

In Attendance: Patrick D (chair), David B, Wil C, Warren P, Peter S, Kim B, Bob G, Michael T

Serenity Prayer
Twelve Steps and Twelve Traditions
Brief check-in

Spiritual reminder – Wil C
Timekeeper – Kim B
Quorum – 5 elected reps with 3 months sobriety

Department Reports

- Chairman (Patrick D)
- Recording Secretary (Rich N) – Not present. Approval of minutes tabled until next meeting.
- Corresponding Secretary (Kim B.) – There was no outgoing correspondence from the NEI Chair. One USPS address was added. Four e-mail recipients were added. Four e-mail recipients were deleted. Two e-mail recipients updated their addresses. One person changed from USPS mail to E-mail.
 - Mailing Report: (Rich N. & Lisa P.) USPS mailing was sent to 48 recipients on November 30th. E-mail was also sent on November 30th to 201 recipients. The full mailing included the December NEI Newsletter, October NEI Meeting Minutes, and the Service Positions Flyer. The e-mailing also included a link for the F.W.S. November is Gratitude Month Flyer, December Vermont 12-step weekend and the outreach flyer for group contacts.
 - Internet Coordinator Report: (Lisa P) – Web Site Information/Inquiries for November 2013

December Vermont Weekend Inquiry	5
Newcomer – general meeting information	3
Being Added as Group Contact to NEI Database	1
Person looking to connect with writer in Basic Text	1
Co-SLAA Inquiry	1
Student looking to attend meeting to observe	1
TOTAL	12
 - Phone Coordinator Report: (Peter S.) – In November the answering service received 117 calls. 4 callers requested call backs:

Information on meeting location	2
Questions about December VT weekend	2
TOTAL	4

We sent out 2 meeting lists from web site requests.
 - Meeting List Report: (Lisa P.) - There were no meeting list updates for November
 - From the Mailbox: (Michael T) – Nothing new at the Mailbox.
- Treasurer (Bob G.) - \$132 in contributions. \$1280 in Vermont weekend sign-ups. \$674 income for Fall Recovery Gathering. The only expense for November is \$950 for ANTS for the Fall Recovery Gathering. Motion to accept (Kim/Peter): passes 5-0-0.
 - Photocopying Subcommittee (Patrick) – We’re doing well, but we have no numbers right now.
- Literature (David B.) – Sold \$25 in pamphlets and chips to Saturday Brookline meeting.
- Activities Committee including Vermont (Peter S.) – Suggestion of having a Valentine’s Day We Are Not Alone event on Saturday, Feb 15. Kim will talk to Grace Church about reserving space for 6:30 to 9:30 PM. David will send Peter the flyer from last February. As of Dec 3-4, 15 people signed up for the Vermont Weekend.
- Outreach and Committee (vacant) – Wil is willing to serve.
- ABM Delegate (Bob G.) – Work is continuing on an ebook version of the Basic Text. The Board of Trustees is still figuring out how to distribute it. Next ABM is early August in Houston.
- Newsletter (David B.) – Includes article on rotation of service. Round Robin discussion on article. Motion to remove letter pending review (Bob/Peter): passes 5-0-0. Motion to form subcommittee to revise letter (Kim/Wil). Kim will head subcommittee. Need dates for 2014 Vermont Weekends.
- Group Reps Reports (if any) - None

Old Business

1. Local retreat update – Jenny is looking into it. We’ll use format of Vermont Weekends.
2. Omaha Nebraska Intergroup reach out to NEI for speaker for their April 2014 conference – Jenny

volunteered.

New Business

1. Article to Fellowship on best practices and treasury issues at local groups – Discussed with the Newsletter (see above).
2. Adding Phone Service to NEI mailing list so they receive quarterly Meeting List updates & Professionals mailing contents (Peter/Kim). Currently, answering service does not receive meeting list updates. Suggestion to put answering service on the mailing list as professionals, so they would only get newsletters, flyers, and meeting lists. No minutes or treasury reports. It's extra work for the person who stuffs the envelopes. Consensus: for now, we'll put the Answering Service on the mailing list as email only, so they will get the meeting lists.
3. Vermont Coordinator Title change to retreat coordinator – Consensus is to change title.
4. Fall Gathering Evaluation Summary (Peter) – Only 25 people attended. We need to get the word out about this earlier and mention it at our meetings. Low attendance may be due to the Red Sox parade on the same day.
5. Fall Gathering Debt to ANTS – We still owe ANTS for 3 conferences. Do we pay each one when we have a certain balance in the checking account? Bob will come up with something.
6. Does NEI want to do a group inventory? – Some discussion. We'll revisit it next month.
7. Activities Committee Responsibilities (help with conference) (**Peter**) – Activities committee will prepare list of things we need help with at events. We'll revisit it next month.
8. Lateness of the mailing each month – Everyone needs to make sure they meet the deadlines getting everything to the printer. The deadline is 10 days after the NEI Business Meeting.
9. Meeting List Updates being listed in the newsletter – in light of policy of not emailing Meeting List out. Discussion of telephone numbers on web site and newsletter. Tabled until next month.
10. Room Reservation for 2014 – David will contact NWH to reserve AR 345 for 2014.

Contents of Mailing for December -deadline for materials to get to Patrick for printing – Wed., December 18th

1. Newsletter (David)
2. Vermont Weekend Flyer with 2014 Dates (Lisa)
3. February Valentine's Day Event Flyer (Peter)

Tabled Until Next Meeting

1. Web site enhancements
2. Online meeting list discussion (Lisa)

Closing

Next NEI Meeting is January 12th, 2014