



CMA MINNESOTA AREA INTERGROUP MEETING MINUTES

2/17/20 7:07pm

I. CALL TO ORDER

Steve called to order the regular meeting of the CMA Intergroup at 170 Maria Ave. Saint Paul, MN

II. ROLL CALL

CMA Minnesota - Meeting Groups Represented by General Service

A. CMA Minnesota - Meeting Groups Represented by General Service Rep.

Christopher

Name & Day of Meeting	GSR	Average	Newcomer	1yr or More
Twin Cities (Minneapolis, Sunday @ 5pm)	Josef	30	3	17
Life or Meth Squad 1 (Anoka, Sunday @7pm)	Jamie	45	5	17
Keeping It Simple (St. Paul, Sunday @7pm)	Toni	10	2	2
New Beginnings (St. Paul, Monday @7pm)	Madeline	26	6	6
Life Or Meth - Squad 6 (Anoka, Monday @7pm)	Brian	31	5	8
New Spin (Little Falls, Tuesday @6pm)	Chris M	10	1	8
Breaking The Bad (Minneapolis, Tuesday @7pm)	Ty	55	6	13
Other Methods (St. Paul, Wednesday @7pm)	Heather	60	10	30
Twin Cities CMA (Minneapolis, Thursday @6pm)	Josef	14	3	8
Life Or Meth Squad 3 (Anoka, Thursday @7pm)	Cindy	17	3	5
CMA Squad 27 (St. Paul, Thursday @7pm)	Selena	45	10	14
Step Or Topic (St. Paul, Friday @7pm)	Martin	45	6	13
Sister's For CMA (Saint Paul, Saturday @ 11am)	Tracy	11	3	6
Circle Of Trust (St. Paul, Saturday @6pm)	Josh	12	3	9
Crystal Clear (River Falls, Saturday @8pm)	James	17	3	5
One More Day, No More Nights (Cambridge, Saturday @8pm)	John	15	15	3

B.

CMA Minnesota Area Intergroup Executive Committee & Elected Chairs

POSITION HELD	NAME	CMA GROUP	PRESENT
CHAIRPERSON	Mai V	Other Methods	Yes
CO-CHAIRPERSON	Steve K	New Beginnings	Yes
SECRETARY	Topher	TC CMA	Yes
CO-SECRETARY			
TREASURER	Jason Ra	TC CMA	Yes
CO-TREASURER	Tammy	New Spin	No
ACTIVITIES CHAIR	Jason Re	Squad 27	Yes
ACTIVITIES CO-CHAIR	Selena	Squad 27	Yes
PUBLIC INFORMATION CHAIR	Dak	TC CMA	Yes
PUBLIC INFORMATION CO-CHAIR			
H&I CHAIR	Jessica C		Yes
H&I CO-CHAIR			
CHIPS & LITERATURE CHAIR	Chris M.		Yes
CHIPS & LITERATURE CO-CHAIR			
MN WORLD DELEGATE	Josef	TC CMA	Yes
GSR COORDINATOR / HOTLINE	Jamie		No

III. APPROVAL OF MINUTES

Last month's minutes have been distributed via email for review that included an addendum.

Second by: Jason Re.

Motion to accept meeting minutes made by: Brian

Call to Vote: Unanimous

IV. OLD BUSINESS

Topher

Revisit to Chips & Literature Bank Account

Chris M., (Chips & Lit. Chair) has not been able to complete account signor required for this position. This has been an on-going issue for almost an entire year. Last month, Chris M. and Jason Re. agreed to physically meet so they would be able to complete the change.

Topher Questioning whether that was done / where we stand on this change?

Chris M. States that he and Jason Re. met in the cities however, USBank is blocking his ability to obtain signor access on the account because of personal grievences between him and USBank. Chris M., now says that he has been able to get a letter of good standing with USBank but will need to figure out a time to complete the change with Jason Re.

Jason Re. Affirmed that he and Chris M., met to complete the change but were not successful.

ACTION Chris M. has letter of good standing for USBank and will meet with Jason prior to next meeting to change accounts.

FOLLOW-UP

Jamie Let's just drop this, he (Chris) doesn't plan to stay in the position, you do a great job when you're here but this is annoying

Jason Re. I think he is going to be dropping the position, at this point we should just wait until voting for next month

Chris M. I got a new job and it is going to be difficult to make this meeting. I am not going to go through the hassle of putting my name on the account only for it to be changed again in a month when I give the position up. This just isn't worth the hassle.

Group Thanks Chris for his service.

Jamie We should nominate someone else to be the Chip person for next month since Chris is not going to be here next month.

Topher Clarified that Chris is formally resigning from his position effective immediately.

Jason Re. Volunteered to fill in for next month which includes placing a chip order for that month.

Topher Clarified that Jason is willing to fill in for Chips & Literature by placing next months order and assisting in filling orders for March meeting.

Response Chris M., plans to step down from position for personal reasons. Will wait to change accounts.

MOTION For Jason Re. to complete March chips & literature order and assist with filling chip orders until the March elections take place for the position to be filled. Jamie

Mia

Tax Filings & so much more

Conversation around tax filings for the organization have been on-going and it remains unclear when the last tax filings took place. Mia was provided contact information from Brenda to get in touch with the accountant who has previously assisted in the tax filings.

Mia Upset, frustrated and hesitant to move forward with tax filings. Questioned why this has not been done in previous years and why does it fall onto her? She believes this is not her responsibility and needs to be the job of the secretary. Mia went on to say that she has her own IRS dealings and does not want them to get mixed up with CMA's. Mia very adamant about not moving forward with the tax filings for the organization.

Topher Questioned whether Mia has reached out the accountant to examine what is involved in process & when filings were done last?

Mia States that she has not reached out to the accountant because she is not certain what will be expected of her and is hesitant about having her name associated with the 501(3)(c) IRS tax filing.

Topher Shared that within the last week he found out we do NOT hold a 501(3)(c) status and do NOT need to file taxes as a 501(3)©. Explained we hold non-profit status with the State which is good enough because we don't have more than 5k in revenue.

David M. Explained previously it has fallen onto the Chair of the organization to complete othe filing since as the Chair you should have an understanding of the bank accounts however, we can look at this responsibility and change who is responsible for the next year. At this time, David went into the importance of each bank account (Chips & Literature; Activities; General/Delegate) having a receipt book so we are able to track and account for all monies coming and going.

Chris M. Explained that when an order is filled the CMA group is given back their order form to show proof of purchase.

Topher Shared that yes, the order forms are going back to the groups to show proof of purchase however, that is not how it has previously been done. When we return the form to the group, CMA has no method of tracking inventory or the cash flow because we are NOT providing receipts. Topher expressed frustration because he has brought this up in previous meetings and nothing has changed. CMA should be keeping the order forms and providing receipts. Several months ago Jason Ra. (Treasurer) was given receipt book to track contributions better & I have been trying to work w/ Chris for Chips & Lit.

Martin Asked for clarification on the process of obtaining a receipt for his CMA group.

David M. Added that Activities needs to be tracking their receipts, money spent, and donations.

Jamie Asked whether the Bank Account summaries would be good enough.

Garrett Echoed David's thoughts about the importance of having a receipt book is going to keep us honest. Stated that he does not believe anyone is taking money or being dishonest. He went onto explain record keeping with a receipt book holds the organization accountable while keeping the individual safe. We need to be able to show how we are spending the money groups are contributing and if we are not able to do that, that is a huge problem.

Tophers To answer Jamie's question...Yes and No. The Bank Account summaries do not provide an itemized summary of what has been purchased and who made the purchase. Furthermore, the bank account summaries do not provide the CMA groups with any proof of contribution. Shared in recent months this practice as been slowly changing.

Chris M. & Jason Re. Object stating that to the best of their knowledge there have never been receipt books and it was never the role of the Chair to track cash flow or inventory.

Group Several group members began to debate whether a receipt book and record keeping has previously been the practice. MEETING CALLED TO ORDER.

ACTION Mia to contact accountant and find out what is going to be asked of her for filing the taxes.

ACTION Tophers distribute roles and responsibilities guidelines for edits. (See more below)

MOTION Receipt book to be purchased for all record keeping of cash flow. David M.

FOLLOW-UP

Mai Left message for John L, once she hears back from him she will send email out to executive committee to obtain whatever it is that we would need in order to file the taxes. Motion was attempted to move the filing of taxes onto the Secretary position.

Tophers Not going to happen. Explained that according to the 'Trusted Servant Guidelines' which, everyone was asked to review for this months meeting. The job responsibility of filing for taxes falls under that of the Treasurer.

Jason Ra. So you're saying this is my responsibility?

Jason Re. Can you read through what you are talking about?

Tophers Presented several printed copies (at front table) for assembly to refer to as needed. Explained to the assembly that this document was created in 2007 in conjunction to the By-Laws in order to help facilitate the roles and responsibilities of the Executive Committee. Went on to say that this document has lived on the cmamn.org website however, none of us were aware let alone knew what the document contained.

Jamie Expressed that this would make the most sense for the treasurer to be the money filing since they are aware of the financials and have access to the accounts.

Jason Ra. Questioned - what does he need to do in order to move forward with this?

Mai Will share the information with Jason regarding contact information for John L and what will be required of us for filings.

Jason Re. Explained how we are a nonprofit and should not be filing with the federal government, he believes that we will only need to complete state filings (this is based off his experience as Treasurer for another group).

Tophers Spoke with Brenda regarding some of the bank filing. Someone just needs to get in touch with John L., figure out what we need to do with filings and we can move on. This is basically a formality of a process that directly relates to our nonprofit status and we need to be able to show that we are legit.

Mai Reiterated that she is awaiting call or email back from John L. Will forward information on.

Response Mai awaiting response from John L., will be in touch with Jason Ra. Or Tammy (in coming Treasurer) to figure out what needs to be done exactly so we can formalize the process and not worry about this.

Response Tophers purchased receipt book for chips & literature and "Paid" stamp for them to use.

Jason Re

Revisiting Relocation Option

November 2019, Jason Re. proposed for the monthly area intergroup business meeting to be relocated back to its original location at the Downtown Alano Club (520 Roberts Street N., Saint Paul). Questions were asked and Jason was able to confirm that following, (1) parking is plentiful between spots to the side/back of building as well as at Lunds; (2) meeting space is secure and will not be disrupted by other meetings; (3) rent would be \$10/month (currently we pay \$20); (4) we wouldn't be responsible for hosting activities and/or events and most likely we would still reach out to The White House to host the events because Alano Club requires 60/40 split of revenue.

Jason Re See above for details. Jason is asking for a final vote of the relocation. Expressed that he presented this information in November, GSR were to report back to groups for a vote in December although that did not happen and topic was dropped.

Tophers Confirmed the above details. Questioned how much of a notice would we give The White House / when do we relocate?

Group Discussion concluded that at a minimum 30 days and a maximum of 3 months would be the most appropriate. See amended motion for final group consensus.

MOTION

To relocate the MN CMA Area Intergroup monthly business meeting to the Downtown Alano Club

Jason Re.

FOLLOW-UP

Topher Attempted to make email contact with the Board at the White House, was unsuccessful. Printer and signed letter to vacate was placed with rent payment. White House has been given about 45 days notice.

Jason Re Provided address for reference. Also states that he will be able to move our stuff out of the space. Confirmed that no one has keys to the White House

Response

April 1st we will need to vacate from The White House; April 20th will be first Area Intergroup Meeting at DT Alano Club

Topher**MN CMA Trusted Servant Guide (2007)**

Came across a document on the cmamn.org website that outlines the positions of the Executive Committee and Sub-Committee positions within the area intergroup. Reports that this document appears to be from 2007 and should be looked at in order to get a better understanding of each positions responsibilities.

Topher Proposes that everyone in a current position within the MN CMA Area Intergroup examine this document. Everyone in a current position should see Topher before they leave for a hard copy of their responsibilities. I am asking everyone to examine their position and make the appropriate suggestions to the roles and responsibilities so that we can update this document in the coming month as elections are right around the corner. More importantly, I think this will give everyone a good idea of what exactly their job entails. Topher will email each position a google document specific, to their role and ask that you complete.

Group Some said, that they have seen this document but were never sure of what it was or why it was on the website.

David M. Expressed that in the coming month we will hold elections for positions, this will be a good blueprint for individuals to know what they are getting themselves into. Not to mention understand how their role functions.

ACTION

Current Executive Committee and sub-committee members please pick up a hard copy of the guidelines specific to their role upon leaving the meeting.

ACTION

Topher will email google document specific to individual positions, asking for feedback, suggestions, and input into how would you make the role better. Would like these back within 2 weeks.

FOLLOW-UP**Response**

MOVED TO NEW BUSINESS

Garrett**UNITY DAY UPDATE**

Great Lakes Region will be hosting UNITY Day May 15 & 16 at "The Heart of City Music Factory" in Anoka (<https://heartofthecity.org/>). Catering and food options along with registration process are being worked on.

DATE FRIDAY MAY 15 (evening) and SATURDAY MAY 16 (entire day and evening)

VENUE https://heartofthecity.org "The Heart of City Music Factory"

Garrett Anyone interested in getting involved is welcome to join planning committee or any of the sub-committees.

Topher Expressed that we are trying to make this a free event although there is some cost associated we will need CMA groups to perhaps support fundraising by taking up extra collection(s).

Tammy What are we doing with any of the money that comes into Area to support the efforts of UNITY day? Squad 27 gave a donation of \$110, where does this money need to go?

Group Discussion / debate was whether Area opens an additional bank account to support UNITY Day fundraising or does UNITY Day Committee open its own account.

Garrett Expressed that UNITY Day would not need a long-term account, this would be short lived until the event has concluded. Believes it would be best for Area to assist in that support.

Topher Currently, the Activities account is just a checking account, since Jason Re. is on that account and actively involved with the planning of UNITY Day, it might be best if CMA Area opened a saving account under the already existing Checking Account. This saving account could be 'special events'.

Jason Re. Shared that he believes this would be relatively easy to do and would be more than willing to make this happen.

MOTION

To have Activities open a Savings Account for 'special events' in which transfer, expenses, can easily be done to support the efforts of UNITY Day.

Topher

FOLLOW-UP

Jason Re Gave overview of the blueprint for Unity Day.

Jessica C. Provided general structure of the agenda for Friday and Saturday

Topher May 15 & 16 - General admission will be FREE; those that want to attend Saturday night dinner and dance cost will be \$15 ahead and \$20 at the door. We are working on the LOGO and registration process...look for more in the coming week.

Topher Follow-up on last months motion regarding the activities bank account, it came to our attention that the names on the MN Secretary of State, Nonprofit business, Articles of Incorporation were not that same names on the bank accounts, which are not the same names reflected by the Executive Committee members. USBank will not allow us to move forward with changes to the accounts until the Articles of Incorporation show the proper names of 'Agents' for the organization. SEE NEW BUSINESS FOR FURTHER FOLLOW-UP.

Response

Reference New Business Articles of "Trusted Servant Guidelines" and "MN Secretary of State, Nonprofit Filing". Agents to be added as signers of accounts.

MOTION

That the "agents" added to the Articles of Incorporation will establish a checking account (and savings if needed) in order to support UNITY Day.

Josef

V. NEW BUSINESS**Mai****Janel's Resignation**

Janel provided her resignation from CMA Area Intergroup via email to Mai and Topher on or around February 6th for personal reasons.

Group Thanked Janel for her service during her time with Area. Questioned what service positions Janel held and what do we need to do in order to fill those positions.

Mai Stated that Janel was World GSC Delegate, nomination will be conducted for this position.

Topher Added that the position of 'Senior Liaison of H&I' was brought back because Janel was energized from World GSC and had some ideas to implement based upon her experience. Suggests that this position NOT be filled. Additionally, Janel was assisting with website updates as needed. Dak has stepped into this position and this does not need to be filled.

ACTION

Position that needs to be filled

WORLD GSC DELEGATE

See Nomination

Topher**MN Secretary of State, Nonprofit Status**

As an established "nonprofit business/organization", CMA Minnesota Area Intergroup is 'Incorporated' through the MN Secretary of State. These Articles of Incorporation were originally filed at the start of CMA in MN in 2007. The Articles of Incorporation are to be updated with any changes to "agents" (individuals responsible to the organization), as well as annual renewal of the incorporation. When we went to make changes to the bank account, we were informed by USBank that names between our executive committee, account signers and the Article of Incorporation did not match therefore, USBank would not let us proceed.

Topher Expressed the responsibility of changing these documents should fall under the role of the Secretary, as we had previously discussed during the November 2019 meeting.

ACTION

Topher will add to 'Trust Servant Guidelines' and create document to track completion of changes to Articles of Incorporation

Topher**MN CMA Trusted Servant Guide (2007)**

Explained to the assembly that this document was created in 2007 in conjunction to the By-Laws in order to help facilitate the roles and responsibilities of the Executive Committee. Went on to say that this document has lived on the cmamn.org website however, none of us were aware let alone knew what the document contained.

PRIOR ACTION

Current Executive Committee and sub-committee members please pick up a hard copy of the guidelines specific to their role upon leaving the meeting.

PRIOR ACTION

Topher will email google document specific to individual positions, asking for feedback, suggestions, and input into how would you make the role better. Would like these back within 2 weeks.

Topher Limited to no response on what was asked of the group, in order to implement this document into practice as we move forward with nominations and elections.

Topher**(CONTINUED) MN CMA Trusted Servant Guide (2007)**

- Jamie Asked Topher to clarify what was being asked of them and why was this falling onto the assembly to change?
- Topher Explained that those individuals who have held one of the executive positions over the last couple years were tasked with reviewing the document and coming back with any changes. And since I receive no responses, I assume no one did it.
- Jamie Acknowledged she did get back to Topher saying it looks good.
- Jason Re. States that he thinks it looks good and has no changes for his position. Also states that this will be good as we learn the positions better since we initially thought the tax filings fell onto the Chair when it is the Treasurer.
- Topher If the lack of response was because no one had any changes to make than we will move forward with the document as is. However, I will allow individuals to email me regarding any changes if they feel the need. I know I have some changes for my position that need to be reviewed. I think it's important that we also had the ability to have a bank account and prove their own financial stability.
- Jamie Would like to see that there is a specific time frame in which the bank account information needs to be changed by, suggestion is that newly elected members of the executive committee have 30 days to make the changes.
- Group General discussion and consensus was to include something regarding the ability to hold a bank account, prove personal financial stability and that the transfer of signers needs to be completed within 30 days after election.
- Jamie Asked for clarification on what the requirements will be for a chair that holds access to a bank account?
- Topher If you are off paper and have the ability to open your own personal bank account, then you should be able to be nominated for a chair position that holds bank account access HOWEVER, I will have to refer to the By-Laws in order to confirm that.
- Dak PI&O Section need to include the responsibility of maintaining the website. Also the document includes responsibility for the "hotline" however, that has not been our practice at this group. Our group holds a separate position completely responsible for the "hotline". Suggestion is for that piece to be separated out.

ACTION	Topher will reference By-Laws in order to construct appropriate verbiage as it relates to the position responsibilities within the 'Trusted Servant Guidelines' and make appropriate edits for submission including Daks changes.		
MOTION	Topher to include in the 'Trusted Servant Guidelines' the rulings in the By-Laws regarding the ability to hold a bank account if elected into an Exec position.	Jamie	
MOTION	Topher to include in the TS Guidelines that account holders/signers need to be changed (including ATM cards) within 30 days of an individual taking office.	Jamie	
MOTION	For the Secretary, Christopher McMenemy, to be added to all bank accounts, as an account holder/signer as it related to Executive Position responsibilities.	Dak	

Mai**Nominations for position**

Generally group confused as to why or how process is conducted for nominations and final elections.

- Topher Explained that as per the By-Laws, elections for positions are held annually in March. Nominees for positions are made within 60 days of March elections. Nominations are made prior in order for (1) GSR to know who they are voting for and inform their groups, (2) assess the number of potential vacancies in order to recruit individuals into the position prior to the elections. We will go through positions individually to see who is interested, if a position remains open without an interested party we ask that GSR's bring this to their groups and encourage individuals to join us in March for elections. DURING ELECTIONS - Nominees may be asked to provide sobriety date, home group information, relevant CMA service work/experience, relevant non-profit experience, and any relevant professional or work experience.

POSITION	NOMINEE	Made By	Interest	POSITION	NOMINEE	Made By	Interest
CHAIR	Steve	Mai	Yes	Co-CHAIR	Jamie	Jason Re.	No
					Brian P. (9mo)	Topher	Yes
SECRETARY	Topher	Jamie	Yes	CO-SEC.			
TREASURER	? Tammy		Not pres	CO-TREAS			
ACTIVITIES	Jason	Jason	Yes	CO-ACT	Selena	Selena	Yes
PI&O	Dak	Topher	Yes	CO-PI&O			
H&I	Jessica	Topher	Yes	CO-H&I	Madeline	Steve	Yes
CHIP & LIT	Josh	Jason Re	Yes	CO-CHIP & LIT			
World Dele	Josef	Josef	Yes	World Dele	Jamie	Cindy	Yes
HOTLINE / GSR Coord							

Tracy

DT Alano BINGO Event

4-Apr-2020

Bingo Event at DT Alano Club, 5-6:30 \$1/board BINGO & 7pm Speaker. 520 Roberts Street Saint Paul

Jamie

Annual Lake Place, Camping / Retreat Event

Thurs 7/23 to Sun 7/26

Lake Place Treatment Center

<http://www.lakeplacecenter.com/>

Dak

Website Update / Presentation

Made an attempt to contact Robert, regarding his willingness and ability to support the website asking for access. Unfortunately, Robert is not able to provide access authority to Dak. Additionally, Robert states he is not able to support the cmamn.org website and provide the content update that it needs in order to function properly. Dak has looked into various other platforms in order to construct a new website. Hope was to be able to attached ourselves onto a pilot project with world but that has not been able to work just yet. In the meantime, we need to have a functioning website in which members at large and the CMA Area assembly can access for pertinent information. <https://www.godaddy.com/> is the hosting platform the new site has been constructed under, their websites function 99% of the time, you are given 100 emails with email forwarding and Dak has donated the first year of service.

Dak Presented the newly constructed website...reviewing the home page, functionality to update events, directory, meeting directory includes map and directions to meeting, hotline is linked the actual number so from a mobile device someone can call the hotline directly. Open is to include area meeting minutes and information for the assembly to the website.

Group Excited about moving forward. Gratitude expressed to Dak for his efforts in moving this forward & his work shows. Thanks

Jason Questioned whether we needed to have CMAMn has the header of the home page.

Dak Disagrees with Jason, as we are MN CMA it should distinguish that

Mai What do we need to do to move forward?

Dak Explained he is waiting for Robert to get back to him regarding transferring the domain. Once that is done we can transfer the hosting site into the domain and go live. Transfer of domain should not cost anything.

Dak Contributed the first year which was ~ \$90 (when paid in full otherwise \$11/mo). Does NOT want reimbursement

Jason Re Are we sure that area is going to be able to afford this cost moving forward? Can we start saving from the \$10/mo we will be saving on rent and put that money towards maintaining the website?

Mai Dak this looks amazing and very easy to use, do we need to make a motion?

Jason Re. Does the motion need to be move forward with this now?

ACTION

Domain name needs to be transferred by Robert to us. Once that happens we can put the domain into the hosting and seamless transfer the new site into the domain of cmamn.org

MOTION

Robert and Dak to complete domain transfer, at which point the hosting can be transferred. If that is successful the website could go live!

Topher

Topher

Welcome New Group

GSR's present for new established meeting in Cambridge, MN that meets Saturday at 8pm named, "One More Day, No More Nights"

MOTION

New group to be given Starter Pack

Topher

REPORTS

VI. Activities

Jason Re. and Selena

EVENT(s):

BETTER LATE THAN SATURDAY FEB. 22ND 7pm - Better Late Than Never, Valentine's Dance at The White House in Saint Paul; NEVER \$5 at door (no addict turned away); Food, Chips & Pop \$5; Raffle for prizes and 50/50, Kids Welcome

ANNUAL PICNIC & JUNE 20 & 21...Rice Creek Chain of Lakes camping and picnic noon to 5pm F – Loop; Bring a dish to share – CAMPING Meat is provided; Starting to look for raffle donations <https://www.anokacounty.us/967/Camping>

ACTIVITIES ACCOUNT (Max. Allowed in Account is \$1200)

Starting Balance (Prev. Bal)	\$	1,005.44	Amount Paid to DJ	\$	-		
TOTAL AMOUNT IN			\$	1,005.44	TOTAL AMOUNT OUT	\$	-
BALANCE (IN + OUT)			\$	1,005.44	Amount above \$1200 cap =		
NEW ENDING BALANCE			\$	1,005.44			

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Activities Account

(CONTINUED) Report / Discussion

Jason Re. and Selena

Jamie Thanked Jason for all that he does for activities. And was curious to know how he advertises the events, as she explains there has been limited advertisement for the events. Jamie shared that she has been advertising by word of mouth in the Anoka area but wonders how else we can improve the efforts of advertisement. Also shared that the events aren't on the website; wonders if that's a possibility?

Dak Shared that Robert, has not updated anything and has not given him access to update anything although moving forward once we have the new website up and running we can advertise and put event flyers up.

Jason Re. Explained that it's been word of mouth and has a member of the assembly that is one of the reason individuals come to intergroup to gain information about events. Also states that there is a Facebook invite passed around.

VII. H&I**Jessica C.**

Jessica C. presented updates as follows below for those facilities and institutions that are pending

1	Topher	Pride Institute	Monday's @7pm, LGBTQI Treatment Center	Active, all welcome
2	Chris M.	Morrison Cty Jail	Every Thursday 8:15pm, Requirement to attend 1yr sober and 1yr out of jail (do not need to be off paper)	Active
3	Jessica C.	Salvation Army	Monday's @730pm; Must be 1yr sober & contact Jessica C. prior. Men's facility, not required programming	Active. Attendance has been much improved
4	Bill O.	MNTC - Teen Challenge	Every 4th Monday of the month @7pm	Active (per Jamie)
5	Bill O.	AMRTC - Anoka Treatment	1st Wednesday of the month @7pm, on workhouse campus, need valid ID, 3 people MAX allowed	Active (per Jamie)
6	Chris M.	New Visions	Reports facility is interested in speakers	Not active
NOT ACTIVE	Janel	St.Croix Cty Jail	Janel was supposed to attend orientation in January	
ACTION	Pending	Tapestry	Made contact with Jackie, who is the program director. Basically they are willing to take us back on a trial basis.	
ACTION	Pending	Reallife Coffee Yoga	Gabbi and Jessica connected; Jessica is now attempting to coordinate with Shanda when she would be able to take on the commitment as far as what day and time of the week	
ACTION	Pending	The Heights	Attempting to make contact with facility but has hesitation with moving forward because there might be a conflict of interest as she is employed by Meridian	
ACTION	Pending	Dakota Jail (Page)	Ty provided contact info. To Jessica this evening and she plans to follow up	
More info	John	Amazing Grace Treatment	Speak once a month on a Thursday at 7pm, we need more information.	

VIII. World Delegates**Josef**

World GSC [2019 GSC World Conference](#)

Literature Reviewed story from "Voice of the Fellowship, Sober Cell Edition". Currently seeking bids / proposal for book design, currently looking at possibly \$500 just for the design. IP "Sex in Sobriety" is the final stages of approval, stay tuned.

IX. Hotline**612-787-5775****Jamie**

Number of calls and reasons 2 calls

Looking for support with family member; referred to Al-a-non.

Amount Paid (monthly) \$30

Jamie Reimbursed by Jason Ra.

Additional Information - Position is up for election.

X. Public Information

<http://www.cmamn.org/>

Dak

Website Updates: See New Business - Website Updates

Additional Information: WEBSITE WENT LIVE 2/18/2020

XI. Financials**Jason Ra.****GENERAL CHECKING ACCOUNT**

Starting Balance	\$	894.25	Rent	\$	(20.00)
7th Tradition @ Meeting			Phone (Hotline)	\$	(30.00)
From CMA Groups	\$	131.65	Transfer to Delegate	\$	(50.00)
From Chips & Literature	\$	-	Starter Pack (Transfer to Chips & Lit	\$	(25.00)
Delegate Fund	\$	77.51	Misc Deductions	\$	(33.00)
TOTAL CONTRIBUTIONS		\$	1,120.83	TOTAL EXPENSES \$ (158.00)	
BALANCE (General Checking Account)				\$	962.83

DELEGATE SAVINGS ACCOUNT

Starting Balance (Prev Mo.)	\$	250.00	10/21/19 - \$0 balance, New Delegate Fund started		
Transfer From Area (set)	\$	50.00			
From Chips & Literature	\$	77.51	REGISTRATION FEE PAID	\$	-
TOTAL IN		\$	377.51	TOTAL OUT \$ -	
		ACTUAL BALANCE		\$	377.51

XII. Chips & Literature**Chris M.****CHIPS & LITERATURE ACCOUNT**

Starting Balance (Prev Mo.)	\$	250.66	CHIPS Purchased	\$	(167.65)
Amount from chips sold	\$	219.50	Literature Purchased	\$	-
Starter Pack (Transfer from A1	\$	25.00	Cost of paper copies (Receipts)	\$	-
			Contributions to Delegate Fund	\$	(77.51)
<hr/>			<hr/>		
TOTAL MONTHLY IN		\$ 651.11	TOTAL MONTHLY OUT		\$ (245.16)
<hr/>			<hr/>		
ACTUAL BALANCE		\$ 250.00			

Chris M. Reports that last month we sold all the Crystal Clear books and suggests that we not replenish bc the cost of S&H.

Jason Re Agrees and suggest that we need to think about establishing inventory standards for what we have and don't have

MOTION \$77.51 over the \$250 spending cap to be contributed to DELEGATE FUND Jason Re.

XIII. Motion(s)

Jamie Called to: Jason Re. will complete the chip order for the March meeting and fill order for the March meeting.

Seconded by: Josef

Call to Vote: Unanimous

Josef Called to: That the "agents" added to the Articles of Incorporation will establish a checking account (and savings if needed) in order to support UNITY Day.

Seconded by: Jamie

Call to Vote: Unanimous

Mai Called to: Move the responsibility of the tax filing for the organization to be a responsibility of the Secretary

Presented information within the 'Trusted Servant Guidelines' that holds this responsibility to be that of the Treasurer. This was previously discussed in follow up of Old and New Business in which we thought this was a responsibility of the Chair when it is not.

Discussion

Topher

Mai & Jason Ra Concluded that they will work together to get in touch with John L. in order to figure out what exactly needs to be done.

MOTIONS (CONTINUED)

Jamie	Called to:	Topher to include in the 'Trusted Servant Guidelines' the rulings in the By-Laws regarding the ability to hold a bank account if elected into an Executive Committee position.	
		Seconded by: Josef	Call to Vote: Unanimous

Jamie	Called for:	For the Secretary, Christopher McMenemy, to be added to all bank accounts, as an account holder/signer as it related to Executive Position responsibilities.	
		Seconded by: Josef	Call to Vote: Unanimous

Josef	Called to:	For the Secretary, Christopher McMenemy, to move forward with the opening of an additional checking account for the purposes of UNITY Day.	
		Seconded by: Dak	Call to Vote: Unanimous

Topher	Called for:	Once the domain transfer between Dak and Robert has been completed and we know we are able to maintain the domain (cmamn.org), Dak can GO LIVE with the website.	
		Seconded by: Josef	Call to Vote: Unanimous

Topher	Called for:	Area to supple \$25 for Starter Packet of Chips for New CMA meeting in Cambridge	
		Seconded by: Jamie	Call to Vote: Unanimous

Jason Re	Called for:	Chips & Literature donation of \$77.51 to be added to the DELEGATE FUND	
		Seconded by: Jamie	Call to Vote: Unanimous

Motion to adjourn.

Mai adjourned meeting at 8:37pm

Meeting minutes submitted by: Christopher