Area E Mini-Assembly Meeting

Monday 08th March

Zoom

**AGENDA**

Attendance: Andrew S, Martin, John B, Amanda, Marita, Bob R, Jenny, Stephen S

Apologies:  none

Open Meeting

Read the Twelve Traditions

Receive and accept the previous Minutes (online)

Review Action Items:

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| **Action Item** | **Description** | **Owner** | **Due** | **Status** |
| Standing Item  **Action Item:** | Combining CSO and Area E assembly -   * open discussion to organise another joint meeting in 2021 with CSO. Advantages: open communication, better understand our service in Area. * 8/3/21 **To Do:** Group decided Andrew to chat with Trevor and Susan for more details and discuss next month meeting. | Trevor /  Andrew | 2021 | In Progress |
| Standing Item | Area E PI: Other   * 03/09 Laura working with Andrew on “one campaign” * 05/10 Laura shall ask General Service Office for content * 03/11 Trevor showed videos awesome, will be uploaded to google, requesting comment within 24 hours to John's email * 8/3/21 Agreed content obtained, item closed. | Laura / Andrew | 2021 | Completed |
| Standing Item  **Action Item:**  **Action Item:** | Area E PI: Group Participation   * Goal: reach out to approx 80 Groups in Area E to help promote GSR participation, understanding of GSR Role structure. * 8/3/21: Options: Distribute minutes (already available on website). Visit group consciences (group meetings by area) to share information. Email information to group contacts. * 8/3/21 Issue: Groups are autonomous, don’t understand the service structure. It is up to these groups to participate if they decide to. * Group agreed to research / discuss further. * **To Do:** Compile Area E Group email database with help of GSO; report status next month GSR meeting. * **To Do:** Create 1 page summary of GSR Structure/Role in Area E, Bob, Andrew, Amanda John B volunteered.. * Drafts to be screen shared at upcoming monthly GSR meetings when ready for group input. | Laura / Bob  Bob  Bob  Andrew  Amanda  John B | 2021 | in Progress |
| Standing Item | Area E Position Description Document Folder   * 8/3/21 Create a complete Area E GSR Manual to include Handover of All Roles, List of all Service accounts and primary contact (Google, Gmail, Mailchimp, website, emails… etc). Stored in Google Doc Position folder. * Group voted to pass the proposal * Amanda to coordinate the information gathering/maintaining document. | Amanda | 2021 | In Progress |
| Standing Item | Area E PI: Medical Screens  - 14/01 Laura says they have approval from NSCSO to go forward with 20 second video without sound.  - Sean will set up the Youtube channel and work with our web master to embed the videos onto our website.  - Trevor: Appreciate the members who are passionate about a task - especially where there is no current guidelines to help take and run with projects to help AA carry the message.  - 8/3/21 Short edit of videos should be completed by next week (16/3/21) | Laura | 2021 | In Progress |
| Standing Item | Meeting dates for 2021 passed b Group to remain on Zoom.  Tuesday 13th April  Wednesday 12th May  Thursday 10th June  Monday 12th July  Tuesday 10th August  Wednesday 08th September  Thursday 14th October  Monday 08th November  Tuesday 14th December |  |  | Completed |
| New Item | Review GSR Role description from Service Manual - read out by Secretary. | Andrew |  | Completed |
| New Item | Link newsletter - Martin asked to be provided with details of who could provide login/handover info to help role get filled and newsletter started up again. | Martin |  | In Progress |
| New Item  **Action Item:** | Zoom Donation of Amanda’s subscription: donate $25 to Northern Sydney Service Office. Group voted and passed the proposal.   * Marita to action donation. | Amanda / Marita |  | Completed |

Confirm next Meeting: Tuesday 13th April, 2021

Close meeting with “we” version of Serenity Prayer

**GSR Committee Reports**

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| **Role** | Area E Chairperson |
| **Name** | Andrew S |
| **Date** |  |
| **Report** | No report |

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| **Role** | Area E Alternate Chairperson |
| **Name** | Bob R |
| **Date** | 8/3/2021 |
| **Report** | Handover from Trevor completed 28/2/2021. Still digesting truckloads of information |

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| **Role** | Area E Delegate |
| **Name** | Lee S |
| **Date** |  |
| **Report** | No report |

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| **Role** | Area E Secretary |
| **Name** | Amanda K |
| **Date** | 7/3/21 |
| **Report** | Thank you Jenny for stepping in 3/3/21 to send Meeting Notice to group.  Handover for my role is finalised with tremendous support from multiple incoming and outgoing roles - thank you everyone for your patience.  Zoom meeting from my personal account. If we agree to hold meetings on Zoom for following year, there was verbal offer at AGM for this group to cover their portion. It comes to $25 and I request this be donated to AA Australia as it needs the funds. Zoom Meeting ID 8452264156  Password: 514688  join now link: [https://us02web.zoom.us/j/84522664156?pwd=NGJ6WVdJK05sWFRZOTdYQjYrOEFqdz09](https://areaeeraa.us8.list-manage.com/track/click?u=f444b99e39dab65c21f34a841&id=1fae34705f&e=0270ff8e13)  Single GSR Committee Handover Manual: single source for all role handovers, who owns what account suggested (I am happy to coordinate/action). |

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| **Role** | Area E Public Information & Co-Operation with the Professional Community Coordinator |
| **Name** | John B |
| **Date** | 8/3/2021 |
|  | The current AA videos can be viewed at;  <https://www.youtube.com/channel/UCtOhNNLZtgSOv64JQjwiC4g> and <https://nscso.org.au/resources> <https://nscso.org.au/about-aa>  The project committee continues to meet and is planning for distribution of the videos within the Northern Sydney boundaries of Area E and has presently agreed to; Editing of the short video clip for Digital Noticeboard advertising Distribution of the videos to Secondary Schools, Tertiary Education Campus’ and Local Government Community Youth Centres Use of the short video clip for cinema advertising  The videos are available for use by AA groups and members |
|  | I am considering holding a meeting for group representatives and members interested in PI&CPC activities. The meeting could be either in person or on zoom. Expression of members preference for type of meeting, suitable days and times would be appreciated. |

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| **Role** | Area E Treasurer |  |  |  |
| **Name** | Marita |  |  |  |
| **Date** | 7/03/2021 |  |  |  |
| **Report** | Opening balance | 11/02/2021 |  | +$11,134.09 |
|  | Internet payment  internet payment  Closing Balance | 17/02/2021  17/02/2021  7/03/2021 |  | -$56.91  -$129.42  -$10,947.76 |

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| **Role** |  | Area E Webmaster -- [www.areaeeraa.info](http://www.areaeeraa.info) |
| **Name** |  | Martin |
| **Date** |  |  |
| **Report** |  |  |

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| **Role** | Area E Alternate Delegate |
| **Name** | Vacant |
| **Date** |  |
| **Report** |  |

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| **Role** | Area E Group Liaison |
| **Name** | Laura B |
| **Date** |  |
| **Report** | No report |

**GSR Group Reports (In no particular order)**

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| **Group** | Cromer Men’s Meeting, Tuesday 7.30 pm |
| **GSR** | Bob R. |
| **Members Approx** | 35 |
| **Attendance Approx** | 25 |
| **Last Group Conscience** | Due 16/3/2021 |
| **Rehab Clients Visiting** | 0 |
| **Key Highlights** | Successful Cromer Mens Campout held 5th-7th March at Seal Rocks |

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| **Group** | Seaforth Tue 7 PM |
| **GSR** | Amanda K |
| **Members Approx** | 16 active members |
| **Attendance Approx** | 35 - 40 average weekly |
| **Last Group Conscience** | 23 February 2021 |
| **Rehab Clients Visiting** | none |
| **Key Highlights** | Busy quarter with following roles being rotated out: Secretary, Group Communication, Group Minutes, Public Information, Literature, GSR. First time all group committee roles have been filed for many years.  Donated $1,000 to Area E GSO in January. Holding prudent reserve until next Group Conscience. |