

San Juan Group Steering Committee Meeting Minutes

Date: 7.27.26

Start of meeting: 9:10am

People present at meeting: Bill G., Jack L., Michele R., Tiffany B., Mike C., Milt L., K.M. Augustine, Isabel S.

On zoom: Jason, Jane, Lenore, Tracie, Mike, Deedee P.

Chair: (Bill)

Bill led the meeting.

Treasurers Report: (Lenore)

- June financials were strong at ~\$6,700 in contributions, with Zelle emerging as the dominant donation channel replacing PayPal.
- Zelle QR codes laminated and placed (basket + desk) June contributions up considerably year-over-year
- Remaining PayPal funds (\$175.15) transferred to main account

Website: IT Support: (Jason)

- Nothing to report - everything is up to date
- The group voted and authorized a new camera & extension for ~\$100.00, but the zoom seemed to be working, so Jason will not install until needed.

GSR: (Adee)

- the committee studied Tradition 7 and Concept 7
- The highlights from the meeting were:
 - We went through the budget of the Labor Day picnic coming up, the cost doubled since last year. We voted on to approve the funds, which we had and the picnic is still on and will be at Jim Johnson Sports Park again. There will be a bouncy house, food, music, and more. Waiting for more exact details, we needed to get the approval and permit for so many people and with the increased budget.
 - We are always trying to reach new meetings to be connected with a GSR representative and groups, to stay connected.
 - The SJG is current with donations.

Facilities: (Jack)

- Hallway beige paint and chair-protection hard plastic completed by Jimmy G and Liam
- Trailer exterior painted; food and gift cards provided to volunteers

Intergroup: (Victoria)

- The pamphlet of the month was about Sponsorship.
- Still in need of volunteers at central office: I posted a sign up sheet at the trailer. Also the times & hours needed
- I stocked the July lifelines at the trailer
- We are in full swing with our financial review. Cost is between 10,000-12,000. It's non negotiable that we do this
- GRATEFUL GIVERS - A recurring way to give consistently every month.
- The San Juan group is a large contributor of contributions. Early this July central office received a contribution of 2,400!

Grapevine Rep. (Michele)

- Michelle let us know there is a new book out \$14.99 'Getting and Staying Sober'

Supplies: (Augie)

- Stocked items in the flat bin with emergency items to be kept in the back room

Literature: (Shanna)

- 12 & 12 books restocked by Shauna per treasurer's box request

H&I: (Lenore) -

- We had 4 new panelists/members join H&I and took on panels
- Had 3 Dark Nights in June - not acceptable, a poor reflection on us
- We had a new facility in Aliso Viejo request panels

CCC: (Barbara)

- Not present

Secretary (DeeDee):

- Added zoom link in the monthly reminder re: meetings (will use the one created by Jason - Thank You!

Decisions Made (from AI generated transcript)

- **Privacy policy:** No personal emails or phone numbers to appear in meeting minutes or GSR reports going forward
- **Group email:** Create a single forwarding email address (e.g., SanJuanGroupAA@gmail.com) tied to the GSR role, transferable when the position changes
- **Facility repairs:** Obtain full cost estimate (ramp + optional railing + side wall) from licensed contractor Bill T before approaching the church; propose paying for repairs in exchange for a lease extension
- **Unlicensed repairs:** Volunteer board replacement is acceptable for non-wheelchair-access items; licensed contractor required for structural/wall work
- **Defibrillator/Narcan:** Add as a formal responsibility (subcategory under Facilities); designate a monthly checker; organize a CPR/AED training session
- **Vaping on premises:** Secretary to make a general (non-targeted) announcement reminding attendees of the no-vaping rule
- **Website sign:** Restore the sanjuangroupaa.org sign removed during painting

New Business/Action items (from AI transcript)

- **Lenore:** Email secretary list (June version) to Lenore for missing envelope follow-up; send updated list when available
- **Lenore:** Reach out to Monday 7:30 PM discussion meeting secretary re: missing June 22 envelope
- **Jason:** Set up group forwarding email address for GSR role
- **Jason:** Shared clickable Zoom link format with DeeDee via TextMagic -DeeDee to use next time the reminder is sent out
- **Jack:** Confirm Bill T's day rate and get railing cost added to materials estimate; revisit sidewall scope after vacation
- **Jack/SJC:** Follow up with painting volunteers (post-Labor Day target) for bathroom and door painting
- **Augie:** Place supply contact name/number on inside of supply cabinet door; establish emergency supply bin in back room
- **DeeDee:** Send June secretary list to Lenore; send updated list to both Lenore and Augie
- **DeeDee:** Add notification reminder to front desk

- **Mike/SJC:** Identify designee for monthly defibrillator checks and coordinate CPR training session
- **Michelle/Lenore:** Follow up on free Narcan sourcing via Shauna or GSR treasurer contact
- **Someone on-site:** Rehang sanjuangroupaa.org website sign this week

Close out of the meeting with the serenity prayer. End of meeting: 9:50am