

INTERGROUP STEERING COMMITTEE MEETING MINUTES October 22, 2013

Dave P. chaired the meeting. The meeting opened with a moment of silence followed by the Serenity Prayer.

Members present: Kea B., Mike M., Tom K., Dave P., Steve H., Michael H. and Rick T.

Members not in attendance: Don P. and Mike J.

Visitors: Ruth R., Steve C. and Bruce A.

MINUTES: A motion was made to wave the reading of the minutes and was seconded. Minutes passed unanimously.

REPORTS

Rick T. presented the September 2013 Statement of Financial Revenue and Expense.

Total Income:	\$ 7,353
Total COGS:	<u>3,637</u>
Gross Revenue:	\$ 3,716
Total Expense:	<u>5,384</u>
Net Ordinary Income:	\$-1,668
Interest Income:	<u>18</u>
Net income:	\$-1,650

OFFICE UPDATE --Kea submitted the report she will give at the November 2nd INTERGROUP Business meeting.

COMMITTEE REPORTS

ADD-A-LINE --Kea submitted report. There is a problem receiving anniversaries in a timely manner. Four groups submitted anniversaries after the due date this month. An earlier deadline for submitting materials was discussed. Present deadline is the 20th of each month and will remain the deadline. Any submissions after the deadline will be left out of the Add-A-Line.

Grapevine -- Steve C. suggested the possibility of providing gift subscriptions to institutions. A possible can drive similar to Pink can drive was discussed as a Grapevine project. Since many people see to be giving their money to many different places, it was discussed to have a back issue Grapevine Drive for Corrections and Institutions. An initial startup advance of up to \$40 was approved by the committee.

OLD BUSINESS

Fall Gratitude Banquet: Initial meetings have taken place. Check for banquet hall is due November 4, 2013. 500 tickets are being printed. Ticket sales are under way.

FL State Convention -- \$3,368.25 delivered to IG office. This item will be removed from the agenda.

Policy and Procedure Manual Review: Ongoing

28th Annual ICOAA Seminar --Mike M. and Kea B. are booked and scheduled to attend the ICOAA Seminar from Oct 25- Oct 27.

NEW BUSINESS

Finance Committee Report -- Rick T. discussed points from the Finance Committee meeting held on October 15. The Finance Committee recommends increasing Prudent Reserve to \$50,000 over the next few years. This is approximately six months of operating expenses. A motion was made by Kea B. to increase the CD maturing in December to \$20,000 and the CD maturing next year to \$10,000, both at eighteen month terms as suggested by the Finance Committee. There was much discussion, 7 for/1 against. Minority opinion was heard. Motion passed. Pink Can Funds line item will be moved into Ordinary Income/Expense. There will be no cash refunds at the office for items purchased. Copies will be limited to five complimentary and will be \$0.05 each after that, except for groups. It was recommended to the Steering Committee to print 10,000 copies of the When & Where for \$4,671.69 and to be sold at a cost of \$0.47 each.

Next When & Where Printing -- Prices for the next printing of the When & Where were discussed. A motion was made to recommend to the Intergroup body to print 10,000 When & Where's for \$4,671.69 and to be sold at a cost of \$0.47 each. Motion passed and will be brought to the Intergroup body on November 2.

Submitted: Bruce A.