

PBC INTERGROUP
Date: May 11, 2016

BUSINESS MEETING MINUTES
Start time: 6:15 p.m.

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

Number of attendees: 36

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 depends our lives; and the lives of those to come.

Introduction of new reps:
Sean O. new rep for Longest Day of the Year
Jennie W new rep for Women's Awakening
Gia S new alt rep for Women's Awakening
Bill E new Institutions Committee

Chairperson: Mark H – If anyone wishes to place a motion on the June Agenda it should be received by me by next Wednesday, May 18, 2016, by 12 o'clock noon. We have continued using the Square account to accept credit cards. For the month of April, we accepted payments of \$1,198.75 in 32 separate transactions. I would like to get sense of the meeting on the expenditure of up to \$300 for the purchase of a tablet for the volunteer's desk. This tablet would be connected to the Square account and make it possible for the volunteers to accept the credit card payments. Currently all credit card purchases are handled by Ed on his cell phone. Tonight we will continue to elect committee chair positions. Committee Chairperson's serve a 1-year term. We will use the Third Legacy Process, which I will explain before we begin the elections. In service, Mark H., PBC Intergroup Chairperson

Alternate Chair: Jasine H – Nothing to report this month

Treasurer: Deb M - Thanks to all of you for allowing me to serve as your Treasurer. As usual, the reports are attached to the minutes and published in the Today and on the website. For May, the opening balance in the checking account is \$16,627.99 with revenues of \$10,166.49 and expenses of \$9,576.45 for this month's surplus of \$590.04 leaving a closing balance of \$17,218.03. The prudent reserve is also strong at \$17,538.93. Overall the Intergroup finances remain strong.

Re: Officer Manager – there was a little hiccup in the numbers I quoted orally last month and that was adjusted in the minutes and my amends have been made to Ed.

I had stated that Ed's raise of 5% was a higher number than was correct – the minutes have been adjusted so the record is good.

Re: Contribution to GSO. With respect to the GSO contribution brought before the body last month, the Advisory Committee has given further thought to the comments spoken. There seemed to be some sentiment that we use a formula to arrive at our contribution, however we (the Advisory Committee) are reluctant to do that because we do not want to create a precedent that future committees will feel the need to follow. However, we do wish to accommodate the desire for a formula because it is a reasonable request. So we would like to suggest that for this year we use 20% of the operating account as a donation. It is technically a formula but it should be used only as a guide in the future and not a mandate. Additionally, it happens to fall in line with the average of our typical contributions. So - taking this month's ending balance of \$17,200 $\times .20 = \$3,440$ – we can round that up to the next 100 = \$3,500 ... \$3,000 had been suggested last month – but we can handle \$3,500. If there are no further comments from the floor a donation of \$3,500 will be sent to the General Service Organization in New York.

Will pass along \$3,500.

Love & service – Deb M

Basket passed in accordance with our 7th Tradition

Secretary: Scott M - Thank you to all who have turned in your reports; if you have not please get it to me by early Thursday evening so I have time to put the minutes into final form for submission to the Chair and the Registrar. It is suggested that all new representatives and alternate representatives go to the Palm Beach County Intergroup website (aa-palmbeachcounty.org) and view the Home page, tab “About Intergroup” and read the by-laws – all of which are on the website. Additionally, we have a hard copy packet that contains much useful information on your role as an Intergroup Representative.

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

Office Manager: Ed B - It was business as usual for the month of April. There is an Office Volunteer opening on Wednesday from 1-5 pm. Volunteers answer phones and sell literature. The only requirement is one year of continuous sobriety. Office

Activity for April was 792. This was 63 more than last month and 38 more last year. The Intergroup Office will be closed Monday, May 30th for Memorial Day. Otherwise, the Office hours are Monday through Friday from 9 to 5, and on Saturday from 9:30 to 1:30. In love & service, Ed B

General Service/Intergroup Liaison: Kevin R – No report submitted

South County Intergroup Liaison: Ed W – No report submitted

Archives Committee Liaison: Howard C – Nothing to report this month. In love and service, Howard

COMMITTEE REPORTS

Public Information: Vacant

12 Step List: Luis C – Hi, my name is Luiz C and have the privilege to service as this committee's chair. There are no changes on the volunteer list at this time.

But I wanted to ask all present to announce at meetings that you attend that we are always in need of volunteers. Let them know that they define their own availability, they do not need to be available 24/7. And also that there are two different positions, one dependent on transportation, where the volunteer is contacted to take someone to a facility or a meeting, and the other just to be available to talk with alcoholics on the phone. And that their information is not given to the caller, the caller's information is taken and then the volunteer is contacted, given the caller information, and they contact the caller, if they are available.

Anyone interested can contact me at #5618275168, or scimitar2127@hotmail.com (please put "12th step list" on subject of e-mail)

I thank you all for the help, and wish you all a great new year!

In L&S

Luiz C

Phone Volunteer Committee: Jennifer T – No report submitted

TODAY: Rosemary (Interim) - Is your sponsor nagging you about getting more involved? Want to do service without doing much work? Then you should be the editor of the Today newsletter! Being the Today editor is pretty much the easiest and most fun job in Intergroup. It entails compiling information provided by other

committee officers and putting it into the newsletter, and it only takes about an hour per month. To make the newsletter, I use a template in Microsoft Word that is very easy to navigate. You don't have to know anything about graphic design, although a very basic knowledge of Photoshop is beneficial, as I sometimes use it to create flyers. (Although, usually the groups or event representatives usually generate their own flyers.) Once the newsletter is finished and has been approved, you simply have to email it to the printer and tell him when you want it delivered. Easy enough. I am also willing to help train the new editor, but not much training is required. Anyway, that's it. Have a great meeting! Rosemary T

Birthday Club: Amy C - • April Today's mailed 4/14/16

- April Medallions mailed 4/17/16
- 5/2/16 printed May Birthday Club Celebrants, picked up medallions
- 5/2/16 E Mailed May Birthday Club celebrants to Today Chair
- 5/6/16 E Mailed April Birthday Club Report to Intergroup Secretary

Website Committee: Randy B - Since the last business meeting I have made the following updates and changes:

- Updated Announcement & Events page, Officer and chairman email addresses
 - Posted the Today, Intergroup Business Meeting minutes, Agenda for April meeting
- Web Stats for the month of April

Unique total visits 8,428

First Time Visits 6,735

Returning Visits 1,693

A 14% increase over April 2015

keep up the good work.

With Smiles & Somersaults,

Randy B

Group Contact Committee: Maria S – No report submitted

Bridging the Gap Committee: Vacant, guest from general service submitted a report- Hi, my name is Patrick and I am an alcoholic. I currently serve as the District 8 Treatment Committee Chair, and I'm here to speak to you about Bridge the Gap. My job in the Treatment Committee is to coordinate efforts between the Bridge the Gap Committees in the North County and South County Intergroups, work with the Hospitals and Institutions committees, and bring information about who we are and what we do into the Treatment Centers.

Bridge the Gap is currently not manned in the North County Intergroup. This program helps new AA members transition from treatment into recovery by introducing them to the rooms of AA. It's an incredible service opportunity and one that's helped me both start my own recovery and also enriches my sobriety every time I can help someone start their own journey into recovery. If you are interested in serving or chairing the Bridge the Gap committee in the North County Intergroup, the District 8 Treatment committee is ready to give you everything you need to be successful! We already have a 1-800 number and email set up, packets of material to raise awareness, as well as flyers and coaching tips for volunteers. I am ready to come alongside you and do anything I can to help you be successful. When AA wins, we all win!!

Please feel free to call or text me at 561-275-9684 or email me at patrickb.george@gmail.com with any questions you may have.

If you are interested in learning more about Bridge the Gap or the District 8 Treatment Committee, we will be having our very first meeting this Sunday, May 15th right here in the North County Intergroup office next to the Triangle Club in West Palm Beach at 1pm. All are invited and I hope to see you there!

In love and service,
Patrick G.

Where & When Committee: Kate D - Many updates were made to the meeting database. I would like to thank Roger B. and Ed B. for their help and patience with me through my first round of editing the Where and When. I placed an order with the printer on May 10, 2016. Thank you for allowing me to be of service. Kate D

Institutions Committee: Bill W – No report submitted

Unfinished Business: Elections: Bridging the Gap: Remains Vacant
Today: Remains Vacant
Public Information: Remains Vacant
Website: Remains Vacant

New Business: None

Upcoming Events: None

Meeting Adjourned: 7:00 pm

See you next month! Scott

**Palm Beach County Intergroup
Operating Report
4/01/2016 - 4/30/2016**

Opening Balance Checking: **\$ 16,627.99**

Revenues:

Literature Sales	\$ 4,927.16
Sales Tax	296.14
Group Contributions	4,078.53
Old Timers' Meeting	317.00
"Today" Subscriptions	6.00
Birthday Club Memberships	177.00
Meeting Baskets	75.50
Florida Roundup	289.16

Total Revenues: **\$ 10,166.49**

Expenses:

Literature Purchases	\$ 3,343.48
Sales Tax	233.58
Credit Card Fees	33.48
Old Timers' Meeting	353.79
Office Salary	3,604.35
FICA & Unemployment Tax	275.70
Paychex(monthly fee)	80.00
Health Insurance	208.33
Rent & Water	475.00
Repairs & Maintenance	13.72
AT&T (Internet, Phone, Website)	367.88
FP&L	121.06
Exterminating	37.00
Printing	231.00
Office Supplies / Postage	198.08

Total Expenses **\$ 9,576.45**

Monthly Surplus / (Deficit) **\$ 590.04**

Closing Balance Checking: **\$ 17,218.03**

Opening Balance Prudent Reserve: **\$ 17,538.53**

Prudent Reserve Interest **0.40**

Closing Balance Prudent Reserve: **\$ 17,538.93**

**Palm Beach County Intergroup
Operating Report
4/01/2016 - 4/30/2016**

	<u>Current Month</u>	<u>Calendar YTD</u>
Revenues:		
Literature Sales	\$ 4,927.16	\$ 20,558.09
Sales Tax	296.14	1,236.48
Tax Exempt Sales	-	261.75
Group Contributions	4,078.53	14,927.67
New Year's Alcothon	-	490.70
Old Timers' Meeting	317.00	317.00
"Today" Subscriptions	6.00	12.00
Birthday Club Memberships	177.00	476.00
Meeting Baskets	75.50	276.50
Florida Roundup	289.16	289.16
Total Revenues:	\$ 10,166.49	\$ 38,845.35
Expenses:		
Literature Purchases	\$ 3,343.48	\$ 13,201.94
Sales Tax	233.58	1,187.42
Credit Card Fees	33.48	57.48
Old Timers' Meeting	353.79	353.79
Office Salary	3,604.35	13,224.19
FICA & Unemployment Tax	275.70	1,335.29
Paychex(monthly fee)	80.00	320.00
Health Insurance	208.33	833.32
Form 990EZ Tax Preparation		250.00
Liability Insurance (annual)	-	1,451.21
Rent & Water	475.00	1,900.00
AT&T (Internet, Phone, Website)	367.88	1,290.71
FP&L	121.06	404.17
Exterminating	37.00	148.00
Repairs & Maintenance	13.72	133.71
Printing	231.00	924.00
Costco Membership	-	55.00
Grapevine Subscription	-	52.15
Office Supplies / Postage	198.08	744.56
Total Expenses	\$ 9,576.45	\$ 37,866.94
Monthly Surplus / (Deficit)	\$ 590.04	\$ 978.41

**Palm Beach County Intergroup
Operating Report
April 30, 2016**

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
Revenues:			
Literature Sales	\$ 4,927.16	\$ 4,843.81	\$ 83.35
Sales Tax	296.14	289.71	6.43
Group Contributions	4,078.53	3,872.16	206.37
Old Timers' Meeting	317.00	-	317.00
"Today" Subscriptions	6.00	6.00	-
Birthday Club Memberships	177.00	146.00	31.00
Meeting Baskets	75.50	59.00	16.50
Florida Roundup	289.16	-	289.16
Total Revenues:	\$ 10,166.49	\$ 9,216.68	\$ 949.81
Expenses:			
Literature Purchases	\$ 3,343.48	\$ 3,236.62	\$ 106.86
Sales Tax	233.58	261.17	(27.59)
Old Timers' Meeting	353.79	100.00	253.79
Credit Card Fees	33.48	-	33.48
Office Salary	3,604.35	3,246.16	358.19
FICA & Unemployment Tax	275.70	210.08	65.62
Paychex (Monthly Fee)	80.00	77.00	3.00
Health Insurance	208.33	208.33	-
Rent & Water	475.00	475.00	-
repairs & Maintenance	13.72	-	13.72
AT&T (Internet, Phone, Website)	367.88	304.20	63.68
FP&L	121.06	133.83	(12.77)
Exterminating	37.00	37.00	-
Printing	231.00	231.00	-
New Coffee Urns	-	179.98	(179.98)
Office Supplies / Postage	198.08	211.83	(13.75)
Total Expenses	\$ 9,576.45	\$ 8,912.20	\$ 664.25
Monthly Surplus/(Deficit)	\$ 590.04	\$ 304.48	\$ 285.56
Checking Account Balance	\$ 17,218.03	\$ 15,342.41	\$ 1,875.62
Prudent Reserve Balance	\$ 17,538.93	\$ 17,355.04	\$ 183.89

Office Activity for April, 2016

Requests for meetings info:	132
12th Step requests:	6
BTG:	-
Other information:	54
Public Information requests:	-
Institutions Meeting requests:	2
Visitors:	328
Emails:	<u>270</u>
Total Activity:	792