

Meeting held on Sunday, November 9, 2008 in room AR100 of Allen Riddle Hall at Newton-Wellesley Hospital. Convened at 5:00 PM. Serenity Prayer, followed by twelve steps and twelve traditions. Brief check-in. In attendance: Eric G (chair), Kim B, Bruce R, David B, Tim C, Rich N, Lisa P, Jenny RW.

Department Reports

- Recording Secretary (David B) – **Motion to accept minutes as amended (Kim/Bruce): passes 4-0-1.**
- Treasurer (Eric G – open) – We got online access to the bank, with an ATM card. This allows us to avoid a monthly service fee. Now we can look at bank statements from previous months. After October NEI meeting, treasurer noticed checks written that were not included in September report. Revised Sept report. Some items put us above budget in October: Literature (+50%), Fall Gathering, and Postage. **Motion to accept revised Sept Report and Oct Report (Kim/Tim): Passes 4-0-1.**
- Outgoing Mail (Kim B) – Mail went out in October. Postage comes up as a high budget item. Should we encourage people to subscribe electronically? Put the minutes online only? We need ideas on how to reduce mailing costs. Put this on the agenda in the future.
- Phone coordinator (Richie) – Not present. No report. Can continue with mailings. Spoke with answering service. Some people get a busy signal if the phone is in use, but they can call back later to get through. Coordinator tested it to confirm this.
- Internet Coordinator (Lisa P) – 13 e-mails. 4 location requests, 1 from a newcomer with program questions, 1 from Friend/Spouse/Parent of newcomer needing information, 1 request for a therapist referral, 1 CO-SLAA meeting location, 4 from other intergroups/FWS/SLAA committees, 1 from a grad student wanting to attend meeting for a project. Literature form isn't up yet, nor service opportunities. FWS is discussing whether we can put the free pamphlets online. We can link to the pamphlets on the FWS web site. Assistant Coordinator is no longer able to help due to family issues.
- Mailing List (Jenny RW) – Not present
- Meeting List (Bruce R) – David gave all Meeting List information to Bruce on CD. Internet coordinator setup an e-mail address to send meeting info directly to meeting list coordinator. Passed out Group Registration Forms at Fall Recovery Gathering yesterday.
- Vermont Coordinator (Jenny, open) – Not present. By October 31, we had two people signed up for December.
- Newsletter (Rich N) – Send draft of November newsletter to everyone. Needs a lead article. Will add information for 12-Step meeting in Somerville. We might have a “My Favorite Meeting” about Vermont from Nikki and Paul. Lead article on NEI treasury issues. Concern that such an article would spread a misconception that NEI messed up. Draft of article has to go to larger audience. Tim and Jenny agree to review newsletter before Friday.
- Activities Committee (Jenny RW, Lisa P, David B, Kim B, Tim C) – We had 7 people carpool to WNEI Fall Conference from two locations. 45 people attended the Fall Recovery Gathering. Report on evaluations next month. 20 people at Halloween Party. We took in \$70, paid \$75 for the space. Vermont weekend in December. Activities Committee will meet in the next month to discuss upcoming events.
- Literature (Ed W) – Sold \$463 of literature at fall gathering. Do we want to continue selling literature? Do we want to charge more to cover cost of postage? Discuss these issues at a later date.

- Outreach (Tim C) – Brought drafts of the postcard. One version has the preamble. Another has information for the professional, taken from the free pamphlet.
- ABM Delegate (Eric G) – November is Gratitude Month. CICC sent information to delegates. This is FWS' push for contributions. Dan A is resigning as chair of the Board of Trustees in January. Kim B serves on BGNC (Board Governance and Nominating Committee). BoT (Board of Trustees) needs more members. 3-year continuous sobriety requirement.

Old Business

- How-to manual – a.k.a. operations manual. Copied info on chair and treasurer from ByLaws. Everyone is encouraged to submit descriptions on their positions.
- Open positions – Eric and Curtis are still working on Treasury together. Vermont Coordinator is still open. A lot of people are willing to become facilitators. Perhaps we can find a coordinator from them. Need other ABM delegates – pre-registration is in January.

New Business

- State of the N.E.I. Treasury – Ending balance is about \$1319. This is our account minus delegate fund and Vermont scholarships. Should get us through November. Prudent reserve is six-months operating expenses, which is \$9000. We have been operating below our prudent reserve for years. Open letter informs people that we need a cash cushion. Need to inform people of what we do. Round robin discussion of issues.
- Group Visits – Eric will send sign-up sheet for group visits, and a list of talking points.

Tabled Items

- VT Weekend Policies
- NEI 12 & 12 Project Contact
- Room Reservation
- Encourage electronic monthly mail
- Literature Sales
- Outreach postcard
- 2009 ABM delegate

Next NEI Meeting – Sunday, December 14, 2008 at 5:00 PM in AR100, Allen Riddle Building at Newton-Wellesley Hospital. Respectfully submitted, David B.