

August IGR Meeting Minutes

Monday, August 31, 2026

Recorded by Kathy B, Secretary. Reviewed / revised by Susan

Meeting called to order: 7:05 by Chairperson Susan C.

Opening prayer: Serenity Prayer (all)

Statement of purpose: Read by Jennifer Y.

Attendance: Susan C., Judy F., Ida B., Jasmine G., Jennifer Y., John C., Marissa H., Holly M., Lori J., Meghan, Barbara W., Kathy B., Jenny M., Susie R., Patty G., Leslie M.

July Meeting Minutes:

- Group reviewed. Susie R. moved to accept with amendments to correct 1) date of vote to accept by-laws from 8/24 to 8/31/26. 2) Correct date of next meeting from 8/24 to 8/31.
- Seconded by Kathy B. Approved by all.

Chairpersons Report – Susan C.

- **By-Laws:** Group reviewed condensed By-Laws prepared in 2012, newly dated and unchanged on 8/31/2026. Susie R. moved to adopt the By-Laws dated 8/31/2026. Second by Kathy B. Approved by all. Susan C signed and filed with Corporate Documents.
- **Elections** will be at the **next meeting on 9/21/26. Open positions for election are Chairperson, Secretary and Treasurer.** Susan C asked group to seriously consider nominations and be prepared to attend next meeting.

Treasurer Report: Judy F.

- Group reviewed Treasurers report. Questions addressed by Judy.
- Contributions reviewed. Group Contributions total \$1,427.77. Individual contributions \$5,757.02 (Large individual donation is out of the ordinary and should be set aside for review purposes.) Total Contributions \$7,184.79. If set aside, this is a typical month for Central Office.
- Judy commented on income and expenses, with attention to Cost of Goods line item. Judy is looking into QuickBooks for a more accurate report for Cost of Goods. Paid Liability Insurance premium balance of \$700. **Post meeting note: Susan did not see the Insurance payment on report, will research and put on agenda for September.**
- Net Revenue is positive \$4,334.73. (for review must set aside the \$5,000 contribution, Net Revenue is negative \$666.73 which is a typical month).

- July Checking account balance \$16,443.00. Reserve account balance \$16,143.00. The \$5,000 was deposited into the checking account and may be moved to the Reserve Account in September.
- Ida B. Move to Approve the July 2026 Treasurer Report. Seconded by Jenny M. Approved by all.

Office/Facility Update: Judy F. & Susan C.

- Market: Office space viewed by Judy & Susan, on Constellation Rd. too small.
- Rafters: Two rooms. Judy and Susan reached an agreement with The Rafters Group to rent two rooms at The Rafters location at 22607 6TH Street, 91321, effective 10/1/2026. The front room and the room across from kitchen, totaling 350 sq. feet. Rent \$1,100.00 monthly with 18 mo. lease. No security deposit required includes utilities, trash, use of common area, kitchen and bathrooms.
- Central Office will have access to the building 7 days per week. Will maintain their own locks and keys to these rooms.
- Central Office may consider increasing their office hours in the future.
- Central Office will have increased visibility and sales and is hopeful of having the member support to absorb the increase in rent.
- Central Office will maintain its own insurance policy and will remain independent and separate from The Rafters Group.
- Central Office will have a Tenant/Landlord, business relationship with The Rafter Group.
- **Central Office will be closed starting 9/21 and will reopen at The Rafters on 10/5.** Doug made a "Moving" flyer which is ready to share.
- Jenny M. moved to allow Central Office to execute the lease agreement with The Rafters Group for two rooms totaling approx., 350 sq. feet, effective 10/1/26, in the amount of \$1,100.00 per month for 18 mo. Seconded by Barbara W. Approved by all.
- **Post Meeting Note:** Susan and Judy signed the Lease Agreement on behalf of SCVAA Central Office, The Rafters Group signed the Lease Agreement and approved access to space on 9/26/26.
- Kathy B. moved to allow Central Office to withdraw from reserve account, not to exceed \$1,000.00 for moving expenses, if needed. Seconded by Holly. Approved by all.
- Notice to vacate 26951 Ruther Ave, B4: Leslie Moved to Allow Central Office to give a 30 day a notice to vacate. Lori Seconded the motion. Approved by all. Notice to

be delivered by 9/1 to Landlord. Move out 10/1/26.
Landlord is holding an \$850 security deposit. **Post Meeting Note:** Notice given to Landlord, with request for return of Security Deposit.

- Gratitude Month at Rafter's: Judy F.
- Judy submitted a Motion to Rafter's to allow a separate collection at meetings during the month of November. The Rafter's GBM will vote on the motion in October.
- In October Judy will have Gratitude Envelopes and information on how to contribute for Gratitude Month.

Gratitude month and IGRs at Stepping Stones: Judy F.

- Judy & Susan attended the "new secretaries mandatory meeting" at Stepping Stones to bring information about Gratitude Month, the need for IGR's, purpose of Central office and need for donations, etc.

Literature Report: Judy F. Postponed until next month

Public Information w/Professional Community CPC: Judy F.

- Stop the Stigma – Central Office and IGRs will be participating in this community event on September 19TH 10AM-2PM. Other Community events Central Office will possibly participate in are: Senior Resource Fair, Family Promise of SCV, and possibly other wellness fairs.
- Judy and Holly plan to network with other vendors and participants at Stop the Stigma event for further outreach in the community. Leslie continues to send Judy information on other events.

Outreach Chairperson – Susan C.

- Susan asked IGRs to continue to promote the need for IGRs at meetings. This current group is the largest participation Central Office has ever had and finds it to be extremely beneficial. It is important to talk about it and ask others to join our meetings. Members don't have to be an IGR to come to the meetings.

Technology – Doug W.

- Doug manages our Newsletter, SCVCO website, meeting schedules and Gazette.
- If you would like to write an article for the Gazette, send directly to Doug by the 25TH of the month. For more info. Go to webservant@aascv.org

Literature/Brochure Share: Postponed until next month

New Business

- Central Office will have a table at the SCV AA convention. Need Volunteers.

- World Service announced that the 5TH Edition of the BB will be out in February 2027.

Announcements

- John C: Easy Does it weekend at Camp Seely with AA and Al-Anon participation is Sept. 25, 26, & 27TH. For more information or register online at easydoesitweekendinc.org
- Susan C: SCV AA Convention September 11TH, 12TH and 13TH.
- Judy: AV 53RD Roundup October 9TH through 11TH.
- Judy: District 7 workshop – AA Group Inventories October 10TH 2:20 PM
- Ida: Registration is now closed for Convention. Still in need of volunteers in various areas. Please consider helping.
- Central Office accepts Zelle payments now.
- See our website for other announcements.

Birthdays

Jasmine G. 7 years. Happy Birthday!

Next Intergroup meeting: 9/21/26

Meeting closed at 8:10 with the Responsibility Statement

CENTRAL OFFICE IS MOVING!

We're excited to announce that Central Office will move to its new location.

New Location
22607 6th Street
Newhall

To allow time for packing and moving, Central Office will be closed beginning Monday, September 21.



We look forward to welcoming you at our new location when we reopen:

Opening Date
Monday, October 5, 2026
10:00 a.m.

Thank you for your patience and support during this transition. We look forward to beginning this new chapter together!