

**Steering Committee Minutes – Rescheduled from April  
5/23/23**

**Members Present:** Roger L. Chair, Walter S. Treasurer, Dan B. Finances,  
Holly C. attended by speaker phone from St. Augustine,  
Margie P. Secretary., Bob C. District 4

**Visitors Present:** Linda G., Lola S., Roxanne G., Carl G., Patrick DCM ` Palatka, Dianna D.

**Serenity Prayer**

**Office Report:**

Dan reports office running smoothly with good coverage. Tom will reconcile the \$ tomorrow. Feb. financials statements will be posted on websites. Motions to accept any changes or corrections in financial report. Inventory \$ amount is down to \$10,000. It used to be \$15,000.

**Treasurer Report:**

Report is published in the Add-A-Line and it was emailed today through April. \$amount received on donations is down. Doing OK maintaining present reserves. \$ amount is over \$6000.00 in the bank.

**Add-A-Line Report:**

No problems to report

**Old Business:**

Orange Park Group never called us back contributions. Dan will put yearly amounts from the past 5 years by next week. Dan will bring to the group's attention that they are welcome to call anytime to check on past or present contribution amounts. Website will be maintained to make it clearer. There will be a tab for motions, aa tab for minutes, and a tab for minutes and meeting search to make it easier.

**New Business:**

The email by Roxanne has no purpose in Steering Committee. It was explained to her that she will have to take the subject to the business meeting, June 3<sup>rd</sup>.

Holly will place it on the agenda.

**Old Business:**

Discussed was changing the business meeting location. Holly will look into it. Ashley will work on back office procedures manual, concerning any updates. It was discussed that we don't need a camera to zoom, just the phone. Holly wants the meeting to become a hybrid meeting. Suggested to use the intergroup zoom account for this.