

Northeast Florida Steering Committee Meeting
Opened at 5:35 PM Tuesday 26 May 2020 with the Serenity Prayer

Voting members present: D1 Roger L, D3&Chair Maggie R, D6 Jeanne W, D24 Beth E, D30 Larry C, D26 Al?, IG Chair Jack G, Vice Chair Dan B

Absent D4 Linda G, Treasurer Jim M

Non voting members present John Banquet, Mike M office manager, Bryant B?
Finance

Previous month's minutes read and approved with no? corrections

Treasurer's report: Dan B reporting-\$1400 contributions (\$6600 2019) ?0 retail sales, \$1700 ?? SBA \$5400 YTD \$1800 (\$5600 2019)

Reconciled accounts 18 May \$12,000 in Checking, \$30,000 in savings \$20-23,000 in inventory.

Discussion: Does accepting PPP from the Federal Government to pay our employees violate the 7th Tradition? Intergroup is an Incorporated business, paying sales tax and employee income is subject to federal income tax. Can it be re-paid? Probably not; it is a one time assistance to businesses for the purpose of paying furloughed employees.

Discussion of the need to replace Jim M for illness. Possible for someone to fill out this year, Larry C is considering filling in.

Office report: Dan B reporting-

-The IG office will open Monday June 1st with hours: Mike 9-1, Angie 1-5. Sales only available 11-3. Only 2 customers permitted in the store at a time and only if wearing a mask (we can provide a mask). Orders must be called in and manual credit card entry and with the purchaser's phone number taken. New bags were purchased to reduce contamination from used bags. Signage will be posted with these instructions. Another sign was approved concerning proper courtesy toward employees and volunteers and will be posted.

-Committees shall be meeting by Zoom..

Committee reports:

Add-A-Line Mike M reporting digital distribution again this month. 2 people have expressed interest in being editor; there is a competency test for hiring. Mike will do some light training to assess how useful the proficiency exam is.

Banquet: John ? reporting: Ramallah will hold our reservation for the Nov 18th Banquet until Oct 18th, 153 tickets have been sold and it will be listed in the AAL that reimbursement may be requested. A motion was proposed "the November 2020 banquet's Go or No Go decision be made at the July 2020 Steering Committee meeting." Passed

Finance Bryant reviewed the financials from Dan B and had no corrections. His committee will meet by Zoom ?June 20

Website: Heather worked no overtime this month, Jeanne W from District 6 requested to be able to directly interface with the Meeting Guide and the Where and When. By-laws Appendix H was consulted by Maggie to see if the website guidelines need to be changed to allow this. The steering committee members had copies from 2017 not the current 2018 by-laws and that the old by-laws are still on the office website. Tabled until June.

Old Business:

-When&Where Intergroup still has 1600 copies. Update information deadline will be decided at June's Steering Committee meeting. Maggie has been in touch with Kevin Jr for District boundaries to begin the change from areas A-H to Districts by their numbers. Accessibility changes from HF to BA and RA will also be implemented in the 2020-2022 publication.

-Maggie contacted her city council representative to request curbside pickup of trash. An application for waste collection services was approved to be mailed.

-Phone Army certificates of appreciation were sent to Kara for distribution

-Zoom meeting updates-Zoom accounts may be reduced from under use, monitoring use

New Business:

-Intergroup business meeting will be held by Zoom June 6th at 9:45AM. Mike M will open the meeting and appoint Jack G as co-host. Maggie will contact Tom K to see if he will be present as parliamentarian, Dwayne has been recruited as doorkeeper; the raise hand feature will be used for speaking while all others will remain muted.

-A motion was given by Roger for the previous month's minutes to be emailed to Steering Committee members before the meeting for corrections to be expedited. Second by Maggie Passed.

The meeting was closed at 7:13PM with the Responsibility Statement