. of Fireside, for donating a vacuum.

WEBSITE REPORT:

Of 1,385 viewers to our website in August, 921 were new visitors, and 464 returning visitors. Scott has set up our website for online ordering. Marcy is working on entering the database.

COMMITTEES:

Finance Committee:

2018 Budget: 2018 Budget was provided to Reps.

Liability Insurance Umbrella Policy: Discussion regarding Intergroup offering insurance to Home Groups for those Groups required to carry liability insurance by their landlords.

Gratitude Dinner: Deb T., Chair of the Gratitude Dinner, was absent. The Gratitude Dinner netted approximately \$3,700. Thank you, Deb and AA volunteers for your hard work. With additional funds needed for expenses for a successful annual Gratitude Dinner, it was moved, seconded and passed that the Event Fund remain at \$1,400; however, the Gratitude Dinner Chair/Committee is allowed to use incoming receipts from ticket sales up to \$400 for a total of \$1,800 to be allowed for Gratitude Dinner expenses.

OLD BUSINESS:

<u>Electronic Banking</u>: Many of our Intergroup invoices (accounts payable) are paid via electronic banking.

BHL Bookkeeping Services: A \$25 gift card will be sent to BHL Bookkeeping Services in appreciation of her "free" bookkeeping services to Intergroup since the 1980's.

Primary Purpose Puzzle: Removing the puzzle from the last page of our Primary Purpose to save paper and ink, was discussed, if including the puzzle would add an additional page to the Primary Purpose.

QuickBooks Format/Treasurer's Report: Noting several Reps have suggested a different QuickBooks format for our Treasurer's Report and reducing the numerous pages of our Financial Report were discussed. Reps were requested to take back to their groups, to especially inquire of how detailed of a report they desire. This matter tabled.

NEW BUSINESS:

<u>Upcoming Steering Committee Elections</u>: Positions available are Recording Secretary, Position #2, Position #3 and Alternate, to be voted on by Reps at our December meeting to step up effective January 1, 2018.

Chair: Beci has resigned as Chair. Noting our Vancouver Area Intergroup Guidelines state our Vice-Chair is to step up as Chair for remainder of the term through June 2018. With Deb T's absence (our Vice-Chair), we will wait for her in-person statement and decision as to stepping up as Chair. "If" the Chair position is available with a term commencing January 2018, Ronnie C. and Greg H. were nominated to serve as such. (Note: In post-meeting discussion it was revealed that although Beci's service term would end per our Guidelines on December 31, 2017, the correct term of our Chair position ends June 30, 2018 per our Intergroup Guidelines. Therefore, Phil should "not" have called for Chair nominations, as Deb T. has the option of serving as Chair until June 30, 2018)

Vice-Chair: Laurie H. was nominated; Recording Secretary: Marc T. was nominated Position No. 2: Robert L. was nominated; Position No. 3: Glen H. and Marc T were nominated; Alternate: Glen H. and Chris were nominated.

Several AAs nominated to serve on the Steering Committee commencing January 1, 2018, advised that they will decide by our December Rep meeting whether or not to accept their respective nominations.

Office Manager New Hire: With Marcy resigning as our Office Staff, flyers requesting resumes were circulated among the Reps for announcement at Home Groups of our available Intergroup position. A big thank you to Marcy for her service to Alcoholics Anonymous was extended.

<u>Intergroup Office Will Be Closed Friday, the Day After Thanksgiving</u>: Friday, November 24, 2017, our Intergroup Office will be closed.

Motion to Increase Gratitude Dinner Budget: See above under "Committee" Reports. Meeting adjourned at 7:55 pm.

Yours in Service, Virginia E, Recording Secretary



Friday Night Happy Hour

December 1st 2017 and January 5th, 2017 7:30pm

Speaker Meeting

Camas Friends Church NE 4th and Ione St. Camas, WA. 98607

Meeting is always the first Friday of the month

Kleen Street Speaker Meeting

Friday, December 8th 7:00 pm

5317 NE St. John's Road Vancouver, WA 98661

Central Group's Birthday Meeting

Friday, December 29th 8:00 pm

1501 Columbia Street Basement Vancouver, WA 98660

Heights Group

After 44 years of meetings at the hospital, the Heights Group is now defunct.

My gratitude and appreciation for all the help and inspiration given to me and countless others through the sharing of your experience, strength, and hope.

> Adios, Kenny

Make sure to check

vancouveraa.org or call 694-3870

for local Alcathons and events during this holiday season



OB's Speaker Meeting

Saturday, December 2nd and January 6th

Eastridge Church 14100 SE Sunnyside Road Clackamas, OR 97015

North Clark County Annual Holiday Potluck

December 10th, 2017

LaCenter Evangelical Free Church 111 East 5th Street LaCenter, WA 98629

Dinner is at 6 pm Meeting is at 7:30 pm

Bring a side dish, dessert, or salad to share

For questions or service work opportunities contact

Karl 479-366-8866 Stan 808-225-4595

Hockinson Potluck

Sunday, December 31st Potluck at: 6:00 pm

Elim Lutheran Church 15815 NE 182nd Ave

Wayfarer's Speaker Meeting

December 9th, 2017 7:00 pm

St. John's Lutheran Church, 11005 NE Hwy 99 Vancouver, WA. 98686

AA speaker: Karl M. From: Covina, CA

Al-Anon Speaker: Heide F. From: Tigard, OR

RULE 62 Speaker's Meeting

Saturday, December 16th, 2017 7:00 pm

Central Bible Church 8815 NE Glisan Street, Portland

Carson AA Spirit of the Gorge Potluck

Sunday December 31st, 2017

952 Wind River Road Carson, WA

The last Sunday of every month is our potluck at 6:30 pm, followed by a guest speaker at 7 pm

Questions? (509) 427-4970 or (503) 701-6574

November Phone Calls

Office/general: 59

Meetings: 49

12 Step: 2

Total Calls: 110

If you are interested in making yourself available for 12 step calls please let us know.

(360) 694-3870 *or* Vancouveraa.org



DECEMBER

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Friday Night Happy Hour Speaker Meeting 7:30 pm	2 OB's Speaker Meeting 7:00 PM
3	4	5	6	7	8 KS Speaker Meeting 7:30 pm	9 Wayfarer's Speaker Meeting 7 pm
N. Clark County Potluck Dinner 6 pm Meeting 7:30 pm	Finance Mtg 5:30pm Steering Committee Meeting 6:00 pm	12	13	14	15	16 Rule 62 7 pm
17	18 Intergroup Rep. Meeting 6:30 pm	19	20	21	22	23
24	25 OFFICE CLOSED Merry Ohristmas	26 District 37 GSR Meeting 7 pm	27	28 District 7 GSR Meeting 7 pm	29 Central Group's Birthday Meeting 8 pm	30
31 Carson Potluck 6:30 pm Hockinson Potluck 6 pm	6					

JANUARY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2701 201	1 OFFICE CLOSED	2	3	4	5 Friday Night Happy Hour Speaker Meeting 7:30 pm	6 OB's Speaker Meeting 7:00 PM
7	8 Finance Mtg 5:30pm Steering Committee Meeting 6:00 pm	9	10	11	12 KS Speaker Meeting 7:30 pm	913 Wayfarer's Speaker Meeting 7 pm
14	15 Intergroup Rep. Meeting 6:30 pm	16	17	18	19	20 Rule 62 7 pm
21	22	23 District 37 GSR Meeting 7 pm	24	25 District 7 GSR Meeting 7 pm	26 Central Group's Birthday Meeting 8 pm	27
28 Carson Potluck 6:30pm Hockinson Potluck 6pm	29	30	31			

^{*} All business meetings, including those for District 7 and District 37 are held at the Intergroup office * 2203 Fairmount Avenue, Vancouver WA 98661