

MID-ISLAND INTERGROUP SOCIETY
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MID ISLAND INTERGROUP SOCIETY YEAR-END REPORTS
May 1, 2018 to April 30, 2019

LITERATURE REPORT – Claudette H.

Since Intergroup Central Office relies on Literature sales for a major portion of income this role is essential to its operation. It is also an excellent way to become involved with the workings of Intergroup Central office here in Nanaimo and of carrying the message to others. Our Literature reaches alcoholics who either are currently recovering and those who might be exposed to our Program for the first time as well as the simply curious.

It is straightforward and normally involves 3 or 4 hours monthly reviewing what is on hand and what we need to have a full inventory. The Office Manager prints a copy to follow, so there is no guesswork involved. You are responsible for counting the Grapevine and A.A.W.S Literature books and pamphlets already on the shelves and adding what is needed in the indicated column. The Tokens and Medallions also need to be looked at and put on the order form that is printed for this.

After this, the forms go to the Office Manager who in collaboration with the Treasurer make the final decision and place the order.

Should the Literature Chair happen to have Excel already installed on their home computer, they can choose to enter the information there and forward it to the Office Manager and Treasurer. This is not a necessary part of the position and should not be seen as such.

When the orders arrive, you as Literature Chair check the packing slip against the original order form, mark the prices in the books and put them on the shelves. This might involve 2 hours, included in the first time estimate, depending on the size of the shipment. The pamphlets are put into the cabinet. Tokens and Medallions are ordered from a separate source and usually arrive on a different day. Again, after verifying the shipment's accuracy, you will place them in the drawers.

As Literature Chair you will join the other chairs as part of the Operating Committee that oversees the Intergroup Central Office and its' personnel. Meetings are monthly on the 3rd Thursday evening. You are not required to attend the Sunday Intergroup meetings but they are enjoyable and can provide more information.

There are many ways to do 12th Step work. Being Literature Chair for The Mid-Island Intergroup Society is different than sitting down with a wet drunk or holding a newcomer's hand. You are working behind the scenes making sure the message of sobriety is alive and well and available to anyone who asks.

Love in sober service,
Claudette H, Literature Chair

NEWSLETTER REPORT – VAL S.

The Pass It On Newsletter May & June 2019 Edition is now available online and in print! Two editions have been distributed since I was elected Newsletter Chair in January 2019, March/April and May/June.

Online: The electronic version is available for download from <http://nanaimoaa.org/2019-pass-it-on/>. The subscription service has been implemented, there hasn't been too much traction to date. The goal is to provide people with a tool to sign up, using their email addresses, for email communications. When a new edition is posted, all subscribers will receive an email notification.

Print: There were 130 copies printed; 2 per group (110) with 20 copies for District 6. Copies were placed in all mailboxes. Cost for printing was \$54.66.

I was hoping to receive more feedback than I have yet remind myself this communication tool had not been available for some time and to be patient as it's in its infancy ☺!

Newsletter Template: I've updated the layout for the 2019 May & June Edition. My intention was to reduce the costs associated with printing the newsletter and to inject a new look and feel. Although the online version is very functional, the print version identified some opportunities for improvement. Some of the content is too small for print and makes the information very difficult to consume. Normally, I print a copy, review & adjust what the end result would be. Unfortunately, I didn't have access to a printer while I was on vacation.

Archived Editions: I've added a section in the main Pass It On Newsletter page, <http://nanaimoaa.org/2019-pass-it-on/>, which includes previous editions. Selecting the image of the edition will launch the PDF version of the document.

Blueprint Document: I've reviewed the Pass It On Newsletter Blueprint document, for the design / collaboration / production / distribution, with District 5 & 7 DCM's. This document will be used as a guide for the Pass It On Newsletter, assisting future newsletter stakeholders. I've not had any response from District 6 for their input. I will reach out again as their input is equally valuable.

Birthday's/Cakes: I would like to confirm how birthdays/cakes are included in the newsletter;

1. Individuals can submit this information to the PassItOnNewsletter@gmail.com email.
2. Intergroup representatives will provide their group members information by;
 - a. Identifying them on the Group Report form at the monthly Intergroup Meeting. Perhaps a "OK to publish" note.
 - b. Submit the information to the PassItOnNewseltter@gmail.com email.

Special Edition: I've been thinking about generating a special edition, which would also serve as a test for transitioning the newsletter to monthly vs every two months. This edition would focus on the AGM, messages from outgoing committee members, the positions available, and any community updates.

I want to THANK everyone who assisted me with multiple tasks while I was away on vacation. This is truly a collaborative initiative!

With Love in Service, Val S.

PUBLIC INFORMATION REPORT – CANDICE H.

Thank you for allowing me to be of service in alcoholics anonymous of Nanaimo. I believe this position is incredibly important making people aware that A.A. exists.

Throughout the year we delivered pamphlets and meeting lists to local Nanaimo and Ladysmith offices/institutions that we felt could benefit from our literature. We continued to use our list in Google Sheets, which allows a document to be accessed and edited in real time. This frees up a lot of time, as we don't have to coordinate who delivers to where.

Another place we continue to advertise is on Nanaimo Craigslist and Kijiji. These ads were placed on Nanaimo Craigslist and Kijiji in the Community, Groups and Therapeutic Services sections. These ads are completely free and only need to be re-added on a 45-day interval. The advertisement was simple with the title being "Does drinking affect your life?" and text "We're here to help. Please call us at 250-753-7513 or visit NanaimoAA.org for more information including current meeting times." It also showed the address of Intergroup Central Office.

I'm very happy to report that we again spoke in several high schools this year. We organized to speak in front of seven grade-10 classes and one Alternative School that is specifically for teens who've struggled in a regular classroom setting. Due to there being so many young people in Nanaimo AA I specifically asked members who were about age 20-35 to speak students would likely respond better to younger speakers. Speakers were asked to share their story's, inform the students of what AA is and isn't, answer any questions the students might have, and if the students were comfortable/related, some of them shared some of their own experience. We also brought pamphlets and meeting lists to each class and left them with the teacher/s. We also created a format for speaking that we developed largely in part to other District's formats. This format was emailed to speakers at least one day before they were to speak.

Finally, the office now has a sandwich board! The sandwich board is put outside the office on Fitzwilliam St. at 10am each morning (after the 7-10 club closes) and is left out until 5pm (or if a volunteer is unable to bring it in at 5pm it will be brought in at 1pm). I hope this helps to greater advertise our office in the much-needed area it is located in!

A HUGE thank you to those who have helped deliver meeting lists and literature throughout the year: Lyla, Diane, Theresa and Carolyn.

Candice, PI Chair

TELEPHONE ANSWERING SERVICE (TAS) REPORT – TRACY P.

Thank you for allowing me to serve as your TAS Chair for a little more than 2 years. I have enjoyed working with the volunteers and Operating Committee members.

The TAS Chair coordinates volunteers to cover afternoon shifts at the Mid-Island Intergroup office from Monday to Friday. When the office is closed, other members volunteer to take calls at home from 5pm to 9am the following day. Most volunteers take one shift so that means we need 12 volunteers for all the positions plus volunteers who can be back-up for when regular volunteers can't do their shift.

This past year it has been a little more difficult to fill the afternoon office shifts. We have closed the office quite a few afternoons and currently we have only 2 of the 5 afternoon shifts filled.

As TAS Chair I helped update guidelines and volunteer lists. I also have assisted the Office Manager with some of the volunteer training.

As a member of the Intergroup Operating Committee, I have attended the monthly Operating Committee meetings, separate from Intergroup meetings, to see to the ongoing business of Intergroup.

This is a great position as an introduction to the Operating Committee. It has been my pleasure to help carry the message of A.A.

In Love & Service,
Tracy P.

WEBSITE REPORT – PATRICIA B.

Nanaimoaa.org has gone through more improvements in 2018 - 19. Area 79 now uses our site as the link to meetings in the Districts 5, 6 and 7. I see the website being used increasingly by AA groups, service committees and Mid-Island Intergroup to 'carry the message'.

The big news this year is that there is a subscription service available on the site for the digital version of the *Pass It On* Newsletter, the main communication link within our area. We learned that a local newsletter is still the best way to link the greatest number of AA members to the events in our area.

Our new Google Interactive Meeting Map is another improvement in finding a meeting on the site. Every listing on the map has its own updatable website box for group information, flyers and even links to be posted. All groups in Districts 5, 6 & 7 have this media resource available to them.

The website Interactive Map became a valuable real-time resource during the Alcathon. The number of site visits shot up 300% for that 24-hour time period. The Alcathon marker contained changing Alcathon information and a special flashing red star marker was used to signal the opening and closing. The public and out of town visitors used the easily accessible online data to great advantage.

The website saw expansion in the number of site visits, flyer, event and service page postings, has increased awareness of the availability of e-Transfer, group contribution information and Intergroup email contacts for all our local services. You can now make contact with Intergroup Central Office, the Telephone Answering Service for both Home Phones and the Office, Literature, Public Information, the Pass It On Newsletter and the Website Chair anytime.

Despite expansion I have kept the back-end infrastructure of the website as simple as possible. I was a newbie to website management when I came onboard and know how important it is to have the website function for any skill level, as it is a rotating AA service position.

Even though I must rotate out of the Intergroup Website Chairperson position after 2 one-year terms, I will still be a resource and an active AA member.

Thank you for the opportunity to be of service,
Patricia B.

INTERGROUP CHAIR REPORT - THERESA H.

What is the Intergroup Operating committee?

The Operating Committee is a board; its members are referred to as directors. The Operating Committee's role is to plan for the future needs of Intergroup, oversee office management and services and carry out the will of the groups as expressed at the Intergroup meetings by the Intergroup Representatives. The members of the Operating Committee are trusted servants, they do not govern.

I am truly grateful for the members of the Operating Committee who have given of their skills and energies to continue the work of Intergroup.

How to Encourage Members to Be Involved with Intergroup?

This has been a common theme running through Intergroup meetings and meetings of the Operating Committee. Several announcements were created informing members about what services Intergroup provides the local groups and how Intergroup is funded.

Please consider accepting one of the many service opportunities available through Mid-Island Intergroup. Outgoing committee members are usually more than willing to show the new members the ins and outs of each position.

SOME OF THE ITEMS INTERGROUP WORKED ON IN 2018/2019

Intergroup Archive and Literature Tables at the 2019 Rally

We had many visitors to the literature and archive tables at the Nanaimo Rally. Daily Reflections, pins and medallions were the most popular purchases. Saturday morning a member brought in a binder of photos from a trip to New York and left it on the archive table for the day. We set the tables up Friday afternoon and packed up Saturday evening.

Volunteer Drivers

In May, the Operating committee put out a call to the membership for people willing to give rides to other A.A. members. A volunteer list is available at the office and with the home phone volunteers for this particular service. We have had 3 calls for rides since then.

Alano Club

In May, a motion, asking Intergroup to support the Alano Club by distributing Alano Club announcements via group mail folders and the website was circulated to groups indicating that further discussion would take place at the June Intergroup meeting.

In June, a re-worded motion was brought to the table and again failed because the Reps felt that announcements on the website would indicate endorsement.

In September, a motion “To allow flyers, pertaining to the Alano Club Society, to be distributed through Intergroup Central Office group mailboxes. The flyers will have a statement that the Mid-Island Intergroup Society does not endorse nor is affiliated with the Nanaimo Alano Club Society.” was passed with 10 in favour of the motion and 2 opposed. Minority voice spoke. No member wished to change their vote.

NOTE: This is how A.A. business sometimes goes...we work on it until we have substantial unanimity. We try not to get frustrated when everything takes so long. It is the process of listening to what everyone has to say, hearing the minority voice and then making an informed group conscience decision. We usually pass a motion with at least a 2/3 majority vote.

Office Manager’s Salary

October 2018 the Operating Committee proposed a motion to the Intergroup Representatives to increase the office manager’s salary by 3.3%. The minimum wage is expected to rise to \$15/hour by 2020 and we wanted to ensure that the office manager salary would increase accordingly.

In October, the Reps made a motion and voted 8 in favour and 2 abstaining, to increase the office manager’s salary by 3.3%.

Alcathon

In November, a motion “For Intergroup to participate in the 2018 Alcathon and donate \$100 as seed money” was passed, 5 in favour and 1 opposed. The minority voice was heard. No one wished to change their vote.

The Alcathon Committee reimbursed Intergroup, from the 2018 Alcathon 7th Tradition, the \$100 of seed money contributed in November. In addition, Intergroup received a contribution of \$87.60.

Sandwich Board Sidewalk Sign Pointing to the Office

The Public Information Chair, Candice H. proposed having a sandwich board sign on Fitzwilliam St. to indicate where people can find the A.A. office. In March, the Intergroup Reps voted in favour of this sign and left it up to the Operating Committee to approve the final sign format.

Additions to Mid-Island Intergroup Society Bylaws and Operating Procedures Manual

In April, a motion was circulated to add 7 pages to the Operating Procedures Manual to include:

1. An Order of Business,
2. Business Procedures,
3. Motion Guidelines and
4. Information on informed group conscience and unity

This motion will be voted on at the May 26th Intergroup meeting.

The Mid-Island Intergroup Society Bylaws and Operating Procedures Manual will need further updating as soon as we can form a committee to work on this project.

Employee News

- The Auxiliary Office Manager, Debby B., resigned January 1, 2019. She took another job that gave her more hours. Thank you, Debby for being available when we needed you on short notice
- The office manager position became vacant April 4th. We extend our thanks to Corinne D. for her hard work and wish her all the best in any future endeavors.
- Details regarding next steps and filling the position of office manager will follow as soon as they are available. Meanwhile the office remains open and run solely by volunteers.

New Technology for Mid-Island Intergroup

1. New Shaw Smart Voice phone system was installed in January 2019. We have one desk, phone, one portable phone and a user-friendly call forwarding system.
2. Contributing by e-transfer is set up on the website, nanaimoaa.org

Directors and Officer's Liability

Directors and Officer's Liability Insurance was researched and discussed. It was very difficult to determine what the actual risk was of the Society being sued and to understand the circumstances, if any, where the Society wouldn't be covered even with the insurance. The idea was discussed at the May and September Intergroup meetings and in September a motion to purchase the insurance was defeated with 4 in favour and 8 opposed.

Dogs in the Office

There was a lot of discussion about allowing dogs to spend the afternoon in the office with their owners. Some visitors to the office really enjoyed the dogs, a few others did not. It came to light that in 2005 the Intergroup voted not to allow dogs in the office. No resolution was reached at this time.

MID-ISLAND INTERGROUP OFFICE REPORT

Recently several members have volunteered to take the office shifts. This has made us very happy. If you are interested in taking a shift please call the office to find out what shifts are available or your name could go on the back-up list, to fill in when needed.

A Big Thank You to all those members who have contributed their time as Office and Home Phone volunteers, and 12-Step volunteers.

The requests for applications for the position of Office Coordinator have been distributed in the group mail-folders and by email to the Intergroup Representatives and District 6.

INTERGROUP OFFICE STATISTICS

Fiscal Year May 2018- Apr 2019	drop ins	calls for info	emails	12 step Calls	12 Step emails	Rides	Referrals
	1256	827	2623	48	1	3	50