

## **SUNDAY BDA ONLINE — BUSINESS MEETING — 3<sup>RD</sup>**

**SUNDAYS, 7:25-7:55PM EASTERN, 4:25-4:55PM PACIFIC, ETC.**

*Meeting Notes for 3/19/23 business meeting and Working Agenda for 4/17/23*

*(March Topics )*

### **Meeting Format:**

Open  
Introductions  
Minutes Summary  
Treasurer Report  
Urgent Business  
Old Business

---

### **Open**

All opened the meeting with the Serenity Prayer

### **Introductions**

Gabe, Meeting Chair, and HG member  
Lynn Business Meeting Chair and HG member  
Heather, Temp Business Meeting Chair and HG member

### **Minutes Summary**

Gabe read a summary of the minutes from the 2/19/23 meeting. No amendments or objections. All approved.

### **Treasurer Report**

Chris emailed groups income but will prepare a report at a later time.  
Income – \$40-50 (7th Tradition) + \$0.11 (Interest)  
All approved the Treasurer's Report as presented.

### **Service Position Elections**

Next Elections will be in December  
**Meeting chair** – Gabe – until June 30  
**Newcomer Greeter** – Gabe and Lynn – until June 30  
**Speaker-Greeter** – Heather – until June 30  
**Business meeting chair** – Lynn – until June 30  
**Business meeting record keeper** – Heather – until June 30  
**Tech coordinator** – Gayle P – until June 30

**Treasurer** – Chris B – until June 30

**GSR** – Pending

### **Urgent Business**

**1. Alter PayPal/Venmo Language in Format – *-Heather still has not completed this.***

Heather will revise the script to indicate that Venmo not PayPal is our preferred 7th Tradition method. Heather will share revised script with Gayle to post on the website. Heather will do asap.

### **Old Business**

**1. Service Positions**

GSR conversation – minimum requirements were read. Heather will announce at meetings that we are seeking a GSR and will share the requirements and let people know to come to the next business meeting to get voted in if they want to take on the position. The person needs to be/become a homegroup member. (If they are not/not willing, we'd need to discuss changing our requirements or reconsider their offer to be GSR.)

Gabe mentioned she would like to consider the position. She will talk with a former GSR she knows to learn more and will pray about it.

**Gabe is still pondering the position. We will revisit at April meeting.**

**2. Group Inventory – *Discuss at March meeting***

Committee to plan a group inventory for December 2023. (Our most recent group inventory was in May and June 2019.) No interest currently. Revisit in the 1st quarter of 2023.

### **New Business**

Gabe asked about service commitments and possibly changing the term length of each position. Lynn seconded. All approved.

Gabe made a motion to revise the script. Heather seconded, All approved.

There was additional discussion on how to revise the script and what length the meeting chair should have. Heather suggested a monthly rotation for meeting chair in alphabetical order by first name.

The discussion was tabled until the April business meeting.

**SUNDAY BDA ONLINE — BUSINESS MEETING — 3<sup>RD</sup>**  
**SUNDAYS, 7:25-7:55PM EASTERN, 4:25-4:55PM PACIFIC, ETC.**

*Meeting Notes for 1/15/23 business meeting and Working Agenda for 2/19/23*  
*(No **February Topics**)*

**Meeting Format:**

Open  
Introductions  
Minutes Summary  
Treasurer Report  
Urgent Business  
Old Business

---

**Open**

All opened the meeting with the Serenity Prayer

**Introductions**

Gabe, Temp Business Meeting Record Keeper for today, Meeting Chair, and HG member  
Chris, Treasurer and HG Member  
Lynn, Business Meeting Chair and HG Member  
Gayle, Tech Coordinator and HG member

**Minutes Summary**

Gabe read a summary of the minutes from the 12/18/22 meeting. No amendments or objections.  
All approved.

**Treasurer Report**

Chris shared the Report verbally  
Income – \$122.38 (7th Tradition) + \$0.08 (Interest)  
Expenses – none  
\$1192.07 General Fund Total  
\$1501.83 GSR Fund Total  
Chris would like to have a larger prudent reserve to cover 3 months (see item 3)  
All approved the Treasurer's Report as presented  
Report will be posted on the website by Gayle.

## Service Position Elections

Next Elections will be in December

**Meeting chair** – Gabe – until June 30

**Newcomer Greeter** – Gabe and Lynn – until June 30

**Speaker-Greeter** – Heather – until June 30

**Business meeting chair** – Lynn – until June 30

**Business meeting record keeper** – Heather – until June 30

**Tech coordinator** – Gayle P – until June 30

**Treasurer** – Chris B – until June 30

**GSR** – Pending

## Urgent Business

### **2. Propose Separating from Help for Debtors – *Resolved***

Gayle reviewed the website and made updates: removed Help for Debtors footer; kept immersion flyers; kept some language that reflects workshops that our group offered in the past.

Gayle has the debit card data and is setting up payment for the website, domain name, and zoom.

Heather updated the script accordingly.

## Old Business

### **3. PRG to Create Spending Plan – *Resolved***

### **4. Group Inventory**

Committee to plan a group inventory for spring 2022. (Our most recent group inventory was in May and June 2019.) No interest currently. Revisit in the 1st quarter of 2023.

### **5. Additional Prudent Reserve Costs – *Resolved***

Costs retrieved by Gayle:

Domain registration – \$27.90 for two years (expires 4/18/25)

BDaphone.org (expires 8/20/23) Suggest letting this expire and not renewing. Discussed letting it expire. All voted in favor

Wix hosting – (expires 7/21/23-26) Three year cycle. Next payment \$432.00

Zoom – (10/1/23) \$250

Total = \$709.90

Chris proposed keeping a prudent reserve of \$709.90 in the checking account. After October when we pay for zoom, we'll keep the prudent reserve at \$400. All voted in favor.

All voted in favor of this change – prudent reserve is now \$709.90

**SUNDAY BDA ONLINE — BUSINESS MEETING — 3<sup>RD</sup>**

**SUNDAYS, 7:25-7:55PM EASTERN, 4:25-4:55PM PACIFIC, ETC.**

*Meeting Notes for 12/18/22 business meeting and Working Agenda for 1/15/22*

*(See **January Topics**)*

**Meeting Format:**

Open  
Introductions  
Minutes Summary  
Treasurer Report  
Urgent Business  
Old Business

---

**Open**

All opened the meeting with the Serenity Prayer

**Introductions**

Gabe, Business Meeting Record Keeper and HG member  
Chris, Treasurer and HG Member  
Heather, Meeting Chair and HG member  
Lynn, Business Meeting Chair and HG Member  
Gayle, Tech Coordinator and HG member

**Minutes Summary**

Gabe read a summary of the minutes from the 11/20/22 meeting. No amendments or objections.  
All approved.

**Treasurer Report**

Chris shared the Report verbally  
Income – \$86.56 (7th Tradition) + \$0.08 (Interest)  
Expenses – none  
\$1069.69 General Fund Total  
\$1501.25 GSR Fund Total  
All approved the Treasurer's Report as presented  
Report will be posted on the website by Gayle.

**Accounts – Resolved**

Chris tried to access the bank statements from her app but it's not possible. You need to be on the computer to do this. Gayle knows this and will use her computer to access bank statements

### **Service Position Elections**

Next Elections will be in December

**Meeting chair** – Gabe – until June 30

**Newcomer Greeter** – Gabe and Lynn – until June 30

**Speaker-Greeter** – Heather – until June 30

**Business meeting chair** – Lynn – until June 30

**Business meeting record keeper** – Heather – until June 30

**Tech coordinator** – Gayle P – until June 30

**Treasurer** – Chris B – until June 30

**GSR** – Pending

### **Urgent Business**

#### **3. Access to SundayBDaphone.org – *Resolved***

Status on password for gmail account – Password retrieved by Chris and given to Gayle – Gayle has the password now.

#### **4. Propose Separating from Help for Debtors – *January Topic***

Gayle started reviewing the website and is making updates. Heather is updating the script accordingly. Group agreed to table this discussion until the January meeting

#### ***Actions***

- **Heather** to review the script to see what needs to be changed/updated

### **Old Business**

#### **6. PRG to Create Spending Plan**

#### **7. Group Inventory**

Committee to plan a group inventory for spring 2022. (Our most recent group inventory was in May and June 2019.) No interest currently. Revisit in the 1st quarter of 2023.

#### **8. Additional Prudent Reserve Costs – *January Topic***

Need to get the cost of email and website to add to the current group PR amount \$375.

Gayle shared costs (see below). The group will discuss how to use these totals to adjust/add to our PR. We also need to switch over the existing card on file to the group's card.

*Costs retrieved by Gayle:*

Domain registration – \$27.90 for two years (expires 4/18/25)

BDaphone.org (expires 8/20/23) Suggest letting this expire and not renewing.

Wix hosting – (expires 7/21/23) Three year cycle. Next payment \$432.00

### ***Actions***

- **Gayle** will add the group's card to the site
- **Group** will discuss what costs (how much) to add to the PR at the January meeting

### **9. Zoom Reports for Recordings – *Resolved***

Gayle accessed the Zoom reports; they are available to view on the wix site if anyone wants those data.

**SUNDAY BDA ONLINE — BUSINESS MEETING — 3<sup>RD</sup>**  
**SUNDAYS, 7:25-7:55PM EASTERN, 4:25-4:55PM PACIFIC, ETC.**

*Meeting Notes for 11/20/22 business meeting and Working Agenda for  
12/18/22 (See *December Topics*)*

**Meeting Format:**

Open  
Introductions  
Minutes Summary  
Treasurer Report  
Urgent Business  
Old Business

---

**Open**

All opened the meeting with the Serenity Prayer

**Introductions**

Lynn, Business Meeting Chair and HG Member  
Heather, Meeting Chair and HG member  
Gabe, Business Meeting Record Keeper and HG member  
Gayle, Tech Coordinator and HG member  
Chris, Treasurer and HG Member

**Minutes Summary**

Gabe read a summary of the minutes from the 10/16/22 meeting. No amendments or objections.  
All approved.

**Treasurer Report**

Chris shared [Report](#).  
GSR Fund to stay at \$1500  
Income – \$162.55 7th Tradition  
Expenses – \$165.04 Zoom  
All approved the Treasurer’s Report as presented  
Report will be posted on the website by Gayle.

**Accounts**

Gayle has necessary apps on her phone and has access to all accounts and is able to successfully log in. Not sure about how to access statements from the mobile app.



### **Actions**

- **Chris** will try accessing the bank statements from her app and will share results with Gayle

### **Open Service Positions - as of 10/16/22**

Next Elections will be in December

**Meeting chair** – Heather – Dec 22

**Newcomer Greeter** – Heather and Lynn will cover until December elections – Dec 22

**Speaker-Greeter** – Gayle P – Dec 22

**Business meeting chair** – Lynn – Dec 22

**Business meeting record keeper** – Gabe – Dec 22

**Tech coordinator** – Gayle P – Dec 22

**Treasurer** – Chris B – Dec 22

**GSR** – Pending. Who would like to serve? Heather and Lynn will provide more information about the GSR position prior to December elections. Please come to the December meeting for service position voting!

### **Actions**

- **Heather** at meetings, mention service positions and elections coming up in December

### **Urgent Business**

#### **5. Access to SundayBDAPhone.org**

Two different domains related to different gmail addresses for the group; this one is mostly for treasurer documents and analytics; Chris is sending Gayle the password to that particular account so Gayle can access that email

### **Actions**

- **Chris** to send password to Gayle
- **Gayle** to see if the password works

#### **6. Propose Separating from Help for Debtors – *December Topic***

Establish ourselves as a regular meeting and not advertise or promote Help for Debtors Workshops; Help for Debtors is not a meeting; we are not. We present ourselves as one entity, yet we are not. Motion was made to remove the advertisements for Help for Debtors from the SundayBDAOnline website and to not promote the workshops in our meeting script – remove the conferences tab from the website. Do we want to separate ourselves from Help for Debtors Workshops? 4 voted yet, 1 voted no. The group voted to not publish this portion of the notes on the website because this is a sensitive issue. *This discussion is tabled until the December meeting.*

### **Old Business**

#### **10. PRG to Create Spending Plan**

#### **11. Group Inventory**

Committee to plan a group inventory for spring 2022. (Our most recent group inventory was in May and June 2019.) No interest currently. Revisit in the 1st quarter of 2023.

**12. Additional Prudent Reserve Costs – *December Topic***

Need to get cost of email and website to add to current group PR amount \$375

**13. Zoom Reports for Recordings – *December Topic***

Access reports online and review data in November

- **Gayle** to access Zoom reports and share at December meeting

**SUNDAY BDA ONLINE — BUSINESS MEETING — 3<sup>RD</sup>**  
**SUNDAYS, 7:25-7:55PM EASTERN, 4:25-4:55PM PACIFIC, ETC.**

*Meeting notes for business meeting on 10/16/22  
and Working Agenda for 11/20/22 business meeting (See *November Topics*)*

**Meeting Format:**

Open  
Introductions  
Minutes Summary  
Treasurer Report  
Urgent Business  
Old Business

---

**Open**

All opened the meeting with the Serenity Prayer

**Introductions**

Lynn, Business Meeting Chair and HG Member  
Heather, Meeting Chair and HG member  
Gabe, Business Meeting Record Keeper and HG member  
Gayle, Tech Coordinator and HG member  
Chris, Treasurer and HG Member

**Minutes Summary**

Gabe read a summary of the minutes from the 9/18/22 meeting. No amendments or objections. All approved.

**Treasurer Report**

Chris not able to attend but will send report to Gayle ASAP.  
Report will be posted on the website by Gayle.

***Actions***

- **Gayle** to add a PR line to the spreadsheet (\$375)

**Accounts**

Gayle's name is on all of the accounts w/ Chris.

***Actions***

- **Gayle** to access the accounts to make sure she is able to successfully log in.

## Open Service Positions - as of 10/16/22

Next Elections will be in December

**Meeting chair** – Heather – Dec 22

**Newcomer Greeter** – Heather and Lynn will cover until December elections – Dec 22

**Speaker-Greeter** – Gayle P – Dec 22

**Business meeting chair** – Lynn – Dec 22

**Business meeting record keeper** – Gabe – Dec 22

**Tech coordinator** – Gayle P – Dec 22

**Treasurer** – Chris B – Dec 22

**GSR** – Who would like to serve? Heather and Lynn will provide more information about the GSR position prior to December elections

### *Actions*

- **All** need someone to serve as Newcomer Greeter
- **Gabe** list all the service positions and dates in the notes here

## Urgent Business

7. Nothing presented

## Old Business

14. PRG to Create Spending Plan

15. **Speakers Recordings – Resolved**

Beginning with our August speaker, tech coordinator will leave recordings on the zoom platform, which will count the number of listeners and downloads. We will review this data as part of our discussion in November.

- Currently recordings are all saved in the cloud
- There were two recordings that were recorded locally. Do we need these?
- Group decided no and to move on without needing to locate and upload the two recordings
- Is the tech person supposed to record and upload the recordings?
  - Anything related to tech is the tech person's responsibility, including zoom recordings
  - How are the data accessed? On the zoom backend – run reports

### *Actions*

- **All** check in with Heather in October to see if the two recordings were found

16. **Kindle – Resolved**

Gayle requested sharing the Kindle to the website but we can't do it – Kindle books need to be shared by the individual

- Gayle did not contact Kindle

- Does anyone have ideas about which email we can use to share the Kindle online (we need a group account vs. someone's personal account)?
- There does not seem to be an issue with individuals sharing their personal Kindle
- Group voted to move on from this and just continue to use personal Kindles

***Actions***

- ~~Gayle will contact Kindle and see if the group/group email can receive the Kindle~~

**17. Group Inventory**

Committee to plan a group inventory for spring 2022. (Our most recent group inventory was in May and June 2019.) No interest currently. Revisit in the 1st quarter of 2023.

**18. Additional Prudent Reserve Costs – *November Topic***

Need to get cost of email and website to add to current group PR amount \$375

**19. ~~Pasting Links~~ – *October Topic – Resolved***

Meeting Chair does this; give new chair the links they need to post

***Actions***

- ~~All has this been done? Determine who pastes links into the chat for payment info and other resources during announcements~~

**20. Zoom Reports for Recordings – *November Topic***

Access reports online and review data in November

- **Gayle** to access Zoom reports and share at next meeting

**SUNDAY BDA ONLINE — BUSINESS MEETING — 3<sup>RD</sup>**  
**SUNDAYS, 7:25-7:55PM EASTERN, 4:25-4:55PM PACIFIC, ETC.**

*Meeting notes for business meeting on 9/18/22  
and Working Agenda for 10/16/22 business meeting (See *October Topics*)*

**Meeting Format:**

Open  
Introductions  
Minutes Summary  
Treasurer Report  
Urgent Business  
Old Business

---

**Open**

All opened the meeting with the Serenity Prayer

**Introductions**

Heather HG member, Gabe HG member, Chris HG member, Gayle HG member

**Minutes Summary**

Gabe read a summary of the minutes from the 8/21/22 meeting. No amendments or objections. All approved.

**Treasurer Report**

Chris shared the report. Report will be posted on the website by Gayle.

- Current balances – \$1,965.69 Total (General Fund \$465.26; GSR Fund \$1,500.43)
- Average monthly 7th Tradition = \$20-\$45

**Discussion on how to distribute funds from the General Fund: Resolved**

Read the BDA has suggested guidelines for distribution (from the Service Manual):

*How can my group contribute?*

*Group Spending Plan: It is suggested that meetings create a group spending plan, including setting aside funds for a prudent reserve, which is usually three months of normal expenses or three months' rent. Contributions to the GSO: If, after meeting all its regular expenses, the group has a surplus, it is recommended that it be distributed monthly or quarterly according to the following formula: if your area has an Intergroup, contribute 50% of any surplus to Intergroup and 50% to GSO. If your area has an Intergroup and an*

*Area GSR Group, then contribute 45% to Intergroup, 45% to the GSO, and 10% to the Area Group. If your area does NOT have either an Intergroup or an Area Group, contribute 100% of the surplus to the GSO.*

We don't have an Intergroup or Area.

Zoom renews in October – \$200 annually

Other expenses – \$100 for website annually

Annual expenses are \$300 – Recommend keeping \$1500 in GSR fund and \$300 or \$375 in General Fund as Prudent Reserve

7th Tradition goes to General Fund or members can earmark \$ for GSR at the time of their contribution

Recommendation: Split remaining account balance beyond PR between Help for Debtors and GSO

Recommendation: Keep \$375 as Prudent Reserve; \$1500 as GSR fund and remaining balance to GSO on a monthly basis – **All voted in favor of this recommendation**

### **Actions**

- **Gayle** to add a PR line to the spreadsheet (\$375)

### **Accounts**

Gayle's name is on all of the accounts w/ Chris.

### **Actions**

- **Gayle** to access the accounts to make sure she is able to successfully log in.
- ~~**All** (next month) discuss how to split cash reserves moving forward.~~

### **Open Service Positions - as of 8/21/22**

**Newcomer Greeter** – Who would like to serve?

Heather and Lynn will cover until someone steps into the roll

**GSR** – Who would like to serve?

### **Actions**

- **All** need someone to serve as Newcomer Greeter
- **All** need someone to serve as GSR

### **Urgent Business**

#### **1. Kindle – *October Topic***

Sharing materials online during the meeting is going well.

Gayle requested sharing the Kindle to the website but we can't do it – Kindle books need to be shared by the individual

### **Actions**

- ~~**All** (next month) discuss having access to Kindle on the website~~
- **Gayle** will contact Kindle and see if the group/group email can receive the Kindle

#### **2. ~~Bank Account Resolved~~**

All signers are correct – Gayle’s name is on all of the accounts w/ Chris.

### **3. ~~Service Positions Job Descriptions~~ Resolved**

Gayle changed the format of service position descriptions on the website. Everything on the website has been updated.

### **4. ~~Script~~ Resolved**

Script has been updated

### **5. ~~Zoom Settings~~ Resolved**

All Zoom security features have been updated, but we could still have a password. We already have a password so this is already done.

#### **Actions**

- **All** (next meeting) discuss Zoom settings/security/password

## **Topics for September Business Meeting**

### **1. PRG to Create Spending Plan – *October Topic***

### **~~2. Prudent Reserve. Resolved~~**

*From June meeting – relevant notes: The group should set up a prudent reserve. Suggestion: Annual cost for our tech and banking fees, plus whatever other fees we may have and to present them to the group to use to establish the prudent reserve guidelines. Annual zoom is \$149.90 due Oct 17, no bank fees, possibly website domain name annual fees? Any gmail fees? Gayle?*

### **~~3. Distribution of General Funds Resolved~~**

### **~~4. Zoom Settings Resolved~~**

Security/password discussion

## **Old Business**

### **1. Recording Speakers? Y/N? – *October Topic***

Beginning with our August speaker, tech coordinator will leave recordings on the zoom platform, which will count the number of listeners and downloads. We will review this data as part of our discussion in October.

#### **Actions**

- **Heather** has this been done? Locate the two missing speaker recording — Not yet by will search by the two dates for Gayle and Demitri
- **All** check in with Heather in October to see if the two recordings were



## 2. Group Inventory

Committee to plan a group inventory for spring 2022. (Our most recent group inventory was in May and June 2019.) No interest currently. Revisit in the 1st quarter of 2023.

## 3. Pasting Links – *October Topic*

### *Actions*

- **All** has this been done? Determine who pastes links into the chat for payment info and other resources during announcements

## 4. ~~Website Updates~~ *Resolved*

*From July meeting*

Update Sunday BDA Icon from Unicorn to new circle image – Gayle to do. Has this been done?

### *Actions*

- **Gayle** (if not yet done) update image

**SUNDAY BDA ONLINE — BUSINESS MEETING — 3<sup>RD</sup>**  
**SUNDAYS, 7:25-7:55PM EASTERN, 4:25-4:55PM PACIFIC, ETC.**

*Previous meeting notes and working agenda for business meeting on 9/18/22*

**Meeting Format:**

Open  
Introductions  
Minutes Summary  
Treasurer Report  
Urgent Business  
Old Business

---

**Open**

Lynn opened the meeting with the Serenity Prayer

**Introductions**

Heather HG Member, Lynn HG member, Gabe HG member, Gayle HG member, Chris HG Member, Rudy

**Minutes Summary**

Gabe read a summary of the minutes from the 7/17/22 meeting. No amendments or objections. All approved.

**Treasurer Report**

Chris was not in attendance but sent the report, which Gayle read. Report will be posted on the website by Gayle.

Decide in September how to distribute funds from the General Fund. BDA has suggested guidelines for distribution (from the Service Manual):

*How can my group contribute?*

*Group Spending Plan: It is suggested that meetings create a group spending plan, including setting aside funds for a prudent reserve, which is usually three months of normal expenses or three months' rent. Contributions to the GSO: If, after meeting all its regular expenses, the group has a surplus, it is recommended that it be distributed monthly or quarterly according to the following formula: if your area has an Intergroup, contribute 50% of any surplus to Intergroup and 50% to GSO. If your area has an Intergroup and an Area GSR Group, then contribute 45% to Intergroup, 45% to the GSO, and 10% to the*

*Area Group. If your area does NOT have either an Intergroup or an Area Group, contribute 100% of the surplus to the GSO.*

Member suggestion: Split between GSO and Help for Debtors (to help support free literature).

Gayle's name is on all of the accounts w/ Chris.

**Actions**

- **Gayle** to access the accounts to make sure she is able to successfully log in.
- **All** (next month) discuss how to split cash reserves moving forward.

**Open Service Positions - as of 8/21/22**

**Newcomer Greeter** – Who would like to serve?

Heather and Lynn will cover until someone steps into the roll

**GSR** – Who would like to serve?

**Actions**

- **All** need someone to serve as Newcomer Greeter
- **All** need someone to serve as GSR

**Urgent Business**

**8. Kindle**

Sharing materials online during the meeting is going well.

**Actions**

- **All** (next month) discuss having access to Kindle on the website

**9. Bank Account**

All signers are correct – Gayle's name is on all of the accounts w/ Chris.

**10. Service Positions Job Descriptions**

Gayle changed the format of service position descriptions on the website. Everything on the website has been updated.

**11. Script**

Script has been updated

**12. Zoom Settings**

All Zoom security features have been updated, but we could still have a password.

**Actions**

- **All** (next meeting) discuss Zoom settings/security/password

**Topics for September Business Meeting**

**5. PRG to Create Spending Plan**

## 6. Prudent Reserve.

*From June meeting – relevant notes: The group should set up a prudent reserve. Suggestion: Annual cost for our tech and banking fees, plus whatever other fees we may have and to present them to the group to use to establish the prudent reserve guidelines. Annual zoom is \$149.90 due Oct 17, no bank fees, possibly website domain name annual fees? Any gmail fees? Gayle?*

## 7. Distribution of General Funds

## 8. Zoom Settings

Security/password discussion

## 9. Kindle

Access to Kindle on the website

## Old Business

### 21. Recording Speakers? Y/N?

Beginning with our August speaker, tech coordinator will leave recordings on the zoom platform, which will count the number of listeners and downloads. We will review this data as part of our discussion in October.

#### *Actions*

- **Heather** has this been done? Locate the one missing speaker recording

### 13. Group Inventory

Committee to plan a group inventory for spring 2022. (Our most recent group inventory was in May and June 2019.) No interest currently. Revisit in the 1st quarter of 2023.

### 14. Pasting Links

#### *Actions*

- **All** has this been done? Determine who pastes links into the chat for payment info and other resources during announcements

### 15. Website Updates

*From July meeting*

Update Sunday BDA Icon from Unicorn to new circle image – Gayle to do. Has this been done?

#### *Actions*

- **Gayle** (if not yet done) update image