

July IGR Meeting Minutes

Monday, July 27, 2026

Meeting called to order by Susan C. @ 7:00 PM

Opened with Serenity Prayer

Statement of Purpose read by Jenny M.

Attendees: Barbara W., Ida B., Jasmine G., Jenny M., John C., Judy F., Patty G., Susie R., Susan C., Holly M., Lori J., and Meghan Y.

Roundtable introductions and welcome to new IGR Meghan!

Meeting Minutes of 6/22/26 reviewed. Susie moved to accept minutes. Barbara 2ND. All agreed. Minutes accepted.

Chairperson Report – Susan

Treasurer, Secretary & Chairperson Terms of Service

By-Laws dated 1/16/2012 (original), 11/2022 (amendment) and 7/22/2024 (revision) reviewed specifically regarding Officers terms of service, elections, nomination process, etc.

- Original By-Laws dated 1/16/2012 were summarized for Intergroup purposes. No evidence of vote or adoption of the By-Law Intergroup summary located.
- Copy of By-Law Summary of 1/16/2012 and amendment dated 11/2022 will be emailed to each IGR for review.
- It was determined the document dated 7/22/2024 entitled Policies & Procedures (no longer called By-Laws) was not voted on according to the meeting minutes dated 8/26/2024.
- A vote will be taken on 8/24/26 to adopt the By-Law Summary of 1/16/2012.
- The positions of Chairperson, Secretary and Treasurer are up for nomination/election in September, according to the By-Law Summary of 1/16/2012.
- Office Manager is not an elected position. Person is an employee of SCVCOAA and serves as a “paid special worker” and is overseen by Treasurer and Chairperson.
- Discussed lack of division of duties between Treasurer and Office Manager.

Office/Facility Update – Judy & Susan

- On 7/15 Susan contacted Landlord about numerous cockroaches inside CO.
- 7/19 office, hallway and entryways sprayed by Landlord. Bait traps set inside CO and entryways. Susan closed Central Office on 7/15 & 7/17 due to issue.
- Discussed (again) moving Central Office. Rafters has space and agreed to Central Office occupying (@ beginning of year).

This was put on hold by Central Office to research real estate market for office space.

- Central Office to open discussion again with Rafters.

Announcements Board (Glass Cabinet) at Rafters–Judy

- 7/11 Judy updated the board – all information is current.

Gratitude Month at Rafters–Judy

- Judy submitted a Motion to Rafters to allow separate collection at meetings during Month of November. Rafters will reply at the October General Business Meeting. Judy to attend meeting and advise on decision.

Gratitude Month & IGRs at Stepping Stones–Judy

- Judy received permission from Stepping Stones for attendance at the Mandatory Secretaries Meeting in August. Susan and Judy to attend. Will discuss Gratitude Month, IGR need and bring literature.

Lease Agreement 26951 Ruether Ave.

- Judy received a copy of the Lease Agreement from Landlord. Susan reviewed. Lease is in file. CO is on Month-to-Month term. Lease has not been amended from original.

Liability Insurance

- State Farm is the current carrier, as of 9/11/2026 premium is \$797.00 and is priced fairly compared to other carriers in the market, per Susan’s research.
- Judy will renew the policy and pay premium.

Treasurers Report–Judy

- Review and approve June Report. Motion made to accept report by Jasmine, 2ND by Jenny M. All agreed. Report accepted.
- Reviewed June Group & Individual Contributions.
- Balance in checking and savings accounts discussed. At next meeting Judy will discuss transferring some funds from Checking to Reserve Account.
- Large donation received in July & is reflected in checking account. Contribution will remain anonymous.
- H & I pricing agreement reached to clarify CO will not take a loss on future purchases.
- Judy is shopping for Internet/Phone bundle with Spectrum and B Communications. Will report at next meeting.
- Central Office now accepts Zelle. See website for Zelle address.

Literature Report – Judy

- Our Great Responsibility Book is available at CO. Bill’s speeches throughout the years. Very inspirational.
- Grapevine is introducing a new phrase and sign “Gratitude is a Super Power.”

Public Information w/Professional Community CPC – Judy

- Judy would like volunteers to join her in outreach to hospitals and wellness fairs.
- Post Meeting Note: Holly volunteered to help.

Outreach to Meetings & Groups – Susan C

- Judy & Susan to attend Stepping Stones Secretaries Meeting in August.
- Everyone should continue to mention the need for IGRs at your meetings.
- Meghan joining as IGR is an example of outreach for IGR by Jasmine.

Meeting Share & Announcements

- John C shared about Camp Seely 9/25,26 & 27, for men and woman.
- Ida shared about Spaghetti Dinner on 8/15.
- Susie shared that San Fernando Valley is putting on a Treasurers Workshop on 8/22.
- Central Office accepts Zelle.
- Rafter's is adding morning meeting: Mon. – Thurs. @ 7AM.
- Rafter's is obtaining an upright Piano for The Coffee House Meeting Saturday 8:30 PM.

Newsletter & Website – Doug (works remotely)

- Deadline for articles is 25TH of the month.

Literature/Brochure Share

- Tabled.

New Business

- Judy would like to attend the ICOAA conference in November, San Antonio, TX. Conference is national meeting of Central Office reps and others. Information will be useful to SCVAA. Barbara made motion, John 2ND for expense of \$150 registration fee and approx. \$500 airfare for Judy to attend conference. All in favor. Motion passed.
- Judy will pay for hotel and food.

Passed the Basket

Birthdays

- Susie R for 7 years – Congratulations.

Next Meeting: 8/24/26

Motion to close Meeting by Jasmine, & 2ND by Barbara. All in favor. Meeting closed at 8:35 PM.

Responsibility Statement – recited by all

I am Responsible when anyone, anywhere reaches out for help.
I want the hand of AA always to be there. And for that, I am responsible.