

Northeast Florida Intergroup Steering Committee Minutes

Tuesday, January 23, 2018

Open @ 5:30pm moment of silence followed by serenity prayer

Voting Members in Attendance	Voting Members not in Attendance
Don P- IG Chair	Donnie B- District 1
Linda G- IG Vice Chair	Maggie R- District 3
Dan B- Treasurer	Tom A- District 6
Preston W- IGSC Chair District 30	District 24 (No Rep)
Debbie C- District 4	
Donnes K- District 25	

- Visitors- Carl G, Stefanie H, Bill D(comptroller)
- Previous Month's minutes- Debbie C
 - One Correction for the spelling correction for holiday schedule to read day after thanksgiving not day before.
 - Minutes approved as corrected.
- Treasurers Report- Dan B
 - December income down \$3900, expenses down \$3900, Year to date \$14k deficit, CD's have been transferred
 - See attached sheet for balances
- Office Update- Dan B
 - POS System is outdated, 1-time fee \$700 to update current system (2012 version). New 2018 version \$1200. They will have consultant come in for suggestions.
 - Change policies & procedures manual for office workers
 - Office workers (paid staff) only to do POS not volunteers on POS
 - Need additional volunteers for Monday and Tuesday
 - Need additional paid part time staff for Sat and fill in for full time staff. Send resume to Linda G.
 - The position will be paid for POS training but not for volunteer hours.

Committee Reports

- Finance: Bill R
 - Committee Reviewed- no irregularities.
 - Next meeting February 13th, meetings will be 2nd Tuesday from now on.
- Add-A-Line: Financial Report will now have an entire page
- Banquet: Linda G
 - Eric K isn't going to give the final report. Dan B will present.
 - Banquet Dates
 - Spring 2018 April 28th
 - Fall 2018 November 17th
 - Spring 2019 April 12th
 - Same location

New Business

- Linda G to correct email issue of disclosing names and not using BCC.
- Vacuum cleaner purchase (\$100) approved.
- Storage Unit for Archives was discussed- they will have to present the request to IGSC.
- Where and When deadline May 31st
- All Motions made at IG meeting will be placed in a binder for the filing at the IG office.
- Dan to provide committee budgets per Linda's request.

Motion to Adjourn 7:28pm

Close with the Lord's prayer

Submitted by Debbie C.