

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

Date: January 3, 2018

Roll Call:

Officers:

Chair: Bill G. [*]

Vice Chair: Peggy R. [*]

Treasurer: Marcia D. [Ex]

Secretary: Pat S. [*]

Office Manager: Linda B. [*]

Members At Large:

Barbara C. [Ex]

Patrick H. [*]

Dotty H. [Ex]

Jim S. [*]

Wendell W. (At Large and IT Committee) [*]

Louis A. (Website Chair and District Liaison) (*)

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

The meeting was called to order by Bill G. at 6:00 pm with a moment of silence followed by the Serenity Prayer and reading of the 12 Traditions.

Chairman's Report: Bill G. reported that the website is still showing inaccurate financial reports prior to 2017 which have been resolved since then. After discussion of this situation and on a seconded motion, the group voted unanimously to have these reports removed from the website.

Secretary's Report: The December Steering Committee meeting minutes were approved at the 12/21/17 IGR meeting and have been posted on the website. The minutes of the 12/21/17 IGR meeting were read by Pat S. and were approved as presented with one typographical correction.

Treasurer's Report: Bill G. presented the Profit & Loss statement and the balance sheet as of the end of December. Discussion took place regarding the progress made in lowering costs on many items in spite of the losses shown on the reports. These losses reflect a temporary low cash situation which will improve in 2018 starting with the Gratitude Dinner and other events planned in the near future. The prudent reserve is still short \$4,000 which should also improve now that the financial debacle which took place in 2016 has been turned around. The report was approved as presented.

Office Manager's Report: As previously reported, the entire renewal premium of \$819.63 was paid on 11-27-17 with the understanding we would receive a refund of \$175 when the crime coverage was removed. On 12-20-17 we received written confirmation of the deletion of the crime coverage and the \$175 would be returned. To date, it has not been received.

We currently maintain Treasurer's Reports on our Website covering the years 2014, 2015, 2016, 2017. Since we also maintain hard copies of these reports together with the Minutes of our Steering Committee and IGR Meetings in our office, perhaps it would be prudent to remove the old Treasurer's Reports as we did our old Lifelines.

December inventory orders totaled \$2016.63. Our bookstore sales in December totaled approximately \$2,200.

No forward movement on Oms special projects.

With only one business day before the meeting, nothing to report on tax payments, bills, etc.

December Phone calls: AA: 46 **Billboard: 1** Detox: 2 12 Step: 4 Alanon: 1 Office: 35 Other: 42. All Daytime Office Volunteer shifts filled. All Night/Weekend Phone Volunteer slots filled. During December 10 shifts did not have coverage, including 2 closing shifts, due to volunteer absences.

Your trusted servant, Linda B. 1-3-18.

Liaison Report: Louis A. stated that there was nothing to report from the District meeting regarding Intergroup.

IT Committee Report: Wendell W. reported the following: On December 23 my son came to Intergroup with me to check my work on OM's computer. He found it in good shape with no open back doors for unauthorized access. We found the correct drivers for the Cannon Printer, Fax, Scanner and installed them. The Cannon Scanner is now working.

On January 2nd I installed an extension USB cable to the backup disk. This is for the OM to take off premises in case of fire. The backup disk contains the entire computer information along with its programs. I also installed the latest apple update to the iPad and downloaded the new square register that works with IOS 11.2.

OLD BUSINESS:

Bill G. requested steering committee members to fill out questionnaire regarding evaluation of the office manager, and some of the members gave their evaluation sheets to Bill. This will be finalized at the next meeting.

After discussion and on a seconded motion, the committee voted unanimously to donate the recently donated tapes and disks to the District Archives Committee

Discussion took place regarding final arrangements for volunteers to sell books at the Quarterly this weekend.

Discussion took place regarding the Comcast plan including the TV. Comcast will not cancel our plan if we get rid of the TV since they caused the problem. Louis will probably get \$14 off our bill. The committee approved the plan to sell the used equipment replaced by Square. Wendell will handle this.

NEW BUSINESS:

Wendell W. stated the following: I am going back to my earlier recommendations about our web site. I am committed to helping Louis (Web Chair) in his endeavors to create a web site that will be an Information Clearing Site for alcoholics to find a view their Intergroup in action. As to my older recommendations, I suggested that we look at different web hosting companies to provide us with the tools needed for a great information network and I have found several. The site that stood out the best for what Intergroup District 5 needs, and the most cost effective is Blue Host. It is a Word Press based hosting company. We are presently paying Go Daddy \$7.95 per month for just a Word Press site. The yearly cost of web name (AALifeLine.org.) and site is another \$60 for two years. Blue Host cost \$3.95 per month with everything, including Free domain, (100 gigabites of data usage, Free SSL (secure website https vs http), Word Press, 5 email accounts, and the ability to park up to 5 sub-domains. No other fees. This change would make possible a much nicer looking site. Also all the Word Press plug-ins such as a "meeting guide" and many others are available to us. I suggest we keep the aalifeline.org going until the new site is build, approximately by August 2018. When the new site goes live, it will point the aalifeline.org to it and transfer the site to Blue Host and park it there for a cost of \$16.00 a year. This brings me to my last suggestion that is to look at new name for the website. I have checked, and the following names are available: aanorthport.org; Dist5intergroup.org; Northportintergroup.org; intergroupdist5.org; and Aaitergroupdist5.org. Any of these names cost approximately \$15.00 per year to register at ICANN. Also, since I am the IT Chair and know about the working of the web, I suggest that the steering committee has me overlook the work done by the web committee.

Discussion ensued regarding this information, including caution expressed by some members regarding some of these changes.

Bill G. stated we need to perform an inventory of our books, etc. for sale, and after a seconded motion, it was decided to hold this on January 23, 2018 at 6:00 pm.

Adjournment: The meeting was adjourned at 7:40 pm.