

O'ahu Intergroup of Hawai'i, Inc.
Business Meeting Minutes
January 14, 2026, 6:30 p.m.

MEETING OPENED: with the Serenity Prayer recited by All.

PREAMBLE: D'Ann G. OIG Vol Coord

TWELVE TRADITIONS: Sandy M., IGR Hui Kokua; \$69 collected

DECLARATION OF UNITY: Recited by All.

INTRODUCTION OF NEW INTERGROUP REPRESENTATIVES (IGRs): none

DECEMBER & JANUARY ANNIVERSARIES: Listed on Agenda – Maile C., IGR X-Factah (Dec 4, 12 yrs), Jennifer C., IGR 12 Coconuts Online (Dec 15, 11 yrs), Tu M., IGR Kalihi Sobriety (Dec 31, 4 yrs), Keli'i D., Alt. DCM-District 2 Honolulu (Jan 1, 13 yrs), Kristiana S. IGR Hang Loose (Jan 1, 14 yrs). Corrections and additions made.

ESTABLISHING A QUORUM: A quorum of 14 required to conduct business was established for the meeting by first conducting a count of all individuals present and then counting only the voting members:

Present: 27; Voting: 25; Non-voting: 2 Quorum (50%+1): 14

Simple Majority (51%) (SM): 13; Substantial Unanimity (67%) (SU): 17

READINGS:

Informed Group Conscience/Substantial Unanimity: Summyr L., IGR AS

Concepts 3, 4 and 5: Karen K., IGR Black Experience (BE)

ACCEPTANCE OF BUSINESS MEETING (BUS MTG) MINUTES: members given approximately 10 minutes to review. No corrections noted.

Motion to approve November minutes: Sally T., DCM Windward; seconded by Norman Y., IGR Malia Discussion. Motion passed.

Motion to approve December minutes: Sally T., DCM Windward; seconded by D'Ann G., OIG VC. Motion passed.

IGR ANNOUNCEMENTS:

Karen K., IGR BE – BE is hosting a potluck picnic at Kapiolani Park by the bandstand to honor Martin Luther King on Monday, Jan 19.

PANEL 75 HAWAII AREA 17 DELEGATE AND CHAIR REPORTS: See Addendum 1-

OIG REPORTS:

Secretary: Beverly H. (written report attached to OIG's 1/14/26 BUS MTG Agenda)

We as Steering Committee Officers (SCO) are volunteers trying our best to help each other in our duties to responsibly carry out the By Laws in the spirit of A.A.'s tradition. Though tedious and information intense, thoroughness is emphasized;

1. Assisted with organizing and improving Charter of Accounts, balance sheets and financial accuracy reporting. She reiterated important financial numbers and information on birthday contributions noted in the Treasurer's Report;
2. Secretary's 2026 goals listed in a report;
3. As a dedicated volunteer. Mary noted it would be difficult to track the numerous hours Beverly has dedicated to OIG.

Treasurer: Rochelle A. (written report with 2025 monthly breakdown of Contributions, Profit & Loss and Balance Sheet statements attached to OIG's 1/14/26 BUS MTG Agenda)

1. November ended with a positive net gain of \$4,000 due to end-of-year contributions;
2. December ended with a net loss of \$1,073 which is considered good;
3. Beverly thanked for producing a monthly breakdown for the entire 2025 of Contributions, Profit and Loss and Balance Sheet financials albeit with different description headings;
4. OIG Birthday envelopes – Homemade by Cat A., Kalihi Sobriety. This is where money and spirituality mix for individuals who wish to send in \$1 or more for each year of sobriety on A.A. birthday. Fill in info requested on insert to receive a confirmation email receipt.

Volunteer Coordinator: D'Ann G. (written report attached to OIG's 1/14/26 BUS MTG Agenda)

1. All volunteer slots are currently filled;
2. Mentioned a tradition of donating a dollar for every year of sobriety on one's birthday;
3. Noted duties include managing the volunteer schedule for days off and filling in as needed;
4. Works in the office on Wednesdays.

Central Office Manager: Georgette W.

1. Focused on statistics and new volunteer training:
 - a. December – 91+ calls in office; 101 calls phone angels;
 - b. Two new volunteers were trained, primarily by D'Ann G. and Mark O.;
 - c. 2025 book bank literature sales - highlighting top-selling books and the introduction of digital sales on the website:
 - i. Literature sales in 2025 were \$20,742; cost of literature was \$16,898; yielding a profit of \$3,846, an average of \$320 per month;
 - ii. Big Books are consistently the top sellers accounting for 20% of sales and indicating strong 12th step work (sold 337 hardbacks, 258 "plain language" 183 sc, 102 large print, 78 pocket-sized;
 - iii. Other sales: 254 "12 and 12s"; 123 newcomer packets, 126 "Women Pioneers of Alcoholics Anonymous", now out of stock;
 - iv. In 2025 digital literature sales via the website were introduced and despite a learning curve, resulted in: 77 orders; for 1,221 products; totaling \$4,522 in sales, despite a learning curve.

2025 Digital contributions which presented payment platform challenges, totaled \$4,674;

- a. Technical improvements and assistance from JPM, QC, Michael U, and Jimmy K. makes digital contribution processing easier;

AA World Services publishing (AAWS) has announced a price increase effective February 1st: \$3 increase per book; 15% increase per pamphlet; first price increase from AAWS since 2014; take advantage of current prices.

- ___ Office location and lease agreement update:

- Office moved from Century Square to the Varsity Building in December 2022 due to repeated flooding causing rent to climb from \$1,360 to \$1,613 per month;
- OIG Chair has negotiated a lease extension until September at a discounted rate of \$1,076.78 per month;
- New office space needs to be located prior to the end of the lease extension on September 15th;
- Inform the committee of any known suitable, reasonably priced rental spaces.

Vice-Chair: Larry J. ((written report attached to OIG's 1/14/26 BUS MTG Agenda)

- ___ Report includes a letter of gratitude to the committee who hosted the (Christmas) holiday event and helped with scholarship;
- ___ No major events planned until Founder's Day;
- ___ Encourage home groups to do workshops, set dates and reach out to Activities Committee to support such workshops;
- ___ Arrive 30 minutes early before monthly business meeting to observe committee's work and rotating facilitators to conduct short class on step-tradition parallels, concepts and such topics of interest;
- ___ Will be out of state until March but will continue his service duties remotely.

Chair: Mary N.

- ___ Reflects on accomplishments and challenges. Announces a goal to finalize the computer migration;
- ___ Accomplishments noted and Goals set for 2026 for SCO and OM. Acknowledged the challenges addressed;
- ___ Migration to the new, budgeted (desktop) computer being finalized via hired professional (SCO and OM approved hire);
- ___ Office Manager's job description has been updated and will be posted soon;
- ___ 90% of all reports posted on OIG website. December reports to be posted this week.
 - Mary to teach others how to post and document process;

- ___ FHB bank statements retroactive to 2022 have been downloaded, redacted and posted to OIG's Google Drive and will be available upon request;
- ___ New lease – credit retroactive to 12-15-2025;
- ___ Internet vendor charges – Negotiated an annual cost reduction of over \$600;
- ___ Website guidelines - under review to ensure consistency going forward. It includes posting flyers that are anonymity appropriate and more;
- ___ Structures and Guidelines (S&G) Ad Hoc Committee:
 - Met three times and another scheduled before PRAASA on 2-27-26;
 - Members researching S&G of other large/medium sized intergroups;
 - Plans to use AI to process researched info. The goal is to present a revised version of S&G by Sep to be voted on in Oct. First update in three years;
 - Each Steering Committee member is tasked to review own position duties.
- ___ Inventory questions: Beverly to update IGR email list to send inventory questions when available.

OLD BUSINESS:

- ___ The 2026 Proposed Budget was passed on 12-10-25 at the OIG Business Meeting – the result is more than a 'yes' or 'no' count. It is the spiritual expression of the group conscience.

NEW BUSINESS:

- ___ Change to Steering Committee Overview: Treasurer and Secretary to switch roles to better align their duties with their professional experience. Rochelle A. asked Beverly H. to switch positions/duties due to Beverly's accounting background and financial acumen. As Secretary, Rochelle to submit more timely deliverables. The Steering Committee encouraged the role swap, believing it to be in the best interest of both the organization and the individuals involved; the rationale is that the change aims to reduce the struggle and learning curve for both individuals, allowing them to leverage their past business experience for more timely deliverables. The expectation is to help correct issues related to accounting software. Both individuals remain committed to serving their full terms.
 - A straw or confirmation vote from those eligible to vote was taken on switch. 21 favored change to Rochelle A. as Secretary and Beverly H. as Treasurer and 3 abstained;
 - Hawaii Area Delegate supported this internal move under Concept III "the right of decision makes effective leadership possible" and Concept V "reliance, involving delegated authority". The principles behind these concepts are mutual trust and reliance. She encouraged the IGRs to report this back to their groups;
 - Hawaii Area 17 Chair accepted clarification and expressed surprise, believing Rochelle had numbers background from a previous treasurer role;
 - This was made after months of deliberation and counsel from the past and current delegates.

NEXT OIG BUS MTG: Feb-11-2026, 6:30pm, Susannah Wesley Center.

MOTION TO CLOSE THE MEETING: Sally T., DCM Windward; seconded by Norman Y., IGR Malia Discussion.

The meeting adjourned at 7:56 p.m. with the 'Responsibility Pledge'.

ACTION ITEMS TO TAKE BACK

All Members:

- ___ Inform the committee of any known suitable, reasonably priced rental spaces
- ___ Home Groups - Reach out to the activities committee to set a date for hosting a workshop; the committee will provide support
- ___ OIG Chair - Work with a couple of committee members to track down the few remaining missing reports; Obtain updated contact list from Secretary; email inventory questions to all members
- ___ Ad Hoc Committee - Review and clarify the "gray areas" within the structures and guidelines regarding role changes within the steering committee

Key Decisions:

- Quorum of 14 established
- 2025.11.12 BUS MTG Minutes approved as written without correction
- 2025.12.10 BUS MTG Minutes approved as written, without correction
- All volunteer slots are currently filled
- Expense containment:
 - office lease extension through Sept 15th negotiated at a discounted rate of \$1,076.78 per month, saving \$3592 over 8 months;
 - internet expense reduced \$600+/year
- Secretary role assumed by Rochelle A.;
- Treasurer role assumed by Beverly H, leveraging accounting experience