

**PBC INTERGROUP**  
**February 12, 2014**

**BUSINESS MEETING MINUTES**  
**Attendance: 53**

**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: Reps: Kerry H – Room 164 & More; Kathryn J – Living on a Prayer; Thomas H – Mid-day Live; Bev J – Day Openers' Jack H – Men's 5<sup>th</sup> Tradition Group; Joanie P – Day's End (formerly Alt Rep); Luke V - Mon Night Men's' Leigh Anne – Meaningful Life; Tina K – Westside  
Alt Reps: Connie – Smoke Free Sobriety; Tom – (didn't catch the group)  
Group Contacts: Pam P – You are not Alone; Erin D – 909 Group.  
New 8<sup>th</sup> District Liaison – Bebe B.

Chairperson: Gary B: We have 3 service positions vacant, at this time, that we will hold elections for tonight. If anyone wishes to place a motion on the agenda for March I will accept the motion up to 5pm next Wednesday, February 19, 2014. Next month we will hold elections for all of the Committee Chairperson positions. During the meeting tonight I will ask each Committee Chairperson to give a brief overview of their service position so that when elections are held next month everyone will have an idea what the position will entail. Next month we will hold our Annual Old Timer's Speaker Meeting event. Please get the word out to your group and if anyone has 35 years or more of sobriety please ask them to call Ed, in the Intergroup Office, if they are interested in speaking. We will pass around a sheet for people interested in helping with the event. We need help with set-up, coffee, and clean up. I have invited District 8's Archive, Grapevine, and Literature Committees to bring their displays to the event. Next month we will pick names out of the hat for Intergroup Reps and Alternates who want to volunteer for reading at the event. We will read the Steps, Traditions and Concepts then hear from our Old Timers. We look forward to seeing all of you at the event so please announce the event at the meetings that you attend.  
In L&S, Gary B., Intergroup Chairperson

Alternate Chair: Vacant

Treasurer: Mark H. – Financial Reports are attached. We had a deficit for the month of \$243.71. Ed has recalculated our prudent reserve and we have made an addition to the prudent reserve of \$215.33 to bring it into compliance with our bylaws. This addition will be reflected in my report to you in March. Overall, the Intergroup's finances are strong. Thank you for all of the individual and group contributions that make our mission possible.

Thank you, Mark H.

*Basket passed in accordance with our 7<sup>th</sup> Tradition*

Secretary: Deb M. – Thanks to all who have turned in their reports; for those who haven't please turn them in by Thurs pm; also new reps & alt reps please fill out a yellow card for the registrar and give it to me. Thank you, Deb M.

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 or Alternate reps please complete a yellow information card and hand to the Secretary.

Thanks, Roger B. – Intergroup Registrar

Office Manager: Ed B – Total Office Activity for January was 832. This was 7 more than last month, and 54 less than last year. The Intergroup Office will be open Monday the seventeenth for your shopping convenience. As a reminder, the 75<sup>th</sup> anniversary edition of the Big Book will not be shipped until April of this year. Of course we will announce their arrival. The price will be \$12.00. Registration forms for the 2015 International Convention in Atlanta, GA, with the theme of "80 Years-Happy, Joyous and Free," will be mailed to all GSRs, Central Offices and Intergroups in August of 2014. The event will be held July 2-5, 2015. The registration is expected to be around \$100.00. More information will be available throughout 2014 and 2015 in Box 459; on GSO's website: [www.aa.org](http://www.aa.org). Another reminder, we've always had a second line or roll over line in the Intergroup Office. (655.6431) It is now posted on the website. It is not forwarded to volunteers. If you need to call the Office on Saturday that is the number you would use. The Intergroup Office is open Monday through Friday from 9 to 5, and on Saturday from 9:30 to 1:30. We carry a complete line of AA Grapevine literature as well as AA Conference Approved literature and CD's. In love & service, Ed B

General Service/Intergroup Liaison: Vacant

South County Intergroup Liaison: Mark - I attended South Palm Beach County Intergroup Meeting January 29, 2014. The meeting was well attended with over 10 new group reps announced. Their finances seem strong with figures in the SCAAN. The intergroup picnic was announced for April 17. They have an ad hoc committee reviewing the current by-laws and expect to present recommendations to the steering committee in time for their next meeting. A new General Services Liaison chair-Andy D., Intergroup picnic chair- Joe A. were selected. A new serenity scramble chair and gratitude dinner sponsor is being sought. Mark T.

Archives Committee Liaison: Amanda V – No Report Submitted

Committee Reports:

Public Information: Sean M – Here is the P.I./C.P.C. report that I intended to present in person: Usual distribution of approved literature and related approved publications to offices and locations; Probation / D.U.I. Education office on Congress north of Belvedere Road in W.P.B. etc. (Courthouse on Gun Club Road, P.D. offices, etc. Contacted St Mary's / TENET Public Information coordinator's office regarding several upcoming 'Health Fairs' that are scheduled for late February thru late April 2014. My daughter is now employed in the Riviera Beach location, (St. Mary's), in the Public Outreach Department. These events would be both appropriate venues and will be hosting Overeaters, Narcotics Anonymous, Al-Anon, etc. at NO charge, (regarding our Traditions - i.e. we would not be receiving special consideration from a financial perspective. That concludes my report for February 2014. In Love & Service Sean M.

12 Step List: Scott M – I'm an alcoholic and my name is Scott. It is an honor and privilege to be able to serve. This previous month, there have been no changes to either the men or women's 12 step lists. If anybody is interested in joining, please let me know. Thanks Again! Scott M

Phone Volunteer Committee: Hello all - Thank you for allowing me to serve as your phone chairperson. All slots are filled and I am covering as needed. We have had quite a few calls for people asking for rides to meetings. This is a tough thing to do and wonder the best way to handle it. Dan M is back on his slot and I want to thank Ron and Woody for their help. Maybe folks have some suggestions and I

would love to get them after the meeting. If anyone has any helpful suggestions I am glad to get them. Thanks for the opportunity to serve, Troy T.

TODAY: Colleen M – We printed six hundred-fifty copies of the Today for the month of February. Thank you to those who helped with submissions and editing. As always, suggestions for content are welcome at [today@aa-palmbeachcounty.org](mailto: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 April, please submit it by mid-March). You can now receive the Today via email by sending an email to: [pbcregistrar@gmail.com](mailto:pbcregistrar@gmail.com) with "Send Today to My Email" in the subject line or find it online at [www.aa-palmbeachcounty.org](http://www.aa-palmbeachcounty.org). In love and service, Colleen

Birthday Club: Ed W – I would like to thank Ed, Our office manager and his volunteers for helping out with the disbursement of the Medallions and Today's last month. With a little computer help from Ed, the Master List for the Birthday Club has been updated and re-formatted to make it easier to transfer the info to the Today Chairperson. My self and a couple of Committee members will be at the Intergroup Office this weekend to send out this month's Todays and Birthday Medallions. Thank You for letting me be of Service. Ed W.

Website Committee: Trish – No Report Submitted

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 Notice is published in the Today newsletter; The Group Contact Committee description has been updated at the PBCIA website 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@aa-palmbeachcounty.org](mailto:groupcontact@aa-palmbeachcounty.org)  
Respectfully submitted, Len G.

Bridging the Gap Committee: Steve H – Not a lot of activity last month; lots of relapses and dealing with those. Clarified the comment about giving rides – see above.

Where & When Committee: Meeting changes were updated on the Where & When database and forwarded to the Website Committee. Our current inventory is about 1200. 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 – Twelve volunteers came to the H&I orientation meeting in Feb and most have already taken commitments. Thank you for your willingness to serve on this rewarding committee. One new treatment center has withdrawn their request to have us bring meetings to their facility due to their low client count. They will call us back when they have more patients. Bowling for Big Books is March 16th. (see separate flyer for details) Committee members have tickets. Hope to see you there. Respectfully submitted, Fred B. H&I Chair

Committee Chair Elections: Each committee chair who was in attendance described briefly their job duties for anyone who wishes to stand for their positions when we next do elections.

Unfinished Business: Elections for the Alternate Chair; General Service Liaison and Where & When Committee – no one stood for any of the open positions.

Ad Hoc Committee Report re “New Group Rep Package” - I have spoken with the Intergroup Chair and advised him that I regret that I do not have the necessary free time to devote to this committee. Deb, our Secretary, and 2 Committee Chairs, Ed W. and Len G. expressed interest in working on this committee. I feel the committee would be in fine hands with any of them at the helm. I'll leave that to the Chair's discretion. Thanks, Roger B.

Deb to take over the helm and will get with Ed and Len. Thank you, Roger.

Upcoming Events: Old Timers Panel – March 15<sup>th</sup> – jobs list went around asking for volunteers.

Meeting Adjourned: 6:58 pm

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

<b>Opening Balance Checking:</b>		<b>\$ 16,452.27</b>
<b>Revenues:</b>		
Literature Sales	\$ 5,484.21	
Sales Tax	330.13	
Tax Exempt Sales	53.00	
Group Contributions	3,302.00	
New Year's Alcothon	709.60	
Birthday Club Memberships	109.90	
Meeting Baskets	<u>52.07</u>	
<b>Total Revenues:</b>		<b>\$ 10,040.91</b>
<b>Expenses:</b>		
Literature Purchases	\$ 4,625.32	
Sales Tax	298.45	
Alcothon Expense	195.73	
Office Salary	3,432.70	
FICA & Unemployment Tax	282.85	
Paychex(monthly fee)	77.00	
Health Insurance	125.00	
Rent & Water	475.00	
AT&T (Internet, Phone, Website)	293.58	
FP&L	99.03	
Exterminating	35.00	
Printing	231.00	
Office Supplies / Postage	<u>113.96</u>	
<b>Total Expenses</b>		<b><u>\$ 10,284.62</u></b>
<b>Monthly Surplus / (Deficit)</b>		<b><u>\$ (243.71)</u></b>
<b>Closing Balance Checking:</b>		<b><u>\$ 16,208.56</u></b>
<b>Opening Balance Prudent Reserve:</b>		<b>\$ 17,543.03</b>
Prudent Reserve Interest		<u>0.43</u>
<b>Closing Balance Prudent Reserve:</b>		<b><u>\$ 17,543.46</u></b>

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

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
<b>Revenues:</b>			
Literature Sales	\$ 5,484.21	\$ 4,709.09	\$ 775.12
Sales Tax	330.13	283.43	46.70
Tax Exempt Sales	53.00	85.00	(32.00)
Group Contributions	3,302.00	4,548.09	(1,246.09)
Christmas Alcothon	-	51.00	(51.00)
New Year's Alcothon	709.60	600.91	108.69
Old Timers' Panel Spaghetti Dinner	-	470.00	(470.00)
Birthday Club Memberships	109.90	51.00	58.90
Meeting Baskets	52.07	103.00	(50.93)
<b>Total Revenues:</b>	<b>\$ 10,040.91</b>	<b>\$ 10,901.52</b>	<b>\$ (860.61)</b>
<b>Expenses:</b>			
Literature Purchases	\$ 4,625.32	\$ 4,256.90	\$ 368.42
Sales Tax	298.45	273.75	24.70
Alcothon Expense	195.73	100.75	94.98
Office Salary	3,432.70	2,615.40	817.30
FICA & Unemployment Tax	282.85	226.75	56.10
Paychex (Monthly Fee)	77.00	72.00	5.00
Health Insurance	125.00	-	125.00
Rent & Water	475.00	475.00	-
AT&T (Internet, Phone, Website)	293.58	329.22	(35.64)
FP&L	99.03	94.19	4.84
Exterminating	35.00	35.00	-
Liability & Property Insurance (annual)	-	1,509.75	(1,509.75)
Printing	231.00	260.00	(29.00)
Grapevine Subscription	-	52.15	(52.15)
Office Supplies / Postage	113.96	140.19	(26.23)
<b>Total Expenses</b>	<b>\$ 10,284.62</b>	<b>\$ 10,441.05</b>	<b>\$ (156.43)</b>
<b>Monthly Surplus/(Deficit)</b>	<b>\$ (243.71)</b>	<b>\$ 460.47</b>	<b>\$ (704.18)</b>
<b>Checking Account Balance</b>	<b>\$ 16,208.56</b>	<b>\$ 12,891.64</b>	<b>\$ 3,316.92</b>
<b>Prudent Reserve Balance</b>	<b>\$ 17,543.46</b>	<b>\$ 17,538.20</b>	<b>\$ 5.26</b>

Office Activity for January, 2014

	<u><i>This Year</i></u>	<u><i>Last Year</i></u>	<u><i>Difference</i></u>
<i>Requests for meetings info:</i>	193	197	(4)
<i>12th Step requests:</i>	2	5	(3)
<i>BTG</i>	-	-	-
<i>Other information:</i>	78	86	(8)
<i>Public Information requests:</i>	-	-	-
<i>Institutions Meeting requests:</i>	-	1	(1)
<i>Visitors:</i>	294	323	(29)
<i>Emails:</i>	265	274	(9)
	<hr/>	<hr/>	<hr/>
<i>Total Activity:</i>	832	886	(54)
<i>Website visits - 1st time:</i>	6,170	4,468	1,702
<i>Website visits - return visits:</i>	1,498	831	667
	<hr/>	<hr/>	<hr/>
<i>Total:</i>	7,668	5,299	2,369



**Office Manager Salary / Benefits 2014**

Annual Gross Salary	35,700.00
Health Insurance	1,500.00 (*)
Humana Gold HMO	
Premium	527.98
Advance Premium Tax Credit	<u>(295.00)</u>
Due Monthly	232.98
PBCIA Payment Monthly	<u>(125.00) (*)</u>
Employee Contribution	<u><u>107.98</u></u>