

**Submitted Minutes from BDA Intergroup Startup Project**  
**Business Meeting on February 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 — We need to elect Chris B as our Alternate Treasurer, so she can open our new checking account and then be our second signer.

Up to 20 minutes — January 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 radio outreach media plan, including timing, cost, payment terms, and radio project lead.
2. Review of upcoming events starting with the DA and BDA Visioning Mini-Conference.

Up to 30 minutes — New business

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

Up to 5 minutes — Close the business meeting

**Urgent business**

Chris B was unanimously elected our Alternate Treasurer, so she can open our new checking account and then be our second signer.

## January minutes and treasury

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

Bob summarized January 2021 treasury report and requested questions:

**Regarding our January and YTD profit and loss** — Our total income for January was \$4,150.19, almost exactly 100% of our monthly income plan amount of \$4,150. Yay, God! January income was made up of \$2,941.92 in distributions from BDA Workshops; \$36 in gratitude contributions for member solvency anniversaries; \$12.77 in earmarked member contributions to public information; and \$1,160 in event proceeds from early registrations for the BDA and Visioning Mini-Conferences and continuing donations from Sunday BDA Phone's BDA Tool Two workshop series.

Total YTD contributions by groups through January 31, 2021 is:

Group # 968 — *Sunday BDA Phone* — 785.00 (workshop proceeds)

Group #112319 — *BDA Workshops* — 2,941.42

**For total group contributions of \$3,726.42**

**Total YTD member contributions, both general and earmarked, are \$48.77.**

**Total BDA Intergroup event income is \$375.**

**For a combined total income of \$4,150.19 for the month of January.**

**Our expenses for January included:** \$871.20 for a literature order from the GSO; \$561 for 51 eBooks; \$500 for two pre-imburement to Nancy for mailing supplies and expenses; \$13.27 for paypal fees on BDA Tool Two workshop donations; \$203.45 for addition of two new urls -- [helpfordebtors.org](http://helpfordebtors.org) and [hopefordebtors.org](http://hopefordebtors.org) -- now mapped to [bdaintergroup.org](http://bdaintergroup.org) and renewal of the [bdaintergroup.org](http://bdaintergroup.org) url for two more years; and \$4,500 for our 25% deposit to the media company for our radio outreach project.

**Regarding our YTD spending plan comparison for the month of January** — We were \$0.19 (or 0.0%) ahead in income and \$848.92 under in expenses. The difference between our actual income and expenses remains in designated funds, leaving us with \$2,646.01 currently available in all funds.

We were over by \$932.20 in literature expenses for January. That is, our plan was \$1,000 and our actual was \$1,932.20. 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 \$349.84.

**Regarding our balance sheet** — As reported above, our total available balance in all funds at January 31, 2021 was \$2,646.01. We were only able to make accruals to our Literature fund (\$600), our tech and web fund (\$100), and our prudent reserve (\$100) in January, with no accruals made to Overhead or Public Information. Our ending unallocated balance in our General Fund was \$12.13.

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

**Coordinator reports**

**Literature Coordinator** — Nancy presented a literature report through February 26<sup>th</sup>, including inventory:

|   |                     |
|---|---------------------|
| <i>A Currency of Hope – Second Edition</i> / paperback                | 58 @ 10.00 = 580.00 |
| <i>The Twelve Steps, Traditions, and Concepts of D.A.</i> / paperback | 76 @ 10.00 = 760.00 |
| <i>Visions</i> pamphlet   | 92 @ 1.00 = 92.00   |
| <i>Business Debtors Anonymous</i> pamphlet                            | 85 @ 1.00 = 85.00   |
| <i>Underearning</i> pamphlet  | 94 @ 2.00 = 188.00  |
| <i>The Tools of Business Debtors Anonymous</i> pamphlet               | 99 @ 2.50 = 247.50  |
| <i>The Twelve Promises of Debtors Anonymous</i> pamphlet              | 108 @ 2.50 = 270.00 |

**Total literature inventory at February 26, 2021 = \$2,222.50**

Nancy reported that 86 literature requests had been fulfilled so far in 2021.

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

- AZ, CA, CO, DC, FL, GA, HI, IL, MA, MD, MI, MN, MO, MS,
- NC, NH, NJ, NV, NY, OH, PA, RI, SC, TX, VA, WA, WI
- Canada (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**

| <b>Titles</b>                           | <b>Digital</b> | <b>Paper</b> | <b>Total</b> |
|---|----------------|--------------|--------------|
| DA 12, 12, and 12 book                  | 26             | 27           | 53           |
| DA's A Currency of Hope                 | 30             | 34           | 64           |
| DA's Pamphlet Collection (digital only) | 43             |              | 43           |
| BDA pamphlet (paper only)               |                | 27           | 27           |
| BDA Tools pamphlet (paper only)         |                | 25           | 25           |
| DA Promises pamphlet (paper only)       |                | 22           | 22           |
| DA Underearning pamph (paper only)      |                | 24           | 24           |
| DA Visions pamphlet (paper only)        |                | 27           | 27           |
|   | <b>99</b>      | <b>186</b>   | <b>285</b>   |

**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** — March newsletter — volume 2, issue 2 — was approved by email and distributed on February 25, 2020 with an invitation to this, the February 28<sup>th</sup>, BDA Intergroup Project business meeting.

## Old business

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

Both the 30-second and 60-second scripts were approved and went into audio production.

Brief discussion of how the 1,000 radio stations would be chosen for the PSA distribution.

**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 9).

**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.

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

Brief discussion of upcoming plans. (Please check out business meeting recording for details.)

## New business

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

Deferred until future months.

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

## [Agenda for March 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 — February 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. Update on radio outreach media plan — launching April 4, 2021.
2. Review of upcoming events with the Spring 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 phone 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 — Anything left to discuss today?**

Confirm date, time, and location for next meeting:

**Sunday, March 28, 2021 — 8am to 10am pacific**

Video conference, register for unique personal link

All business meetings will be recorded.

**Close with the Serenity Prayer**