



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

Meeting Type: Quarterly District Meeting
Meeting Location: Via ZOOM Conference Call
Meeting Date: 9th September 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)/Webmaster
Pat Mac	Nightcliff Saturday	Y	Treasurer/Acting Secretary
Denis P	Big Book Recovery Tuesday	Y	Office Maintenance
Caroline B	Big Book Recovery Tuesday	N	Literature Officer
Deb H	Parap Friday and other Zoom meetings	Y	Treatment Facilities Coordinator
Dan T	-	Y	PI Coordinator
Sam H	Saturday Women's Group	Y	Office Coordinator
Susan B	Big Book Recovery Tuesday	N	Editor Serenity Times
John S	Friday Casuarina	Y	Registrar
Kitty Kat	Monday Rapid Creek	Y	
Doug W	Sunday Living Sober	N	
Bob W	Tuesday Harbour View	Y	
Caroline G	Area Delegate		

Apologies:

Nil



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

Traditions and Statement of Purpose

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

Acceptance of previous minutes

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

Outstanding business action items

No.	Item	Who	When	Status
1	<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 <i>Moved Marg M Seconded Mike B Approved unanimously</i>	Dan T – Tradition 10	7 Oct 2020	9 Sep: Pat Mac delivered talk on Tradition 9
2	<u>6 Mar: Vacant position – Roundup Coordinator</u> Call for nominations	All	9 Dec 2020	9 Sep: No nominations.
3	<u>6 Nov: Vacant position – Correctional Facilities Co-ordinator</u> Call for nominations	All	9 Dec 2020	9 Sep: No nominations
4	<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	Mick G	7 Oct 2020	9 Sep: Denis is continuing to scan records, see also Office Maintenance report. Data is backed up to the new archive drive. Ongoing.



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

No.	Item	Who	When	Status
	existing paper files currently held in arch folders. <i>Moved John S seconded Pat Mac approved unanimously</i>			
5	<u>4 Dec: Vacant Position – Secretary Darwin District</u> following withdrawal of previous nomination this position is now vacant, Pat Mac acting temporarily	All	9 Sep 2020	9 Sep: Kitty Kat nominated for at least the next three meetings. Seconded Mick G, <i>elected unanimously</i> Closed
6	<u>5 Feb: Corrections 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	9 Sep 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. 3 Jun: See DCM report. 8 Jul: No progress as institutions in lockdown. 5 Aug: Nothing to report 9 Sep: No progress, will close this item however DCM will keep in touch and report, as necessary. Closed
7	<u>8 Jul: Amend the Office Volunteer Manual</u> To make it clear that any email messages requesting	Sam H	9 Sep 2020	8 Jul: Sam H will organise this 5 Aug: Not yet actioned, Sam is organising an



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

No.	Item	Who	When	Status
	information relating to the media or other non-AA organisations must be forwarded to the Public Information Coordinator.			office key with Deb and this will make it easier for her to complete tasks like this. 9 Sep: Actioned – see Office Coordinator report. Closed
8	<u>5 Aug: Insurance impact on meetings</u>	Mick G	9 Sep 2020	5 Aug: See attached letter from GSO. Discuss impact on AA (as a whole) at the quarterly meeting 9 Sep: No further action required Closed
9	<u>5 Aug: Office volunteers to be reminded of daily procedures</u> Bins not being emptied, and other matters mentioned in report from Office Maintenance	Sam H	9 Sep 2020	5 Aug: Sam H to email a reminder to all volunteers; and print a sign to be left on the door “before you leave - have you emptied the bin?” or similar. 9 Sep: Actioned – see Office Coordinator report. Closed
10	<u>5 Aug: Purchase of face masks as additional Covid protection and also renewal of Microsoft Office 365 license for DDO</u>	Mick G	7 Oct 2020	5 Aug: Mick G will transfer funds to debit card, Pat Mac will approve, Mick will arrange purchase and payments. 9 Sep: Masks have been purchased, MS license due 19 Sep.
11	<u>5 Aug: Lack of volunteers at treatment facilities.</u>	Mick G	9 Sep 2020	5 Aug: Mick to raise a motion that due to Covid-19 restrictions and no members willing to volunteer, that DDO suspends its visits to



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

No.	Item	Who	When	Status
				<p>treatment facilities until further notice.</p> <p>9 Sep: See Treatment Facilities Coordinator report – Deb H has resigned, position vacant, new Coordinator (Doug W) will take over.</p> <p>Closed</p>
12	<u>5 Aug: Media contact on behalf of Darwin fellowship.</u>	Mick G/Dan T	9 Sep 2020	<p>5 Aug: At the quarterly meeting suggest that groups agree that all media contact is arranged through Dan T our Public Information Coordinator. This is to ensure that any information provided is accurate, consistent with AA Traditions, and protects member anonymity. Dan T will always consult with the District GSRs and obtain advice from GSO as necessary.</p> <p>9 Sep: Motion as above <i>proposed by Mick G, seconded Bob W approved unanimously.</i></p> <p>Closed</p>

New Business Action Items

No.	Item	Who	When	Status
1	<p><u>9 Sep: Update on 2020 General Service Conference 6th – 8th November 2020</u></p> <p>Carolyn gave background information regarding decision by Conference Agenda Committee to hold the 2020 Conference via videoconference link with a</p>	Carolyn G	7 Oct 2020	<p>9 Sep: Groups to discuss the topics and compile feedback to be given to Carolyn at a special pre-conference Area Assembly in early October, dates to be announced.</p>



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

No.	Item	Who	When	Status
	reduced number of topics requiring urgent action and modified agenda. Other proposed topics will be held over until next year. Mick G has placed the three relevant topics on the website and has also emailed them to groups. The final format of the conference is still being considered, and urgent business other than the new topics will also need to be considered.			
2	<u>9 Sep: Literature packs for treatment facilities</u> Caroline B suggested that basic literature and Big Books be donated to Banyan House and Mission Australia treatment facilities.	Doug W/Deb H	7 Oct 2020	9 Sep: Deb H has already prepared two packs, just missing one Big Book to complete. Agreed that a Big Book be added to complete the two packs, and these will be placed in each facility.
3	<u>9 Sep: Enquiry received regarding starting a meeting in the Tiwi Islands</u> Denis P received a call from Michael in the Tiwi Islands who works for Catholic Care. Michael asked for assistance in starting up AA meetings for men and women.	Denis P/Deb H	7 Oct 2020	9 Sep: Agreed that Denis P and Deb H will work together to refer Michael to Julie who is an AA member residing at Pirlangimpi (see meetings lists). Some members from Darwin might also be interested in a trip to Tiwi Islands at some stage to hold a meeting there.
4	<u>9 Sep: Vacant position – Treatment facilities Coordinators</u> Deb advised she has resigned from the position	Doug W	9 Sep 2020	9 Sep: Nomination from Doug W, <i>seconded Mick G, elected unanimously</i> Closed
5	<u>9 Sep: Vacant position – Secretary</u>	Kitty Kat	9 Sep 2020	9 Sep: Nomination from Kitty Kat to fill position temporarily for at least three meetings,



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

No.	Item	Who	When	Status
	Pat Mac has resigned following two years in the position			<i>seconded Mick G, elected unanimously</i> Closed
6	<u>9 Sep: Vacant position – Office Coordinator</u> Sam H has decided to resign after two years in the position	Deb H	9 Sep 2020	9 Sep: Nomination from Deb H to fill position, <i>seconded Sam H, elected unanimously</i> Closed
7	<u>9 Sep: Vacant position – Registrar</u> John S has decided to resign after two years in the position	Denis P	9 Sep 2020	9 Sep: Nomination from Denis P to fill position, while continuing to act in Office Maintenance role until filled by someone else <i>seconded Mick G, elected unanimously</i> Closed
8	<u>9 Sep: Vacant position – Office Maintenance</u> Denis has taken on the role of Registrar and this position becomes vacant	All	9 Dec 2020	9 Sep: No nominations, Denis P happy to continue acting in the role
9	<u>9 Sep: Vacant position – Treasurer</u> Pat Mac has decided to resign after two years in the position	All	9 Dec 2020	9 Sep: No nominations, Pat Mac happy to continue acting in the role

REPORTS – OFFICE BEARERS

DCM – Mick G:

Thank you to everyone who has attended tonight, your presence is greatly appreciated, and your input is paramount in the operations of AA and its ability to help you further “carry the message”.

Meetings:



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

There are currently 18 meetings operating in the Darwin District.

10 zoom meetings and 7 open meetings with Karama, Wednesday "high noon" meeting no longer on zoom. There has been no response to a recent email sent to the group as to whether the meeting is still to open or not.

Welcome back to Thursday Night "There is a Solution" group, now on Zoom.

There is also a new group, although it has been operating for 4 months, The Darwin Service Group, on Zoom Wednesday nights 7pm. This group, or soon to be group, carries its message through workshops on the 12 Traditions, the 12 concepts and in future all and every area of Service and Unity

It is wonderful to see each group acting autonomously in what will be the ever-shifting sands of Covid19. for the near future

I wish to continue to thank the 5 Zoom hosts that we have operating.

Northern Region Area A:

Our Area Committee member has been working hard with others of the General Service Office to realise the General Service Conference in October 2020. It has obvious difficulties with the inability to meet "face to face" due to COPvid19.

Our Area Delegate will bring this information to us later in the meeting

Service Work:

Thank you to all the members who are rotating off from their positions tonight. Your time and effort have been invaluable to the continuing work of the Darwin Office in supporting the AA groups of Darwin.

The spiritual principle of "rotation" means others may enter service further enhancing their sobriety.

A special mention to Pat Mac and John S who have worked tirelessly over the decades in Service positions, but especially for your wisdom, direction, guidance, and experience in the development of the current Darwin Structure.

We and those who come after you are indebted to your Service.

As of tonight, there will be 7 service positions available, out of a total of 12 committee positions.

If these positions are not taken on by new service members, then the existing positions will be left vacant, this restricts the function and capacity of the Darwin District Office to serve your groups.

Positions:

- | | |
|----------------------|------------------------------------|
| 1 secretary | 5 treatment facilities coordinator |
| 2 treasurer | 6 corrections |
| 3 office coordinator | 7 roundup coordinator |
| 4 registrar | |

The position of District Committee Member will be rotating at the District Meeting of December 2020

The Darwin Roundup and Bill W Camp:

Bob has reported that both weekends went very well, enjoyed by all attended, with money donated to DDO.



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

The Office and Covid19

In recent conversations with David from the NTG Covid 19 team, he stated that the 1.5 metre rule was no longer mandated.

He did suggest however, that it was in everyone's benefit to maintain social distancing and all other actions previously undertaken in the Covid 19 plan.

Events with less than 100 people do not require completion of a checklist or safety plan, however the physical distancing and hygiene principles should still be considered and implemented. (ntg website).

Moved that report be accepted Pat Mac seconded Kitty Kat accepted unanimously.

Secretary – Pat Mac acting:

Checking PO Box regularly – usual statements from Telstra and Darwin City Council (paid automatically by direct debit); Area A bank statement placed the Area folder, and two letters addressed to Casuarina Group left in Chairperson folder. Pat will hand over the PO Box key to Denis this week.

Moved that report be accepted Susan B seconded Caroline B accepted unanimously.

Literature – Caroline B:

10th August a member from Tuesday Harbour View group purchased literature \$30.95 in total. 12th August a member purchased literature in total \$46.00. A member from Tuesday Big Book recovery group purchased a big book 4th edition for a newcomer. Mick G fixed up that payment for the group. 13th of August I picked up order for office being 3 large print 12x12s plus my own personal order total \$44.95 which I paid myself on that day. I placed the invoice in treasurer folder and sent a pic of it also to Pat Mac.

17th August I counted \$56.95 in the tin for the float. Checked amount in tin for literature sales. Total \$151.00. That day banked the \$151.00 and then sent Pat a copy of the bank receipt. 20th August Daily reflections group ordered literature of total \$159.00 that has been payed. Today 31st august I banked \$74.65 out of that was \$48.20 literature sales checked invoice book could not find where extra money came from so banked that with the \$48.95. Kept float at \$50.00 now to make easier. I priced and placed the updated meeting list in the beginner's packs, plus ordered 30 more beginner packs and 3 big books 4th edition for the office. I am happy to say sales going well. 4th September I rang the treasurer of Monday night group to check payment of order last month of \$159.00, that had been payed I emailed that copy of receipt onto Pat. Beginner packs are selling like hot cakes!

GSO have advised that they are currently out of stock of 4th edition Big Books. The drop off in Literature orders and Group contributions has caused GSO to be more careful about what and when they order stock. The GSO Management Group has decided to go ahead with reprinting 10,000 books in total that provide enough stock for a bit more than 2 years. The order has been placed and it is anticipated that the books will arrive late October or early November. However, plenty of 2nd Edition Australian Big Books in stock.

Moved that report be accepted Susan B seconded Deb H accepted unanimously.



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

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

Through lack of volunteers we have stopped going into both Banyan House and Mission Australia maybe this is due to Covid-19, I don't know. Because of this I have decided to resign from my position.

Thank you to those few who have supported me and have regularly volunteered I greatly appreciate it.

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

Registrar – John S

Rosters and meetings lists have been updated and the meetings lists will be printed tomorrow, Wednesday 8 September.

I have had problems with a file titled 'Passwords' which contained details of our passwords. I tried doing a screen shot and it has frozen over the data. I have reconstructed the page and we will find out how accurate it is soon.

The Office Guidelines for Volunteers needs tidying up and perhaps even re organizing.

I am hoping to have the MS Account ownership details altered to remove Marg's name and other files from the account which cause problems when we are asked for credentials by the MS processes. This may be able to be done when we renew our contract for MS Office this month.

We are still awaiting a speaker for the computer from Kym who has not billed us for any time yet despite requests.

I have shown Denis how to do the GSO meetings list changes and updates in the event we fail to fill this position. He may be willing to do this work if that happens. I will also approach Sam, who has agreed to update the other rosters and lists if needed, to see if he is interested in learning to update the local meetings lists.

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

Office Co-Ordinator – Sam H

Collected office key from Deb H on the 12th of August. Attached bin sign to office door, amended volunteer office manual to include PI instructions. Completed on the 17th of August 2020.

The current office roster is as follows:

Monday - Denis P
Tuesday – Vacant
Wednesday - John S
Thursday – Vacant
Friday - Sam G (temporarily)
Saturday - Sam G

Please announce Tuesday & Thursday's vacancy at home groups, this is a great opportunity for sponsors to suggest service work to their sponsees.

The 24hr AA phone roster is currently full as follows:

Monday - Peter M
Tuesday - Caroline B
Wednesday - Katherine T
Thursday - Di G



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

Friday - Peter L
Saturday - Denis P
Sunday - Susan B

Marg M on standby to answer calls when the allocated volunteer cannot.

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

Office Maintenance – Dennis P

During the month:

Used \$20 from the petty cash tin and bought office supplies being

- 1 × bottle of metho
- 2 × sets of paper towels
- 1 × garbage bag roll
- paper cups

Scanned archives group records book to the office computer.

Bagged and placed office cups that are not to be used in locked shed next to Tuesday and Friday night group gear.

Vacuumed the office floor and refilled the covid-19 spray bottles a few times when it was needed. Also placed receipt from purchased office supplies in petty cash tin. On Monday 7th September I contacted Sam. H suggesting we put a sign reminding anyone that there is only to be a maximum of four people in the DDO at any one time. She agreed a good idea, printed up the sign and placed on front of DDO office door. Thank you to all and enjoyed the past month in love and service.

Moved that report be accepted Pat Mac seconded Susan B accepted unanimously.

Treasurer – Pat Mac

Attached.

Moved that report be accepted John S seconded Susan B accepted unanimously.

Webmaster – Mick G

The website continues to act as a portal for Darwin members and interstate members into Darwin Zoom meetings. Any new Zoom Conventions or workshops are constantly being added.

I have attempted to update the Darwin Meetings list on the National Website and received confirmation of the changes being received. However, as of Monday night, none of those changes have yet been made.

Please, if there are any suggestion as to the continued of aadarwin.org.au website, please let me know.

Moved that report be accepted Denis P seconded Caroline B accepted unanimously.

PI Coordinator – Dan T

Nothing to report this month, have been extremely busy with work and personal matters. Additional cards delivered to St John Ambulance who have given out 30 or 40 cards to clients however no feedback to date from recipients. Hope to get back into action next month with a few plans in mind.

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



Editor Serenity Times – Susan B

I would like to say that after 3 newsletters, I am getting good reports. I am hopefully encouraging members to contribute. The more contributions the easier it is to provide a worthwhile newsletter.

I have been provided with a large list of recipients, I have no idea who most of these people are and why some even require the Serenity Times. I was thinking if someone would go over the list with me and advise me. Perhaps I write a letter and ask if these recipients even want to receive the newsletter. I know some of our members have found the Serenity Times in the Junk mail. If this is happening some may not even know that they are receiving the newsletter.

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

GROUP REPORTS

Friday Lunchtime Parap, Monday Lunchtime and Sunday Morning (Deb H): These meetings are all on ZOOM and with popular with attendance ranging from 3 to 8. No plans for re-opening face to face meetings at this stage. We promote the 60-30-10 plan. Deb collects from members and distributes when funds build up.

Tuesday Big Book Recovery (Denis P): ZOOM meetings are going well with various ex-members joining in. The Group Conscience will monitor the situation and decide when to re-open with the possibility of continuing to offer ZOOM as an option. There are six group members (each member has a specific responsibility in the group) and we follow the 60-30-10 plan.

Tuesday Harbour View (Bob W): Group now has four members. We have continued face-to-face meetings throughout, observing social distancing etc. in the spacious meeting room. With some visitors still here, we have been having around 12-14 to our meetings – yesterday 17! We regularly contribute to the 60-30-10 plan.

Wednesday Service Meeting (Mick G): The Darwin Service Group is a Zoom group on Wednesday nights at 7pm. The group carries "it message" through the education and application of SERVICE and UNITY, the other two sides of the AA triangle. The meeting has workshops on the 12 Traditions, the 12 Concepts of AA World Service and any or all information required for Service Work within AA, locally, nationally, and internationally. The first round of workshops, the 12 Traditions, has been completed and we are currently working through the 12 Concepts on a weekly basis. The meeting commences with a 15-minute guest speaker on whatever we are currently working on e.g. Marg is doing Concept 5 next Wednesday. GSO (New York) has worksheets which ask questions related to the topic that are aimed at the individual's relationship and understanding of the topic of the night. Members share their experience strength and hope on each question, or just listen and learn. It is a very funny, light-hearted meeting. In future, we will be looking at the responsibilities of a GSR, a DCM, an Area Delegate and various other positions, Trustee etc., and how they work by AA guidelines and why. We will then start the whole process again starting with the 12 Traditions. We have been most fortunate to have ex trustees, past and present delegates, nationally and internationally share their stories and understanding of how it works for them.

Friday Casuarina (John S): The meeting has re-opened at the Pandanus Room, Nightcliff Community Centre. Attendance is currently 14-15 with 14 as the upper limit suggested for social distancing. The council has advised we can use the veranda as an overflow area if necessary. Still awaiting receipt of our debit card, when this arrives, we will start making contributions as per 60-30-10.

Nightcliff Saturday (Pat Mac): We have now decided to stick with ZOOM indefinitely, we have up to six people joining in including a few regular interstaters and the occasional overseas member, making it an interesting meeting.



DARWIN DISTRICT
AREA "A" NORTHERN REGION
Minutes of Meeting

Saturday woman's meeting (Sam H): The group follows the 60/30/10 plan. Average attendance 6-12 at meetings. 4-6 group members. Meeting currently via ZOOM, however there is an upcoming group conscience to discuss returning face to face while following Covid-19 precautions.

MEETING CLOSED AT 9:24 PM

The Serenity Prayer was read by all.

NEXT MEETING

The next meeting will be a monthly office committee meeting to be held at 7pm Wednesday 7th October 2020 at this stage via ZOOM Conference call. The next quarterly District meeting for all GSRs and committee members is scheduled for Wednesday 9th December at 7pm, also via ZOOM.