

**Submitted Minutes from BDA Intergroup Startup Project  
Business Meeting on October 25, 2020**

**8am pacific / 11am eastern — Open with Serenity Prayer plus BDA and DA readings**

**Readings and member introductions**

Name, solvency date, BDA home group, and geographic location:

- ✓ Nancy from San Ramon, CA; April 1, 2020; home group is ***BDA Workshops*** (bdaworkshops.org)
- ✓ Bob A from Seattle by way of SF and Portland; August 8, 2014; ***Sunday BDA Phone*** (sundaybdaphone.org) and ***BDA Workshops*** (bdaworkshops.org)

**Reviewed business meeting agenda**

Chair reviewed our agenda for the rest of the meeting, including descriptions of and time increments by section:

Up to 20 minutes — Readings, introductions, and review of agenda by Project Lead

Up to 20 minutes — September minutes and treasury at a desired 5 minutes each, with time for reading and overages

Up to 15 minutes — Coordinator project reports — Literature Coordinator and Newsletter Coordinator

Up to 30 minutes — Old business

1. Review and approval of our ***BDA Intergroup Startup Project*** website. Please review our existing website at <https://www.bdaintergroup.org/> ahead of time and come prepared with questions and amendment requests. We will specifically focus on our BDA Events and Free Literature pages.
2. Status of our group registration resubmission as a group rather than as an Intergroup.

Up to 35 minutes — New business

1. Brainstorming outreach and public information for both DA and BDA for 2020 and 2021.

Up to 5 minutes — Close the business meeting

## October minutes and treasury

Bob summarized September 2020 minutes and requested objections. There were none. **Minutes approved.**

Bob summarized September 2020 treasury report and requested questions:

**Regarding our September and YTD profit and loss** — Income has been dropping off monthly from July through September 2020. Total YTD contributions by group through September 30, 2020 is:

Group # 968 — *Sunday BDA Phone* — 100.00

Group # 12218 — Name not known — 10.00

Group # 13017 — *Let's Grow DA* — 136.85 (group now consolidated with BDA Intergroup)

Group #112319 — *BDA Workshops* — 1,600.96

**For total group contributions of \$1,847.81**

**Total YTD member contributions, both general and earmarked, are \$1,493.21**

**This includes \$170 donated to the Bill J Memorial Fund for provision of free literature.**

**For a combined total income of \$3,341.02 for the months of July through September**

**Our expenses for September included:** Two distributions to GSB--\$50 for general spending and \$25 for John H Fund; reimbursement to *Sunday BDA Phone* for \$541.50 in literature shipped from Bill's office to our literature coordinator; and \$200 to our literature coordinator as an expense pre-imburement for mailing supplies and costs plus the cost of storage containers to keep the literature safe and dry.

**Regarding our YTD spending plan comparison for the months of July through September** — We are \$258.98 (or -7.9%) behind in income and \$2,000.40 under in expenses, meaning that the difference between those two numbers remains in their designated funds, leaving us with \$1,741.42 currently available in all funds.

**Regarding our balance sheet** — As reported above, our total available balance in all funds at September 30, 2020 was \$1741.42. We were only able to make accruals to our Prudent Reserve, Literature, and Web and Tech funds in September, with no accruals made to Overhead or Public Information. Our ending unallocated balance in our General Fund was \$5.44.

Bob next asked for objections to approval. There were none. **Treasury report approved.**

## Coordinator reports

**Literature Coordinator** — Nancy presented a literature report through October 25<sup>th</sup>, including inventory:

<i>A Currency of Hope – Second Edition</i> / paperback	18 @ 10.00 = 180.00
<i>The Twelve Steps, Traditions, and Concepts of D.A.</i> / paperback	44 @ 10.00 = 440.00
<i>The Twelve Steps, Traditions, and Concepts of D.A.</i> / hardcover	7 @ 14.00 = 98.00
<i>Business Debtors Anonymous</i> pamphlet	37 @ 1.00 = 37.00
<i>The Tools of Business Debtors Anonymous</i> pamphlet	19 @ 2.50 = 47.50
<i>The Twelve Promises of Debtors Anonymous</i> pamphlet	18 @ 2.50 = 45.00

**Total literature inventory at October 25, 2020 = \$847.50**

**Sunday BDA Phone** sent the \$541.50 we reimbursed to them back to us in the month of October. The check will clear early next week, which will allow us to place a \$985.05 literature order with GSO, bringing our inventory up to desired levels for all items. **We unanimously agreed to place a \$985.05 literature order.** Before that amount is deducted, our October 25<sup>th</sup> literature fund balance is \$1,016.99.

We spent about 15-20 minutes discussing the pros and cons and financial effectiveness of shipping physical literature versus ebooks. This discussion will continue as we continue to provide literature to requesters. Bob will offer ebooks when that makes sense financially; all requests for physical literature will be forwarded to Nancy for direct communication with the requesters.

**Newsletter Coordinator** — November newsletter — volume 1, issue 3 — was approved by email and distributed on October 18, 2020 with an invitation to this, the October 25<sup>th</sup>, BDA Intergroup Project business meeting.

Nancy and Bob will complete the December newsletter for distribution by November 15<sup>th</sup>. Nancy will begin offering personal invitations to folks to submit articles, visions, etc. Lots of help and support are available to article writers from the BDA Intergroup Project editorial team.

## Old business

1. Status of our group registration resubmission as a group rather than as an Intergroup:

We have been refused new registration with DA both as an Intergroup and as a group. We have since consolidated our efforts with those of **Let's Grow DA**, registered group #13017, and have re-registered under that group number. The GSB has responded through the new GSO manager to let us know that the GSB will add an item to their agenda to discuss whether they will accept that re-registration. Their stated concern is that the word "Intergroup" is in our group name, **BDA Intergroup Startup Project**. Bob has responded with a long email to support the GSB in an informed group conscience. No one has responded. We will continue to move forward in service to the DA and BDA fellowship, although we have dropped distributions to the GSB from our spending plan (please see Concept One).

## Old business — continued

2. Establishing our 2021 annual plan and goals for **BDA Intergroup Startup Project**, practicing BDA Tool Two:

### Spending plan for 2021:

Our 4<sup>th</sup> Quarter 2020 monthly spending plan has been approved as our 2021 spending plan for all 12 months, with a commitment to quarterly review in the new year.

At the highest category level, we have agreed to envision and pursue \$1,200 per month in income; \$1,100 per month in expenses and accruals; leaving \$100 in contingency to cover lower income or higher spending.

### Definable and accountable goals and targets for 2021, based on our claimed service responsibilities and activities:

Offering the following pieces of DA and BDA literature at no cost to BDA newcomers and members who request them: DA's *Currency of Hope*; DA's "12, 12, and 12" book; "Business Debtors Anonymous" pamphlet; "Tools of BDA" pamphlet; DA "Twelve Promises" pamphlet.

**Goals:** Maintain an inventory of 50-75 of each book and pamphlet above; send out an average of 25 of each piece each month; 300 of piece for 2021.

Sponsoring BDA workshops and special events.

**Goals:** Host two events to support literature and public information, one in May (spring renewal, visioning) and one in November (gratitude). Leaning into phone, away from videoconference.

Reaching out to the international community of BDA groups and members.

**Goals:** Add at least one international BDA meeting to our meeting list every other month, for six meetings added by year-end; send at least one book to an international member bi-monthly.

Maintaining a website with relevant information for the worldwide BDA community — BDA events, free DA and BDA literature, meeting support materials, public information, and other resources — and for people interested in finding out more about DA and BDA.

**Goals:** Maintain our current website quality and usefulness throughout the coming year.

Maintaining and distributing a current list of interested BDA meetings — days, times, and locations.

**Goals:** Add three new meetings to our meeting list for each month in the coming year, for a targeted total of 40 or 50 meetings on the list by year-end 2021.

Handling other inter-meeting communication, especially publication of a BDA Intergroup Startup Project newsletter.

**Goals:** Publication of our monthly newsletter during the previous month (i.e., March published in February) by the week before each **BDA Intergroup Startup Project** business meeting (i.e., March 2021 edition published on February 21, 2021) for every month in 2021.

Reaching out to and fielding inquiries about BDA from the public, the media, and various professional communities.

**Goals:** Raise and accrue \$450 **or more** every month; use our funds for a Public Service Announcement (PSA) placement project, tapping into the service offerings of a PSA placement agency depending on our available funds in June or July — \$3,000 would likely cover west coast states; \$6,000 likely cover both coasts; \$12,000 would likely cover all of US and possibly Canada. (Brief discussion about social media. Please join and help us if you have relevant outreach skills!)

## Old business — continued

3. Review and approval of our BDA Intergroup website. Please review our existing website at <https://www.bdaintergroup.org/> ahead of time and come prepared with questions and amendment requests.

Our BDA events pages at <https://www.bdaintergroup.org/bda-events> including drop-down items:

Changes / corrections: None. There are only phone events listed so far.

Our free literature pages at <https://www.bdaintergroup.org/free-da-and-bda-literature> including drop-down items:

Changes / corrections: None. The 12 Signs have been added to the main free literature page.

Our news pages under “News,” this is a menu heading only with drop-down items:

Changes / corrections: None. We encourage groups and members to submit articles for the newsletters and announcements for the eBlasts page at <https://www.bdaintergroup.org/eblasts>.

Our public information pages under “Public Information,” this is a menu heading only with drop-down items:

Changes / corrections: None. As part of our group consolidation, *Let’s Grow DA*’s outreach brochures have been “re-branded” as *BDA Intergroup Startup Project* and added at <https://www.bdaintergroup.org/outreach-brochures> and *Let’s Grow DA*’s workshop recordings have been added at <https://www.bdaintergroup.org/public-information-recordings>.

The only pages remaining for review in November are those under the “Business Meetings” menu heading.

Bob was given permission to do the search engine optimization (SEO) process for the website and to get the site indexed on the internet.

## New business

1. **Deferred to our next business meeting on November 22, 2020:** Brainstorming outreach and public information for both DA and BDA for 2021.

## 10am pacific / 1pm eastern — Closed with DA Promises and Serenity Prayer

## Agenda for November 22, 2020 BDA Intergroup business meeting

This is simply an estimated agenda; our project lead will provide an accurate agenda a week before our next meeting:

**Up to 10 minutes — Open with Serenity Prayer plus Introductions from present participants**

**Up to 7 minutes — BDA and DA readings**

**Up to 3 minutes — Urgent business and review of agenda by Project Lead (no urgent business for October)**

**Up to 20 minutes — October minutes and treasury at a desired 5 minutes each, with time for specified reading and overages**

**Up to 15 minutes — Coordinator project reports (Literature and Newsletter)**

**Up to 30 minutes — Old business**

1. Status of our group registration resubmission as a group rather than as an Intergroup.
2. Review and approval of our BDA Intergroup Startup Project website. Please review our existing website at <https://www.bdaintergroup.org/> ahead of time and come prepared with questions and amendment requests. We will focus on our Business Meetings pages in November.

**Up to 30 minutes — New business**

1. Brainstorming outreach and public information for both DA and BDA for both 2020 and 2021.

**Up to 5 minutes — Close the business meeting — Anything left to discuss today?**

Confirm date, time, and location for next meeting:

**Sunday, December 27, 2020 — 11am to 1pm eastern**

Conference call, (701) 802-5415, Access code: 8946796#

All business meetings will be recorded.

**Close with the Serenity Prayer**