**ACA SMR**

Group Conscience Business Meeting

Monday, November 16, 2020

Attendees: Twenty one participants attended today’s meeting. These included Jim, Barbara, Paul, Betsy, Judith, Robert, Tom, Leslie, Jen, Candi, Nolan, Carol, Joanne, Kare, Rhona, Conrad, Wendy, Judy, Ilene, Karen, Hala,

**1. Call to order/opening prayer:** Meeting was called to order by Paul KF at 8:51am. This was followed by the Serenity Prayer.

**2. Meeting secretary, time-keeper & agenda:**  Meeting Sect: Craig & Barbara; Time Keeper: Barbara

Agenda:

*1. Call to order/opening prayer*

*2. Meeting secretary, time-keeper and agenda*

*3. Minutes of the October 2, 2020 and October 19, 2020 Meetings*

*4. Reports*

 *Treasurer*

 *Technical/Scheduling*

 *Correspondence*

 *Group Conscience*

 *Website*

 *Trusted Servant*

*5. Business arising from the previous meeting*

 *Sponsorship workshop*

 *Website (Website Committee)*

 *Meeting participation (All)*

 *Treasurer & Communication Secretary Position Descriptions (Group Conscience Committee)*

 *Election of Officers (All)*

**Motion was made by Wendy to accept as written. Jim was the second. Motion passed.**

**3. Minutes of the October 2, 2020 and October 19, 2020 Meetings**

Minutes from Oct 2 meeting were screen shared by Paul KF.

**Motion was made by Jim to accept as written. Wendy was the second. Motion passed.**

Minutes from Oct 19 meeting were screen shared by Paul KF.

**Motion was made by Wendy to accept as written. Carol was the second. Motion passed.**

**4. Reports**

 **Treasurer’s Report** was given by Jim which was screen shared by Paul. October donations were $202 with a distribution to WSO of $300. This left an ending balance of $609. Jim reported establishing a finance committee which consists of himself, Barbara and Carol G. This was to make sure that there was a committee consensus for financial decisions. Jim reported that when the website is established that it will contain a way to make donations to the SMR group.

**Motion was made to enhance the verbiage for the 7th tradition by Barbara. Carol was the second. Motion passed.**

 **Technical/Scheduling:** This report was given by Robert who screen shared the report. SMR has had 100 participants in the meetings requiring 4 breakout rooms on a regular basis. There are 63 leader/moderator roles; 48 of which are filled and 15 which need volunteers. Those positions are being filled by asking for volunteers for each meeting. In November two new Tech/Hosts were added. One Tech/Host will end service this month and Robert stated that he will be filling in for the month of December. Robert asked for a new business item of discussing how to share files via Android.

 **Correspondence Secretary:** There is no one single person handling this position. Tasks are being completed on a volunteer basis. No issues have arisen to date utilizing this style. There is a meeting scheduled for this Thursday to organize the contact list(s) and organize the overall system.

 **Group Conscience** report was given by Paul. This committee continues to discuss and work on the positions descriptions. The most recent one completed was the “Commonalities” literature. There are several completed descriptions which are available to group members.

 **Website Committee**: This report was offered by Wendy who stated that the mockup of the website was live on Oct 12, 2020. She reports that Stephen, Robbie, and herself contacted hosting sites to get information on costs and what each has to offer. She reported that DreamHost had the best offer of those interviewed. They offer a one year plan or three year plan. The three year plan would cost $268.17 for the three years and then the monthly intro price would go from $4.95 to $7.95 monthly. She added that the second consideration was BlueHost who had a good price but would increase in one year.

 **Trusted Servant Social** report was given by Barbara and Jim. The social will be on Saturday, Dec 5 from 2 – 4pm EST. It will be held in zoom room 884.5559.6424. Barbara displayed a flyer which she created and will be offered at the SMR meetings.

**5. Business arising from the previous meeting**

 **Sponsorship workshop**: This endeavor has not been taken on by any volunteers at this time. **Barbara made a motion to table this till next business meeting. Motion passed.**

 **Website (Website Committee):** This topic was further discussed by Wendy. She reported that there have been over 2000 views by 316 visitors to the mock site. She added that the feedback has been good. Wendy recommended that we utilize DreamHost for SMR website. She added that we should consider adding malware protection for $89 for the three year period bringing the three year cost to $268.16. The price for the three years would be as already mentioned $4.95 for three years which would go up to $7.95 after than point.

**Motion was made by Wendy to extend the meeting till 10am when secretary has to leave meeting. Motion passed.**

**Motion was made by Barbara to accept the three year plan with a maximum budget set. Jim was the second.** There was a discussion on plugins for donations, etc. “Hack protection” was discussed. Wendy stated that it would cost $200 yearly and suggested that since this site will not have extremely high traffic that it is not cost effective to get the hack protection at this time. Wendy stated that a maximum budget of $400 yearly for the site would be sufficient.

**Motion was amended by Barbara to move forward on the website at the costs mentioned with a max budget of $400 yearly. Jim was the second. Motion passed with 11 yeses, 6 abstains, and no opposition.**

 **Meeting participation (All):** As previously mentioned there are 100 participants daily. This is the current Zoom limits are SMR’s price point. Robert shared that there are 15 positions unfilled for leader/moderators. Barbara mentioned that SMR can add a large room option to admit up to 500 participants for $50 monthly. She added that we could try this for one month to see if it is feasible. Discussion on finding out how many participants are turned away daily ensued. Group agreed that this number should be found out prior to adding the large room parameter. **The group agreed to table this topic till the next meeting.**

**Motion was made by Barbara to extend meeting by 10 minutes. Motion passed. Secretary had to leave and Barbara took over that position.**

Discussion circled back to expanding room capacity to 500.  The following was discussed: try it for a month, capping admission from waiting room (135 for example), timed shares (2min v. 3min), needing more trusted servants to commit, needing more breakout rooms, not sharing screen for check-out reading to make leading easier.

**Barbara S made a motion: expand host license to large room module with a 500 person capacity ($50 for one month), try it out until next business meeting, maintain four breakout rooms during this period, report experience at next meeting, and discuss ways to optimize experience in the event we keep the large room module**.  Jim added that we will announce at meeting once the start date is known, if applicable (it is not known if expansion happens immediately).  **Jim seconded the motion.  6 registered yes, 1 no.  Motion passed.**

 **Treasurer & Communication Secretary Position Descriptions (Group Conscience Committee):** These position descriptions have been completed and are available for SMR participants to review.

 **Election of Officers (All):**

**Treasurer: Barbara made a motion to elect Jim as the treasurer for a one year period. Robert was the second. Motion passed.**

**Tech Host Secretary: Barbara made a motion to elect Robert as the Tech Host Secretary for a period of one year. Barbara was the second. Motion passed.**

**6. Next Meeting:**  The next monthly business meeting will be held on December 14 at 8:45am.

**Motion to adjourn by Paul KF was made at 10:15am. Motion passed.**

**7. Meeting closed** at 10:15am and was followed by the Serenity Prayer.