

**Northeast Florida Intergroup Steering Committee Minutes
Tuesday, May 22, 2018**

Open the meeting with a moment of silence, followed by the Serenity Prayer

Voting Members Present:

Dan B. – Treasurer	Preston W. – District 30
	Donnes T – District 25
Maggie R. – District 3	Debbie C – District 4
Linda G. – IG Vice Chair	Donny B. – District 1

Members not in Attendance: District 24 (no rep), Tom – District 6

Visitors:

Visitors Input: - None

Previous Month's Minutes: Debbie C. reporting – minutes accepted

Treasurer's Report: Dan B. reporting. Contributions were down in April \$1800. Up \$1800 from last year. Office expenses were up in April due to computer support twice. Sales were the same and expenses were \$4800. Income from Banquet was \$10K. Revenue over expenses was \$7800. Gross profit is up \$2k from last year. We have \$19k in bank and \$36k in reserve.

Office Update: Linda G. reporting – running smooth. Office renovations this week. Dan B. requested that we purchase a scanner and software for office. Dan will research cost and present at next month's meeting.

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Add-A-Line – none
Finance – Linda G. reporting. All in order.

Subcommittees Report:

Policy & Procedures – None

Banquet – Dan B. reported income from Banquet was 10K

Office Ad-Hoc Committee – Debbie C. reporting. Linda and Debbie went to Budget to finalize purchase of furniture. Delivery is scheduled for May 24. IG Office will be closed for walk in sales but phones will be answered. Computer support is scheduled to transfer and hookup equipment when furniture is placed. Linda and Debbie along with

Corrections – Dan B. reporting. Freddie gave an updated inventory report that is now correct and in balance.

Archives – Debbie C. reporting. Meeting was held 4/9. Agenda was reviewed and approved. Kevin Jr. is the chair for 2019. State Archive Workshop to be held in April 2019. IGSC has approved the storage of Archive material in the 3 cabinets that will be placed in back hall. Grapevine collection to be moved to storage facility. Archives display will be in the glass cases in front area. Need to upgrade recording equipment. Purchase will be reflected in budget. Charlie to purchase this month.

Intergroup Workshop – Donnes T. reporting. Will be held some time in the fall at JABBA. Panel will consist of 3-4 members from the IGSC and from IG. It will be a pot luck and we will have an ask it basket.

Old Business:

-When and Where – samples were presented and it was decided to go with Cherokee, Address will be printed on front. Color on front will be changed from red to blue and we will purchase 20K copies.

Old Business:

ICOAA – Waiting on information packet. Mike to go to workshop.

New Business:

Committee Budgets – Dan B. presented. Budgets were reviewed and approved.

Office - Mike on vacation from 7/9-7/27. His shift will be covered by Stephanie and or other part time staff. Linda G, to coordinate.

Fall Banquet Chair – A new chair is needed. Debbie C. expressed interest. She will check with service sponsor and let the committee know. Donnes T. has offered to co-chair. Will discuss further at next meeting.

Motion was made to adjourned and passed.

Closed with the Lord's Prayer

Debbie C. reporting.