



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

Meeting Type: Quarterly District Meeting
Meeting Location: Via Zoom Conference Call
Meeting Date: 8th April 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	Palmerston Thursday There is a Solution	N	Office Co-ordinator
Dan T	Palmerston Thursday There is a Solution	Y	PI Coordinator
Caroline B	Palmerston Thursday There is a Solution	N	Literature Officer
Deb H	Parap Friday	Y	Treatment Facilities Coordinator
Denis P	Big Book Recovery Tuesday	Y	Office Maintenance
David F	Monday Daily Reflections	N	Observer
Mike B	N/A	N	Observer

Apologies: Nil

Traditions and Statement of Purpose

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

Acceptance of previous minutes

John S moved that the minutes of the previous meeting be accepted, seconded Denis P carried unanimously.



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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>	Deb H – Tradition 5	6 May 2020	8 Apr: Pat Mac delivered talk on Tradition 4
2	<p><u>6 Mar: Vacant position – Editor Serenity Times</u> Call for nominations</p>	All	3 Jun 2020	<p>5 Jun: No nominations</p> <p>8 Apr: Liza still willing to produce temporarily in light of the current disruptions which is greatly appreciated, however members are encouraged to step up and Liza will provide her template.</p>
3	<p><u>6 Mar: Vacant position – Roundup Coordinator</u> Call for nominations</p>	All	3 Jun 2020	<p>5 Jun: Nomination Liza P declined</p> <p>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</p>



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				<p>name to Unity Weekend. Terry will confirm outcome and if positive will 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</p>



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				<p>consider putting on special meetings over the weekend. Terry will be holding an organising committee meeting in the near future and will advise of progress.</p> <p>8 Apr: Mick spoke to Terry, the current strategy is not to cancel the event but restrict to locals only I light of Covid-19 restrictions, will wait and see how the situation develops.</p>
4	<p><u>6 Nov: Vacant position – Correctional Facilities Co-ordinator</u></p> <p>Call for nominations</p>	All	3 Jun 2020	8 Apr: No nominations
5	<p><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.</p>	Mick G	6 May 2020	<p>4 Mar: Ollie has taken on the task of digitising the archives – Mick will enquire re status</p> <p>8 Apr: Ollie has not commenced the task, Mick will review again before next meeting</p>



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	<i>Moved John S seconded Pat Mac approved unanimously</i>			
6	<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.
7	<u>5 Feb: Prison and Stringybark Rosters</u> 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.	Mick G	4 Mar 2020	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 22 nd Feb to get the security clearance process started. Mick will also advise Leon of outcomes from this meeting. 8 Apr: See report below
8	<u>4 Mar: Corona Virus Policy</u> Mick reported that the Tuesday BBR group have implemented	Pat Mac/Sam H/Dennis P/David F	8 Apr 2020	4 Mar: Pat Mac and Sam H to develop a simple policy and



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	<p>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>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> <p>8 Apr: All the actions were completed however the office is closed due to Council Covid-19 policy.</p> <p>Closed</p>
9	<p><u>4 Mar: Camera for Computer</u></p> <p>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	<p>4 Mar: John S will contact Kym our IT support person and find out what is involved and the likely cost.</p> <p>8 May: No longer any urgency however John will arrange for Kym to come in and sort it out so will leave this item open.</p>



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10	<p><u>4 Mar: Clean-up of Community Centre shed</u></p> <p>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	<p>4 Mar: Mick G and Dennis P will determine what items need to be salvaged and report back.</p> <p>8 Apr: Denis helped Tania from DCC to clean out the shed, dump rubbish and donate unwanted articles to charity, Shed is now neat and organised. Saturday and Tuesday groups are welcome to continue storing equipment there.</p> <p>Closed</p>
11	<p><u>4 Mar: Library for used literature</u></p> <p>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 somewhere for these items and let members know about it.</p>	Caroline B	8 April 2020	<p>4 Mar: Caroline B to provide a space for the library items.</p> <p>8 Apr: Caroline has completed this task. Space made available.</p> <p>Closed</p>

New Business Action Items

Nil

REPORTS – OFFICE BEARERS

DCM – Mick G:

I would like to thank all committee members for their continuous work and contact during this period. Changes have been swift and successful, due to much 'behind the scene's work. Thank you all. The Darwin Membership has been overwhelmed with the "take up", quality of and sense of camaraderie created by the use of ZOOM meetings. At every meeting, members are sharing how



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isolated they are feeling and how important these zoom meetings have become to them. I think we all report that we are doing at least double our normal meetings in a week and some of the "smaller meetings" have double digit attendance. We are being visited by many ex NT members, who love the feeling of "being home" and reconnecting with familiar faces. Many members have commenced visiting meetings all around our nation and the world.

ALL DARWIN MEETINGS ARE CLOSED except for:

- The only "face to face" meeting still operating, is the Tuesday Lunchtime meeting at Christchurch Cathedral in Darwin City.
- I am still waiting to hear back from Macca and the Tuesday night Palmerston ID meeting as to whether they are closed or not.
- We currently have 10 ZOOM meetings operating in the place of normal meetings, same time, same meeting style, which is fantastic considering we only have 15 meetings a week as it is.
- I have been in contact with Alice Springs today. All of their meetings are closed but they have gone to ZOOM meetings.
- I am waiting for their ZOOM meeting list which I will post on the Darwin website.
- I am waiting to hear from Kyra in Katherine as to what is happening down there.
- Julie on Tiwi is doing well with Zoom meetings.
- Oenpelli Leon is still locked in by the South Alligator River and will soon be joining us on Zoom.

The Darwin District Office is currently closed due to direction from the Darwin City Council owing to Covid19 restrictions.

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

Secretary – Pat Mac acting:

Post Office Box being cleared regularly. Just the normal invoices for phone, rent etc as per financial report and a few copies of the usual AA publications like Box 459, Serenity magazine etc. I will place these in the office as usual.

Moved that report be accepted John S seconded Dan T accepted unanimously.

Literature – Caroline B:

The last literature order was received, invoice is in the Treasurer folder in the office. The Community Centre closed not long after that. Anybody wanting literature should contact me and I can order from Chris at the GSO Sydney. I will have to contact him to see how other groups are ordering and how orders are posted (e.g. to individual home addresses) etc.

Moved that report be accepted Pat Mac seconded John S accepted unanimously.

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

We have ceased going to the rehab facilities due to the COVID-19 pandemic. I phoned both Mission Australia and Banyan House to explain why we were not going to be attending for a while due to social isolation procedures. Mission Australia asked if we could organise online meetings for them, which I need to discuss with DDO to how we were going to do this and some ideas? I would like to organise online meetings with both facilities if that's possible. (After some discussion it was agreed



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that Deb will contact both institutions, find out what they really want – the intention being that they set themselves up, negotiate an time that is suitable for us and we will see if we can get some members enlisted to speak over a conference call link. David F also mentioned that Monday DR group were discussing the idea of a ZOOM “beginner’s meeting” that rehabs could be invited to join. Dan T has also participated in a USA similar type of meeting and thought it was a useful way to carry the message to newcomers.)

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

Correctional Facilities – Mick G

We still don’t have anyone in this position however Mick has been keeping n contact with his contact (Leon). Prison is obviously in lockdown however they have discussed the possibility of a ZOOM meeting.

No need for acceptance as this is an informal report

Registrar – John S

Little to report except that I visited the Office to check emails and left when I read the one about the building being closed down. There is nothing that cannot wait except for a MS renewal request which I have forwarded to the Webmaster. I have not updated any lists as the situation is too fluid at the moment.

Moved that report be accepted Caroline B seconded Sam H accepted unanimously.

Office Co-Ordinator – Sam H

The Nightcliff Community Centre is in lock down therefore no Office Volunteers required. Prior to the closure a brief sheet on Covid-19 precautions was inserted into the volunteer folder as agreed at the last meeting.

The 24hr AA phone roster

Phone is temporary diverted to Marg M on Sundays and to me on Mondays until vacancies are filled. If anyone is interested in either of these nights, please contact me or the AA phone line.

Roster is as follows:

Monday - Sam H (temporarily)

Tuesday - Caroline B

Wednesday - Katherine T

Thursday - Di G

Friday - Peter L

Saturday - KittyKat

Sunday - Marg M (temporarily)

I am currently diverting phone each day to volunteers. I apologise to the Office volunteers if you are not receiving the diversion during the day, I am not always able to divert the phone twice daily due to still physically attending my paid employment.

Moved that report be accepted Denis P seconded Deb H accepted unanimously.



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Office Maintenance – Dennis P

As the requests at last meeting concerning Cov-19 I bought disinfectants and wipes, paper cups, paper towels and a bottle of hand wash. I also re stocked the tea bags and vacuumed the office floor. Purchased pens and batteries for wall clock and paper for the photocopy machine. Placed all receipts in petty cash tin and claimed reimbursement from there. I gave Tania from Darwin city council a hand cleaning out the shed. Thank you to all the members especially Mick G for the work on the ZOOM meetings and DDO members.

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

Treasurer – Pat Mac

Attached. Also agreed that Pat will bank any cash remaining in the petty cash tins and provide a reconciliation to the committee.

Moved that report be accepted Dan T seconded Sam H accepted unanimously.

Webmaster – Mick G

Most of this report has been covered in the DCM report. ZOOM has been very efficient and effective.

Please use aadarwin.org.au as your GO TO site for meetings updates, in DARWIN, ALICE SPRINGS KATHERINE.

Everything that is current has been placed on this site and is being continuously/daily updated as I receive more meetings and ZOOM news.

We currently have 4 ZOOM "hosts" in Darwin.

Thank you to Deb H, Peter L and the Sat Women's Recovery group. These members have purchased a "paid" ZOOM pro subscription, allowing meetings 24/7, of any time length, and any number of participants. This is distinct from FREE ZOOM which has restriction to 40min meetings and participant numbers.

AA members can gain access to all ZOOM meetings through the aadarwin.org.au site simply by going to:

1. "Find a Meeting" tab
2. Scroll down to the meeting DAY and TIME
3. Click on the [red writing at the end of the meeting description.](#)

I am still waiting on ZOOM links from Alice Springs and to hear from Katherine as to whether their meetings are open or on Zoom also

Moved that report be accepted Denis P seconded John S accepted unanimously.

PI Coordinator – Dan T

The National TV Ads were sent to Channel 10 today (as per email below), and also the new announcement (on-line meetings) sent to Channel 9 Community space - date and time to be aired to be advised (see separate document sent out with these minutes containing the wording).



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Hi again Dan !

Please see the advice below from the agency on the renewed clearance of these ads, and "delivery to Channel 10.

You can approach the station now with this new info and request scheduling.

Would you please respond when you have confirmation of the to air schedule, so that we can report back to Gatecrasher (the Agency) to comply with some contractual arrangements.

From Gatecrasher:

Just wanted to let you know we have confirmation of delivery of all TVCs to Channel 10 and the CAD numbers are below for reference:

Key Number	ClearAds Number	Product Description	DUR	Rated
ALCA003C	G81H3PSA	Alcoholics Anonymous, CSA	30.0	G
ALCA003B	G81H4PSA	Alcoholics Anonymous, CSA	30.0	G
ALCA003A	G81H5PSA	Alcoholics Anonymous, CSA	30.0	G

Moved that report be accepted John S seconded Denis P accepted unanimously.

MEETING CLOSED AT 8:10 PM

The Serenity Prayer was read by all.

NEXT MEETING

The next meeting will be a monthly DDO meeting for committee members at 7pm Wednesday 6th May 2020 via Zoom Conference call.