

Intergroup Service Committee of the 5th District Inc.

Monthly IGR Meeting Minutes

Date: March 15, 2018

The meeting was called to order at 7 pm with a moment of silence followed by the Serenity Prayer. Twelve Traditions of AA and The Responsibility Declaration were read by Jane O., Alternate IGR from the Monkey Off Your Back Group.

Roll Call of Officers and IGRs:

Officers:

Chair: Bill G. [*]
Vice Chair: Peggy R. [*]
Treasurer: Marcia D. [*]
Secretary: Pat S. [*]

Members At Large:

Jim S. [*]
Wendell W. [*]
Barbara C. [Ex]
Andy C.: [*]
Terri C.: [*]

Office Manager: Linda B. [*]
Louis A.: Website Manager [*]

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

Groups Represented: Eye Opener, Fresh Start, W.I.N.G.S., Lemon Bay Beginners, Living Sober, Big Book Beauties, Turning Point Group, North Port Group, Morning Glory, I Am Responsible, New Hope, Monkey Off Your Back, Solutions at Noon.

Bill G. welcomed Jane O. from the Monkey Off Your Back Group in Englewood.

Chairman's Report: Bill G. reported that he attended the March Events Committee meeting. He also said he attended a meeting with Marcia D., Linda B., and Jack M. at the office of a CPA to review the Events Committee procedure regarding the handling of income and expenses of Intergroup events. Bill reported that at the Steering Committee voted to hire the CPA, Heather Lebeau of Englewood. Bill's report was approved as presented.

Secretary's Report: Pat S. presented the minutes from the February 15, 2018 IGR meeting and stated that they had been posted on the website. The minutes were unanimously approved after noting three corrections. Discussion took place regarding the Steering Committee meeting minutes being approved at the IGR meeting and the IGR meeting minutes being approved at the Steering Committee meeting because of the timing of the meetings.

Treasurer's Report: Marcia D. presented the Profit & Loss Statement and Balance Sheet after submitting the following statement.

I want to begin by reviewing some of the duties of the Treasurer of a non-profit corporation such as this Intergroup Service Committee. He or she is typically charged with overseeing the management and reporting of the organization's finances. The treasurer should have a thorough understanding of its financial statements, and act as a financial liaison with, in our case, the steering committee and the IGRs, keeping them informed about important financial events and issues. His or her assessment of the financial health is also to be reported to them.

The accompanying financial statements dated 2/28/18 were reported by me to the Steering Committee last week, and, given my confidence in the office manager's accuracy in keeping the books, were fully supported as evidence of our ongoing financial well-being. However, the last item of new business came as a surprise to me as Treasurer. I learned that as part of the development of our new system of barcoding all inventory items, a significant error in the value of our inventory asset has been discovered, perhaps as great as seven percent of the total dollar amount. Those of us who were unaware of this concern were assured that corrections will be made to the books when the final figure is determined. Although some on the steering committee had knowledge of this issue, your treasurer was completely blind-sided. I have received no adequate explanation of why I was not informed before the financial report was made and approved by even those steering committee members who were aware of the inventory discrepancy.

After forty-plus years in commercial banking, analyzing the financial statements of hundreds of small and large businesses, I understand the importance of disclosure of all significant information that has affected or will affect the accuracy of financial reporting. I bring that mindset to this position and cannot serve as a person who merely parrots the financial statements to you. This is my last Treasurer's Report. I am stepping down from that position as there is a clear misunderstanding by the steering committee of what that title entails.

I owe AA my life. Thank you for allowing me this opportunity to serve.

Most sincerely, Marcia Davenport

It was then noted that the approximate \$770.00 correction of the inventory will be noted on the March 31, 2018 financial statements.

Office Manager's Report:

In February, a member donated two plastic grocery bags containing copies of past Grapevines. These have been placed in the Grapevine basket next to the plant at the front of our office and are free to members for their use and distribution. Our gratitude and appreciation is extended to the thoughtfulness of this member for sharing their treasure of literature with other alcoholics.

Please be sure to pick up a copy of the 3-15-18 Intergroup Price List for your Group. This project was at last completed to help our IT and Web Committees in their diligent work on our exciting new website coming in the future. The list will be one of the many features the new website offers.

We continue to encourage groups to forward flyers for their upcoming events to us. Our Website Committee will see they are promptly posted.

February inventory orders totaled \$6,040.90. We anticipate minimal orders in March. The OM would like to offer her gratitude to the IT Chair for his willingness to help on the placement of these recent orders, as well as their stocking. The former inventory assistant has become our Webchair at Intergroup and the OM would like to offer her appreciation and gratitude for all his work over the past year.

Since members have expressed their interest in purchasing Triplate coins over 50 years, we are researching vendors who carry those years. We will keep you informed as decisions are

reached. For informational purposes only, our current vendor only carries Triplates up to 50 years.

All tax payments and bills were paid on time. Our February bank statement has been reconciled.

February Phone calls: AA: 60 **Billboard: 0** Detox: 2 12 Step: 8 Alanon: 2 Office: 38 Other: 45

All Daytime Office Volunteer shifts filled. All Night/Weekend Phone Volunteer slots filled. Three members have indicated their willingness to fill positions or serve as fill-ins as needed.

Your trusted servant, Linda B 3-15-18

The Office Manager's Report was unanimously approved as presented.

LIAISON TO DISTRICT:

EVENTS COMMITTEE: Jack M. thanked Marcia D. and Pat S. for their help with the flyers and tickets for the Old Timers' Dinner to be held on April 21st with Michael H. from Bradenton as the speaker. He reported that the Events Committee will chair a Golf Event in September, as well as a June 2nd Founders' Day Dinner at the Methodist Church in Englewood.

OLD BUSINESS:

Bill G. reported that the Indian Mounds Group in Englewood has requested that a couple of Steering Committee member attend their meeting on April 6, 2018 at noon. Wendell W. has volunteered to attend this meeting.

After discussion regarding Prudent Reserve, it was decided to add \$1,000 to this account from the checking account.

Jean M. reported that some members of her group felt that the Gratitude Cards Intergroup gives to members who are buying medallions for their groups presents a conflict with the birthday card from GSO prompting donations.

NEW BUSINESS:

Discussion took place regarding whether to reorder the pamphlet called Meeting In A Pocket which will probably cost about \$300. The Grapevine needs to be contacted for permission to use the Preamble in this pamphlet. Discussion also took place regarding ordering tri-plate medallions for 50 years or more. It was determined that Intergroup needs two weeks' notice so they can be ordered individually on line.

Bill G. stated that Intergroup will need more Steering Committee help to fill the Treasurer's position, the District Liaison position, and an At Large position. Pat S. reported that she was stepping down as Secretary due to health concerns, and Terri C. also stepped down from the At-Large position. Current IGRs and Steering Committee members were requested to do their best to help fill these positions. Andy C. noted that, if every member brought someone from their group to the next meeting, it would be very helpful.

Adjournment: The meeting was adjourned at 8:07 pm, followed by the Lord's Prayer.