

2026.09.03

Final Meeting Minutes
Approved 10.7.26

Oahu Intergroup of Hawaii, Inc.

Steering Committee ONLINE Meeting Meeting Minutes

THURSDAY September 3, 2026 6:00 PM

OPENING: 6:00__ pm_____ – Serenity Prayer (All)

ATTENDANCE/INTRODUCTIONS/ESTABLISHMENT OF QUORUM

Voting:

- Oahu Central Office Manager, **Vacant**
- Volunteer Coord, D'Ann G., **Present**
- OIG Treasurer, Beverly H., **Present**
- OIG, Secretary Rochelle A., **Present**
- OIG Vice Chair, Anthony **Present**
- OIG Chair, Mary N. **Present**

ACCEPTANCE of OIG Steering Committee Meeting NOTES from 08.04.2026:

Comments / Corrections : None

Motion: (Rochelle) Seconded: (D'Ann)

Vote: (Yay / 5 un / Nay: / Abstain: / Pass / Defeat

OIG Business Meeting MINUTES - August draft Meeting Minutes were distributed by the deadline by Rochelle – and will be posted on website. mary to fix

REPORTS from OIG STEERING COMMITTEE MEMBERS

- **Volunteer Coordinator: D'Ann G.**
 - **Fully Staffed**
 - **E-voice trained**
 - **Monday holiday, hotline will be covered**
- **Secretary: Rochelle A. (out 9/2, may need to miss 9/9 OIG meeting)**
 - **Minutes sent out for 08.26**
 - **Replacement Secretary for September Business Meeting: Cat A**
 - ***** mary to prep and send out agenda, include analytics and b days.**
- **Treasurer: Beverly H.**
 - **Will send July report so Mary can post on website**
 - **Also will Send August reports to members and to SC (Mary to post)**
 - **2026 YTD contributions \$2,972.84 for August**
 - **P&L: net loss \$542.10**
 - **Auditing sales currently**
 - **Balance Sheet: \$4,7264.85 cash: \$12,913.77**
 - **Prudent Reserves: \$20,513.20**
- **Vice Chair: Anthony (incoming)**
 - **Activities committee meets later this month**
 - **Off Duty Police / hopefully volunteer – Anthony follow up with email to the facility**
 - **TShirts being printed for sales \$20 – 100 shirts**
 - **Typically DISTRIBUTION by chair of committee**
 - **Sell at new office? TBD – ask Kalae.**
- **Oahu Central Office Manager: Vacant ... updates from anyone? Concerns?**
 - **Beverly carrying load**
 - **D'Ann Tuesday, working on volunteer manuals**
 - **Mary will cover Monday and Friday afternoons**
 - **Beverly will ask Mary to make Deposits. Ask for Bank Card when time is appropriate.**
 - **Passwords to be changed after September business meeting (QB completed)**

- **Chair: Mary N**
 - **Google Analytics**
 - **Office Move update/discussion:**
 - **D'Ann will personally call the Office Volunteers and inform each about**
 - **upcoming move,**
 - **with 1149 Bethel, Suite 217 address and that we are in same building as J.P. Dolan and across from Hawaiian Theater.**
 - **They WILL be provided parking.**
 - **Waiting for the lease.**
 - **I will notify University of our firm move out date.**
 - **Start to plan move out once date established. (hopefully 9/25)**
 - **Packers – movers – shakers ... “PMS Relocation team”**
 - **Furniture footprint being prepared by Beverly.**
 - **Open House in December?**
 - **Web Tech volunteer, Bill B update**
 - **Review of currently missing docs.**
 - **Verify meetings closed / shuttered**
 - **Now removed. Trash not emptied**
 - **Groups that need our help**
 - **The first group is Keep It Simple, which meets on Tuesdays, Fridays, and Sundays at The Faith House on Pu'uhale Road in Kalihi. They also host a Saturday meeting in Chuukese. They are looking for increased attendance and members to fill service positions, including secretaries, coffee makers, a treasurer, and eventually a GSR.**
 - **The second group is Grupo Hawai'i, a Spanish-speaking meeting. Currently, they have only one home group member, and he will be relocating to the mainland soon. While meeting attendance is steady, they are at risk of going dark. Please ask your GSRs to check with their home groups to see if any bilingual (Spanish/English) members are willing to step up and help keep this meeting running.**
 - **Proposed S&G document – Latest draft has been received from the ad hoc committee as of yesterday.**
 - **Mary to send to Body, point to green revisions**
 - **Budget – any feedback received so far?**
 - **None – heard positive only.**
 - **Spirit of Rotation / positions posting.**
 - **Mary to bring Print outs of positions ... Send to Beverly.**
 - **Office Manager vacancy – 3 resumes received / discuss and set plan = Executive session was used to discuss personal matters**
 - **30 hour or less PT position.**
 - **Announce end of September will be closing the acceptance of submissions**

OLD BUSINESS:

- **OIG Website update: Awaiting former Secretaries help with the pukas. New treasure needs to provide 2026 missing docs, please**
- **Website guidelines – next steps – discuss during new computer set up with Tech Man AFTER migration**

NEW BUSINESS: None

Next SC Meeting: ***WEDNESDAY OCTOBER 7 AT 6:00 PM**

Agenda items for SC meeting due: __9/30__ (motion: D'Ann / 2nd __Beverly) _7:05_ pm ADJOURNMENT

**I am responsible. When anyone, anywhere, reaches out for help,
I want the hand of AA always to be there. And for that I am responsible.**