

Central Service Committee – Draft Meeting Minutes
January 6, 2026 at 7 pm

Zoom address:

<https://us02web.zoom.us/j/5120368953?pwd=a1RIRnRNVEdFZlVqSW85My84S2JiZz09>

Meeting ID: 512 036 8953 Passcode: wecandoit

- A. Welcome – Serenity Prayer
- B. Twelve Traditions (Big Book page 562, read by Sharon N)
- C. Roll Call
- D. 7th Tradition
- E. Call for Agenda Items (Motion to approve; seconded by:)
 - a. Public Information Email Inquiry (Andie F) –
 - b. Motion to accept by Michael H, seconded by Andie F
- F. Last month's Minutes errors or omissions – Approval
 - a. (Motion to approve by Brenda; seconded by Sara)
- G. Reports:

Attendance:

Heather – chair non-voting
Michael H – co chair voting
Jarrad S – secretary voting
Albert T – treatment chair voting
Alec – webmaster voting
Bernie – DCM District 2, MWRU chair voting
Sharon N – Help email voting
Foster L – Cole Harbour Group voting
Garth – Sunrise voting
Lindsay – Newsletter co chair voting
Lorraine – Hospital Visitation chair voting
Melissa E – Literature chair voting
Natalie – CPC chair voting
Sara G – Treasurer voting
Andie – Public Information Chair voting
Brenda – WESG voting
Chris – Phones co-chair voting
Garnet – Fresh Start voting
Justin R – Conscious Contact voting
Mary M – Circle of Sisters voting
Paul B – Insurance Chair voting
Paul – Phones Chair voting
Rachel – Sunday Night Serenity voting
Wil – Rainbow of Recovery voting
Johnny – Highland Park voting
Chris A – Serenity Sisters voting
Dave T – Corrections Chair voting
Reign M – Lion's Den voting
Nathaniel B – Ad Hoc Committee chair non-voting

Trudy – Past Treasurer non-voting
Velma – Four Seasons voting
Louis – Back to Basics voting

29 voting members, 3 non-voting members

Committees:

CPC	Corrections	Entertainment	Help – Email
Hosp. Visit	Insurance	Literature	Newsletter
Public Info.	Telephone	Treatment	Webmaster
Mid-Winter	District 1	District 2	Area 82
Ad Hoc Committee			

CPC:

Wishing that all had a Merry Christmas and a Happy New Year.

For CPC I be nominating a co-chair this evening. Am arranging a sit down meeting with a past CPC Chair. Have obtained the emails of some past committee members and am reaching out to inquire about joining the current committee. I have several other members of the Fellowship considering joining and will have more details in February's report. Regarding the Christmas Social held at Club 24 on December 24th, Christmas Eve here are the details. Sponsored by Keep it Simple, West End Step Group. Unfortunately through a miscommunication the Downtown Dartmouth Group did not participate and sincere apologies have been expressed to them. Attendance was between 50 and 55. There was an over abundance of food available as we had anticipated higher attendance. There was a photo wall opportunity complete with props, a fabric Christmas tree hanging with the names of all groups, meeting days and times, CS Committees and AA slogans on display. Holiday treat bags were available but very few were used. The cost of the event was \$770.91 which I submitted to CS Treasurer. The amount of \$70.91 was returned to me by the Treasurer. We did receive a \$100.00 donation from the Halifax Sunday Morning Group to assist with costs. I sent the amount of \$70.91 back to the CS Treasurer and emailed the amount of \$30.00 back to the Halifax Sunday Morning Group with thanks for their support. There was no 7th Tradition collected.

Yours in Service,
Natalie C

Corrections:

December has been a fairly slow month; to date I have only received back a total of 3 – 2 male and 1 female completed paperwork packages from the volunteers. Still waiting on the rest before I send them all to Burnside for approval.

There have been issues with some RCMP detachments accepting the cover letter that was provided to me from Central Service, and we are looking into that. There have been no issues with the HRP HQ accepting the same cover letter.

I have received the first package of Grapevines which will be added to our literature stockpile for when we are back inside.

Yours in service,
Dave T
Corrections Chair

Entertainment: No report

Help Email:

Hello All and Happy New Year.

Help Email had twelve inquiries in December; none out of the ordinary and all were answered with information pamphlets and Meeting Lists. Thank you everyone for all your service to keep this important Fellowship running and thank you for allowing me to play a small part as well.

In service,
Sharon N

Hospital Visitation:

As of today, Jan 6, 2025 I have not received any requests for Hospital visits. I am currently working on getting a Committee together for future requests.

Yours in Service
Lorraine M
Hospital Visitation Chair

Insurance:

- Sent renewal payment request to CS Treasurer to make full 2026 insurance policy renewal payment.
- Sent renewal payment request email to all 63 groups and archives for 2026 policy.
- Submitted to broker request to update 1 location address and policy mailing address to my home address.
- Received confirmation emails direct from contacts for over a dozen groups that payment has been made however I have not received any direct INTERAC email confirmations so cannot reply payment confirmation to those groups yet. Need to look into this.
- Will reconcile payments when I have access to the INTRAC confirmation emails and email to thank groups directly that payment has been received.

Yours in Service,

Paul B(2B)

- Treasurer noted quite a few e-transfers coming to the treasurer's inbox. In the coming days, funds received will get straightened out.
- In the past, insurance and treasurer accounts were linked via an automatic forward. Alec to look into whether that still exists.
- Claim was opened from a meeting in the Valley. Slip and fall incident with a member. Yet to hear back on the status of that claim.
- Cost of insurance is \$25/group per year.

Literature:

SEE APPENDIX A FOR LITERATURE REPORT

My apologies for missing the last Central Service meeting. In this report, I have recorded the November and December numbers for the meeting minutes.

November and December were slower months at the bookstore. We took in \$1839.15 in November and \$270.00 in December. All cash and cheques were deposited into the bank account on Monday, January 5.

We intend to place another literature order in the coming weeks. Also, I have signed cheques to pay for rent at Club 24 – which is \$75 a month. These cheques will cover from July – December 2025 and January - June 2026.

Yours in Service – Melissa E.

Newsletter:

Hello everyone,
 Things are going smoothly with the newsletter. We had a lot of info to pack into the December newsletter with all the events and gratitude meetings taking place that month, but we did it!

In the January edition, please note there was a late birthday notice for Back to Basics: three birthdays on Jan 21, which were added to a revised edition of the newsletter which our webmaster will repost soon. Also Jordan at Lion's Den will be celebrating 5 years, not 4 - this adjustment was also added to the revised edition.

The link to book your hotel rooms for the round up can be found on the events page, however this link is not on the flyer at the back of the newsletter. Of course the link is also available on the Round Up webpage at aahalifax.org.

We thought the service manual study was a worthy event to include monthly in the service calendar - feedback on this or anything else in the newsletter is welcome.

Thank you again,
 yours in service,

Lindsay and Emily

- Scheduling has been challenging due to the timing of the release of the newsletter. For example, determining who had the phone last was difficult. Newsletter co-chair responded that all of the previous newsletters are archived on the website.

Public Information:

Lacking support currently. Trying to do up a flyer to put in the Newsletter.

- Chair noted PI needs a co-chair. Asked CSRs to take the need for PI support back to their groups.

Telephones:

The schedule is made up until the end of February. New phone contract as there were only 100 minutes per month per phone. Calls are coming from out of the area, such as West Pubnico. Are there AA help lines in other districts? We lost a couple volunteers due to work schedules.

- On a regular basis, calls are received to the phone from outside of the Area. Foster has looked up the DCM from the area in which the call was received and directed the inquirer to that DCM.
- WESG asked to have their group name added to the weekend phone list early last year and they have not been added. Phones Chair confirmed WESG will be included on the phones list.

Treatment:

Still piling together groups for rotation at the Halifax Homeless Shelter, Tuesday night at the Halifax Forum in the multipurpose room at 8 pm. There are interested groups that have emailed me their willingness to participate.

Haven't heard anything about Bridging The Gap, but men and women in the Sackville area are needed.

Yours in service
Albert AK

Webmaster:

A new version of the printable meeting list was generated, which should work much better as a single sheet printable that can be folded and distributed.

We've also had the usual webmaster activity:

- Added posts and fliers for upcoming events
- Added minutes from service meetings
- Updated contact information

December saw a small decrease in traffic from November.



2025 traffic was pretty steady:



As always, thanks to all for their valuable time and contributions to the website this month!

Yours in Service,
Alec

Midwinter Roundup:

For the Midwinter Roundup, we had our walkthrough of the Delta. Both the chair and the co-chair of Central Service were in attendance for that. We received good input from Heather and have decided to place the coffee in the Commodore room which is where we would later hold the banquet. We are also hoping to have the central service subcommittee displays in that room and very likely the book draw table will also be in there as well as some tables for socializing. And this brings me to a point I wish to emphasize. The various subcommittees ought to have displays set up in this room to draw attention to what their committees do, generate some discussion on that maybe get other people interested in volunteering or chairing a committee.

Still no luck locating the plastic name badge holders or the greeter vests. Our hospitality committee is attempting to remedy the greeter vest problem. We also updated our flyer to indicate that there is AI-anon participation at the event. Things are running smoothly but we urge everyone who plans to attend to pre-register. It's going to be a great weekend and we know you do not want to miss it.

Bernie S
Chair
Midwinter Roundup

- Is there space at Club 24 for MWRU equipment? Steve is looking into the matter.

District 1: No report

District 2:

As for the district 2 report, not much to talk about. We had a workshop on the second Sunday in December. That was at Club 24 at 2 pm on December 14. Our Alternate DCM put that on. The theme was a continuation of our traditions series, this one on tradition 6. Attendance was poor but the weather was also bad. Our next one will be in February, on the second Sunday that's February 8th at 2 pm at Club 24. That will be on Tradition 7.

District 2 still requires a Treasurer, I am filling in as treasurer for now, but I need your help.

Our district voted to make a contribution to GSO in the amount of \$1500. That has been sent to New York

That's pretty much it for that.

Bernie S
District 2 DCM
Area 82: No report

Ad Hoc Committee:

Good day,

We're happy to report that the online survey close don November 24. We received at total of about 40 responses to our questions.

Since the closing of the survey, the committee has met to review and organize the final responses. We've assembled all the data into spreadsheets. We're currently sorting the information into a workable format that can be presented at a Central Service Group Inventory meeting. We expect to have the information sorted out before the next Central Service meeting.

- How are the survey results being presented outside of Central Service? Phone call following the meeting to discuss.

Executive:

Secretary	Treasurer	Co-Chair	Chair
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Secretary:

Reprised my role as the secretary this month. A big thank-you to Trudy for getting me back online. Anyone who needs anything can contact me by email, and my phone number is in the Newsletter.

Yours in service,

Jarrad

Treasurer:

SEE TREASURER REPORTS ATTACHED TO DRAFT MINUTES EMAIL

Hello all and Happy New Year,

Before the holidays I was able to get to CUA and add myself as the new incoming treasurer for Central Service, I have yet to receive my login for the banking but expect it to arrive next week after the holidays. Myself and Heather met with Trudy to go over the duties of being treasurer and what to expect. I have access to the email and the drives. As this is my first report and I do not have the statements and banking information as the outgoing treasurer will do the final report.

Yours in service,
Sara G

Co-Chair:

Good evening Central Service Team,

My name is Michael, I'm an alcoholic, and the newly elected Co-Chair of Central Service 2026-2027.

My prayer every morning is to be the best person I can possibly be today whatever that looks like. That also means being the best person I can be in Service for the still suffering alcoholic.

I feel the administrative transition is complete, as I carried out signage for banking at the CUA, and was able to become the new owner of the Co-Chair email which can be found at this web address, <https://www.aahalifax.org/contact/CoChair.CSRAAHalifax@gmail.com>.

Regarding service, It is noteworthy to add, for those not in the know, that there is a wealth of knowledge in the A.A. SERVICE MANUAL combined with TWELVE Concepts for World Service written by Bill W. This is the Legacy of Service explained in detail. It can be found at the AA.Org and available in PDF for download. There are multiple references in the Manual for "Intergroup", which is the other name for Central Service. It continues to educate and guide me in Service.

Lastly, I am always moved when I read our Declaration of Unity for so few words mean so much::

This we owe to A.A.'s future; to place our common welfare first; to keep our Fellowship united. For on A.A. unity depend our lives, and the lives of those to come.

Yours in love of service,

Michael H.

Co-Chair
Central Service

Chair:

December was a busy month. I switched over the AA Help phones from Virgin Mobile to Eastlink. The reason was that between Paul and I, we could not get the account info changed from his information to my own. Virgin has no easy in-store presence and we were unable to succeed over the phone, so we decided to make the change. In doing so, I found a cheaper plan per phone. I'll be monitoring the Eastlink bills over the next few months to ensure all is well.

The new executive members all visited CUA to be added as signing officers to the bank accounts. All GMAIL accounts were moved to the executive members.

I also participated in the training between Trudy and Sara regarding the treasurer position.

As we start our year together, I want to assure you all that I am available for any questions or concerns you may have. Please do not hesitate to call, text or email me. If I don't have the answer you seek, I will try my best to get you an answer.

Yours in service,
Heather
CS Chair

Approval of Reports (Motion to approve by Michael H; Seconded by Sharon N)

Old Business:

1. CS Chair positions open:
 - a. Entertainment – no nominations
2. CS Co-chairs:
 - a. CPC – Natalie nominated Velma C (25 for, 0 opposed, 0 abstentions)
 - b. Hospital Visitation – no nominations
 - c. Insurance – no nominations
 - d. PI – no nominations
 - e. Treatment – no nominations

New Business:

1. Budget review process
 - The idea is we are going to start early (June or July) by reaching out to the subcommittee chairs for a general idea as to what they would see their funds being spent on.
 - Draft budget then presented in August. Those that wish to take it back to their groups can have a couple of months to do that.
 - There will be enough detail in the itemization to take back to groups, but numbers will not be set in stone.
 - Foster would like to see something in the CS Guidelines on parameters for budget development.

2. Letterhead

- When Dave took over as Chair in September, to get a \$20 discount on a vulnerable sector criminal history check, AA used to provide a letter with the AA logo and the triangle. It was done up by the Corrections Chair informing the police department that the applicant is a member of AA.
- Due to COVID and Corrections being shut down, things fell off the table.
- The question has been whether there is anything more formal that can be used to prove membership in AA. Is there anything on file anywhere within the executive in the way of older letters? This problem seems to be specific to the RCMP.
- Foster: We've never had letterhead done up for the Corrections Committee itself, but we can use the Newsletter headers for Districts 1 and 2 as a template.
- Corrections letterhead is identical to the Newsletter letterhead.
- Desire is to have a template that can be used by more committees. Should be created in consultation with the Districts and Area.
- Letter in its current form has worked for folks with HRP, but not RCMP.
- Chair to check AA.org to see whether a generic letterhead exists.

3. Hybrid CS meeting

- Deferred to next meeting

4. Traditions Liaison position

- Deferred to next meeting

Announcements from the floor

Next Meeting: February 3, 2026

Responsibility Pledge

Meeting Adjournment: Motion to adjourn Michael H; seconded by Reign M)

Appendix A – Literature Report

November Literature Committee Report	
Revenue	
	Amount
Cash	\$352.50
Square (Debit or Credit)	\$478.00
Cheque	\$432.55
E-Transfer	\$576.10
Total	\$1,839.15

Expenses	
	Amount

Bank/Square Charge	\$7.61
Club 24 (Rent)	
Inventory Cost	\$2,998.23
Total	\$3,005.84

	<u>Main Literature</u>	<u>Support Literature</u>	<u>Additional Titles</u>	<u>Pamphlets</u>	<u>Additional Materials</u>	<u>Total Units</u>
Inventory Sold	82	38	1	319	71	511
Current Inventory	321	72	94	4602	2226	7315
Retail Sales of Units Sold	<u>\$1,269.00</u>	<u>\$346.00</u>	<u>\$6.00</u>	<u>\$201.50</u>	<u>\$16.65</u>	<u>\$1,839.15</u>

Opening Bank Balance	\$6,902.72
Closing Bank Balance	\$5,736.03
Actual Bank Balance	\$4,950.98

To deposit \$785.05 in Cash & Cheque

December Literature Committee Report	
Revenue	
	Amount
Cash	\$216.00
Square (Debit or Credit)	\$54.00
Cheque	
E-Transfer	
Total	\$270.00

Expenses	
	Amount
Bank/Square Charge	\$1.35
Club 24 (Rent)	
Inventory Cost	
Total	\$1.35

	<u>Main Literature</u>	<u>Support Literature</u>	<u>Additional Titles</u>	<u>Pamphlets</u>	<u>Additional Materials</u>	<u>Total Units</u>
Inventory Sold	15	0	0	10	0	25
Current Inventory	306	72	94	4592	2226	7290
Retail Sales of Units Sold	<u>\$263.00</u>	<u>\$-</u>	<u>\$-</u>	<u>\$7.00</u>	<u>\$-</u>	<u>\$270.00</u>
Inventory on Order	0	0	0	0	0	0
Total Wholesale Cost	<u>\$-</u>	<u>\$-</u>	<u>\$-</u>	<u>\$-</u>	<u>\$-</u>	<u>\$-</u>

Opening Bank Balance	\$5,736.03
Closing Bank Balance	\$6,004.68
Actual Bank Balance	\$5,003.63

To deposit \$216.00 in Cash