

AA Edinburgh and Lothian Intergroup

Minutes of Meeting 31 July 2025

Date & Venue: 31 July 2025 at St Catherine's Convent and on Zoom

Preamble & Traditions: Tom read the preamble and Jane read Traditions 1 to 12

Statement on Offensive Behaviour and Inclusive Language: Read by Steve, "This group wants all members, whether new or long-standing, to be kept safe while participating in meetings and other AA activities. This group does not tolerate bullying, harassment, discriminatory behaviour or any other form of abuse or exploitation and wishes to foster an inclusive fellowship. Bad language often offends but it's absence never does."

In George's absence, Steve chaired the meeting.

Present	In Person	Zoom
	Steve, Treasurer	Dougie, PI
	Dave, Secretary	Ewan, GSR Seaside Serenity
	Graeme, EComms	Mark W, GSR Stockbridge Monday
	Jane, GSR Portobello	Tom, GSR Willowbrae Friday
	Anastaziya, GSR Gayfield	Jeanette, GSR Murrayfield Friday
	Sharon, GSR Convent Friday	Brian, GSR Palmerston
	Christine, Observer	Suzie, GSR Edinburgh Primary Purpose
		Fi, GSR Edinburgh Primary Purpose
		Tam, Observer Edinburgh First

Apologies: George (Chair), Moira (Region Rep), Chris (GSR Tuesday Murrayfield), Steven (Archivist), Josh (Prisons), Davy (GSR Gay Recovery)

Minutes of previous Meeting: The minutes of the previous meeting were proposed by Jane and accepted without amendment.

Actions From Previous Meeting:

1. Graeme to put link to EYPAA event on internet page. Carried Forward.
2. George to ask Dougie to go ahead with 20 large coves option for renewal of trams campaign. Completed.
3. Graeme to investigate use of QR code metrics to inform future tram campaigns. Completed.
4. Dave to send email distribution list to George, Steve, Davie, Dougie and Steven for review, before mailing all remaining addressees with a suitable message. Completed.

5. Suzie and Graeme to work together to put up, initially, a test page(s) for the 12 steps in time for discussion at next IG meeting. Completed.
6. George, Dave and Graeme to work together to produce content for web site giving information on vacant roles and role descriptions. Carried forward.
7. All GSRs to take back to their groups the message that there are service opportunities at IG level. Completed / ongoing.
8. Dave to include *Support and Encouragement of New Intergroup Officers* as standing agenda item. Completed.
9. Moira to produce Roundabout Liaison role description. Completed. Circulate with meeting paper set.
10. Steve to progress getting George as signatory. In progress – Steve following up with George.
11. Graeme to progress app roll-out to completion. In progress. See App Roll Out below.
12. Dave to include Edinburgh Convention in next agenda. Completed.
13. George to send message to all IG members a month in advance of next IG meeting requesting views on an Edinburgh convention from groups. Carried forward.

Matters Arising:

1. **App Role Out:** Graeme advised that the apps were now ready for role out. The first step would be to seek 20 volunteers to trial the Android version before general release. Steve undertook to post a message on the IG WhatsApp requesting volunteers. **Action point 1: Steve to post WhatsApp request for volunteers.**
2. **Support and Encouragement of New Intergroup Officers:** There was a wide-ranging discussion on this topic. Suzie pointed out that initially we need to be able to point potential volunteers in the direction of meaningful role descriptors. Jeanette raised the possibility of using ChatGPT (e.g.) as a basis for the descriptors and Tom pointed out that the AA GB site already had useful material which could be used. The experience of current post-holders should also be tapped, but a number of people pointed out the importance of descriptors being consistent with the handbook. A number of action points arose. **Action point 2: Dougie to use ChatGPT to formulate descriptors for service roles, using the descriptions from the service handbook as a starting point, and share the results at the next meeting. Action point 3: Graeme to consider how best to publish any relevant material on the IG web site. Action point 4: Role holders to consider creating descriptors for their roles, based on the service handbook but tempered with their own experience., and to make those descriptions available prior to leaving office.**
3. **Edinburgh Convention:** Again, this was a wide-ranging discussion with nearly everyone contributing. There was general support for holding a convention, but with a recognition that there would be a considerable amount of work to organise it. Brian offered to take on the role of convention organiser and had given some initial thought to the convention being held in September and Norton Park as a potential venue. A number of issues would need to be considered, including:
 - Recruitment of a sufficient team of volunteers,
 - Ticket sales (conventions are not traditionally financed from IG funds),
 - Availability of venue,
 - Duration of event one day is probably sufficient for the first convention),

- Conflicts with other pre-arranged events (an event has already been organised for Stornaway in September,
- Catering,
- Number of delegates to provide for.

There was a consensus in favour of going ahead with a convention but there was a feeling that, in view of the above, a September event was ambitious. The meeting thanked Brian for his generous offer of service and it was agreed that he consider options and present detailed proposals at the next IG meeting. Jane advised that several Portobello members had expressed an interest in assisting with organisation of the convention and Brian was happy for his contact details to be passed to them. **Action point 5: Brian to present detailed proposals for an Edinburgh Convention at the next meeting. Action point 6: Jane to facilitate communication between interested Portobello members and Brian.**

4. **Trams Campaign:** Work on progressing the trams campaign is now complete. Edinburgh Trams has all the artwork, and the campaign is due to commence on 15 September 2025 and run for 12 months at a cost of £5,388. The invoice has been received, and Steve will make payment by the due date. Graeme confirmed that the facility to record metrics from QR code scans is in place.
5. **Rationalisation of Email List:** Dave had circulated the email list amongst committee officers and received a considerable amount of helpful information. Most of the addresses were identified as current or former members of IG but there were some who could not be identified. Dave proposed that he draft a suitable message to send to these recipients asking if they wished to remain on the circulation list and, if so, to identify themselves. **Action point 7: Dave to email unidentified email recipients.**

Vacancies

1. **Telephone Liaison:** Steve was able to report the George had made some progress on this. He had attended the Scottish Telephones Committee three weeks ago and is currently awaiting a meeting with the Telephones Chair to understand the issues better. He will progress and report at the next meeting. **Action point 8: George to report on Telephone Liaison role at next meeting.**
2. **Young Persons Liaison:** Criteria for this role are broadly: age 30 or younger with two years sobriety. The role is still unfilled, and Steve undertook post a message on the WhatsApp chat. **Action point 8: Steve to post message in chat outlining the role responsibilities and inviting volunteers.**

Questions / Comments Arising From:

1. **Treasurer's Report:** Steve reported that he and Dave are current signatories, and he is progressing the addition of George as signatory. Finances remain healthy with sufficient funds for payment of the trams campaign plus a prudent reserve. He continues to monitor occasional large donations which remain within acceptable limits.
2. **Region Report:** As Moira had tendered her apologies for this meeting, Fi asked Dave to establish whether there had been any Region activity to report since last meeting. **Action Point 9: Dave to ask whether Moira had anything to report from region, and circulate anything relevant to IG.**

3. **Public Information Report:** School holidays so very little happening other than trams, although a school talk (Boroughmuir) is planned for September. Suzie thanked Dougie for his talks at St Georges and his attendance at the 400 Years of Addiction event.
4. **EComms Report:** Nothing other than what's already been minuted.
5. **Group Reports:** Written group reports were received from EPP and were circulated prior to the meeting. There were no verbal reports, and no questions arising.

Any Other Competent Business

1. **Storage Space at Convent:** Dave has received an email from an ex-IG member advising that he had two AA stands in his possession which he wanted to return. The possibility of storage space in the convent was discussed and it was decided that options were very limited. Anastazyia advised that there was storage space at Gayfield and that this might be an option depending on the size of the items concerned. **Action point 10: Dave to establish size of items and facilitate their return, possible to Gayfield, in consultation with Anastazyia.**

The meeting closed with The Serenity Prayer.

Date of Next Meeting: 25th September 2025

Summary of Action Points

Graeme to put link to EYPAA event on internet page. (carried forward)

George, Dave and Graeme to work together to produce content for web site giving information on vacant roles and role descriptions. (carried forward)

1. Steve to post WhatsApp request for volunteers.
2. Dougie to use ChatGPT to formulate descriptors for service roles, using the descriptions from the service handbook as a starting point, and share the results at the next meeting.
3. Graeme to consider how best to publish any relevant material on the IG web site.
4. Role holders to consider creating descriptors for their roles, based on the service handbook but tempered with their own experience., and to make those descriptions available prior to leaving office.
5. Brian to present detailed proposals for an Edinburgh Convention at the next meeting.
6. Jane to facilitate communication between interested Portobello members and Brian.
7. Dave to email unidentified email recipients.
8. George to report on Telephone Liaison role at next meeting.
9. Dave to ask whether Moira had anything to report from region and circulate anything relevant to IG.
10. Dave to establish size of items and facilitate their return, possible to Gayfield, in consultation with Anastazyia.