

Steering Committee Meeting Minutes October 25th, 2016

Ski V Chaired the meeting. Meeting opened at 5:30 with a moment of silence followed by the Serenity Prayer.

Voting members present: Ski V, Dan B., Beth J., Amy C., Carl G., Walter S., Marty C

Members not in Attendance: Amy W., District 4, District 30

Visitors: Mike J., Linda G., Mike M, Tom K, Don P, Bob C

Previous months minutes were emailed and approved

Treasurer's Report: Dan B reported, reviewed in Add-A-Line, approved

Office update: Amy C reported: New Grapevine book, "Our Twelve Traditions". Banquet tickets on sale, all reserved tables have been sold. Since the computer dies, the Quick Books software has had to be reinstalled which has been a huge project. The barcoding will be the next step. A few more people have submitted their name for the 12th step list but more are always needed. Please pass it on at your meetings.

Visitors input: None

Committee Reports:

Add-A-Lines: Add-A-Lines was presented, corrections will be made. Please put the word out that a new Add-A-Line Editor will be needed in January

Subcommittee reports:

Policy & Procedures: no report

By-Laws: Tom K. submitted a copy of the proposed new By-Laws which for review. The committee is continuing to update the By-Laws and will continue to update the Steering Committee.

Ad-Hoc Committee reports:

Office space search- Not much action has been taken this month. The search continues, looking for 1200-1400 sq. ft. and rent no more than \$1400 with a 3 year lease and no additional costs. Important considerations are safety, security and easy access.

Finance: Walter: The committee met and reviewed the prudent reserve

Website: Jim not present

Banquet: Linda G volunteers are needed. The caterer will not serve the food, only and deliver it.

Old Business

Walter: Final work on the revisions of office procedures is being done

Prudent Reserve: A motion was made that the Intergroup will have no more than 8 months of operating expenses in the prudent reserve. The maximum for 2015 will be \$48,288. The amount of operating expenses will be determined yearly from the expenses reported for the last three years and averaged to determine the monthly expense. The amount will be reported by April 1st of that year. Motion seconded and approved.

Service opportunities page has been added to the website

New Business

None

Motion to adjourn at 7:05. Seconded, passed. Meeting closed with the Responsibility Statement

Respectfully submitted,

Beth Joyce