**Central Virginia Intergroup**

**Board Member Minutes**

**January 19, 2025**

**Welcome:** Serenity Prayer, 12 Steps, 12 Traditions, Concept of OA Service – Concept 1.

**Present:** Debbie C., Kathryn N., April M., Susan H. Hope R., Helen, Beth Lynn, Becky C., Aileen, Carol C., Suzanne G., Mary P., Terrie S., Celeste L., Jeri.

**Agenda Review:** Additional Items: Approve quarterly donations to WSO and Region 7; Website/Limited Access; Hope R. request for Zoom link and promotion of Traditions Study.

**Approve December 2024 Minutes:** Debbie moved to approve, Beth Lynn seconded. Passed with 2 abstentions.

**Board Member Reports**

Chair: Debbie reported on vacant positions. Kathryn N. will work on filling positions. Debbie reviewed and responded to backlog of emails to CVIG website. Debbie met with Park to review features of the website and set up a section for limited access. A main function of this section will be to store updated Word Documents of individual meeting scripts. PDF copies of scripts are currently available on the site. Debbie moved to allow access to board members, intergroup meeting representatives and meeting secretaries; Mary P seconded. Discussion ensued. Debbie amended the motion to allow access to board members and intergroup meeting representatives; Celeste L. seconded. Motion passed with one opposition. Debbie asked all Intergroup Reps to send Word Document of meeting scripts to Park for posting.

Vice-Chair: No report.

WSBC Delegate: Susie H. has registered for the virtual WSBC held in May, 2025. The registration fee was $249.

Treasurer: April referred to reports distributed with meeting agenda. Susan H. made a motion that 10% of available CVIG funds ($622.76) each be donated to World Service Organization and Region 7 (Total of donations: $1245.52); Mary P. seconded; passed unanimously.

Secretary: Susan H. referred to minutes distributed with meeting agenda. She reported that she has send CVIG Board Minutes for 2023-2024 and 2024-2025 YTD to Park for posting on the CVIG website. They are now available for viewing.

Region 7 Representative: Position is vacant, but Hope R. indicated that a virtual Region 7 Spring Assembly will be held via Zoom on March 29. Participants are required to have 6 months of abstinence. Tasks include attending a chosen/assigned committee meeting, representing CVIG in business matters, and reporting back to the CVIG Board. Qualified volunteers should contact Debbie C.

**Intergroup Representative Reports**

Becky C. requested that the Saturday 10AM meeting be designated as “Zoom” (and not “In Person). No other meeting reports.

**Committee Chair Reports**

Fun and Fellowship: Mary P. reported that, moving forward, the committee will plan a quarterly event.

Internal Communications: Suzanne requested that all documents sent for posting be prepared in a PNG format.

Retreat: Terrie S. reported the retreat date will be held on April 26, 2025, from 10AM-2:30PM. The flyer will be sent to Suzanne for distribution, and to Park for posting on the CVIG website.

Website: Park C. reported the internal section (limited access) on the CVIG website is up and running. As he receives approved names and emails, he will provide log-in access codes to participants.

**Old Business**

Becky C. has been composing a database of all Board Members, including Officers, Intergroup Representatives and Committee Chairs. Aileen has also been working on a database for Intergroup Representatives and Group Secretaries. Aileen and Becky will work together to finalize database.

**New Business**

Hope R. made a motion that CVIG allow access to the CVIG Zoom to facilitate the upcoming Traditions Study Workshop (Feb. 3, 2025, 4-5:30PM); and also announce the workshop via the CVIG email database. Debbie seconded the motion. Passed unanimously.

**Action Items**

1. Debbie will provide names for CVIG website Limited Access to Park.
2. Becky C. and Aileen will work together to establish CVIG Board contact database.
3. Terrie will submit retreat flyer to Suzanne and Park for distribution/posting.

**Closing**: Debbie moved to adjourn meeting at 8:03PM, Mary P. seconded motion, passed unanimously.

**Next CVIG Board Meeting on February 16, 2025**