

**Draft 3 MINUTES OF THE INTERGROUP MEETING**  
**Held on 14<sup>th</sup> September 2019**  
**At: Fayence**

**A. OPENING:**

The Chair opened the meeting at 13h50 with the Serenity Prayer and the reading of the TWELVE TRADITIONS and TWELVE CONCEPTS.

**1. Introduction from those present and Group Roll Call**

Dan W. (Chair & Montpellier)	Sparrow (Montpellier)
Nikki M. (Nice)	Debbie (Monaco)
Guy (Fayence)	Katrine J. (Aix)
Clare (Fayence)	Ruby S. (Nice)
Stephen I. (Valbonne & Events)	Gary O. (Aix)
Pamela S. (Secretary & Aix)	Phil (Antibes)
Mike C. (Montpellier)	
Allen W. (Literature & Cannes)	Jan

Apologies were received from Louise F (Monaco and Lorgues), Maria P. (Monaco), Klaus (Cannes), Molly H. (Fayence), Jody K. (Aix), Jenny K. (Valbonne), Annelie W. (Telephone Liaison Officer), Peter M. (Cannes), as well as David N. (Lorgues) who were unable to attend.

**2. Approval of the Minutes of the Previous Meeting**

The Minutes of the meeting held in Aix-en-Provence on 15<sup>th</sup> June 2019 were tabled. Dan W. motioned they be accepted, seconded by Phil (Antibes) and these were unanimously approved and adopted. These will be sent to our website.

**3. AVAILABLE POSITIONS\*\* (See last page of Minutes for details of position requirements)**  
***All outgoing officers will train/assist incoming people***

*Our Treasurer has had to step down. Therefore and in consideration of both Treasurer and Vice Treasurer positions being vacant, it was agreed to concentrate only on filling these two – should there be time at the end of the Meeting, we will return to the remaining positions.*

*We were reminded that all GSRs and Officers of the Intergroup were allowed to vote.*

**Treasurer**

The Treasurer for the PI Committee who has held office for a number of years and has good knowledge of what the Treasurer position requires outlined what it would entail. It was also noted that our last year's Treasurer is still available for assistance.

Pamela S. nominated Katrine J. (Aix) which was seconded by Dan W. (Montpellier). There was an unanimous acceptance and Katrine accepted the position.

**Vice Treasurer**

The Treasurer of the PI Committee, Nikki, put her name forward to be the temporary Vice-Treasurer to assist our new Treasurer. This nomination was seconded by Stephen I, and unanimously approved by all.

**Positions remaining – Chair, Vice Chair and Vice-Secretary** - we were asked to come back to IG in December having considered taking on Service Positions and/or rotating in/out

*Group Service Representatives are asked to inform their Groups about these available positions. As well, the Public Information (PI) Committee Chair will put a list of the INTERGROUP (IG) officers, CER Representative and useful contacts on AA WEBSITE; this same list can be found at the end of the Minutes.*

## **B. REPORTS**

### **1. Public Information – PI Committee (pi@aa-riviera.org)**

The PI Spokesperson.

- There has been no Committee meeting these days
- The website (which is how people finds us and/or contact us) is kept up to date
- Meeting Lists will be going to print – a message for confirmation of meetings times/dates and contact details for each Group will be sent out by Events. Lists will then be sent to the printers. Whilst awaiting Lists, Groups can do a print out for visitors from our website, the address is: **aa-riviera.org**
- We again discussed the possibility of redoing our Riviera Radio ads. For those who are unaware, these ads (heard twice daily worldwide) were recorded about 11 years ago. Our PI Committee is going to obtain the newly AA approved radio spots (from the USA). Six ads will be selected and these will then be transcribed. From there we will hopefully be able to proceed to the actual recording. (there is nothing wrong with the present day ads, but it is felt that they are perhaps a bit tired!).  
A group of volunteers from the attendees will be looking into this and Secretary will be putting out a Round Robin email to them all. To be followed up. And in the meantime, it was agreed that there is no sound reason to stop these ads; we do have the funds to continue.

### **Telephone Helpline:**

- The PI Spokesperson has advised that it would appear that we are back to the big problem of Telephone enquiries sending us the French peoples' calls – of the 27 calls received, 26 were in French.
- We have recently moved and it would appear that the Helpline has suffered at the hands of our provider (Orange). (Background information – we used to have a system in the computer which made it easy to transfer one responder to another. This program / system is no longer being offered by our telephone company. There was discussion concerning the possibilities of what we could do or not do. Our PI Committee / TLO will be looking into the problem and advise.

### **H&I**

- No report at this time.

## **2. Literature Report**

- Literature Committee handed out all the literature orders.
- We do not know where the Brexit will take us for future orders of literature (we get our literature from the UK). Therefore it has been decided to put in an order which will adequately tide us over for the next year. Our order also takes into consideration the BB Workshop coming up as well as the spring French / English Congrès.
- We have a stock of pamphlets available which is not being used. What to do? After suggestions from the floor, it was agreed that we would make up packages of pamphlets and hand them out at our next meeting in December. Effectively there is literature that people are not familiar with so this is a good opportunity for Groups to learn just what is available. One of our attendees advised that there are pamphlets which can be downloaded directly from the UK website.

## **3. French/English Members' Reporting**

See hereunder – upcoming Conventions

## **4. CER Report**

- The last meeting was online. Unfortunately there were difficulties in the connection and we were unable to “attend”
- As soon as our CER Representative can give us news and an update concerning the last meeting we will get this out to you.
- The next meeting is to be held in Brussels on 8 December.

## 5. Intergroup Accounts and Treasury Report

In the last 6 months, we received contributions from groups of € 3,127,(€ 1,585 in March and € 1,542 in June).

In that six months, our expenditure has been € 2,373. The major costs included in that figure are:

Riviera Radio	694.00
Visa expenses (mostly website)	130.00
Insurance for IG officers	226.00
AA domiciliation at Ascot	396.00
Literature	781.45

Our balance in the bank account before today's contributions: € 5,930

Upcoming expenses for the next quarter:

Literature costs	895.31
Riviera Radio (end Sept)	700.00
Ascot (December)	400.00
Further literature order (approximation)	350.00
Website	45.00
Total approximately	<u>2,400.00</u>

To be noted: € 270 (approx) due for Orange (covering our telephone line) which is paid out of the PI account. The PI account balance is € 1,080.

### Update after intergroup

Contributions received September: € 1,849

Balance in bank account after September contributions: **€ 7,779**

*It was agreed to not send down a 7<sup>th</sup> Tradition participation to CER at this time.*

## C. OLD BUSINESS

1. Following our last IG Meeting, Steve has taken over Presidency of the AA 1901 Association from Maria who has been and will continue to lead him through the process. He advised that we will now need a new Secretary for the 1901 Association – not an onerous position and Clare (Fayence) put in her nomination and was accepted.  
(Background information – France requires any group of people meeting together to be legally recognised under the act of the 1901 Association. A 1901 Association allows the AA Intergroup to open a bank account and to purchase insurance for all attending Groups).
2. Radio Riviera spots – please see the section under PI Committee

## D. NEW BUSINESS

- Apps for finding meetings (eg Pink Cloud) Following requests from Groups about these, we learned that there are a number of commercial Apps out there to find meetings It is worthwhile noting that in London the meetings there have never set up a website It is still being debated as to whether or not Traditions are not being honoured.

Events will be sending out a note about this in the near future

- The question of practicing the 7<sup>th</sup> Tradition after an Intergroup meeting was brought up. We were asked why we were asking people who had (already) contributed to the meeting by paying for such things as transport costs, possibly accommodation costs, as well as the energy and time it takes to attend this meeting, all of which is freely given. It was also pointed out that IG Meetings are not AA Meetings.  
Followed the discussion concerning how / who we were to pay for the use of the host's room (in this case Fayence) as to date we had been paying with the proceeds from the 7<sup>th</sup> Tradition. The V-Treasurer reminded us that IG does have funds and that therefore we should be responsible for such costs as rent (for the rooms). Hosts are asked to advise the amount to be paid, IG Treasurer will make good this amount and a receipt will be obtained.

Nikki submitted this to a vote, Dan seconded and it was unanimously passed. As of today, no 7<sup>th</sup> Tradition will be practised at Intergroup meetings.

## E. FUN STUFF COMING UP (Workshops, Seminars, Conventions, Picnics)

- The Cannes Primary Purpose Group has their BB Workshop coming up on 27<sup>th</sup> and 28<sup>th</sup> September – their flyer can be seen on [aa-riviera.org](http://aa-riviera.org) website under **Events**
- There will be a French Congres (once every 2-3years) with **English participation** again at the St. Raphael Best Western Hotel. Mark your calendars for **Saturday 11<sup>th</sup> April (Easter weekend)** and look out for more information in due course.

The date/place (to be confirmed) for the following IG Meeting has yet to be advised / confirmed. Valbonne will be checking their possibilities but all groups are asked to see what they might have available for **Saturday, 7<sup>th</sup> December 2019**

## **CLOSING**

The next meeting will be held in **(to be advised)**. on Saturday, 7<sup>th</sup> December 2019  
Meeting to start at 13h30 with pot luck lunch before from 12h00 onwards.

A thank you out to the Fayence Group for their kind and efficient hosting of this IG Meeting; and for providing us with their lovely environment.

And to Jan who again has kindly helped us out with the cleaning; you are greatly appreciated.

The meeting was closed at 16h10 with the Serenity Prayer.

Intergroup Chair

<b>USEFUL CONTACTS</b>		
<b>IG Chair</b>		
<b>IG Vice Chair</b>		
<b>IG Treasurer</b>	<b>treasurer@aa-riviera.org</b>	
<b>IG Vice-Treasurer</b>		<b>06.22.56.85.21</b>
<b>IG Secretary</b>	<b>secretary@aa-riviera.org</b>	<b>06.01.93.44.93</b>
<b>Public Information</b>	<b>pi@aa-riviera.org</b>	<b>06.08.06.36.46</b>
<b>CER Representative</b>	<b>secretary@aa-riviera.org</b>	
<b>Archives</b>	<b>aaarchives@orange.fr</b>	
<b>HELPLINE AA South of France</b>		<b>0820 200 257</b>
<b>Telephone Liaison Officer</b>	<b>tlo@aa-riviera.org</b>	
<b>Continental European Region website</b>	<b>www.alcoholics-anonymous.eu (for access to CER contacts)</b>	
<b>ArenA :- the Quarterly Newsletter for the CER of AA!</b>	<b>http://alcoholics-anonymous.eu/arena/</b>	
<b>EVENTS</b>	<b>events@aa-riviera.org</b>	
<b>Guidelines UK website</b>	<b>http://www.alcoholics-anonymous.org.uk/download/1/library/documents/guidelines-handbook/guidelines2011.pdf</b>	
<b>Group registration form link</b> Help : Groupinformation@gsogb.org.uk	<b>(http://www.alcoholics-anonymous.org.uk/downloadfile.cfm?DocumentID=342</b>	

## INTERGROUP OFFICERS' POSITION REQUIREMENTS

**All positions have people available to walk the incoming person through the ropes, nothing has to be done alone. Basically there is a commitment to attend all Intergroup Meetings which are held four times a year and always on a Saturday.**

**Sponsors can guide their sponsees towards service position by inviting them to attend IG Meetings as an observer. Most positions require a one-year length of sobriety. Holding these service positions now ensure that our grandchildren have a place to go if and when it is their time to find Alcoholics Anonymous**

***\*\*Job Descriptions to be taken from AA Manual Guidelines; most rooms have a service manual containing the Guidelines. In addition, people can ask the person in that position, or their sponsor. Alternately these Guidelines can be found at: see addresses in "Useful Contacts" within these Minutes***

### LITERATURE

- Must have a car to transport literature orders to IG Meetings
- Be able to use a computer to send/receive emails and order literature
- Must be present for parcel delivery (YORK central offices now use a delivery service which no longer leaves parcels with the P.O. so that option is entirely out)
- Have room for stocking literature
- Be physically capable to lift boxes

### SECRETARY

- Be available to attend (all) IG Meetings
- Be able to use a computer to send/receive emails
- Take notes of Meetings
- Draw up Minutes of those Meetings. (Does not have to do anything alone, there are always people prepared to proofread Minutes etc).
- Send out IG information to Steering Committee and GSRs
- Send out draft/final Minutes to CER Secretary
- Schedule reminders of confirmed events (eg Gratitude Week)

### PUBLIC INFORMATION (PI) CHAIRPERSON

- Chairperson is not the most important position but should come from within the Committee to know what has been and is going on.
- Chairperson basically holds a secretarial role, i.e.,
  - takes notes and draws up Minutes of PI Meetings,
  - calls the Meetings and by a Round Robin method invites scheduling of Meetings, comments on projects, etc.
  - ensures that the Advertising in place is up-to-date
  - sees that books are sent to Prisons
  - oversees up-date and printing of Meeting Lists..
- S/he maintains the website,
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## **TELEPHONE LIAISON OFFICER (TLO)**

- This position could be opened up to everyone and not necessarily just to IG participants.
- This rewarding position requires an in-country presence but not a lot of work. The system works automatically and is low maintenance.
- Access to a computer and being accessible by telephone are necessities,
- Needs to programme changes (eg., before/after holidays) on Orange website.
- Occasionally there might be a problem to resolve, either with the computer (not high technology) or a responder requiring verbal assistance or information.
- It is an advantage to speak French as there is a limited amount of contact with Orange (telephone operator) - however, this can be delegated to a French speaker.
- Occasional updating of various lists of contacts used by responders.
- Occasional update of responder's manual.
- Holding 'workshops' to train new responders (half an hour)
- Collecting information on calls from responders every quarter to prepare report for inter-group.
- Taking part in Public Information meetings as telephone service comes under the umbrella of PI.
- TLO will train the incoming person and be available to answer any questions

## **CONTINENTAL EUROPEAN REGION (CER) REPRESENTATIVE & ALTERNATE**

- Requires consistent attendance at IG as a serving member.
- A rewarding position to carry the message. Will learn to understand Conference and know the immediate IG area. Works with very enthusiastic AA Service people within the Service Structure.

**TREASURER / V-TREASURER** (Assists Treasurer, attends IG in particular when Treasurer is absent)

1. Every Month

- Check the bank account and fill in the expenditures spreadsheet (Appendix 1) found in Accounts document

2. Before each Intergroup

- Prepare receipts for the groups in advance (as much as possible) as well as cheques for expenses (Officer or CER travel or literature)
- Complete Expenditure spreadsheet and print (Aperçu)
- Complete the Group Donations spreadsheet (Appendix 2) and print
- Prepare a little report with outstanding information of the past months and/or any problems

3. At Intergroup

- Give a receipt for every sum of money received
- Fill in the Group donation spreadsheet
- Give your report

4. After Intergroup

- Deposit cheques and cash at BNP bank
- Write a short report for secretary to include in minutes

Example: "To date we have .... in the bank plus .... petty cash. Our prudent reserve amounts to ..... We voted for .... To be sent to CER."

- If money is to be sent to CER, fill in form (Appendix 3) and send via email to the bank. You can also follow that up with an email to CER treasurer, just to let him know the money is on its way

5. Insurance

Insurance is to be paid in January (reponsabilité civile) and in June (assurance juridique). Maria sends the bills and the cheque must be posted to them. In January, an expense spreadsheet must be sent to them (Appendix 4)

6. At the end of each year

Fill in budget spreadsheet (based on estimations from last year and actual expenditures) (Appendix 5)