

District 20 Business Meeting Minutes

Date: May 2026

Presiding Chair: Darrell (Alternate DCM / Acting Chair)

Secretary: Jenny

Location: Virtual Meeting (Zoom) with Live Translation

1. Call to Order & Administrative Openings

- **Acting Chair Assignment:** Alternate DCM Darrell called the meeting to order and presided over the session due to the absence of the District Committee Member (DCM), Julia. Darrell noted he stepped in on short notice, learning of the assignment approximately an hour before the meeting start.
- **Virtual Translation Setup:** The meeting experienced a brief initial delay to address Zoom live translation configuration. Testing confirmed that the translation features functioned accurately across English and Spanish once users correctly adjusted their local captioned language settings under the "More/Three Dots" menu.
- **Declaration of Unity:** Darrell posted the Declaration of Unity in the chat, followed by a moment of silence and a collective reading of the text.
- **Roster Updates:** Members were instructed to update their on-screen profile names to reflect their specific group service positions or explicitly tag themselves as "non-voting" participants. Hannah D. provided live chat support for profile adjustments.
- **Statement of Purpose:** Katelyn officially read the District 20 Statement of Purpose, emphasizing the primary focus on the 12th step and the facilitation of communication between home groups, the district, the area, and the General Service Office (GSO).

2. Officer & Liaison Reports

Secretary's Report

- **Officer:** Jenny
- **Updates:** Jenny welcomed the group upon returning from an illness. It was noted that Gail (Webmaster) had stepped in to serve as Alternate Secretary during the previous session and successfully drafted the prior month's minutes.
- **Action Item:** All committee chairs and General Service Representatives (GSRs) must email copies of their monthly reports directly to Jenny to ensure roster and historical accuracy. New members should chat Jenny directly to join the distribution list.

Treasurer's Report

- **Officer:** Julie
- **Financial Summary (April 2026):**
 - Beginning Balance: \$2,251.73
 - Contributions Processed: \$0.00 (*Due to digital routing transitions detailed below*)
 - Disbursements: \$54.00 (Zoom Live Translation Application subscription)
 - Ending Balance: \$2,197.73
 - Prudent Reserve: \$350.00
 - Total Available Funds: \$1,847.73
- **Homegroup Online (HGOL) & Digital Contribution Transitions:**
 - Julie is working alongside Aaron (HGOL Administrator) to resolve multiple contribution routing errors.

- o A \$30.00 check was mistakenly mailed to the past treasurer (Diane) because old address info remains published on an outdated version of the website. Steps are being taken to securely reroute it.
- o A \$92.70 contribution from Rainbow Recovery was incorrectly directed to Diane's personal handle via HGOL instead of the district account; Aaron is manually correcting the layout.
- o A \$208.00 Zelle submission from the Peacemakers group on April 15 has not appeared in bank clearing logs despite form confirmation; an official tracking investigation is underway with HGOL.
- o Immediate Strategy: Julie is collaborating with Gail (Webmaster) to clean up external PayPal links, remove the past treasurer's address from obsolete legacy web pages, and update District 20 donation information on Area portals.
- Approval: A motion to accept the Treasurer's report as submitted was made by Jenny, seconded by Zach, and passed unanimously via a 10-vote virtual show of hands from all voting entities present.

Alternate DCM Report & Area 48 Functions

- Officer: Darrell
- Upcoming Assemblies & Tech Safety: Darrell provided a detailed breakdown of the Spring Voting Assembly scheduled for May 16, accessible via Area 48's portal.
 - o Security Protocols: To protect virtual assembly spaces from outside disruptions, Area 48 systematically holds back the active Zoom credentials until immediately prior to the event, publishing them directly to the "Next Area Event" banner on the front page of the NENYA.org website.
 - o Legislative Focus: The upcoming assembly contains only one motion: a proposal to separate the combined roles of Records Chair and Alternate Secretary into a distinct, standalone Alternate Secretary service position.
 - o Delegate Report Back: The Spring Assembly will feature the Area Delegate presenting a summary of the outcomes, votes, and collective group conscience developments from the General Service Conference.
- District Link Navigation: Addressing an inquiry from Zach regarding simplifying the district's complex Google Sites address, Darrell highlighted that the fastest route to any local district portal is via the main Area website (NENYA.org). The main landing page features a dedicated "District Websites" dropdown menu in the top header, which indexes direct links for all active web-enabled districts, including District 20.
- Western Cluster Hosting: District 20 sits in the Western Cluster alongside Districts 9 and 12.
 - o Chrissy (Liaison) confirmed that the cluster has officially reserved Leetown Hall to host the Fall Voting Assembly on Sunday, October 19 (*Note: Calendar tracking references Sunday as October 19; Darrell noted structural alignment with October 18*). The venue features robust Wi-Fi capabilities to fully support a seamless hybrid connection.
 - o Action Item: Darrell will begin calling for online volunteers in the coming months to help coordinate, support, and host the digital components of this hybrid cluster event.
- Hybrid Standards: Marcy clarified that all core events originating directly from Area 48 are systematically executed as hybrid sessions with synchronized in-room and

online tech crews. Local district-specific events (dances, individual workshops) vary by district discretion.

Technology & Web Committee

- **Officer Updates via Darrell:**
 - Darrell attended the monthly technology and webmaster committee meeting and will continue doing so to bridge communications.
 - **Website Redesign Initiative:** An area committee has officially formed to construct a completely redesigned Area 48 website.
 - **Action Item:** All district members are requested to review the current Area website, document what features work well or cause user friction, and prepare to submit this data into an upcoming user input survey. Direct questions regarding local domain names can be channeled to Gail (webmaster@...).

Finance Committee

- **Officer: Darrell (Finance Committee Chair / Alt DCM)**
- **Updates:** Darrell and Julie J. have been meeting to initiate structural planning.
 - **2027 Budget Development:** Darrell has built a new tracking spreadsheet to initiate the financial planning cycle for the next fiscal year.
 - **Call for Committee Wishlists:** All active committee chairs, officers, and members considering taking open positions are asked to evaluate their structural and operational needs for 2027. Darrell extended an open invitation to meet one-on-one, attend the Finance Committee sessions, or present funding requests directly to the business body. Ample time remains available to finalize details, but early projections are requested to successfully track potential committee projects.

Grapevine & Literature Committee

- **Officer: Nancy (Grapevine & Literature Chair)**
- **Updates:** Nancy is actively organizing a new District 20 Grapevine committee and will contact local groups to recruit Grapevine Representatives (GVRs) and establish the "Carrying the Message" service project.
 - **Media Channels & Content Submissions:** Members are encouraged to explore the *Grapevine Half Hour Variety Hour* podcast (featuring AA member interviews) and the *Weekly Open Meeting* podcast (a speaker-style meeting layout followed by open sharing). Additionally, Grapevine is actively seeking 6-to-8 minute audio recovery stories to publish on the official Grapevine YouTube channel. Young members are encouraged to utilize the *Young People World Tour* series to share global perspectives.
 - **Events:** Area 48 hosts a monthly Grapevine story discussion on the second Tuesday of each month at 7:00 PM ET, featuring a group reading followed by open discussion. Details are indexed on the Area website.
 - **Action Item:** Nancy's personal email was added to the chat window while her official district profile is established. Members interested in joining the committee or booking a group visit should reach out directly.

Accessibility Committee

- **Officer: Erika (Accessibilities Chair)**
- **Area & National Updates:** Erika reported back from regional and national forums, highlighting a strong metaphor shared by Darrell regarding the current state of

virtual general service as "wielding machetes to hack through the weeds" of unmapped online service structures.

- o **The Online Accessibility Gap:** Erika pointed out that current Area topics (such as navigating rural meeting structural difficulties or forthcoming discussions on elderly access challenges) remain centered on physical parameters. The standard GSO accessibilities checklist focuses entirely on brick-and-mortar items like parking and handicap-accessible ramps, leaving zero guidelines for virtual environments.
- o **GSO Advocacy Initiative:** Erika contacted the General Service Office directly to flag this oversight. GSO confirmed they do not possess an active online accessibility checklist. Erika has volunteered to spearhead the structural development of a digital-first blueprint to present to the GSO.
- o **Action Item / Call for Input:** Erika requested that all online members send operational bullet points, tech barrier concerns, or features vital for virtual inclusion to her email (posted in chat). She will continue compiling this data to ensure online groups are formally recognized.
- o **National Resource Discovery:** At the national accessibility assembly, a deaf AA speaker demonstrated a specialized Video Phone Message Service. If a deaf person is searching for local or virtual meetings, they can leave a message on this video platform, and an AA-affiliated sign-language translator will respond within 24 hours to help coordinate attendance. Erika and Darrell will distribute this information across local group platforms (such as the Peacemakers portal) to enhance community access.
- o **Inbox Administration:** Erika will connect with Darrell to get access setup codes for her automated inbox: district20accessibilities@nenyaaa.org.

Liaison Report: Get Into Action (GIA)

- **Liaison:** Jeff
- **Committee Scope & Mission:** Following an inquiry from Casey regarding the committee's role, Jeff and Darrell clarified that Get Into Action (GIA) is an independent, standalone committee of AA members dedicated to facilitating communication across the online recovery community, virtual districts, and supporting areas. the committee focuses on sharing pooled experience so individual autonomous groups do not have to "reinvent the wheel" when building digital service structures.
- **GSO Pamphlet Revision Project:** GIA is actively advancing a formal General Service Conference agenda item to systematically revise the standard P-16 Group Pamphlet to explicitly incorporate operational parameters for online groups, which are severely lacking in the current printing.
- **Service Piece & Workshops:** To circumvent copyright issues with official pamphlets, GIA is constructing an independent digital service piece to compile common virtual practices nationwide based on direct group input. GIA will distribute a questionnaire shortly to gather data for an upcoming online workshop. Darrell noted that last fall's GIA workshop successfully drew in representatives and presenters from online districts across the United States. Jeff posted the official GIA website link in the chat for review.

3. Homegroup GSR Reports

Darrell conducted the roll call for active groups to report on local attendance, formats, and structural challenges.

Peacemakers Group

- **GSR: Hannah D.**
- **Schedule & Format:** Meets 7 days a week at 8:00 AM ET. Rotates daily between open discussion and literature studies, schedules a dedicated Traditions meeting once a month, and features an Anniversary Speaker meeting at the end of the month for all members celebrating milestones.
- **Group Business:** The next monthly business meeting takes place this coming Saturday. Hannah will present the current structural service proposals to gather the group conscience before attending the upcoming Area Voting Assembly in person alongside Darrell.
- **Local Innovation:** The group's chairperson and GSR established an informal, monthly "Sunday Service Meeting." This open-door gathering is tailored for trusted officers and any members curious about getting involved in service, offering an approachable space to address group problems and answer service questions. Attendance remains strong.

Global Eye Opener Group

- **GSR: Jessica**
- **Schedule & Format:** Meets daily at 9:00 AM ET. Features a structured daily rotation: Mondays (Beginners), Tuesdays (Topic), Wednesdays (Speaker), Thursdays (Big Book), Fridays (As Bill Sees It), Saturdays (alternates standard meeting formats with a Traditions study on business meeting days), and Sundays (Speaker). The final Sunday of the month is reserved for a group anniversary celebration.
- **Group Business:** Business meetings occur on the last Saturday of each month.
- **Technical Information:** The group maintains a fully independent website packed with recovery resources, discoverable via standard browser searches.
- **Area Questionnaire Clarification:** Jessica sought clarification regarding two separate questionnaires displayed on the Area 48 website: the Delegate's Questionnaire and the 76th General Service Conference Questionnaire. She expressed concern over potentially submitting the wrong version, noting that the Delegate's form was marked 2025. Darrell noted that he did not recall seeing two active surveys issued for the current cycle and reassured the room that no errors had occurred.

Daily Reprieve Group

- **GSR: Chrissy**
- **Schedule & Format:** Meets Wednesdays, Fridays, and Sundays at 12:00 PM (Noon) ET.
- **Status & Support Request:** Chrissy issued a direct appeal for district support. While the group consists of a wonderful core membership, attendance has dropped down to 3–4 people per meeting. All members available for a mid-day noon meeting are strongly encouraged to attend and support the group.

Love Intolerance NYC Group

- **GSR: Francesca (with support from Casey)**
- **Schedule & Format:** Meets daily at 5:00 PM ET. Founded 5–6 years ago during the pandemic, the group averages 50–90 participants daily. Formats track Daily Reflections, speaker leads, and anniversary celebrations. Group conscience sessions occur on the first Monday of each month.

- **Status:** Francesca was recently elected as the group's new GSR. She is joined by Casey, a visitor who actively serves at the district level in South Florida, providing service sponsorship and training to help get the group's general service structures up and running. The group recently aligned with District 20 to formalize its connection to the general service structure.

Unshakeable Foundation Group

- **GSR:** Zach
- **Schedule & Format:** Meets Sundays at 6:00 PM ET. The group operates for 4–5 years as a specialized meditation meeting. The final 20 minutes of each session feature quiet meditation accompanied by live acoustic instrumentation, including the fiddle, accordion, keyboard, and guitar.
- **Status:** The group maintains a consistent, steady attendance average of 4–5 core members every week.

Cooperstown Fifth Tradition Group

- **GSR:** George
- **Schedule & Format:** Meets in upstate New York (Cooperstown region). This is a sparsely populated, rural area group that transitioned to hosting 11 virtual meetings during COVID-19. Evening meetings were systematically shifted to a uniform 7:00 PM start time back in February to streamline the schedule.
- **Status:** While active attendance ranges between 10–12 people out of a homegroup roster of 24–30, George highlighted a powerful range of sobriety within the room, tracking members with 55, 48, 30, and 20 years alongside newcomers counting days.
- **Group Dynamics & Health:** George shared that managing contentious group dynamics during recent business meetings regarding schedule adjustments has proven challenging. Darrell thanked George for his continued dedication, welcoming him back following recent personal health and vision struggles, and reminded him to ensure the February time changes are officially filed with Area Records if not completed.

Early Risers Group

- **Alternate GSR:** Brenda (reporting on behalf of Kathy L.)
- **Schedule & Format:** Holds a long operational history in the Hudson area preceding Zoom. Currently meets Monday through Saturday. Weekday meetings are at 7:00 AM ET: Mondays (Daily Reflections), Tuesdays (Living Sober), Wednesdays (Big Book), Thursdays (Open Discussion / Last Thursday reserved for Anniversaries), and Fridays (Steps). Saturday sessions meet at 9:00 AM ET for a Speaker meeting.
- **Status:** Daily attendance averages 30–35 members. The group is effectively utilizing a QR code for local treasury collections, and while meeting chair/host sign-up sheets remain full, the group is currently searching for a volunteer to fill a vacancy for the Group Secretary position.

Commonwealth Fair Group

- **GSR:** Kathy Pyle
- **Schedule & Format:** A women's topic discussion meeting utilizing selected AA literature. Meets Mondays, Wednesdays, Fridays, and Saturdays. Group business meetings occur on the first Monday of every month immediately following the general session.

- **Roster vs. Attendance Dynamics:** In response to the district homegroup census, Kathy noted that while their digital phone list contains 105 names, regular attendance comprises a dedicated core of 12–16 women.
- **Group Focus:** The homegroup is actively evaluating two core initiatives: structuring strategies to better embrace and retain newcomers who visit but do not return, and deciding whether to transition one active meeting day into a dedicated Step or Tradition study.

This Is Just for Today Women's Group

- **GSR:** Jenny
- **Schedule & Format:** Meets Saturdays at 12:30 PM ET. Operates on a firm weekly rotation: Week 1 (Traditions), Week 2 (Discussion), Week 3 (Guest Speaker), and Week 4 (Group Birthday/Celebration).
- **Fellowship Protocols:** To foster connection, the digital room opens early at 12:10/12:15 PM ET for pre-meeting fellowship and remains open for 5–30 minutes post-meeting depending on room needs.
- **Status:** The group averages 30 regular members alongside 5–10 visiting newcomers weekly, with several frequent newcomers successfully integrating into regular homegroup membership.

One Day at a Time Group (Spelled Out)

- **GSR:** Kathleen
- **Schedule & Format:** A small, dedicated literature-based group currently studying *The Language of the Heart*. Saturdays feature an open topic format, which typically draws a larger audience.
- **Status:** Daily attendance ranges between 2 to 10 people, with the group pulling together to maintain service positions.

Groups Absent / No Report

- **Virtual Breakfast Club, Staying Sober Group, Adirondack 12 and 12, Broad Highway Group, Main Purpose Group, Serenity Sisters Group, Rainbow Recovery (Deandra absent), and Key West Noon Group (Mike departed early).**

4. Old & Unfinished Business

Vacant District Positions

Darrell opened the floor for steering committee volunteers, walking through the open roles to provide descriptions from the District 20 Service Manual (accessible on the website) following an informational request from Francesca. No immediate candidates came forward, and the roles will remain open for recruitment:

1. **Alternate Treasurer:** Works closely with Julie J. as secondary contact for the Home Group Online (HGOL) account; handles reporting and administrative oversight in the Treasurer's absence, and prepares to step into the role if a vacancy occurs.
2. **Inclusivity Chair:** Focuses on welcoming mechanics and group formatting to ensure minority or underrepresented groups feel fully included within meetings (distinguished from Accessibilities, which manages structural entry to the meeting itself).
3. **PI/CPC Chair:** Combined Public Information/Cooperation with the Professional Community role. Focused on carrying the message by distributing information to the public and professional sectors (such as judges, doctors, lawyers, and law enforcement).

4. **Alternate Tech Chair: Auxiliary tech-background support for managing local virtual operations and collaborating on Area-level hybrid connections.**

5. New Business

Zoom Translation Service Evaluation

- **Review:** The software successfully processed live audio during business sessions.
- **Setting Optimization:** Addressing an inquiry from Julie J. regarding an apparent English-to-Spanish translation error during the session opening, Darrell clarified that the application performed correctly. The minor disruption occurred because an individual participant had not adjusted their local captioned language dropdown parameters accurately. The tool functions seamlessly once local user configurations are correct. Representatives from Trees of Hope were absent, but general member feedback remains highly favorable.

Group Inventory & Grievance Facilitation (One Day at a Time - Katelyn)

- **Context:** Katelyn (GSR for One Day at a Time, 14 meetings/week, 250–300 nightly attendees) requested advice regarding intense, heated personality conflicts that disrupted their weekend business meeting over an upcoming anniversary celebration plan.
- **District Guidance:** Darrell noted that while the business body must stick to its structured agenda rather than opening an immediate floor debate, District 20 provides formal conflict resources:
 - **The Concepts of Service:** Explicit structural guidelines exist within the Twelve Concepts to formally process minority grievances.
 - **Inventory Facilitation:** Darrell extended an official offer for himself and/or Julia (DCM) to personally attend a One Day at a Time business meeting to act as neutral, outside facilitators to guide the group through a formal Group Inventory. He recommended using objective, outside trusted servants who carry no personal stake in the group's internal policies to help clear the air.

Homegroup Census Data Collection Mechanics

- **Context:** Katelyn and Kathy Pyle requested strategies on how to accurately complete the homegroup member count requested via email by Records Keeper Ted, given the massive gap between active nightly attendance and bloated legacy email/phone sheets.
- **Operational Solution:** Hannah D. (Peacemakers) shared her group's approach: while daily attendance averages 30 people, they maintain a separate, validated list of 70 trusted officers and active members who have provided full names, physical addresses, and phone numbers specifically to receive physical sobriety chips by mail. Peacemakers used this verified service roster for their official census figure.
- **Action Item:** Darrell reposted Ted's original census instructions directly into the Zoom chat window for all GSRs to review. Katelyn will forward the specific message back to Darrell for review in Ted's absence.

Administrative Records & Email Maintenance

- **Records Keeper Status:** District Records Keeper Ted sent formal notice that all current registry logs are updated through May. Ted is on vacation this month and will return for the June session. All updates regarding local meeting times, contact data, or literature options must be submitted to district20records@nenyaaa.org.

- **NENYA Email Access Audit:** Darrell checked in with all committee chairs and officers regarding active access to their official suite.
 - Nancy (Grapevine) is currently awaiting official domain provisioning.
 - Erika (Accessibilities) was unaware an official address had been established for her position. Darrell confirmed her inbox is live at district20accessibilities@nenyaaa.org and instructed her to email him directly. He will coordinate with Webmaster Gail to deliver an initial temporary access passcode so she can configure her permanent security password.

Leadership Communication Session Proposal

- **Context:** Darrell introduced a proposal to hold a separate, dedicated communication meeting specifically for district officers, steering committee chairs, and interested GSRs.
- **Objective:** Responding to a clarification request from Brenda regarding the meeting's target goals, Darrell explained the session will focus on dissecting structural barriers to service and finding practical ways to reverse the lack of participation that keeps vital district positions vacant.
- **Consensus:** Brenda noted she would communicate this plan to Kathy L. No objections were raised. Darrell will email the leadership roster to evaluate optimal calendar time slots.

6. Upcoming District & Area Events

Event	Date & Time	Location / Notes
District 20 Monthly Traditions Workshop	3rd Sunday of every month @ 7:00 PM ET	Uses district Zoom credentials. Features a 20-minute presentation followed by open sharing. Darrell will email the flyer to the full district roster, and GSRs are requested to announce it to their groups.
Area Round Table	3rd Sunday of every month @ 8:00 PM ET	Commences immediately following the adjournment of the Traditions Workshop (confirmed by Kathy Pyle and Darrell to prevent scheduling overlaps).
GSR Forum	1st Sunday of every month @ 7:00 PM ET	Open to all members, especially new GSRs. Connects representatives across the area to ask questions of alternate delegates. Hannah D. noted details are in the newsletter.

Administrative Memo: Per advisory feedback from Jeff, all flyers generated for district or group events should explicitly print the target Time Zone and include direct Contact Information to eliminate log-in errors on the day of the event.

7. Adjournment

- **Motion to Adjourn:** A motion to adjourn was made by an unidentified member, seconded, and passed with no opposition at the conclusion of business.
- **Closing:** Darrell thanked the committee for their grace and cooperation on short notice. The session officially concluded with the group standing and reciting the Responsibility Pledge in unison.

