

**Submitted Minutes from BDA Intergroup Startup Project
Business Meeting on September 27, 2020**

9am pacific / 12pm 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)

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 — August minutes and treasury at a desired 5 minutes each, with time for reading and overages

Up to 20 minutes — Coordinator project reports — Literature Coordinator and Newsletter Coordinator

Up to 20 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.
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

August minutes and treasury

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

Bob summarized August 2020 treasury report and requested questions:

Regarding our balance sheet — Our total available balance in all funds at August 31, 2020 was \$2019.97. All of our accruals per our spending plan were made, although we accrued only \$250 to our Overhead Fund, rather than the planned \$275. Our ending unallocated balance in our General Fund was \$12.49.

Regarding our August and YTD profit and loss — Our total income decreased precipitously, from \$2049.09 in July to \$753.98 in August. In full disclosure, a little over half of that shift is due to my own personal 7th Tradition. I had a huge piece of income in July, and I tithed on it to the BDA Intergroup at 10%, specifically for the Literature and PI Funds. We also received a large one-time donation to our PI Fund from Let's Grow DA (group # 13017) and a generous donation from Sunday BDA Phone. Total YTD contributions by group through August 31, 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 #112319 — BDA Workshops — 1,258.01

For total group contributions of \$1,504.86

Total YTD member contributions, both general and earmarked, are \$1,298.21

For a combined total income of \$2,803.07 for the months of July and August

Regarding our YTD spending plan comparison for the months of July and August — We are \$403.07 (or 16.8%) ahead in income and \$1,616.90 under in expenses, meaning that those funds remain in their designated funds, leaving us — as reported already — with \$2,019.97 currently available in all funds.

Short question, long answer:

From Nancy — If we receive contributions for a specific fund or purpose, i.e. literature, is that how we have to spend that money? Yes, we consider those earmarked funds and welcome them. However, if we ever have a real need to transfer those dollars to another fund, we can go back to the group or member that contributed them and ask their permission to use their contribution for a different purpose. We confirmed, by asking for objections, and receiving none, that this is how we deal with earmarked funds.

Please listen to recording at <https://www.bdaintergroup.org/business-meeting-minutes> for more details.

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

Coordinator reports

Literature Coordinator — Nancy presented an interim report through September 25th, including inventory:

<i>A Currency of Hope – Second Edition</i> / paperback	27 @ 10.00 = 270.00
<i>The Twelve Steps, Traditions, and Concepts of D.A.</i> / paperback	50 @ 10.00 = 500.00
<i>The Twelve Steps, Traditions, and Concepts of D.A.</i> / hardcover	8 @ 14.00 = 112.00
<i>Business Debtors Anonymous</i> pamphlet	27 @ 1.00 = 27.00
<i>The Tools of Business Debtors Anonymous</i> pamphlet	43 @ 2.50 = 107.50
<i>The Twelve Promises of Debtors Anonymous</i> pamphlet	26 @ 2.50 = 65.00

Total literature inventory at September 25, 2020 = \$1,081.50

We had received all of the literature Bill J had in his home office at the time of his death. He had been sending out literature for three groups — Sunday BDA Phone, BDA Workshops, and BDA Intergroup Startup Project — with no separation of the three inventories. Because a large order was placed and paid for by BDA Intergroup in early August, and BDA Workshops had donated its remaining literature inventory to BDA Intergroup at August 22nd, we thought all of the literature belonged to BDA Intergroup. We were wrong.

With Sunday BDA Phone the only group with a shared claim on this literature inventory, we purposely split the current inventory value with them. Bob and Nancy agreed by email that reimbursing the group was non-negotiable and urgent, so rather than waiting for today's meeting, we sent \$541.50 to their new paypal account late on September 25, 2020. Bob and the group treasurer have followed up to ensure clarity about these funds. Bob, in treasury function, made **one special transfer between funds** as part of transactions that looked like this:

\$ 277.47 Literature Fund balance at August 31st
+ 95.00 September donations to the Bill J Memorial income line which goes directly to the Lit Fund
+ 201.52 transfer from Overhead Fund, leaving a \$275 balance, or one-month accrual
= \$573.99 Literature Fund balance at September 25th
- 541.50 reimbursement to Sunday BDA Phone
= \$ 32.49 updated Literature Fund balance at September 25th

This one-time transfer between funds, \$201.52 from the Overhead Fund to the Literature Fund, which included no earmarked funds, was formally reviewed and unanimously approved at this meeting.

Now that Nancy has the literature inventory, she also needs for supplies, including plastic storage containers, and postage for distribution as literature request come in. **We unanimously agreed to provide Nancy with a \$200 pre-imburement, with receipts to Bob as this money is spent.** After our literature accrual for September (\$175, bringing our September 26th balance to \$207.49), our September 27th literature fund balance is \$7.49.

We unanimously agreed that, beginning with the final September inventory, Nancy's reports will be posted to <https://www.bdaintergroup.org/literature-coordinator> for review and consideration by BDA groups and members.

Coordinator reports — continued

Newsletter Coordinator — Nancy presented the revised, and abbreviated, monthly editorial calendar for our monthly newsletters, which can be found at <https://www.bdaintergroup.org/newsletter-coordinator>:

Monthly Editorial Calendar

The sample below is our actual three-week editorial calendar for January 2021's newsletter:

November 29: Due date for BDA Member Submissions

Main article topic: "Boundaries" based on BDA Tool One

Needed submissions:

- ✓ Two 400-500 word BDA member stories for the front page focused on the summary topic of the month, either directly or indirectly related to the BDA Tool of the month; ideally we'll receive stories from at least one woman and one man
- ✓ Solvency anniversaries and gratitude donations
- ✓ 50-100 words on BDA members' experience with the Step of the month
- ✓ 100-150 words on the BDA Tools in action in BDA members' businesses
- ✓ 150-200 words on BDA members' visions for their businesses
- ✓ 450-500 total words combined from BDA Intergroup service participants about what the service they're doing and the fun they're having

December 2: Proposed edited versions of submissions returned for review and approval

December 6: Due date to return submissions to editor (Newsletter Coordinator)

December 9: Content is approved and assembled. Additional submissions are solicited if necessary. Content sent to designer for layout, beginning a process of review and revision between the designer and editor.

December 13: Final layout reached and submitted to intergroup for review and input

December 16: Present to BDA Intergroup service participants by email for review, change requests, and approval

December 20: Final changes. Submission to Web and Tech Committee and eBlast Coordinator for distribution, along with an invitation to our December business meeting on December 27.

Note on content: We request that contributions include sharing in a general way. We ask that writings about our businesses be presented in general whenever possible, considering our specific industries, products, and services as outside issues and affiliations, and possible anonymity breaks. Additionally, there is no need to include the Step or BDA Tool in your submission; please simply do your best to write to the topics provided. Why waste your available words?

Note on anonymity: Anonymity of all BDA members must be preserved in this very public setting. All submissions will be credited as first name and last initial, with or without geographic location, or as anonymous.

Note on distribution: In the months of February, May, August, and November, expanded 4-page newsletter version — with inside pages from Chair and Treasurer — may be printed, and small bundles may be mailed to select US Intergroups for distribution, by Newsletter Coordinator.

Bob requested objections. There were none. The new newsletter monthly editorial calendar has been approved unanimously, including request for approval by email 10 days before our previous month's business meeting, i.e. October for November, and distribution before the meeting (3 days later) along with an invitation to join us. (October newsletter — volume 1, issue 2 — was approved by email and distributed on September 20, 2020 with an invitation to this, the September 27th, BDA Intergroup Project business meeting.)

Old business

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

We submitted a new group registration before the end of August with no response and no group number provided for us. Bob has followed up with both the current GSB Chair via gsb@debtorsanonymous.org and the current GSB Liaison to the GSO via his personal email address to ask for the provision of a group number. Neither have responded, and our group has no number.

If the refusal of the GSB to recognize us as either a BDA Intergroup or as a BDA group bothers you as much as it does us — or if you are worried about other related or unrelated elements of our program and fellowship — please visit <https://debtorsanonymous.org/fellowship-services/issues-and-concerns/> to let the GSB and WSC know. Details about the issues and concerns process and the online form are available at the link above.

Our concerns, by the way, are larger than the GSB's unwillingness to allow us to serve the fellowship at the grassroots level. We are concerned about the GSB's unwillingness to serve us as "a distinct and dynamic but not separate part of DA," and their unwillingness to let us serve each other as DA and BDA members. We keep hearing concerns that we will break off like BODA (Business Owners Debtors Anonymous) did in the 1980s or 1990s. Nothing we say can dissuade the GSB from this fear. Our fear is that they may be mistakenly working toward a self-fulfilling prophecy. Perhaps they want us to leave DA. Only they can discern and share their motives and intentions. We are frustrated with this experience.

2. Continuation of business meeting recordings and discontinuation of next-step transcriptions.

We briefly discussed discontinuing recordings of our monthly business meetings. The recordings are, in fact, quite helpful, though, in terms of both creating complete, detailed minutes and providing the nuances in our discussions that don't make it into the minutes. They will also serve as an excellent archive, and a fact checker, in the future. On the other hand, the transcripts are overkill and usually too unclear to be read with any real understanding unless listening to the recording at the same time. We have a 2-hour credit with the company that was providing the transcripts, which we can use sometime in the future if we have a specific need. **We agreed unanimously to continue recording our business meetings through the end of the year, when we can discuss this again for 2021; we also agreed unanimously to discontinue the translation of our business meeting recordings into transcripts, effective immediately.**

3. Revision of our spending plan for the newly created "BDA Intergroup Startup Project."

In August, we had agreed to maintain our approved BDA Intergroup spending plan, less our ISR Fund and costs, for the BDA Intergroup Startup Project. However, as we are looking at our actual income and expenses, and at our dual primary purposes — which are provision of conference-approved DA and BDA literature to those who need it at no cost and direct outreach and Public Information in an effort to attract still-suffering debtors and business debtors to our program — we've come to believe that we need a new spending plan. We have agreed to have Bob prepare the new spending plan and to approve it by email over the next week, so that we can include it — as planned — in our November newsletter. We will also document our newly approved spending plan in our October minutes.

Old business — continued

4. 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.

We reviewed the following pages, making changes as we went. Rather than trying to approve the entire website at once, which was entirely too ambitious, we will review a section or two of pages from our main menu each month until the entire website has been reviewed and approved.

By the way, the SEO (search engine optimization) process has not been done yet, pending approval of the website, hopefully by year-end 2020. We anticipate our website traffic to increase significantly once the SEO process and indexing on the internet has been completed. Today we approved:

Our home page at <https://www.bdaintergroup.org/>

Changes / corrections: The “Open Service Positions” link in the Quick Links section of the footer on every page needs to be changed to “BDA Intergroup Project Document” (<https://www.bdaintergroup.org/bda-intergroup-project-document>).

NOTE: Nancy expressed concerns about the size and “blocky-ness” of the large text on our home page when viewed on her device. We agreed this was a very granular concern for a business meeting, in which we are focused primarily on usability and content for BDA members and business debtors who have not yet found us. We may discuss fonts and colors offline, and then discuss pre-proposed changes at a future business meeting.

All other footer details have been approved. We did briefly discuss adding more 7th Traditions buttons on various pages but agreed that the one in the upper right corner, which is part of the header on every page is sufficient.

Our site map and spiritual ground rules at <https://www.bdaintergroup.org/site-map-and-spiritual-ground-rules>

Changes / corrections: Add the eBlast Coordinator page here and to the pages in the drop-down menu under the “Business Meetings” heading in our menu; add a second button for “BDA Meeting List” (one will link to “BDA Meeting List at bdaintergroup.org and the other to “BDA Meeting List at debtorsanonymous.org”).

Our contact and links page at <https://www.bdaintergroup.org/contact-and-links>

Changes / corrections: We have removed a few links and updated those that remain to include “Debtors Anonymous Complete Meeting List,” “Debtors Anonymous BDA Meeting List,” and “BDA Workshops.”

Our about BDA page at <https://www.bdaintergroup.org/about-bda>

Changes / corrections: Two broken links directed to “BDA Intergroup Handbook” have been redirected to “BDA Intergroup Project Document” (<https://www.bdaintergroup.org/bda-intergroup-project-document>); add a second button for “BDA Meeting List” (see above).

Our about BDA meetings page at <https://www.bdaintergroup.org/bda-meetings>

Changes / corrections: None. Our work here is to engage and invite more BDA meetings to add themselves to this list. We discussed DATIG’s (DA Telephone Intergroup’s) practice of including groups on their meeting list, based on inclusion on the debtorsanonymous.org meeting list, without each group’s explicit request or permission. We’re concerned about this as a possible break with the autonomy promised to our groups through DA’s and BDA’s 4th Tradition. We will continue to do our work to attract and engage with new and existing BDA groups and members worldwide.

New business: No items on the agenda

1. **Deferred to our next business meeting on October 25, 2020:** Brainstorming outreach and public information for both DA and BDA for both 2020 and 2021.
2. Consolidation with Let's Grow DA, registered group # 13017.

We briefly discussed the history of Let's Grow DA and its current inactivity. **We have decided unanimously to consolidate our efforts to serve the DA and BDA community, especially in terms of outreach and public information, with those of Let's Grow DA (registered group # 13017).** Details of this consolidated effort will be determined over the next few months.

11am pacific / 2pm eastern — Closed with DA Promises and Serenity Prayer

Agenda for October 25, 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 — September 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 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 BDA Events and Free Literature pages in October.
2. Status of our group registration resubmission as a group rather than as an Intergroup.

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, November 22, 2020 — Noon to 2pm eastern

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

All business meetings will be recorded.

Close with the Serenity Prayer