

Intergroup Service Committee of the 5th District Inc.

Monthly Business Meeting (Corrected Minutes)

Date: February 16, 2017

The meeting was called to order at 7:07 pm with a moment of silence followed by the Serenity Prayer. Twelve Traditions of Alcoholic Anonymous were read. The Responsibility Declaration was read. Introduction and welcome to new Intergroup Representatives (IGRs).

Roll Call of Officers and IGRs:

Officers:

Chair: Bill G. [*]

Treasurer: Normand D. [*]

Secretary: Pat S. [*]

Office Manager: Linda B. [*]

Members At Large:

Jennifer N. [*]

Barbara C. [*]

Patrick H. [*]

([*] indicates present, [Ex] indicates excused not present, [UnEx] indicates not excused not in attendance).

Groups Represented: Attitude Adjustment, Serenity by the Sea, New Beginnings, Wings, Lunch Bunch, Living Sober, Borderline Big Book, Bare With Us, Morning Glory, Butterfly, Fresh Start, Englewood Tuesday Night Beginners Group, Sisters in Sobriety.

Chairman's Report: Bill G. reported that, after investigation of various records, Charlotte Area Intergroup Committee is the old name of Intergroup. Intergroup Service Committee of the 5th District, Inc. (A Florida Corporation) is the currently correct official name.

Secretary's Report: The January minutes have been posted on the website.

Treasurer's Report: The Treasurer's report was reviewed, and after a seconded motion, the report was approved. Normand stated that the new system should be running by March 1, 2017.

Office Manager's Report: As indicated in my last report, our filings of the W-2's and final quarter 941 paper return were completed and mailed on 1-30-17, one day before the deadline. The payment for the services rendered by the bookkeeper totaled \$675 to corrected our errors and have good numbers for the Social Security and IRS agencies. The W-2 acceptance from SS has not yet been confirmed.

The January Sales Tax was paid on January 18 and the first month of the first quarter Employer Tax was paid on that day also, both well before the due date.

As requested, the owner delivered a copy of the lease agreement up for renewal on January 26. That matter will be covered later during this meeting.

On January 20, we received a favorable letter of settlement from 5/3 Bank regarding the \$250 hacking incident which occurred in October, 2016.

The 5/3 credit cards were received at the end of January and activated. Once again it was necessary to seek the help of the bookkeeper to assist me on booking the credit card in the Quickbooks accounting system and provide instructions on correct entry procedures. When the credit card bill arrives, within the next week, more instructional time will be billed for payment procedures and award point set-up since the points have a cash value.

Our request is also being placed with the bookkeeper to begin review of our accounting data for 2016 for eventual hand-off to our CPA for preparation of the 2016 990 Tax Return.

Our deadline for the IRS's last extension on our penalty matter is February 24. In checking with the CPA, she advised we wait to hear from the IRS rather than attempting to contact them.

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District 5's Vice Chair inquired about Intergroup's interest in participating in their Traditions Workshop. The matter was brought to Normand's attention.

On January 30 I called the City of North Port regarding a Business Tax Receipt which expired September 30, 2016 and was informed it should have been renewed before expiration. Fortunately, since we are a non-profit, no penalty or late fee charge applied. North Port extended us the renewal; however, our Treasurer pursued the updating of pertinent information for the Fire and Police.

Your trusted servant, Linda Ball, 2-16-17

Events Committee: Bill G. described the following events: Bowling on 2/18/17 using 10 lanes; the Old Timers Dinner on 3/11/17 at the Englewood United Methodist Church for \$12 and tickets will be available at the door. Bill announced that he will step down as event committee chair after the Old Timers Dinner.

District Liaison: Jennifer reported that new GSR orientation was held in January and the new GSRs were welcomed to the district. She mentioned that service sponsors were suggested to the GSRs. They will hold a traditions workshop at the Alano Club on March 25th and Intergroup will have a table. Jennifer will be attending the quarterly meeting. Joyce S. is the new recording secretary. Nancy P., the PI-CPC chair, is interested in working with Intergroup to help with ideas about people in the professional community locally.

Old Business: Bill G. announced that we need someone to step up as Vice Chair of the Steering Committee, as well as two At Large Committee members. These positions require 5 years of sobriety.

New Business: On a seconded motion, the vote was unanimous to have Linda B. sign the lease for the office for \$860 per month with an increase of 4% after two years, and also with permission to negotiate if this is not accepted by the owner. Insurance in the amount of \$880.63 per year was paid, and it was agreed we would shop around for a better policy in about 6 months.

Announcements from the floor: Members requested that copies of the minutes be available at future IGR meeting.

Adjournment: The meeting was adjourned at 7:45 pm followed by the Lord's Prayer.