



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

Meeting Type: Quarterly District Meeting
Meeting Location: Darwin District Office, Bauhinia Street, Nightcliff
Meeting Date: 4th March 2020
Start Time: 7pm
Chaired By: Mick G: Darwin District Committee Member (DCM)
Minutes Taken By: Pat Mac

Present:

Name	Group	GSR (Y/N)	District Position
Mick G	Big Book Recovery Tuesday	N	District Committee Member (DCM)
Pat Mac	Nightcliff Saturday	Y	Treasurer/Acting Secretary
John S	Friday Casuarina	Y	Registrar
Sam H	Monday Daily Reflections	N	Office Co-ordinator
Caroline B	Palmerston Thursday There is a Solution	N	Literature Officer
Deb H	Parap Friday	Y	Treatment Facilities Coordinator
Dennis P	Big Book Recovery Tuesday	Y	Office Maintenance
Will	Sunday Living Sober	Y	Nil
David F	Monday Daily Reflections	Y	Nil
Bob W	Tuesday Harbour View	Y	Nil
Bill H	Thursday Parap	Y	Nil

Apologies:

Dan T	Palmerston Thursday There is a Solution	Y	PI Coordinator
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Traditions and Statement of Purpose

Statement of purpose was read by Mick G, Traditions read in turn by all present.



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Acceptance of previous minutes

Sam H moved that the minutes of the previous meeting be accepted, seconded Bob W carried unanimously.

Outstanding business action items

No.	Item	Who	When	Status
1	<p><u>6 Feb: Brief talks on Traditions –</u> At each meeting more experienced committee members will deliver brief talk on the tradition that matches the month number, starting with John S Tradition 3 for March meeting</p> <p><i>Moved Marg M Seconded Mike B Approved unanimously</i></p>	Pat Mac – Tradition 4	8 Apr 2020	4 Mar: Mick delivered talk on Tradition 3
2	<p><u>6 Mar: Vacant position – Editor Serenity Times</u> Call for nominations</p>	All	3 Jun 2020	5 Jun: No nominations Liza advised she is willing to produce on a temporary basis 4 Mar: No nominations
3	<p><u>6 Mar: Vacant position – Roundup Coordinator</u> Call for nominations</p>	All	3 Jun 2020	5 Jun: Nomination Liza P declined 4 Sep: No nominations received. Terry B proposed that he will discuss with Darwin Unity Weekend group with a view to taking over responsibility for the next roundup changing the name to Unity Weekend. Terry will confirm outcome and if positive will



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				<p>nominate himself or someone else as the co-ordinator for the event. <i>Moved Marg M, seconded Pat Mac</i>, approved unanimously.</p> <p>4 Mar: Terry B intended to attend and brief the meeting on progress but was unable to attend. Bob W advised that Terry is currently coordinating the event. Last formal meeting of organising committee was last November however there has been some progress since then. Monday Daily Reflections group plan to hold the Sunday morning meeting on the weekend and invite rehabs (Sunrise, MARS, Forward, Banyan). Deb H and Marg M are preparing a letter of invitation. Other groups may also want to consider putting on special meetings over the weekend. Terry will be</p>



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				holding an organising committee meeting in the near future and will advise of progress.
4	<u>6 Nov: Vacant position – Correctional Facilities Co-ordinator</u> Call for nominations	All	3 Jun 2020	4 Mar: No nominations
5	<u>4 Sep: Vacant position – Webmaster</u> Call for nominations	All	4 Mar 2020	4 Mar: Nomination from Mick G, Seconded Pat Mac, elected unanimously. Closed
6	<u>4 Dec: Set up digital storage of Darwin District records for archive.</u> This is necessary to preserve our records in an accessible format. First step would be to scan existing paper records and then think about a permanent storage solution for archived records – Dan T suggested a solid-state drive. This will require some thought as to design, indexing, retrieval etc. First step would be to scan existing paper files currently held in arch folders. <i>Moved John S seconded Pat Mac approved unanimously</i>	John S	8 Apr 2020	4 Mar: Ollie has taken on the task of digitising the archives – Mick will enquire re status
7	<u>4 Dec: Vacant Position – Secretary Darwin District</u> following withdrawal of previous nomination this position is now vacant, Pat Mac acting temporarily	All	3 Jun 2020	4 Mar: No nominations. Pat advised he will definitely step down from the District Committee in September.



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No.	Item	Who	When	Status
8	<u>5 Feb: Vacant position – Literature Officer</u> Call for nominations	All	4 Mar 2020	4 Mar: Nomination from Caroline B, Seconded Deb H, elected unanimously. Closed.
9	<u>5 Feb: Vacant position – Office Maintenance</u> Call for nominations	All	4 Mar 2020	4 Mar: Nomination from Dennis P, Seconded John S, elected unanimously. Closed.
10	<u>5 Feb: Darwin Convention Centre</u> The centre has contacted us asking if we might be interested in organising a national Convention in the future at their venue. They initially contacted GSO in Sydney who advised them that local regions offer to host these events.	John S	4 Mar 2020	5 Feb: The committee thought that the cost of this venue would be very high, however John S agreed to contact them to obtain their rate so we are aware in case Darwin the NT has interest in staging a convention here at some point. 4 Mar: John obtained indicative pricing – see Attachment A to these minutes Closed
11	<u>5 Feb: Update 12th Step Roster</u> This was raised in discussion - where it is kept and whether it is current	John S	4 Mar 2020	4 Mar: John has circulated the current list (which is kept in the office volunteer folder) to GSRs



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				requesting updates and will revise the list when groups have responded Closed
12	<p><u>5 Feb: Prison and Stringybark Rosters</u></p> <p>Currently we don't have a Correctional Services coordinator. However, the DDO continues to do the groundwork so that if groups decide to take up this service opportunity it can be implemented quickly.</p>	Mick G	4 Mar 2020	<p>5 Feb: Mick to contact Leon and advise no ability to set up a Stringybark roster right now. Also, we will encourage interested members to obtain security clearances while negotiations with Corrections continue. Mick will make up a flyer inviting interested group members to a "sign on" day 22nd Feb to get the security clearance process started. Mick will also advise Leon of outcomes from this meeting.</p> <p>4 Mar: See report below</p>



New Business Action Items

No.	Item	Who	When	Status
1	<p><u>4 Mar: Corona Virus Policy</u></p> <p>Mick reported that the Tuesday BBR group have implemented some safety measures including use of paper cups, policy of social distancing, request to members returning from overseas to not attend meetings, use of disinfectant wipes and handwash etc. Other groups may consider implementing similar policies and it is important that the DDO also document a basic policy and procedure for office volunteers and members attending the office for meetings etc. After some discussion it was agreed that the policy should include social distancing, provision of handwash and disinfectant wipes and an instruction to office volunteers and others using the office to make sure all surfaces normally touched including phone, computer, desk, door handles etc. are wiped down before and after attending the office, and to frequently wash hands using handwash provided. Paper cups only will be used in future for tea and coffee.</p>	<p>Pat Mac/Sam H/Dennis P/David F</p>	<p>8 Apr 2020</p>	<p>4 Mar: Pat Mac and Sam H to develop a simple policy and procedure to be added to the volunteer manual. Dennis to purchase initial supply of disinfectant wipes, handwash and paper cups. David F to investigate if there are any Australian Government guidelines that might also be relevant.</p>
2	<p><u>4 Mar: Area Meeting</u></p> <p>For information only: Northern Area A is holding a workshop on Sunday 22 March at 9.00am in the Nightcliff District Office, to generate suggestions in response to the 2019 Conference Advisory Action #001/2019 about identifying options for change that would enable Area Delegates to</p>	<p>For information only</p>	<p>4 Mar 2020</p>	<p>4 Mar: No action required Closed</p>



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	<p>constitute more than two-thirds of the voting members at the Australian General Service Conference. The Area Secretary has sent an email to all GSRs regarding this, and all AA members are welcome to attend.</p>			
3	<p><u>4 Mar: Camera for Computer</u> Agreed that it would be useful to have Skype operational for meetings by conference both for Area meetings held at the office and the ability for members to attend District meetings remotely – especially considering the Corona Virus impact. It will be necessary to install a conferencing-capable camera for this purpose and this may or may not involve upgrading the existing PC.</p>	John S	8 April 2020	4 Mar: John S will contact Kym our IT support person and find out what is involved and the likely cost.
4	<p><u>4 Mar: Clean-up of Community Centre shed</u> The council is cleaning out the shed which contains some roundup-related materials like cups, files, signage etc. Dennis has put it all together in one spot pending decision on what we want to do with it. David F mentioned the need to include any significant records in our electronic archive as paper records can easily be lost or destroyed.</p>	Mick G/Dennis P	8 Apr 2020	4 Mar: Mick G and Dennis P will determine what items need to be salvaged and report back.
5	<p><u>4 Mar: Library for used literature</u> Sam H has acquired some used AA books that members might like to borrow, and we might end up with more. It was agreed that we should allocate a space</p>	Caroline B	8 April 2020	4 Mar: Caroline B to provide a space for the library items.



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No.	Item	Who	When	Status
	somewhere for these items and let members know about it.			

REPORTS – OFFICE BEARERS

DCM – Mick G:

The Darwin District Office continues to serve the AA groups in the Darwin region. It does this by:

“maintaining the daily operations and functions of the Darwin District Office in accordance to the Darwin District Office Statement of Purpose. This provision of basic services, in accordance with AA principles, is to serve the groups, so that they may better carry their message to alcoholics.”

The past three months has seen growth in the Public Information arena, and the commencement of “basic groundwork” in returning to the NT Corrections System.

More positions have been filled on the committee with only the Serenity Times Editor, Corrections Coordinator and Secretary Positions available.

Again, I would like to acknowledge the work done by all committee members in maintaining the operations of the Darwin Office.

Northern Region Area A Meeting - Sunday 23rd February

I attended the Northern Region Area Meeting as Darwin Committee Member. Carolyn G our Area Delegate reported on the outcomes of the 2019 AA Conference Topics. The outcome of these topics can be found in detail on the National website.

The Northern Region is financially sound.

Alice Springs has created two extra meetings. Alice now has an additional Women’s meeting and Men’s meeting.

Bauhinia St Community Centre:

Due to a recent change in Darwin City Council Venue Policy, there will no longer be the capacity for “outdoor meetings” at this centre.

The Pandanus Room (formerly the Alzheimer’s Association) is now a Public Function room, which has been offered to all AA groups at \$15 per hour, with a minimum 2-hour hire i.e. \$30 per meeting.

DCC has generously offered it to the Tuesday Night Group and Saturday Night group until June 30 at our current rental.

The Pandanus room is a large, air-conditioned room with its own kitchen alcove and those that have viewed it are very impressed with it.

However, the cost is 5 times that currently paid by the two groups who use the veranda. This will reflect in reduced support for the 60/30/10 plan by these two groups unless they choose to find another venue.



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Room 11 is also up for lease \$3375 per annum. However, those members who kindly viewed this room report that it is too small to be an effective meeting room.

PLEASE NOTE: THESE CHANGES DO NOT AFFECT THE DARWIN DISTRICT OFFICE

Once again, I sincerely thank everyone for their ongoing commitment and work in supporting the DDO to better support the groups in "carrying their message"

Saturday 7th Dec 2019 – History of AA in the NT and meet your District and Area Members.

An invitation was extended to all members of AA in the Darwin District to come along and meet their Area Committee, and Darwin District Office Committee, and to also listen to a brief history of AA in the NT, shared by John S and Bob W.

Bobs history of Alice AA was hilarious as was Johns for Darwin, both highlighted characters, events or lack thereof and how AA has been supported by other organisations, ie: churches, hospitals, newspapers, media, in its growth in the NT.

We had 14 members attend, 3 Area members, 5 Darwin District Office members and 6 members.

There were some interesting questions from all, as to "what is the role of DCM, what is the difference between Area and DDO, where does 60/30/10 go??? And similar practical questions.

This was followed by the normal Saturday Night "veranda meeting".

Moved that report be accepted Pat Mac seconded Deb H accepted unanimously.

Secretary – Pat Mac acting:

Post Office Box renewal notice received and paid – see financial report for details. Otherwise just the normal invoices for phone, rent etc as per financial report and a copy of Serenity magazine.

Moved that report be accepted Mick G seconded Caroline B accepted unanimously.

Literature – Caroline B:

Happy to be in the role and already gained some experience helping Marg M with the recent large Daily Reflections Group literature order. Not familiar with the electronic ordering process but will arrange some training over the phone from GSO staff. In the meantime, will order via email.

Moved that report be accepted Pat Mac seconded Mick G accepted unanimously.

Treatment Facilities – Deb H - (Mission Australia Rehab/Banyan House)

It has been very difficult to get members to volunteer for both rehabs. I've had to asked members to go along to the centres and we haven't got enough regulars. I will have to cancel going to MARS tonight because I have only one person to go and she hasn't been before and our DDO meeting is on tonight which a few of our regular volunteers attend.

If the secretaries of the groups could announce that I am looking for volunteers would be helpful.

I've also been asked to get literature for Banyan House especially a Big Book.

I would also like to check MARS and see if they would like some and I want to know who will pay for this if this is approved?



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Marg came to me saying Monday night Parap will be donating a package of literature to Stringy Bark Detox centre since we don't have volunteers to go there. Maybe other groups could donate literature to the rehabs if they want to.

Moved that report be accepted Mick G seconded Caroline B accepted unanimously.

Correctional Facilities – Mick G

At a recent sign on day at the office Saturday 22/2/2020, to fill out Security Clearance Applications, we had four volunteers and a fifth one who couldn't make it but has filled out the applications.

Thank you to those volunteers. These applications now need to be accepted.

This would give us 5 women volunteers and 4 male volunteers.

For an effective roster to take place I believe it would be suitable to double the current volunteers to 10 males and 10 females to produce a viable, roster without depending on the same people all the time.

An aspiration, at least.

At present, entry will be once a month, either Monday, Tuesday, Wednesday, Thursday or Friday at 1pm.

No weekends are yet available due to staffing on weekends.

I would like to thank Deb H and Dennis P who are also working on this.

A CORRECTIONS CO-ORDINATOR IS STILL REQUIRED.

Registrar – John S

The last three months have seen many changes to 12 Step Roster, Office Volunteer's, District Committee Member's, Phone Roster as well as the meetings lists.

I am grateful for the support I receive from Sam and Bob who keep me up to date on some of these changes.

I have suggested previously that the feasibility of a master roster be investigated where one master list is kept of all helpers and changes to this list are reflected in all other lists where appropriate. I think this would save a lot of time and would probably require the writing of a simple computer program to account for the different details required in each list. A new member helping would have his or her details entered into the master list and all lists would be changed to reflect the change. It would cost to have the program set up but would pay for itself in time spent quickly.

I did a check of all meetings listed on the GSO Website and they match our lists.

Moved that report be accepted Sam H seconded Bob W accepted unanimously.

Office Co-Ordinator – Sam H

Office Volunteers - Friday and Saturday shifts are now available for anyone wishing to work there 12th Step. Please announce at home groups.

Roster is as follows:



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- Monday - Denis P
- Tuesday - Gillian
- Wednesday - John S
- Thursday - Deb H
- Friday - Vacant
- Saturday - Vacant

The 24hr AA phone roster - Phone is temporary diverted to Marg M on Sunday nights until vacancy is filled. Please announce at home groups as this is a great opportunity to commence service work.

Roster is as follows:

- Monday - PJ
- Tuesday - Caroline
- Wednesday - Katherine T
- Thursday - Di G
- Friday - Peter L
- Saturday – Kitty Kat
- Sunday - Marg M (temporarily)

An email was sent out to all phone volunteers on the 23/2/2020 with a copy of the AA Guidelines on Answering Services attached, along with a printed copy inserted into the Volunteer Manual in the office as suggested.

Moved that report be accepted Pat Mac seconded Mick G accepted unanimously.

Office Maintenance – Dennis P

Dennis is happy to be confirmed in the role and has already carried out some of the duties by fulfilling a stationery order (pens, paper etc.) putting the clock back on the wall and generally cleaning up.

Moved that report be accepted Mick G seconded Pat Mac accepted unanimously.

Treasurer – Pat Mac

Attached.

Moved that report be accepted Deb H seconded Sam H accepted unanimously.

Webmaster – Mick G

It has been a busy time on the “web” not that it necessarily reflects in any great change to the overall site.

I am still learning to use the program, so apologies for any late postings or mistakes. Please let me know if you find one (play spot the error) and then please contact me of such.

1. Administration of site has been transferred to my name and all future payments will be credited to my credit card. I will then request a repayment on invoice from the treasurer.
2. You will notice that if you now type aadarwin.org.au our site can be immediately accessed on a ‘google’ search.
3. Flyers for the Daly Douglas and Darwin roundups, plus the February edition of “Serenity Times” have been added and the 2020 Conference Topic form also.



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4. The AA Australian Service Manual and AA guidelines can be accessed via the "links page"
5. Payment to Hostpapa – our "Domain Host" who manages AA Darwin's domain name that is aadarwin.org.au has been paid.

Moved that report be accepted Pat Mac seconded Dennis P accepted unanimously.

PI Coordinator – Dan T

Nothing to report this month.

GROUP REPORTS

Saturday Nightcliff – Pat Mac

We are affected by the Council decision to close the veranda meeting option. We are currently looking for an alternative location at a reasonable cost since our attendance is small and we can't afford the Pandanus room. As Mick points out paying too much for a venue deprives the fellowship of funding for 12th Step service. We are OK until July and will share information on possible venues with Tuesday BBRG. We still have only two group members and contribute to the 60/30/10 plan.

Big Book Recovery Tuesday – Denis P

Same comments regarding venue as Saturday. Good attendance with 4 active members. Big Books and other literature are given to newcomers and over the last 12 months we have given away 8 Big Books. Recently had a group conscience to address Corona Virus safety as mentioned in New Business above.

Tuesday Lunchtime Harbour View – Bob W

Group still has just two members but attendance averages 8-10. Going well, contribute to the 60/30/10 plan.

Palmerston Thursday There is a Solution – Caroline B

Eight full time members, Big Books given to newcomers, attendance good. Also looking for a new venue as the electoral office is moving to Gateway.

Sunday Living Sober – Will

Five members, good attendance, going well.

Thursday Parap – Bill H

Five active group members and attendance averages 5-7. Follow the 60/30/10 plan.

Monday Daily Reflections – David F

Strong group, good attendance sometimes overflowing! Eight group members. Literature always available. Contribute regularly to 60/30/10 plan. Recent donation of literature to Stringybark. Dave is keen to sponsor members into service.

Casuarina Friday – John S

The group will be moving to the Pandanus meeting room since the current venue is rather unsanitary (mice, cockroaches etc.) and getting worse! Hopefully we will have sufficient contributions to cover the cost. Attendance currently 6 to 7 but only two active members making it a bit of a struggle at times.



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MEETING CLOSED AT 9:20 PM

The Serenity Prayer was read by all – note decided to avoid holding hands as part of overall COVID-19 safety precautions.

NEXT MEETING

The next meeting will be a monthly DDO meeting for committee members at 7pm Wednesday 8th April 2020 at the District Office, Bauhinia Street, Nightcliff.



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ATTACHMENT A – DARWIN CONVENTION CENTRE INDICATIVE PRICING

From: Kellie Robertson <krobertson@darwinconvention.com.au>

Sent: Monday, 10 February 2020 3:37 PM

To: aa.darwin@bigpond.com

Cc: Bob w <wattscribe@bigpond.com>; Mark P <markgp1964@gmail.com>; Mick <mickfit2@bigpond.com>; Pat Mac <pmc83289@bigpond.net.au>; tb@slides.net.au; Dan T <manager@tybell.com.au>; Bill <bigbillau@yahoo.com>; Carolyn <cazzabare@hotmail.com>; parkhilldenis@gmail.com; Marg M <margndoris@yahoo.com.au>; Samantha Hullick <mantha@y7mail.com>

Subject: RE: AA Conference Enquiry

Hello John

Thank you for your enquiry.

As requested please find below an estimate to hold a 3 day Roundup/Conference over a long weekend for 80 people (please note Sundays and Public Holidays include a 20% surcharge):

Room Hire (includes GST)

Meeting Rooms 1 & 2 combined

Friday or Monday (Public Holiday) \$1,655.00

Saturday \$1,375.00

Sunday \$1655.00

Total Room Hire: \$4,685.00

Catering per day based on 80 people(includes GST):

Arrival Tea & Coffee @ \$4.00 p/p on Saturday = \$320.00

Arrival Tea & Coffee @ \$4.80 p/p on Public Holiday and Sunday = \$768.00

Morning Tea @ \$13.50 p/p on Saturday = \$1,080.00

Morning Tea @ \$ 16.20 p/p on Public Holiday and Sunday \$2,592.00

Standing lunch starting from \$39.00 p/p on Saturday = \$3,120.00

Standing lunch starting from \$16.80 p/p on Public Holiday and Sunday \$2,688.00

Afternoon Tea @ \$13.50 p/p on Saturday = \$320.00

Afternoon Tea @ \$ 16.20 p/p on Public Holiday and Sunday = \$768.00

Total Catering: \$11,656.00

[Darwin Convention Centre Menus](#)

Audio Visual

Meeting rooms 1 & 2 combined @ \$528.00 per day

Please note if you would like to have the services of an on hand technician please allow for \$88.00 per hour (4 hour min)

Total Estimated AV: \$1,584.00



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Estimated Total (based on 80 people): \$17,925.00

John I would be happy to prepare a formal proposal when you are ready. If you could provide preferred dates etc so I can check availability. You are welcome to book a site visit so you can see the space etc that I have suggested.

Let me know your thoughts and we can take from there.

Kind regards

Kellie

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