

MINUTES

Serenity Prayer

Twelve Steps and Twelve Traditions

Brief check-in

Spiritual reminder –Seth

Timekeeper –Patrick

Quorum—3 with sobriety/group representative

Participants: Peter, Patrick, Bob, Lisa, Jenny, Joe, Seth. Jenny will take the minutes.

Committee Reports

- Chairperson (Peter S)
  - Group inventory review—discussion about 1 item that came up at the inventory:  
***Meeting deadlines set by NEI/Corresponding Secretary for mailings.***  
Publish the schedule of upcoming items/events and their deadlines for easy review.  
Maintain deadlines—10 days from the day of NEI meeting all items must be to the corresponding secretary for copying and distribution. It is important to repeat the deadlines. People forget or don't pay attention.  
The dates are usually on the agenda as to when things are supposed to be completed. Can we put the deadlines out there in more places, e.g. the website? It is not possible to add stuff to the new website.  
When people volunteer, it is important that they know when things are due. It can't be assumed that people have read the agenda. We can use the google groups to let people know the deadlines.  
  
The current deadlines for the monthly mailing is based on the day the NEI meeting is held: 10 days to the Corresponding Secretary for copying; 8 days all articles need to be to the Newsletter Editor; 9 days the proof readers need to get edits to the Newsletter editor.
- Recording Secretary (David B)—David sent the minutes for review. He was not able to attend the meeting.
  - The minutes were reviewed and amended. Motion to accept the minutes with edits: 2-0-1
- Corresponding Secretary – (Patrick D)
  - Mailing: 56 envelopes with the full mailing; 123 meeting list only were sent out.
  - A new email is being set up for all items that need to be included in the mailing so it is less overwhelming with all the emails being sent out. Lisa will set up the bounce to the new email. The information will be shared with the Chair so it is readily available.
  - Phone (Peter S): no update available
- Treasurer (Bob G, acting)
  - September, 2015 report: We are behind on our contributions by \$424. Only one group donated. The retreat was the biggest income maker. Motion to accept: 3-0-0
  - October, 2015 report: We are behind on contributions by \$144. More groups donated this month. Motion to accept: 3-0-0
  - November, 2015 report: We are behind on contributions by \$381. Group donations dropped again. Motion to accept: 3-0-0
- Literature (David B)—No report available
- Activities Committee including Vermont (Peter S)-
  - The committee created a calendar of events for 2016 and distributed a bookmark which included the NEI meetings. It was requested that we have more MA retreats: we need more people to help cover them, especially this year with the ABM/IRC here. It was requested that we add the Fall Gathering back into the schedule as it is a money maker for NEI and we need it to cover our expenses.
  - Vermont retreats—December, 2015 & January, 2016  
December has 14 people so far; January has 6 people. Jenny is away Christmas through New Year's. Lisa will help with confirmations. Bob agreed to pick up the mail when Michael is not able to pick it up.

- Outreach and Outreach Committee (Wil C) –No report available
  - Concern that we are not getting the outreach done. We have a real problem with volunteerism, rotation of service, and follow through. We need to make this a priority.
- ABM Delegate (Wil C) – No report available.
- Newsletter (Rich N)-Draft was submitted:
  - Quote accepted; Seth would do an article on Step 1; Add new meeting in Weymouth, Sunday nights; include announcement of the 10<sup>th</sup> Anniversary mtg. 1/9 Quincy; Jenny will do an update the article on the ABM/IRC event; Article on Elections; Adding deadlines for newsletter submissions and distribution to the bottom of the newsletter; Peter and Patrick will be the proofreaders.
- Web Site (Lisa P)
  - Not much has been done on the new website lately. Lisa is working with Chris; Doug is available in an emergency.
- 2016 ABM/IRC (Seth & Jenny)
  - The planning committee has been meeting regularly. We have come up with a theme and are working on the logo now. We are also working on getting a list of potential workshop topics. We have had quite a few people participate so there is a lot of energy and people to work on the events.
- Group Reps Reports (if any)
  - Quincy, Saturday Men's meeting is celebrating their 10<sup>th</sup> anniversary on 1/9 9:30-11am

#### Old Business

1. Open positions: Treasurer  
No volunteers yet. We need a volunteer to take the position as soon as possible.
2. PDF of meeting list of meetings from web site  
Seth will cut and paste the meeting list on the website to create a pdf for easy distribution.

#### Contents of Mailing for September deadline for materials to get to printed – ??

1. Newsletter (Rich N)
2. November Meeting minutes (David B)
3. Quarterly Financials July-September, 2015
4. 2016 Vermont Retreat Flyer
5. We are not Alone Flyer 2/13/16
6. Bookmark? If it can be created easily for the mailing.
7. Next ABM/IRC flyer

#### Closing

Next NEI Meeting is Sunday, January 10, 2016, at 5:00 PM

Respectfully submitted, Jenny R.