

**MINUTES OF
CENTRAL SERVICE COMMITTEE MEETING 1 Sept 20
Zoom Meeting**

WELCOME AND OPEN: Meeting opened by Michael H. at 7 pm with the

TWELVE TRADITIONS: The Twelve Traditions were read by Eric

Zoom ID address Meeting ID: 512 036 8953 Password: wecandoit

ROLL CALL:

EXECUTIVE	COMMITTEES	CSR	OBSERVERS
Chair – Michael H.	Ad Hock Technology – Marie	Acceptance –	District 1 – Paul B..
Co-Chair – Jamie Q.	CPC – Heather C.	Atlantic -	District 2 – Blair A.
Treasurer – Bill P.	Corrections – Troy S.	Back to Basics – Carol Ann	Area 82 – Trudy A
Secretary – Electoral Required	Entertainment – Shawn M.	Cole Harbour –	
	Help Email – Michael A.	CVBBS	
	Hospital Visitation –	Eye Opener	
	Literature – Cathy M.	Four Seasons - Eric L.	
	Newsletter – Kelly U	Fresh Start –	
	Mid-Winter – Tom R.	Highland Park – Murdo	
	PI - Leah C.	Hubbard's -	
	Telephone – Sharman M.	Keep it Simple –	
	Treatment – Stephanie J.	New Hope	
	Webmaster – Pedro G.	Second Chance - Gil	
	Webmaster Co-Chair – Jeremy J	Serenity Sisters –	
		Sunday Night Serenity –	
		WESG – Rob A.	
		Welcome – Paul B.	
		We Agnostics –	

CALL FOR AGENDA ITEMS – APPROVAL OF AGENDA

Motioned to approve the agenda by: Cathy M. - Seconded by Eric L

MINUTES APPROVED FROM PREVIOUS MEETING:

Motioned to approve the minutes by Cathy M> . Seconded by Kelly U. Motion passed.

REPORTS

Secretary

NR

TreasureMain Account

Opening Balance:		\$ 5,575.48
Credits: (Group Insurance)	\$ 10.00	
Sub-Total:		\$ 5,585.48

Debits:

A.A. World Service Inc.	\$ 1,000.00	
Zoom fees		\$ 138.00
CS liability insurance	\$ 10.00	
Sub-Total:		\$ 1,148.00

Closing Balance:		\$ 4,447.48
------------------	--	-------------

Outstanding Cheques:

A.A. World Service Inc.	\$ 1,000.00	
Telephone		\$ 254.22

Operating Revenue:	\$ 3,193.26	
--------------------	-------------	--

Literature Account

Opening Balance:		\$ 2,683.00
Credits:	\$ 412.40	

<i>Debits:</i>	\$ 2,092.80	
----------------	-------------	--

Closing Balance:		\$ 1,002.60
------------------	--	-------------

<u>Prudent Account</u>		\$ 4,894.00
------------------------	--	-------------

Total Funds:	\$ 9,089.86	
--------------	-------------	--

Questions raised on past Phone Bills. Treasurer and Committee is looking for clarification on Phone finances.

Co-Chair

Good evening. my apologies for missing the meeting. I have had a busy month. The bulk of work has been the group insurance policy. I request that any group that have not indicated their participation reply to the co chair. please remember that if you think you will be opening in the next year it will take up to w months to be added to the policy. It should be close to the price of the last policy, but it depends on group participation.

Chair

Was present at both Districts one and two monthly meetings this month. Districts 1 was Zoom and District 2 was face to face at Club 24.

Sub-Committees:

Ad-Hoc Tech

NR – In meeting was mentioned that iPad stopped functioning, research was carried out, determined that iPad IOS no longer compatible with the Square. Further research was continued, and an iPhone 7 was donated in place. Created a “how to “ document for the iPhone 7, configured and set-up the phone for literature. Submitted to the bulletin committee the “what is” that was requested by the Bulletin Committee to explain what we do. Finally, financial reports from Square for the sales of literature were downloaded and sent to Treasurer for review.

Back to Basics Alternate Central Service Rep mentioned how there is no continuity or ease to enter the Central Service zoom room.

Ad-hoc committee chair ensured that all places that mention the Central Service Meeting Zoom ID shall be tested to ensure they work correctly.

CPC

I met with PI chair to go over lists of places to move forward with getting the message out. I attended Area 82 Committee meeting July 27th. District 1 & 2 PI and CPC were invited to attend an in person PI/CPC meeting in District 17, we attended this meeting August 1st along with members of District 3. We are looking at having a committee zoom information session in September as this is a voting year to let members know what the committees do. I ask all CSR's to take this back to their groups.

Corrections

NR

Entertainment

No Events planned at this time due to Covid-19.

Help-Email

The help email saw approximately 5 requests for in-person meeting information. We had 3 newcomers requesting information. Zoom and Live meeting info provided. We had someone from a Care Facility send in an email with regards to a member trying to enter a zoom meeting but was rejected due to the facility name showing up and the member not able to navigate thru zoom. I have since been in touch with the facility, and the member will try again this week to attend the meeting. Information was shared with the chair of the zoom meeting.

Hospital Visitation

NR

Literature

Bank Account - Aug 1	2683.00
CQ 127 AAWS Purchase	1,069.38
CQ 50 Club 24 rent	50.00

Deposit from July	125.00
Deposit Aug Cash Sales	254.40
CQ 128 GV Purchase	874.78
CQ 128 Supplies	98.64
Bank Account – Aug 31	\$969.60

We have \$44.55 in petty cash and in August I spent \$2.88 in cash for supplies. I have 3 outstanding invoices to be paid, one from CPC (\$122.50), one from PI (\$20.00), and one from the Windsor group (\$150.00) for a total due of \$292.50.

All is going well at the Bookstore. All books and pamphlets are in stock and will last for the foreseeable future. The Square transactions are still awesome. However, there was a recent update to that technology that is not compatible with my iPad. If we continue to use the Square, which I recommend we do, we will need to purchase an iPad or tablet that is compatible.

I have also reviewed the Committee Guidelines and have attached them for your approval. The guidelines reflect the current operation of the Literature Committee which has been going on for the last 20 months.

Mid-Winter

NR but Marie M. gave a brief synopsis as to where MWRU is regarding program planning and indicated that they still needed volunteers for Entertainment Chair and Co-Chair.

Newsletter

I would like to request that the Chairs of the Central Service Sub Committees forward any ideas that they may have to better the Bulletin. Looking for involvement at all levels. Thanks to all for your continued support.

PI

I don't have a lot to report this month, we have been working on various projects and will continue to find new ways to get the AA message out to the Public.

I have been working on getting a package together for the next PI Chair with all the updated information our committee has accumulated over the past 2 years including contact info and project information.

I was asked to attend the Area 83 Public Information session on August 17, 2020, but I was not available. The Area 83 Public Information Chair did send me a very informative package that they developed in Area 83 which covers information to get members interested in PI/CPC and information on reaching professionals. It has been amazing getting to know PI committees from other areas and passing on information to help carry the message. If anyone would like to help with our committee, please contact me (Leah) at 902-877-0573.

Telephone

NR – Chair had mentioned all is good. We picked up a couple new members for eve and day phones. Questions from group were asking if Chair has technical duties

Action Items: Bill to find out contract details 1) has it expired 2) can phones be upgraded
Paul B. to provide Chair flip-phone recharger for interim phone replacement due to one phone being damaged.

Treatment

NR

Webmaster

August is traditionally a slow month with most of us enjoying vacation time. But this year is proving to be anything but traditional. Last month I was remarkably busy with the meeting updates. We have more and more groups starting back the in-person meetings, some of them cancelling Zoom meetings, other keeping them and even one holding a “hybrid” meeting, in-person and Zoom simultaneously.

Every meeting update require three different steps on my side. First, updating the online meeting list we all see in our web site. Then updating the meeting list App. And third and finally, the offline Excel master file.

And speaking of meeting App, I received a question about who updates it. In Nova Scotia meetings are listed in two different web sites, ours (aahalifax.org), and Area 82 (area82aa.org). We serve Districts 1 and 2, and Area 82 serve all other Districts. Each Webmaster is responsible to keep a meeting list for their Districts. Both Webmasters have their own process to receive meeting change requests. We work together to make sure we send the occasional meeting change request that goes to the wrong Webmaster to each other.

The meeting App is another way of listing our meetings and it does not change the process or responsibilities to keep meeting lists updated. I am updating the App for Districts 1 and 2, Matt W. is updating the meeting App for all other Districts.

I looked at Area 82 meeting list and did not find any of District 1 and 2 meetings listed there. On the meeting App I only found the Membertou group listed on both lists. Although Area 82 lists it with no day or time.

These are some of the routine maintenance tasks I performed during August:

- Updated Mid-Winter Roundup page to reflect the monthly meeting information
- Performed a major WordPress upgrade
- Performed multiple updates to various plugins

The traffic has been descending since the peak in last April. Last month we had a total of 13 thousand unique visitors to our web site. This is still almost three times more than pre-Covid traffic.

District 1

District 1 Co-chair verbal report: New Treasurer elected: Rick H. of the Highland Park Group. September's Workshop will be a guest speaker from Ontario discussing the 3rd Legacy Procedure.

District 2

The last month was very busy with District, Area, and Central Service-related business. I attended the Central Service meeting and was involved in discussions around Area 82 Financials with Alternate Delegate Trudy, District 1, and District 10. I have not made a decision on a topic for a workshop in October because it would be held the same Sunday as the Area 82 Assembly. Central Service will be holding their elections for Committee Chairs and Co-Chairs at the September meeting and will continue meeting via Zoom until January. Central Service is having a challenge contacting all the CSRs concerning the renewal of the Insurance Policy, so have given the Chair and Co-Chair contact information for the GSRs of District 2. If your group is going to start holding in person meetings or making changes to their zoom meetings, please remember to notify the Webmaster and Newsletter Committee to have your meeting information updated.

I enjoyed attending the Central Service meeting and heard how District 1 & 2 are involved with carrying the message to current and potential members of AA. All the committees are doing a great job at serving Districts 1 & 2 during the COVID-19 pandemic. PI and CPC have been in contact with multiple health organizations and Legal Aid in Nova Scotia and attended the PI/CPC meeting for District 3 & 17 and Area 82 Committee Meeting. All

meetings at Detox and Corrections are cancelled and currently Zoom meetings are not being offered. Hospital Visitations are still not being offered but the option for Zoom Meetings or phone calls are available. The Telephones are now being shared between groups according to the same rotation that was used in the past and some members have reached out to volunteer for the daytime phones. The 2021 Mid-Winter Roundup will be held through Zoom on February 13 & 14 with a budget of \$3,500. The roundup committee is still looking for an Entertainment Chair and Co-Chair. The Ad-Hoc Technology Committee is currently working on their road map but have completed the printer needs and visual display assessments, so these will be discussed at upcoming Central Service meetings. Literature has completed the Square training that was facilitated by the Technology Committee and now operating with enhanced reporting capabilities. Entertainment is looking at the possibility of holding a Halloween Dance if social distancing restrictions will allow. The Help Email and Newsletter are operating as normal. Central Service is currently looking for a Secretary.

The Area82 Assembly on October 9-11, 2020 will be held using the Zoom videoconferencing platform. A communication was sent by Trudy the Alternate Delegate explaining what positions will be open for election at the assembly and the proposals that will be voted on. I was peaking to Trudy in early August to explain my reasoning behind the "Request for your support and help with two matters of financial importance in Area 82" email sent to all of the Districts in Area 82. At this time, I am not sure if these topics will be proposals at the Area 82 Assembly because I was not able to have it come from a group in District 2 before the deadline of August 16. As a result of Steve A.'s resignation of DCM of District 1 I have been in contact with Lisa N. who has taken on the role as DCM. Paul B was elected as the new Alternate DCM of District 2. Mike H. (Central Service Chair) has met with me and Lisa to plan the running of the Central Service elections in September.

A report, financial update, and sharing session summary from Jan L (Eastern Canada Regional Trustee) has been distributed to the GSR's of District 2 which may be useful to share with your group. As stated in in an update from GSO the AA.org website redesign is being reassessed due to financial constraints at GSO. If CERASSA 2021 has to be cancelled in St. Catherine's as a result of COVID they will be hosting in 2023 and Area 82 will host in 2025. Area 82 has already received interest from a few Districts about hosting CERASSA.

District 2 will be holding their elections for DCM, Alt. DCM, Secretary, and Treasurer at their monthly meeting on October 18 at 2pm at Club 24. Please consider these positions as your next step in AA Service. If you have any questions, concerns, or ideas about the role of GSR in District 2 please feel free to reach out.

Area 82

NR – AltGSDArea82 reported that the conference agenda report from April GSO is out. Copies will be passed to Districts 1 and 2 in the next couple days. Preparing for elections in October. Prepared "resumes are required for GSR's to prevue at the assembly (normally), but due to zoom, Resume's will require diligent submission to AltGSD one week prior to assembly so AltGSD can mail resume's out to GSR's of districts to prepare GSR's to know who is up for electoral vote. Anyone can attend the elections. AltGSD will ensure Zoom information is passed on to the Districts somehow in a timely manner.

A motion was made by _____ and Seconded by _____ to approve the reports.

OLD BUSINESS

a. Re-opening groups- Due to high traffic of news on "private FB" site of back to face to face meetings, Chair asked that the administrators of the private FB site ensure that those mentioning the open meetings carryout their due diligence and ensure that the information is passed on to the perspective webmasters so the APP, websites, and bluenose bulletins are updated.

b. Open Secretary position-discussed, reiterated the importance of the position.

c. Insurance - I stated last month that each group contact the co chair if group wishes to remain part of the group insurance policy. To date I have heard from 7 of the groups. The new policy will take effect in October. Please have your group email the Co Chair @ csr.cochairaahalifax@gmail.com. I as I stated last month it takes up to 2 months to be added to the policy

NEW BUSINESS

a. Central Service Sub-Committee Elections – New Phone Chair – Michael A. Congratulations Michael!!!

b. Literature Guideline Changes

- Literature
- - The Literature Sub-Committee is responsible for the ordering, purchase, sale and distribution of A.A. Conference-Approved Literature and copies of the current Meeting list of A.A. groups for Districts 1 and 2;
- - Determines pricing of A.A. Literature based on exchange rate with the U.S. dollar.
- - Maintains an inventory and value of literature in stock.
- - Staffs and manages the volunteer schedule for the AA Bookstore located at 3 Dundas Street in Dartmouth.
- - Trains said volunteers in the use of SQUARE technology and the Sales and inventory software in use.
- - A.A. literature can be delivered to groups at the monthly Central Service Meeting. Literature can also be delivered throughout the HRM if necessary and the Bookstore is open weekly for pickups and sales.
- - Arranges for the sale of A.A literature at events upon request throughout the province, with expenses for overnight accommodations to be paid for the host event.
- - Coordinates with the Webmaster on the promotion and sale of A.A. literature including the A.A. Meeting List with order forms and up to date pricing.
- - Responsible for access to transportation, computer, and storage space for literature inventory.
- - The Chair is responsible for the proper accounting of all revenues, expenses, and inventory with respect to literature in consultation with the Treasurer.
- - The Chair receives all revenues from the sale of literature for deposit into the Literature Bank Account.
- - The Chair is a Signing Officer for the Literature Bank Account.
- - All cheques issued from the Literature Bank Account requires the signature of one member of the Executive Committee.
- - Coordinates with the Central Service Committee Co-Chair, the insurance coverage for the literature inventory.
- - Responsible to manage the financial affairs of the Sub-Committee with the yearly approved budget.
- - Attends and prepares a written report, including financial statement of revenue and expenses and value of inventory in stock, for the monthly meeting of Central Service Committee.

C. Zoom Meeting Discussion for Committee Information-

a. PI brought forth the requirement for Committee definitions/explanations to the AA membership to entice curiosities to volunteer and step into the world of committee service.

i. Team Committee Members

1. Michael H.
2. Leah
3. Marie
4. Blair

A report or resulting outcome should be by next Central Service Meeting.

Announcements from the floor

No announcements but a discussion on the Zoom Room ease of entering. (see Ad-hoc Committee for discussion)

Next meeting 6th October 2020, 7 PM

Meeting adjournment at 8:40 with the Responsibility Pledge.