

**Just for Today
Virtual Business Meeting Minutes**

This document contains notes from the JFT Virtual Business Meeting on 26 Sep 2020

8:17 AM The meeting was called to order by JFT Secretary (Jenny T [JT])

Opening (JT)

The Secretary reviewed the agenda and asked for the serenity prayer.

The Secretary reviewed the meeting process and purpose. A volunteer read the 12 Traditions.

Secretary's Report (JT)

Update on virtual meeting. JFT currently has 2 thriving daily virtual meetings. The Secretary expressed her gratitude to all who participate in the virtual meetings and have taken on service positions. These virtual meetings have given rise to the need to create new service positions for a group in which many are not comfortable with technology. She encouraged people to join the Steering Committees for each group.

Update on in-person meeting. Going strong with about 10 people per meeting. A productive business meeting was held in August. The Secretary feels that she did not facilitate as strong a relationship with the in-person meeting as could be possible and suggests that this be a focus of the incoming secretary.

GSR Report (Dan E.)

JFT is part of District 22, which has been meeting monthly (virtually). All are invited to attend these meeting on the second Wednesday of each month. District 22 is part of Area 30, which meets on the fourth Wednesday of each month. All are invited to attend. At the meetings, the districts are sharing information on how their district is coping with the pandemic. Area 30—our rep is Todd A—has assemblies 4 times a year. Area 30 sends a delegate to the national annual conference. The GSR representative noted that contributions to the General Service Office in NYC had diminished at the beginning of the pandemic and the General Service Office in NYC had to tapped into its reserves and use \$3 million to cover expenses. This difficulty has diminished, with contributions returning to near pre-pandemic levels. However, support is always needed, he noted. The Secretary noted that Dan E.'s term is ending at the end of December and encouraged people to reach out to Dan to find out more about this position. Also, there is an AA pamphlet available at AA.org that describes the GSR role.

Central Service Delegate Report (Johanna G)

The Delegate monthly meeting is meeting in person in the offices of Central Services in Boston. The current delegate does not feel comfortable attending in person meetings at this time. She raised the question of what she should do with the reports she is sent by the Central Service Office? The Secretary noted that these are online on the Central Service website and that we could expand the bulletin board on the website if needed.

Treasurer's Report (JL)

The Treasurer 's Report was shared on screen. The Treasurer reported that financially, JFT is back to normal. She noted the error on the report (Expenses: Website and Zoom should be two months, not four.) The next distributions will be made in October. The Secretary thanked Jennifer L. for a fantastic job as Treasurer, whose service work for JFT has tripled due to managing the funds from the in-person meetings, the PayPal account, and obtaining checks from the PO Box.

Virtual Meeting Steering Committee Reports (Lisa W and Mary Anne)

7 am Virtual Meeting Steering Committee update (Lisa W): The Steering Committee is meeting about once a month. It was meeting more frequently in the beginning of the pandemic, but things seem to be going smoothly now. To add more variety to the meetings, people are now allowed to choose a daily reading from AA approved literature. Lisa W urged people to attend the Steering Committee meetings.

6am Virtual Meeting Steering Committee update: Mary Anne was not able to attend. Bray gave a brief report. There has been similar changes to the daily readings, now chosen from AA approved literature.

JFT Contact List and JFT Email Distribution List (Kit)

Kit gave a background summary: Before we initiated virtual meetings, the group kept a list with people's phone numbers, emails, length of sobriety, and meetings they attend. It was updated by each individual group member on a regular basis, tracked by the

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Contact List lead, who also made copies and distributed by hardcopy in the meeting room. There were confidentiality concerns about sharing the original hard copy electronically, so this was not done, despite the fact that group members are always asking for copies of this contact list. Now, when contact information for a member is requested by a group participant, Kit will share if the member's information is on hardcopy list. If not, she will contact the person concerned, asking permission to share. The number of these requests are increasing.

A proposal has been made: We propose to make a new JFT e-Contact List comprised of names and numbers of JFT Virtual Meeting attendees who choose to add their name and number to it. We have a proposed process to hand over to the newly incoming JFT Contact List Lead who will oversee this development of the new list, should JFT agree to it. This process will entail asking you to request being added to the list--no one will be added without their permission. Once the list is completed, virtual meeting attendees will be able to request an e-copy of it from the JFT Contact List Lead.

Motion: Do JFT group members endorse preparing a new and separate list of JFT e-Contact List of virtual meeting attendees who choose to share their names and numbers with other JFT virtual meeting attendees?

Discussion:

- One member noted that he is not opposed to list, but due to confidentiality concerns, but he will not be on the list.
- A member noted that some of our participants are living in EU countries which have strict data protection laws. He wondered if General Service might have a policy on how to handle this.
- The Secretary thanked Kit for her hard work in developing a robust process and maintaining access to all despite all the challenges with the shift to the virtual world.

VOTE

	#	%
YES	19	57
NO	4	13
ABSTAIN	9	30

Virtual Business Meeting Frequency (Jenny T)

The Secretary gave a summary of the background. The virtual business meetings have been meeting "as necessary." This was frequently in the beginning months of the pandemic, but now a schedule needs to be set.

A proposal has been made: Propose we set a standing frequency and can call additional business meetings as needed.

Motion: Do JFT group members endorse standing Virtual Business Meetings every 3 months and can call additional business meetings if needed?

Discussion: No discussion

VOTE

	#	%
YES	28	100
NO	0	0
ABSTAIN	0	0

Virtual Meeting Service Jobs (Jenny T)

The Secretary gave a summary of the background. The shift to virtual meetings meant the creation of many new opportunities for service jobs, which we have been creating on as-needed basis to better distribute the service among JFT members. We have worked hard on these job descriptions and believe they should be used to by members going forward, to be revised as needed.

A proposal has been made: We seem to have stabilized the service jobs for the virtual meetings and, while they can be changed at any time in the future, it will be helpful to those rotating in to consider these as "endorsed" by JFT members.

Motion: Do JFT group members endorse the distributed Virtual Meeting Job Descriptions, knowing that they can be revised as needed?

Discussion: No discussion

VOTE

	#	%
YES	31`	100
NO	0	0
ABSTAIN	0	0

Service Jobs Rotation (Jenny T)

The Secretary thanked all who were rotating out of service jobs. Following are the available service jobs as of 1-Oct-2020 as well as the names who volunteered to rotate into these jobs:

Central Service Representative

Volunteer: Les

A member noted that it might be useful to put in the descriptions the time commitment the service jobs require.

Chairperson Sign Up Monitor (need Nov and Dec)

Volunteers: Molly
Tony D

Alternates: Jim
Georgina

JFT Contact List Lead

Volunteer: Lisa W.

Secretary

A suggestion was made that in the future a shorter term for Secretary be considered (now 2 years). The Secretary was asked how much time she spends on this job. In the beginning of the pandemic it was a lot. Now, she stressed, consistency is important for communication and connection (checking emails, contacting people.) The Secretary noted that daily attendance at the meetings is not required. Someone asked if she will still be webmaster? No, that task is part of the Secretary's job. Secretary also noted that whoever volunteers now should be considered completing the current term, so would be serving for 1 year in the role. A member noted that the job is intimidating. Perhaps a small group should look at the job and propose changes. This was considered until a group member did volunteer.

Volunteer: Wendy

Service Jobs Coordinator

The current Coordinator said that the time commitment is approximately ½ to ¾ hour per week.

Volunteer: Mark S.

Steering Committee Chairs (2)

Volunteer 6 am: Bray

Volunteer 7 am: Alane W.

The Secretary reminded all those rotating in, to please send JFTSecretary@gmail.com your email address, telephone number, and new service job so you can be connected with the outgoing person, who will train you. You can agree on the transition timing, etc.

Any other business

The outgoing secretary was warmly and enthusiastically thanked for her outstanding work by a very grateful group of AA members. She noted that it helped her to do something valuable in difficult times.

Adjournment: The Secretary thanked everyone and adjourned the meeting at 9:21 with the Serenity Prayer.

Respectfully submitted,
Johanna G.