

## INTERGROUP STEERING COMMITTEE MEETING MINUTES October 28, 2014

Tom K. chaired the meeting. The meeting opened at 05:29 PM with a moment of silence followed by the Serenity Prayer.

**Members present:** IG Chair – Mike M., IG V. Chair - Rick T. (via phone), IG Office Admin. – Amy C., Districts 1 – Walter S., 4 – Paul C., 6 – Mike H., 30 – Tom K.

**Members not in attendance:** Districts 3 – Dave P., 25 – Mike J.

**Visitors:** Jack G., Jack B., Bob C., Robin C., Marty C. (via Phone)

**MINUTES:** Paul C. read the minutes, minutes were approved as read with minor correction, clarified price increase was for literature.

### REPORTS

Rick T. presented the September 2014 Statement of Financial Revenue and Expense.

Total Income:	\$9843.70
Total COGS:	\$4503.39
Gross Revenue:	\$5340.31
Total Expense:	\$6008.11
Net Ordinary Income:	-667.80
Net income:	-644.96

**OFFICE UPDATE-** Amy C.

**VISITORS INPUT-** Bob C. brought up concerns regarding the requirement that intergroup office volunteers provide the name and phone number of their sponsors on the volunteer form.

### COMMITTEE REPORTS

**ADD-A-LINE-** Corrections were submitted before publication.

#### Subcommittee Reports

##### **Banquet:**

- Robin C. reported that everything is on track for the banquet so far. They still need cakes donated and more volunteers.
- The Ramallah club has been booked for the next banquet and the price locked in.

**CPC/PI:** Marty C. presented pricing and options on printed PSA's. Billboards, buses and Taxi's. He will meet with the finance committee to put together a spreadsheet to present to the IG body.

##### **Finance:**

- See New Business

### OLD BUSINESS

- Grapevine pricing - Grapevine literature – Walter S. Submitted handout for adjusted pricing – pricing will be effective 1/1/2015 along with AAWA literature.
- 2014 Fall Gratitude Banquet Financial report – handout
- Tracking Saturday business activity – handout
- 2015 Holiday closing schedule finalized - handout

### NEW BUSINESS

- A motion was made to give the IG Office Administrator the authority to offer volume discounts on literature purchases. A volume order is defined as 50+ of any one item. Motion passed
- A motion was made to allow AA members, groups, districts and area service coordinators who are having events or workshops receive cost + 10% pricing on pamphlets. Motion passed
- Amy C. suggested a payroll increase for Teri H.. Teri has not received a pay increase in the 2 years that she has worked at the IG Office. An increase was approved with an option to review again in 6 months. Rick suggested Teri prepare a Personal Development Plan of goals and improvements that can be reviewed after the 6 month period. The immediate payroll increase was approved.
- Tom K. was voted to be the new Steering Committee Chairman until he rotates out in 2 months

Meeting closed with Lord's Prayer at 6:59 PM.

Submitted: Paul Calewarts

IG Steering Committee Recording Secretary