

Intergroup Service Committee of the 5th District Inc.
Steering Committee Meeting

Date: May 17, 2017

Roll Call:

Officers:

Chair: Bill G. [*]

Vice Chair:

Treasurer:

Secretary: Pat S. [*]

Office Manager: Linda B. [*]

Members At Large:

Barbara C. [*]

Patrick H. [*]

Jim S. [*]]

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

The meeting was called to order at 7:05 pm with a moment of silence followed by the Serenity Prayer.

Chairman's Report: Bill W. confirmed that Normand D. [REDACTED] has resigned as Treasurer and will no longer be a member of the Steering Committee. His name will now be removed from our checking accounts at 5/3 Bank. Intergroup's credit card opened with Normand D. [REDACTED] as Guarantor should be closed by Normand as soon as conveniently possible. When a replacement steps forward to fill the position of Treasurer, their name will be added to the checking accounts.

The Where & Whens have been taken care of and the newest versions are now available thanks to the help of Kevin and Cindy C. We have a volunteer, Mary B., to take charge of the Website. Louis has volunteered to be our liaison with the District.

Secretary's Report: The April minutes had been posted on the website and were approved as presented. Pat S. read the report as well as the Events Committee report which reported that the Founders Day dinner is to be held at Englewood United Methodist Church on June 10, 2017 at 5:00. The speaker will be Clarke W. and Johnny P. will provide his usual BBQ. Tickets are \$13.00. The golf outing will take place in September.

Treasurer's Report: Linda B. provided the Treasurer's report which was approved as submitted.

Office Manager Report: The Meeting List Coordinator position has been filled by Cindy and Kevin C. At this time the new meeting list is complete and available in the Intergroup Office.

The Website Coordinator position has been filled by Mary B. The Intergroup Meeting minutes and Event Flyers are now posted on our aalifeline.org site. Please forward AA flyers to us at intergroupdist5@comcast.net

In the absence of a Treasurer, this OM is printing the Treasurer's Report consisting of the Profit and Loss Statement, Balance Sheet and Group Contribution Report just as was done for the Treasurer. For clarity, these reports are generated from our Quickbooks Accounting System and represents a summary after the daily entries created by the OM for the specified month.

Our intergroup computer started receiving fraudulent email scams which froze the system on 4-12-17 and several after that date. On 5-12-17, porno ads started appearing. Hopefully these issues were resolved with an installation of a Malwarebyte program.

On 4-13-17 a closing volunteer returned later in the evening after realizing her phone was left on the desk. Upon arriving she discovered the key in the lock box was missing. The next morning the key had been returned to the lock box. On 4-20-17 a new lock was installed on both front and back doors at a cost of \$115 and the code was changed on the box. Unfortunately, on May 8 this same scenario occurred once again with another volunteer, thereby proving our attempt to rectify the situation was not accomplished. At this time, no key is being kept in the box. All closing volunteers and District Committees are being given keys for their use.

Sales Tax payment and withholding tax deposit have been made. Charge card and bank statements reconciled.

Your trusted servant, Linda Ball 5-18-17. Linda's report was approved as read.

EVENTS COMMITTEE: The Events Committee met on 5-04-17 with Greg, Becki, Amanda, and Debra in attendance. The Founders Day dinner will be held on 6-10-17 at the Englewood Methodist Church from 5:00 to 9:00 p.m. Johnny P. will present the barbecue dinner. Amanda will be in charge of decorations and Greg will be in charge of drinks. In September they will hold a golf outing at Pelican Point which will be chaired by Jack and Greg. The Gratitude Dinner will be held in November.

OLD BUSINESS: After discussion about our prudent reserve and on a seconded motion, the group voted unanimously to put \$2,000 into our prudent reserve from the checking account. Discussion also ensued about whether to keep Adobe In Design as our Where & When software. Patrick H. will meet with the members involved with this project to find out how to add new people to the software user list.

NEW BUSINESS: Wendell W. gave a presentation before the meeting with many very good suggestions regarding how to improve our financial situation with the use of technical help in changing our current computer and banking arrangements. After discussion regarding these suggestions the group agreed to ask Wendell to make his best recommendations in writing so that we can make some of these changes by voting at our next meeting. After further discussion along these lines and on a seconded motion, the group voted unanimously to operate without a credit card when our current card will be cancelled next month.

Adjournment: The meeting was adjourned at 8:25 pm.