

**PBC INTERGROUP
BUSINESS MEETING MINUTES –**

**APRIL 9, 2014 ; 6:15 PM
54 IN ATTENDANCE**

Open Meeting ----- Serenity Prayer ----- Read 12 Traditions

Declaration of Unity: This we owe to AA's future: To place our common welfare first; to keep our fellowship united. For on AA unity depend our lives; and the lives of those to come.

Introduction of new reps: New Reps: Annette K – Ladies' Step; Jennifer T – LW Group; Skip O – Sunrise Sobriety; New Alt Reps: Liana V – LW Group; Eric Y – Day Openers; Vicki G – Ladies' Step; Group contact: Bill C – New Downtown.

Chairperson: Gary B: Chair Report - I want to thank everyone who helped with the Old Timer's Event. Numerous people were very selfless with their time and energy and it was greatly appreciated. This was truly a team effort and the feedback that we have received has been very positive. The Advisory Committee met on Monday and the report will be read by Deb later in the meeting. 3 books were brought into the Intergroup Office and we have been asked to consider carrying them in the bookstore. The process for adding non-conference approved items to our bookstore inventory is that anything that is proposed must be presented to the Intergroup Association in the form of a motion. The motion is then sent back to the groups for consideration. The motion needs to come from an Intergroup Rep. I want to welcome Steve as our new Alternate Intergroup Chairperson. Please give him your support in organizing our upcoming events. I want to thank Colleen for all of her hard work putting the Today together every month over the past year. The April edition will be her last as she has to step down because she will be embarking on her new educational adventure. We will have elections again tonight to fill the remaining committee chairperson positions. Please pray where you can be of service and we really need someone who is willing to serve as the editor of the Today. Because our Treasurer was unable to attend the Advisory Committee Meeting we were not able to consider if we have excess funds. The Advisory Committee will meet for a few minutes after this meeting to address our financial status.

In Love & Service, Gary B., Intergroup Chairperson

Alternate Chair: Steve H – his first meeting in this position and gives thanks for support in future events.

Treasurer: Mark H. – Reports are attached. Otherwise: The intergroup had a surplus for the month of March of \$1,918.80. We had a small loss on the Old Timers meeting, however, given the changes to the event, I am happy with outcome. Overall our financial position is strong. Thank you for all of the individual and group contributions that make our mission possible. Mark H.

Pass the basket in accordance with our 7th Tradition

Secretary: Deb M. – New reps and those that have changes, please fill out a yellow card and return to me. All committee chairs please provide your reports by Thursday evening so that the minutes can be submitted to Gary & Roger for timely distribution. Thank you. Deb M

Report of the Advisory Committee was read and is attached hereto (includes the supplement after the conclusion of the meeting this evening)

Registrar: Roger B. – The minutes and agenda were e-mailed to the database upon receipt from the Chair, as per the By-Laws of PBC Intergroup. The database was updated after the last Intergroup Meeting. Any new Group Reps, Alternate Reps, or newly elected Committee Chairs/Officers, please complete a yellow information card and hand to the Secretary. Thanks, Roger B. – Intergroup Registrar

Office Manager: Ed B – 775 inquiries – 11 more than last month' a large print Big Book (1st 164 pages plus Bill's Story and some other items) is now in stock; The 75th anniversary printing of the Big Book original format is still in print but will be distributed as soon as they arrive. This is also the 70th year of the Grapevine and it was encourage for all to get a subscription as they are largely supported through those.

Re 2 of the 3 books that were provided to Ed, the office manager, to consider stocking for sale. Joanie gave a brief talk about them - they are non-conference approved books that are being considered to be sold in the office. Questions were answered. She was encouraged to put it in the form of a motion to present to the Chair and it will be voted upon next month.

General Service/Intergroup Liaison: Vacant

South County Intergroup Liaison: Mark - Attended the South County Intergroup Meeting on March 26, 2014. Chairperson, Ed T. opened the meeting with prayer, minutes and traditions were read, and the new reps. Welcomed. He announced the need for a chairperson for their Serenity Scramble and the groups to sponsor the gratitude dinner. Also the need for a new where and when chair, as the current chair is moving. The various committees reported as well as a report on the picnic. The By-Laws Committee has finished the review of the comments and suggestions that were received. Bob M. went over these at the business meeting. A final version of the By-Laws was emailed to group reps. The meeting was ended with the Lord's Prayer. Love and Service, Mark T.

Archives Committee Liaison: Amanda V – No report submitted

Committee Reports:

TODAY: Colleen M – We printed six hundred-fifty copies of the Today for the month of April. Thank you to those who helped with submissions and editing. As always, suggestions for content are welcome at today@aa-palmbeachcounty.org. Please send all submissions 2 weeks before the beginning of the month of the edition you wish to have your information published (e.g. if you want something printed in May, please submit it by mid-April). You can now receive the Today via email by sending an email to: pbcregistrar@gmail.com with "Send Today to My Email" in the subject line or find it online at www.aapalmbeachcounty.org. On a personal note, I will be stepping down as editor of the Today after this month, as I am going back to school full-time. It has been my pleasure to serve and I look forward to having more time to serve again in a few years. In service, Colleen

12 Step List: Scott M – I am an alcoholic and my name is Scott. It is an honor and privilege to be able to serve. As of today, we have 32 men and 45 women on our 12 step list. These lists have recently been called to make sure that everyone is still able and willing, which they are. If anyone is interested in running for this position, it is a great way to be of service to Alcoholics Anonymous. It has been a pleasure to serve in this manner. Very gratefully yours, Scott

Birthday Club: Ed W –No report provided

Website Committee: Trish – No report provided

Phone Volunteer Committee: Troy – No report provided

Group Contact Committee: Len G –The Intergroup Database has been updated to include group contact name, email and phone # - The Group Contact Notice is posted on the Intergroup office bulletin board and copies are available for visitors; - The Group Contact Committee description at the PBCIA website is as follows: The **Group Contact Committee** contacts groups that do not have an Intergroup Representative. The purpose is to identify someone in the group who is willing to be a contact in order for the group to receive information on Intergroup activities. Contact us at: groupcontact@aapalmbeachcounty.org.

Group Contact Notice Does Your AA Group Have an Intergroup Representative?

If not, Intergroup really needs a Group Contact person from your Group to communicate with. Please email the following information: Group Name; Group Contact First and Last Name; E-Mail Address; Phone Number; To:

groupcontact@aapalmbeachcounty.org Thanks, Group Contact Chair groupcontact@aa-palmbeachcounty.org

We need the Intergroup Reps to carry the message of the need for a Group Contact to all of the Groups that do not have an Intergroup Rep. Please contact the Group Contact Chair at groupcontact@aa-palmbeachcounty.org for the names of the groups that need a Group Contact that meet at your location. Thank you in advance for your support. Additional Intergroup Rep volunteers are needed. Please contact me at groupcontact@aapalmbeachcounty.org

Respectfully submitted, Len G.

Bridging the Gap Committee: Steve H – Provided a verbal report to the body about the activities of Bridging the Gap.

Where & When Committee: Roger substituting: Meeting changes were updated on the Where & When database and forwarded to the Website Committee.

Transition has been planned with the newly elected Where & When Chairman. If anyone is aware of any group meeting changes, please let us know through the Intergroup Office or email via the website. Thanks, Roger B.

Institutions Committee: Fred B – Ten new people volunteered and were voted in at the April 2014 Institutions Committee Meeting. Also, in the spirit of rotation, new officers were elected. Chris H is the new Chair. The committee decided to comply with JFK Hospital's request that volunteers have background checks and a short orientation for the hospital. It was agreed that there were many other opportunities to serve for those who preferred not to release necessary information. The next meeting is the first Sunday in May. Submitted buy: Fred B – Outgoing Chair.

Unfinished Business: Committee Chairperson Selection:

- Bridging the Gap: Sheila B (Back to Basics BB study)
- Public Information: remains vacant
- Archives Liaison: Greg (Tues BB)
- 12 Step Committed: Matt (Cardinal Ln Group)
- Today Editor: Randy will fill in for Colleen until someone can take over; an Intergroup Rep showed interest and it was encouraged to get with Randy to show her the ropes to see if she wants to take over the committee.
- Website: Randy
- Birthday Club: remains vacant
- General Service Intergroup Liaison: Doug (Western Communities)
- So County Intergroup Liaison: Jen (LW Young Peoples)

Motion to close and adjourned at 6:50 pm

Love and Service

Deb Morgan – Intergroup Secretary

ADVISORY COMMITTEE MEETING

April 7, 2014

MINUTES

Start: 6:00 p.m.

ATTENDANCE: Gary B, Roger, John, Jasine & Deb

Open with Serenity Prayer

Gary commented on how well the Old-timer's Panel went – the venue and the group – lots of positive feedback. We spent \$482.76. Mark had prepared a report comparing this event to the previous year's Spaghetti Dinners.

Colleen won't be able to do the Today next month and we appreciate her service over the past year

Discussion about substituting the summer Intergroup Picnic with a Chili Cook-off. All feel it is a good idea to explore and want to propose it to the body to take back to their groups. The cook-off would be at the Triangle Club and would include many of the things we already do at the picnic like a D.J., volleyball tournament, 50/50 raffle, etc. To be discussed later once we have a consensus of the groups. Won't be difficult to plan. Thinking of August instead of July so it doesn't conflict with the Florida convention.

Ed B. (the office manager) had left 3 books for us to review and consider stocking in the intergroup office. We are to present it to the body to take back to their groups for voting.

We were unable to talk about finances as Mark was not there and those discussions will be tabled until the next Advisory Committee meeting. It was suggested that we have a brief meeting after the business meeting on Wednesday to discuss these matters. All agreed.

There was also a recommendation to stock where and when's from other fellowships (i.e., Alanon or Alateen) so that they are available if anyone is seeking that type of group.

Closed with the Lord's Prayer at 6:50 pm

April 9, 2014 – Supplement. Mark reported that the finances are great. We have a lot of excess money. Mark will put together a motion to present to the body next month as to distribution of the excess monies.

It was discussed that Ed B. has investigated his insurance and it was agreed that Intergroup is in the financial position to assist Ed in providing more money to supplement his health insurance. Mark will put together a motion to present to the body to amend Ed's contract to allow for the contribution to healthcare.

Next Advisory Committee Meeting will be July 21, 2014 at 6:00 p.m. in the Intergroup offices.

Love and Service, Deb M. – Intergroup Secretary

**Palm Beach County Intergroup
Operating Report
03/01/2014 - 03/31/2014**

Opening Balance Checking: **\$ 16,624.29**

Revenues:

Literature Sales	\$ 4,400.00
Sales Tax	264.11
Tax Exempt Sales	181.50
Group Contributions	4,887.40
Old-Timers Meeting	405.00
"Today" Subscriptions	6.00
Birthday Club Memberships	168.00
Meeting Baskets	52.00
Florida Roundup	507.69

Total Revenues: **\$ 10,871.70**

Expenses:

Literature Purchases	\$ 2,982.94
Sales Tax	268.43
Old-Timers Meeting	887.76
Office Salary	2,746.16
FICA & Unemployment Tax	220.82
Paychex(monthly fee)	77.00
Health Insurance	125.00
Rent & Water	475.00
AT&T (Internet, Phone, Website)	293.58
FP&L	83.23
Exterminating	35.00
Repairs & Maintenance	37.70
Liability & Property Insurance	107.50
Printing	231.00
Costco Membership	55.00
Office Supplies / Postage	326.78

Total Expenses **\$ 8,952.90**

Monthly Surplus / (Deficit) **\$ 1,918.80**

Closing Balance Checking: **\$ 18,543.09**

Opening Balance Prudent Reserve: **\$ 17,759.24**

Prudent Reserve Interest **0.40**

Closing Balance Prudent Reserve: **\$ 17,759.64**

**Palm Beach County Intergroup
Operating Report
3/01/2014 - 3/31/2014**

	<u>Current Month</u>	<u>Calendar YTD</u>
Revenues:		
Literature Sales	\$ 4,400.00	\$ 14,472.75
Sales Tax	264.11	871.37
Tax Exempt Sales	181.50	509.50
Group Contributions	4,887.40	14,320.25
New Year's Alcothon	-	709.60
Potluck Dinner	-	40.00
Old Timers' Meeting	405.00	405.00
"Today" Membership	6.00	6.00
Birthday Club Memberships	168.00	278.90
Meeting Baskets	52.00	175.12
Florida Rondup	507.69	507.69
Total Revenues:	\$ 10,871.70	\$ 32,296.18
Expenses:		
Literature Purchases	\$ 2,982.94	\$ 11,715.06
Sales Tax	268.43	887.70
Alcothon Expenses	-	195.73
Old Timers' Meeting	887.76	887.76
Office Salary	2,746.16	8,925.02
FICA & Unemployment Tax	220.82	729.95
Paychex(monthly fee)	77.00	231.00
Health Insurance	125.00	375.00
Liability Insurance (annual)	107.50	1,875.57
Rent & Water	475.00	1,425.00
AT&T (Internet, Phone, Website)	293.58	880.74
FP&L	83.23	262.72
Exterminating	35.00	105.00
Repairs & Maintenance	37.70	37.70
Printing	231.00	693.00
Costco Membership	55.00	55.00
Office Supplies / Postage	326.78	708.08
Total Expenses	\$ 8,952.90	\$ 29,990.03
Monthly Surplus / (Deficit)	\$ 1,918.80	\$ 2,306.15

**Palm Beach County Intergroup
Operating Report
March 31, 2014**

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
Revenues:			
Literature Sales	\$ 4,400.00	\$ 4,402.38	\$ (2.38)
Sales Tax	264.11	264.42	(0.31)
Tax Exempt Sales	181.50	-	181.50
Group Contributions	4,887.40	4,853.77	33.63
Old Timers' Meeting	405.00	3,223.32	(2,818.32)
"Today" Subscriptions	6.00	-	6.00
Birthday Club Memberships	168.00	91.00	77.00
Meeting Baskets	52.00	87.00	(35.00)
Florida Roundup	507.69	-	507.69
Total Revenues:	\$ 10,871.70	\$ 12,921.89	\$ (2,050.19)
Expenses:			
Literature Purchases	\$ 2,982.94	\$ 3,885.71	\$ (902.77)
Sales Tax	268.43	314.11	(45.68)
Old Timers' Meeting	887.76	2,419.25	(1,531.49)
Picnic Expense	-	100.00	(100.00)
Office Salary	2,746.16	3,269.25	(523.09)
FICA & Unemployment Tax	220.82	278.34	(57.52)
Paychex (Monthly Fee)	77.00	72.00	5.00
Health Insurance	125.00	500.00	(375.00)
Rent & Water	475.00	475.00	-
AT&T (Internet, Phone, Website)	293.58	331.66	(38.08)
FP&L	83.23	80.60	2.63
Exterminating	35.00	35.00	-
Repairs & Mainenance	37.70	-	37.70
Liability & Property Insurance (annual)	107.50	-	107.50
Printing	231.00	260.00	(29.00)
Costco Membership	55.00	-	55.00
Office Supplies / Postage	326.78	278.11	48.67
Total Expenses	\$ 8,952.90	\$ 12,299.03	\$ (3,346.13)
Monthly Surplus/(Deficit)	\$ 1,918.80	\$ 622.86	\$ 1,295.94
Checking Account Balance	\$ 18,543.09	\$ 12,429.21	\$ 6,113.88
Prudent Reserve Balance	\$ 17,759.64	\$ 17,539.03	\$ 220.61

**Palm Beach County Intergroup
2014 Old Timers' Meeting
Preliminary Operating Report
March 31, 2014**

Revenues	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>Var 2012</u>	<u>Var 2011</u>
Ticket Sales	\$ -	\$ 4,625.00	\$ 4,732.00	\$ 3,830.00	\$ (107.00)	\$ 795.00
Beverage Sales	101.00	369.00	619.00	460.00	(250.00)	(91.00)
50/50 Raffle	-	625.00	588.00	440.00	37.00	185.00
Meeting Basket	304.00	344.32	185.00	572.00	159.32	(227.68)
Misc	-	-	-	5.00	-	(5.00)
Total Revenues	\$ 405.00	\$ 5,963.32	\$ 6,124.00	\$ 5,307.00	\$ (160.68)	\$ 656.32
Hall Rental	150.00	1,200.00	1,100.00	1,100.00	100.00	100.00
Food	234.80	652.70	581.49	660.30	71.21	(7.60)
Supplies	103.71	213.58	327.20	183.17	(113.62)	30.41
Beverages	134.25	236.50	183.49	88.43	53.01	148.07
Table/Audio Rental	265.00	475.00	200.00	-	275.00	475.00
Decorations	-	91.57	130.76	107.28	(39.19)	(15.71)
Raffle Prizes	-	32.57	59.17	47.70	(26.60)	(15.13)
Total Expenses	\$ 887.76	\$ 2,901.92	\$ 2,582.11	\$ 2,186.88	\$ 319.81	\$ 715.04
Surplus (Deficit)	\$ (482.76)	\$ 3,061.40	\$ 3,541.89	\$ 3,120.12	\$ (480.49)	\$ (58.72)

Office Activity for March, 2014

	<u><i>This Year</i></u>	<u><i>Last Year</i></u>	<u><i>Difference</i></u>
<i>Requests for meetings info:</i>	184	177	7
<i>12th Step requests:</i>	2	2	-
<i>BTG</i>	-	-	-
<i>Other information:</i>	62	74	(12)
<i>Public Information requests:</i>	1	-	1
<i>Institutions Meeting requests:</i>	-	-	-
<i>Visitors:</i>	295	324	(29)
<i>Emails:</i>	231	193	38
	<hr/>	<hr/>	<hr/>
<i>Total Activity:</i>	775	770	5
<i>Website visits - 1st time:</i>	5,063	4,714	349
<i>Website visits - return visits:</i>	1,288	796	492
	<hr/>	<hr/>	<hr/>
<i>Total:</i>	6,351	5,510	841