

## INTERGROUP STEERING COMMITTEE MEETING MINUTES

October 27, 2015

Michael H. opened the meeting at 5:30PM with a moment of silence followed by the Serenity Prayer.

**Voting Members present:** IG Chair- Carl G, Office Administrator-Amy C., Dist.1-Walter S., Dist. 6-Michael H., Dist.30-Jack G.

**Members not in attendance:** IG V. Chair/Treasure - Rick T., Dist.3- Ski V., Dist 24 - Amy W., Dist 25.- Cherie J.

**Visitors:** Dan B., Mike M., Linda G.

**Previous Month's Minutes-** e-mailed and approved

**Treasurer's Report** – Walter S. presented September 2015 Statement of Financial Revenue and Expense. Approved.

**Office Update** – Amy C. Office Update document attached.

**Visitor Input** – Dan B. discussed QuickBooks problems and possible solutions.

### **COMMITTEE REPORTS**

Add-A-Line – Mike M. Adding disclaimer for events that are non-AA events to be brought before the body as a motion.  
Add flyer about the Delegate coming on Nov. 15.

#### Subcommittee Reports

Policy & Procedures – No updates

By-Laws- No updates

Banquet- Holly C. reported turkey and ham on the menu, last banquet committee meeting is Nov. 6<sup>th</sup>, centerpieces approved, looking for 4 volunteers to make turkeys

Ticket Sales- 336 tickets sold, need last-minute push to sell remaining tickets

#### Add-Hoc Committee Reports

- Office Space Search- Michael H. outlined possible criteria for IG office space as developed by the committee during initial meeting. The next Committee meeting will be November 10.

Finance- Walter S. - talked about new online QuickBooks and new insurance policy

IG Website- Possible new webmaster discussed

### **Old Business:**

2016 Spring Picnic Venues- possible venues discussed but not progress has been made

Gratitude Letter to Districts- Delivered to Steering Committee Members

QuickBooks Online Conversion- Jerry K. coming in on Oct. 30 to help Amy with conversion

Website- Response to the announcement in Add-A-Line – Jim R. has stepped forward as a possible new Webmaster. Examples of his work will be provided to the IGSC for review.

### **New Business**

Commercial Insurance Policy (Harden & Associates) - Insurance policy updated to provide appropriate coverage and will require a cost increase. Information about increase will be presented at IG Business Meeting.

ICOAA – Actual spending-final numbers came in under budget

**Meeting closed with The Responsibility Statement**