

Approved Minutes from BDA Intergroup Startup Project
Business Meeting on March 28, 2021

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 San Francisco 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 our abbreviated one-hour meeting, including descriptions of and time increments by section:

Up to 17 minutes — Readings, introductions, and review of agenda by Project Lead

Up to 3 minutes — None this month.

Up to 20 minutes — February 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. Update on radio outreach media plan — launching April 4, 2021.
2. Review of upcoming events with the Spring 2021 BDA Tool Two cycle up next.

Up to 30 minutes — New business

1. Third time's a charm? We have re-registered as the BDA (Phone and Online) Intergroup. Fingers crossed!
2. Do we have any issues and concerns we want to submit? Due date is April 1st.
3. Do we want to have a BDA Intergroup contact list? How would we accomplish and maintain this?
4. Brainstorming additional ideas for outreach and public information for both DA and BDA for 2021.

Up to 5 minutes — Close the business meeting

February minutes and treasury

Bob summarized February 2021 minutes and requested objections. There were none. **Minutes approved.**

Bob summarized February 2021 treasury report and requested questions:

Regarding our February and YTD profit and loss — Our total income for February was \$4,025.40, which was <\$1,624.60> (or 26%) less than our February income plan of \$5,650. January income was made up of \$1,356.40 in distributions from BDA Workshops; \$194 in gratitude contributions for member solvency anniversaries; \$300 general donation from Sunday BDA Phone (group #968); and \$2,175 in BDA Intergroup event proceeds including early registrations for DA and BDA events happening later this year.

Total YTD contributions by groups through February 28, 2021 is:

Group # 968 — **Sunday BDA Phone** — 1,235.00 (workshop proceeds plus \$300 in earmarked funds for the radio outreach project)

Group #112319 — **BDA Workshops** — 4,297.82

For total group contributions of \$5,532.82

Total YTD member contributions, both general and earmarked, are \$242.77.

Total BDA Intergroup event income is \$2,400.

For a combined total income of \$8,175.59 for the months of January and February.

Our expenses for February included: \$583 for 53 eBooks; \$400 for one pre-imburement to Nancy for mailing supplies and expenses; and \$20.97 for transaction fees.

Regarding our YTD spending plan comparison for the month of February — We were <\$1,624.41> (or 16.6%) short of our income plan and \$552.89 (or 7.8%) over in expenses. The difference between our actual income and expenses remains in designated funds, leaving us with \$5,667.44 currently available in all funds.

We were over by \$915.20 in literature expenses YTD at February 28th. That is, our plan was \$2,000 and our actual was \$2,915.20. Since this is one of our two primary service areas, we consider this a good overage. Our literature service is being well-used by the fellowship. Our ending literature fund balance for January was \$555.95.

Regarding our balance sheet — As reported above, our total available balance in all funds at February 28, 2021 was \$5,667.44. We were only able to make accruals to our Literature fund (\$100), our tech and web fund (\$100), and our prudent reserve (\$100) in February, plus a double accruals to our Overhead fund (\$200) since we skipped it in January. We have made no accruals to Public Information so far in 2021. Our ending unallocated balance in our General Fund was \$24.24.

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

Coordinator reports

Literature Coordinator — Nancy presented a literature report through March 27th, including inventory:

<i>A Currency of Hope – Second Edition</i> / paperback	16 @ 10.00 = 160.00
<i>The Twelve Steps, Traditions, and Concepts of D.A.</i> / paperback	85 @ 10.00 = 850.00
<i>Visions</i> pamphlet	81 @ 1.00 = 81.00
<i>Business Debtors Anonymous</i> pamphlet	87 @ 1.00 = 87.00
<i>Underearning</i> pamphlet	84 @ 2.00 = 168.00
<i>The Tools of Business Debtors Anonymous</i> pamphlet	91 @ 2.50 = 227.50
<i>The Twelve Promises of Debtors Anonymous</i> pamphlet	100 @ 2.50 = 250.00

Total literature inventory at March 27, 2021 = \$1,823.50

Literature fund balance at March 27, 2021 = \$916.06

Nancy reported that 141 literature requests had been fulfilled so far in 2021.

We have provided physical and digital literature to the following locations so far in 2021:

AK, AL, AZ, CA, CO, CT, DC, FL, GA, HI, IL, MA, MD, MI, MN, MO, MS,
NC, NH, NJ, NV, NY, OH, PA, RI, SC, TX, UT, VA, WA, WI
Canada (AB, BC, NB, ON); Greece; New Zealand; South Africa; United Kingdom

The following pieces of DA and BDA conference-approved literature have been provided so far in 2021:

Conference-Approved Literature

Titles	Digital	Paper	Total
DA 12, 12, and 12 book	43	42	85
DA's A Currency of Hope	52	51	103
DA's Pamphlet Collection (digital only)	79		79
BDA pamphlet (paper only)		34	34
BDA Tools pamphlet (paper only)		32	32
DA Promises pamphlet (paper only)		30	30
DA Underearning pamph (paper only)		32	32
DA Visions pamphlet (paper only)		37	37
	174	258	432

As a reminder: As long as there are available dollars in the Literature Fund, the Literature Coordinator does not need to ask for additional approval to place literature orders or to receive additional pre-imburements for supplies and postage. Requests for spending beyond the balance in the Literature Fund must be brought to a monthly business meeting for review and approval.

Coordinator reports — continued

Newsletter Coordinator — April newsletter — volume 2, issue 4 — was approved by email and has been posted to the website. It will be distributed in the first week of April.

Old business

- 1. Review radio outreach media plan, including timing, cost, payment terms, and radio project lead.

Both the 30-second and 60-second audio recordings were approved between meetings.

CLARIFICATION: This is not a media buy. We are paying a media company to produce both a 30-second audio Public Service Announcement (PSA) and a 60-second Audio News Release (ANR) and then to distribute them for us. This is not advertising or promotion (related to Tradition 11); instead, it is the hiring of special workers (related to Tradition 8).

NOTE ON APPROVAL OF THESE SCRIPTS AND AUDIOS: Our group conscience for this project is primarily the two BDA Intergroup service members plus the Radio Project Lead; plus two other BDA members, one heavily experienced in Public Information in AA and one professionally experienced in Public Relations; and one past GSB Chair. We considered reaching out to the BDA and PI committees of the World Service Conference (WSC) but, since we’re still not welcome to register with GSO, and the GSB is still refusing to recognize our existence, going around them to the WSC felt wrong.

Brief discussion of how the 1,000 radio stations would be chosen for the PSA distribution. We have chosen 31 primary markets with an effort to cover as much of the US as possible. (See next page for list of selected markets to make up 1,000 radio stations.) **We also investigated the addition of 13 second-choice markets but the cost was prohibitive. Perhaps in a future radio outreach project:**

Market Rank	Second Choice Markets (tabs are in reverse order, with these mixed in)	# Stations
1	New York	61
2	Los Angeles	59
3	Chicago	56
5	Dallas-Ft Worth	46
6	Houston-Galveston	36
13	Detroit	38
14	Phoenix	39
18	Denver-Boulder	37
27	Sacramento	37
29	Pittsburgh	30
42	Milwaukee-Racine	34
92	Boise	27
96	Spokane	26
Total 2nd Choice Stations		526

Old business — continued:

1. Review radio outreach media plan — continued:

Brief discussion about the opportunities we’re providing to fellow members and groups to participate in the third fold of our threefold purpose — “... and to reach out to other debtors.” — through their financial contributions, without having to break through their fears related to outreach outside of the fellowship.

Market Rank	First Choice Markets (tabs are in reverse order)	# Stations
4	San Francisco	54
7	Washington, DC	43
8	Atlanta	41
9	Philadelphia	46
10	Boston	41
11	Miami-Ft Lauderdale	41
12	Seattle-Tacoma	36
15	Minneapolis-St Paul	40
21	Portland, OR	36
22	Baltimore	46
25	San Antonio	43
32	Austin	36
37	San Jose	37
41	Hudson Valley, NY	16
44	Providence, RI	48
45	Norfolk-Virginia Beach	20
46	Jacksonville, FL	29
47	West Palm Beach	47
50	New Orleans	26
52	Hartford-New Britain	23
53	Richmond, VA	24
60	Rochester, NY	25
64	Honolulu	19
66	Fresno	25
67	Albany-Schenectady	35
69	Albuquerque	31
79	Charleston, SC	22
82	Wilmington	14
91	Monterey-Salinas	18
99	Portland, ME	18
100	Syracuse, NY	20
Total 1st Choice Stations		<u>1000</u>

Old business — continued:

2. Review of upcoming events starting with the DA and BDA Visioning Mini-Conference.

An event survey was developed with an emphasis on attendance and participation, what did folks like best for each weekend, suggestions for improvements. **Approved unanimously.**

Brief discussion of upcoming BDA Tool Two workshop series. (Please check out business meeting recording for details.)

New business

1. Third time's a charm? We have re-registered as the BDA (Phone and Online) Intergroup. Fingers crossed!

No response has been received from the GSB, although the GSO has forwarded this third registration to the GSB.

2. Do we have any issues and concerns we want to submit? Due date is April 1st.

We reviewed the Issues and Concerns process from the DA website. Bob has submitted at least a dozen issues and concerns on his own; Bob and Nancy have no issues and concerns to submit together. Although they did discuss their shared concern about WSC going to London in 2022.

3. Do we want to have a BDA Intergroup contact list? How would we accomplish and maintain this?

We want to develop an expanded contact list and will begin to plan and prepare that activity for future meetings.

4. Brainstorming additional ideas for outreach and public information for both DA and BDA for 2021.

Deferred until future months.

9:15am pacific / 12:15pm eastern — Closed with DA Promises and Serenity Prayer

[Agenda for April 28, 2021 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

Up to 20 minutes — March 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. Review radio outreach media plan, including timing, cost, payment terms, and radio project lead.
2. Review of income and expense history since the forming of the BDA Intergroup, with the treasury opening in July 2020.
3. Review of ongoing events starting with the current BDA business planning workshop series.
4. Third time's a charm? We have re-registered as the BDA (Phone and Online) Intergroup.

Up to 30 minutes — New business

1. Bob is behind on the minutes.
2. Next steps on the BDA Intergroup contact list?
3. Brainstorming additional ideas for outreach and public information for both DA and BDA for 2021.

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

Confirm date, time, and location for next meeting:

Sunday, April 25, 2021 — 8am to 10am pacific

Video conference, register for unique personal link

All business meetings will be recorded.

Close with the Serenity Prayer