

Portland ACA Intergroup # 589

– MINUTES –

November 10, 2025 5:45-7:00

Introductions: Peter, Mixie, Ren, SHelley, David, Lisa and guest Travis. Brigid, Phoenix, Tommy. Missing Sara, JR

Secretary's Report – Approved

1. Minutes 10/13/25
2. Mitzie offered to take notes at the 12/825 meeting as Shelley will not be present..

Treasurer's Reports – Approved

1. Regular checking account as of 11/10/25 = \$528.61
2. The Reimbursement Form is up online.
3. Reviewed email blast message to all groups registered on ACA Oregon and WSO inviting with contact information, invitation to join Intergroup meetings.

Literature Report - Approve/Correct

1. Literature Balance as of 11/10/25 = \$1,313
2. \$1,200 order of books and coins placed 11/10/25.
3. Breaking the Bonds (a welcome pamphlet) is printed and sold by Intergroup. Motion approved to print 260 pamphlets are \$1.75 each to be sold for \$2.00.

Webmaster Report - Approved

1. Webmaster roles and responsibilities reviewed.
 - a. Document attached as Addendum WR1 to these minutes.
2. Site updates: Meeting Listings, Event Postings, Safety Page, Healthy Meetings Page
3. Total monthly website views in 2025:
 - a. November: 2,375 (visitors: 1,635)
 - b. October: 2,359 (visitors: 1,282)
 - c. September: 2,692 (visitors: 1,694)
 - d. August: 2,551 (visitors: 1,697)
 - e. July: 2,216 (visitors: 1,497)
 - f. June: 2,072 (visitors: 1,310)
 - g. May: 2,044 (visitors: 1,266)
 - h. April: 2,035 (visitors: 1,278)
 - i. March: 2,189 (visitors: 1,315)
 - j. February: 1,766 (visitors: 1,152)
 - k. January: 2,149 (visitors: 1,375)
4. Most visited pages in past month days:
 - i. [ACA Meetings](#) (984)
 - ii. [Home](#) (322)
 - iii. [The Problem, The Solution & The Promises](#) (283)
 - iv. [Affirmations and Prayers](#) (95)

v. [Tony A. - ACA's Founder](#) (87)

Meeting Reports

1. Monday - Action Coming from Love: no rep
2. Monday – True Selves: no rep
3. Monday - The Breathe Building: no rep
4. Tuesday – ACA for Alcoholics: Following objections to non-AA's not having the chance to speak, Lisa reports that the group decided to open the last 10 minutes of the meeting for anyone to share. They are steady at 8-12 ppl and are paying rent.
5. Wednesday- Gentleness, Humor, Love, and Respect: David notes 12-16 ppl; service positions are getting filled, JR has been missing, paying rent, building a prudent reserve.
6. Wednesday – Hurting to Healing: no rep
7. Wednesday - The Loving Parent: no rep
8. Thursday – Rainbow Travelers: Mixie reports 20-30 ppl, roles filled, strong financials, lots of lit, planning holiday gathering
9. Thursday – Treehouse Meeting: Peter reports new secretary, new flyer, steady 6-8, occasional bumps to 10-12, paying rent
10. Thursday - Chapter Nine-The Family Afterward: no rep
11. Friday – Good Enough Club: Official Rep Brigid reports first literature order placed, attendance is up and down.
12. Saturday – Awareness, Courage, Action: no rep
13. Saturday - Speaker Meeting: Hiatus until February, new committee forming
14. Saturday – A New Hope: no rep
15. Sunday – A New Hope: no rep
16. Sunday – Fellow Travelers: Tommy says sec & tres positions are up for turnover, 30+ ppl regularly

Events/Activities Committee

1. October 10-12, 2025 Retreat Report - Travis Committee Chair
 - a. Overall
 - i. Retreat held October 10-12, 2025 at Canby Grove Christian Center
 - ii. CG was easy to work with.
 - iii. We had good feedback from attendees on food, facilities, lodging, and location.
 - iv. The committee considered 3 other venues within ~ 2 hours of Portland.
 - v. The event was 3pm Friday afternoon to 12noon Sunday.
 - vi. We had 40 people attend.
 - vii. Created a schedule with 4 excellent workshops led by members of the ACA fellowship.
 - viii. Plus had campfire songs, variety show, sound bath, affirmation circle, check-in groups, game/craft space, love notes board, and love letter to self station.
2. Financials
 - a. Started with \$2727.60 that was passed on to us from the 2019 Retreat committee.
 - b. Boot-strapped \$1865 from our committee members “Pre-Registering” so we could make a \$4079 deposit to Canby Grove in April and have working cash for operating expenses before registration.
 - c. Focused on affordability by generating money for scholarships with the following activities:
 - d. \$1000 from Intergroup
 - e. \$369 from attendee “round up” donations during registration
 - f. \$800 from events/activities
 - g. Summer kick off event, Variety show, 50/50 raffle, Folk Blues Recovery, Earring sales, onsite cash donations
 - h. Gave out \$1090 in scholarships - offered as \$100 price reductions on the shared-room rate
 - i. Paid a total of \$12,969 to Canby Grove for the on-site event
 - j. Other costs included printing, supplies, and event insurance.

- k. Now have \$5,161.61 to pass along to the next Retreat.
- 3. Feedback Survey
 - a. Sent out a post-event survey to attendees, have received 12 responses so far.
 - b. 100% said they would recommend the Retreat to a fellow traveller
 - c. 42% had >6 years in ACA, 42% has 1-6 years, 16% had <1 year
 - d. 33% were attending an ACA Retreat for the first time
 - e. The majority liked the schedule of events, some feedback about more unstructured time, and extending the Retreat to later on Sunday.
 - f. Key Takeaway - people with more time in the program are more comfortable attending. Opportunity in future years to position the Retreat as something that anyone can attend if they are comfortable.
- 4. Next Steps
 - a. Have a list of 6 people from the 2025 event who said they would be willing to help plan a 2026 Retreat, with one of them willing to be the chair.
 - b. Need to get a handoff meeting from the 2025 committee to this new group.
 - c. We will pass along all of our planning materials on Google Drive, and be willing to answer questions as they come up.
 - d. Need to find a Treasurer to transfer the bank account ownership from Travis and David.
- 5. Fundraisers
 - a. November 1, 2025 Halloween, Odd Fellows
 - i. 40 attendees
 - ii. Collected \$75 at the door which was donated to Optimist for room rent.
 - b. Thanksgiving breakfast 11/1/25
 - c. Spring Getaway is being organized by Kayleigh and is not official IG function.

Old Business:

- 1. Safety Resources - Tabled to Special Meeting, if needed
- 2. Structure of IG and committees. Tabled
- 3. How does Intergroup use social media? Tabled

New Business:

- 1. Discussion re Intergroup Rep training. Should be less than an hour. Useful as we are filling roles soon.

Next Meeting 12/8/25.

ACA Oregon Webmaster Duties

Access and logins needed for:

- ACAOregon@gmail.com and it's google account
- ACAOregon.org
- Wordpress.com
- Namecheap.com

Responsibilities:

Josh:

- Respond to emails and contact form submissions when website updates are needed
- Update website:
 - Meeting listings
 - Event postings (Email notification posts and Event Calendar)
 - Intergroup meeting minutes
 - Page/resources/link updates
- Keep website functioning:
 - Update backend:
 - Security updates
 - Plugin updates/troubleshooting/changes/replacements
 - Keep account subscriptions paid:
 - Wordpress account - domain redirect (yearly)
 - Namecheap - domain name (yearly)

Still Needed:

- Respond to emails and contact form submissions from fellowship
- Forward necessary information sent to the ACAOregon@gmail.com email address to Intergroup contacts
- Report monthly to Intergroup:
 - Site traffic, site updates, issues
- Log and share important ACA Oregon documentation for Intergroup and fellowship access when needed

Events/Activities Committee

1. October 10-12, 2025 Retreat Committee Chair - Travis
 - a.
 - b.
2. Fundraisers
 - a. November 1, 2025 Halloween, Odd Fellows
 - b. Spring Getaway

Safety Resources - Tabled to Special Meeting**Old Business:**

1. Structure of IG and committees. Tabled from 10/13/2025.
2. How does Intergroup use social media? Tabled from 10/13/2025.

New Business:

1. Ren: Intergroup Representative role training/review
2. Lisa: Speaker Meeting hiatus
3. Mixie: Review email to groups Review Mixie's email to groups
- 4.

Close Meeting with the ACA Serenity Prayer

God (Higher Power) grant me the serenity to accept the people I cannot change the courage to change the one I can and the wisdom to know that one is me.