

PBC INTERGROUP
Date: 6/8/16

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

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

Number of attendees: 44

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: Alternate rep – Dennis C from West Side Group
Intergroup rep – Joe D from Dr. Bob's Gang
Intergroup rep – Jude F from We Found the Way
Intergroup rep – Page L from Table Talk
Intergroup red – Michael S from Third Tradition
Group Contact – Laura M from Mommy + Me + Sobriety

Chairperson: Mark H - Our Alternate Chairperson, Jasine passed away suddenly the morning after our last meeting. She was a wonderful friend and a devoted servant of the Intergroup. She will be deeply missed. Please keep Jasine, her family and her beloved friend Ginny, who serves on our advisory committee, in your prayers.

Ed and I on behalf of the Intergroup purchased a memorial bonsai tree for Ginny. It is supposed to be delivered tomorrow. If anyone wishes to place a motion on the June Agenda it should be received by me by next Wednesday, June 15, 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 \$717.77 in 18 separate transactions. We have not yet purchased a tablet. Tonight we will continue to elect one officers position and committee chair positions. Officers serve a two-year term and committee Chairperson's serve a one-year term. We will use the Third Legacy Process, which I will explain before we begin the elections.

In service,
Mark H

Alternate Chair: Vacant

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 was \$17,218.03

with revenues of \$8,081.63 and expenses of \$7,907.14 for this month's surplus of \$174.49 leaving a closing balance of \$17,392.52. The prudent reserve is also strong at \$17,539.31. Overall the Intergroup finances remain strong.

Re: Contribution to GSO. We had agreed last month to send a \$3,500 contribution to GSO in New York and Ed will be doing that tomorrow.

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 - Office Activity for the month of May was 688. This was 104 less than last month and 42 more last year. May and June are typically slow months. The Intergroup Office will be closed Monday, July 4th for the Independence Day Holiday. Otherwise, the Office hours are Monday through Friday from 9 to 5, and on Saturday from 9:30 to 1:30. On a personal note, I will be having surgery on Wednesday, June 29th. We may announce a few scheduling changes. However, we could use a few volunteers to be here from 10am to 2pm on Wednesday through Friday during the last week of this month. If you are available, you can see me after the meeting or call the Intergroup Office.

In love & service, Ed B

General Service/Intergroup Liaison: Kevin – No Report Submitted

South County Intergroup Liaison: Ed W – At last month's meeting, the treasurer announced that their finances are strong. In fact, they have sold over \$5800 of big books, YTD. H and I has no positions open and are in good shape. The relay phone is set through June of 2017, besides 3 weeks in January. Next month there will be a vote to disperse excess funds. The gratitude dinner was voted on, originally passing. After minority opinion, the dinner was voted against.
Thanks for being of service, Ed

Archives Committee Liaison: Howard C - Good evening everyone, I'm Howard, Jupiter Farms Group, alcoholic. Speaking with Steve S, the archives chairman for intergroup north county, he has informed me of an archives display table at the Founders Day Dinner on Saturday the 11th; Also at the upcoming quarterly in Boca Raton in July there will be two tables. Much sorting has been through the warehoused collection this area has accumulated throughout the years and promises to be very interesting. If you have any relevant artifacts or information to donate to District 8 archives, it would be very much treasured today, if not most certainly tomorrow. Are there any questions?
Thank you, Love and service
Howard C

COMMITTEE REPORTS

Public Information: Vacant

12 Step List: Luiz - Good afternoon! There are no changes at the moment at our list. Just as a point of clarification regarding the role of this committee, we keep the volunteer list updated and make sure that the intergroup office and the phone committee chair have an updated copy, but we don't actually facilitate the access to the volunteers for the caller. The phone volunteers will facilitate that with the copy of the list that they have.

Again I also wanted to remind everyone that we are always looking for volunteers, my contact information is:

scimitar2127@hotmail.com (make sure to write 12th step list on subject);

phone# 5618275168

In Love and Service,

Luiz C

Phone Volunteer Committee: Jen T - Hello everyone, I'm Jennifer and I gratefully remain powerless over alcohol.

First I would like to thank everyone for entrusting me to serve on the Phone Committee. I am sorry I completely forgot about sending in my report last month. All and all the phone lines are running smoothly and I would like to thank all the volunteers. I have found that I have been having to check up on many of the commitments and many people have forgotten. Most of these people have acknowledged it and corrected it and I would like to thank them. I have found the last couple months frustrating on my part because I have had to check the phone lines continuously. There are 32 volunteer slots so you can understand my frustration. It is from my personal experience over the last 7 months that maybe the process is a bit outdated and can be simplified. I would like to make a motion that we move toward possibly a change over to the use of 1 relay mobile phone passed from group to group after each Intergroup meeting. (This is how South County and many other inter-groups do their relay phones and I have carried it this way in the past.) There are many benefits to this. Like the following:

- The intergroup office would transfer the lines to only one number.
- The volunteer's phone would not need to be used. There have been times where volunteers have returned calls and had unwelcomed calls in return.
- Missed calls and messages would be limited to the 1 relay phone, and easily checked via volunteer, phone relay chairperson, or intergroup office.
- Mobil phone can be programmed with all important information so that volunteers can easily relay information via text attachments. (Such as meetings, websites, detox centers ect.)
- Phone can be passed from group to group via Intergroup business meeting and each group would be responsible for delegating appropriately via our guidelines. The phone would be passed in a bag containing all instructions and information needed to answer the phones.

These are just a few of the benefits. I have spoken to long time phone volunteers and others about this change over and we have discussed having a meeting with all the present volunteers and anyone else that would like to attend. In this meeting we can organize and layout a phone relay format for answering the phones. All this can be provided in a bag with the relay phone when it is transferred from one group to the next. I am presenting this as an idea that is open to suggestions. Like I mentioned earlier the phone lines are running okay but from my end I believe they could run much smoother, and I know for a fact that many calls have been missed. I am also presenting this because when I did take the phone lines over many of the volunteers on the commitment list had not been doing the lines for quite some time. It took me a couple months to get everything running smoothly. It seems we presently have a

pretty strong committed group of volunteers right now but this seems to go in waves.
Any suggestions would be appreciated.
In peace love and service, Jennifer T 561-541-0847

TODAY: Vacant

Birthday Club: Amy C –

- May Medallions mailed
- 5/31/16 met with Ed at Intergroup Office; printed June Birthday Club celebrants picked up June medallions
- 6/2/16 E Mailed June Birthday Club celebrants to Today Chair
- 6/3/16 E Mailed June Birthday Club Report to Intergroup Secretary

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

- Updated Meeting List, Announcement & Events page, Officer and chairman email addresses

- Posted the Today, Intergroup Business Meeting minutes, Agenda for June meeting (ok, I didn't update the agenda yet but I will as soon as I get it.)

Web Stats for the month of May

Unique total visits 8,538

First Time Visits 6,813

Returning Visits 1,725

A 20% increase over May 2015

keep up the good work.

With Smiles & Somersaults,

Randy B

Group Contact Committee: Maria S - Good greetings my friends! This is Group contact committee report.

We have been announcing in meetings as usual.

There were 2 new groups

Register a contact person

Thank you for the opportunity to serve

Bridging the Gap Committee: Vacant

Where & When Committee: Kate D - There have been no changes or updates requested to be made to the Where and When. I emailed the updated Where and

When to the intergroup website on 5/23/2016. I apologize for being late with the website update. Next time I will send the update at the same time I send to the printer. Thank you for allowing me to be of service. Kate D

Institutions Committee: Bill W - I would like to remind everybody that we meet the first Sunday of every month at the Triangle Club, 1369 Okeechobee Road, W.P.B., 5 p.m. regular meeting to make changes, get books or pick up a new meeting. 4:30 orientation for anybody who wants to get involved. If you already take meetings into a facility, encourage your speakers to get orientated so they can cover for you if need be. It's a great way to get involved & do service! Currently we have 53 facilities' that hold 92 meetings a week and only 4 vacancies. It's getting to be that time of year again for the Big Book Ball. We are putting a committee together and really need the support. We would absolutely love to have you. This is our primary fund raiser for Big Books to bring in institutions.

Thanks for the privilege of service!

Unfinished Business: Elections: Alternate Chairperson – Vacant
Public Information – Vacant
Bridging The Gap – Rhonda
Today Editor – Randy
Website – Kim

New Business: None

Upcoming Events: None

Meeting Adjourned: 6:54pm

See you next month!

Scott

**Palm Beach County Intergroup
Operating Report
5/01/2016 - 5/31/2016**

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

Revenues:

Literature Sales	\$ 4,435.36
Sales Tax	268.21
Group Contributions	3,128.06
"Today" Subscriptions	12.00
Birthday Club Memberships	177.00
Meeting Baskets	61.00

Total Revenues: **\$ 8,081.63**

Expenses:

Literature Purchases	\$ 2,754.76
Sales Tax	288.24
Credit Card Fees	19.74
Office Salary	2,883.48
FICA & Unemployment Tax	220.56
Paychex(monthly fee)	80.00
Health Insurance	264.33
Rent & Water	475.00
AT&T (Internet, Phone, Website)	331.93
FP&L	136.08
Pye-Barker Fire & Safety, Inc	50.50
Exterminating	37.00
Printing	231.00
Office Supplies / Postage	134.52

Total Expenses **\$ 7,907.14**

Monthly Surplus / (Deficit) **\$ 174.49**

Closing Balance Checking: **\$ 17,392.52**

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

Prudent Reserve Interest **0.38**

Closing Balance Prudent Reserve: **\$ 17,539.31**

**Palm Beach County Intergroup
Operating Report
5/01/2016 - 5/31/2016**

	Current Month	Calendar YTD
Revenues:		
Literature Sales	\$ 4,435.36	\$ 24,993.45
Sales Tax	268.21	1,504.69
Tax Exempt Sales	-	261.75
Group Contributions	3,128.06	18,055.73
New Year's Alcothon	-	490.70
Old Timers' Meeting	-	317.00
"Today" Subscriptions	12.00	24.00
Birthday Club Memberships	177.00	653.00
Meeting Baskets	61.00	337.50
Florida Roundup	-	289.16
Total Revenues:	\$ 8,081.63	\$ 46,926.98
Expenses:		
Literature Purchases	\$ 2,754.76	\$ 15,856.70
Sales Tax	288.24	1,475.66
Credit Card Fees	19.74	77.22
Old Timers' Meeting	-	353.79
Office Salary	2,883.48	16,107.67
FICA & Unemployment Tax	220.56	1,555.85
Paychex(monthly fee)	80.00	400.00
Health Insurance	264.33	1,097.65
Form 990EZ Tax Preparation		250.00
Liability Insurance (annual)	-	1,451.21
Rent & Water	475.00	2,375.00
AT&T (Internet, Phone, Website)	331.93	1,622.64
FP&L	136.08	540.25
Pye-Barker Fire & Safety, Inc	50.50	50.50
Exterminating	37.00	185.00
Repairs & Maintenance	-	133.71
Printing	231.00	1,155.00
Costco Membership	-	55.00
Grapevine Subscription	-	52.15
Office Supplies / Postage	134.52	879.08
Total Expenses	\$ 7,907.14	\$ 45,674.08
Monthly Surplus / (Deficit)	\$ 174.49	\$ 1,252.90

**Palm Beach County Intergroup
Operating Report
May 31, 2016**

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
Revenues:			
Literature Sales	\$ 4,435.36	\$ 3,870.95	\$ 564.41
Sales Tax	268.21	231.94	36.27
Group Contributions	3,128.06	2,621.19	506.87
"Today" Subscriptions	12.00	6.00	6.00
Birthday Club Memberships	177.00	116.00	61.00
Meeting Baskets	61.00	62.00	(1.00)
Florida Roundup	-	439.25	(439.25)
Total Revenues:	\$ 8,081.63	\$ 7,347.33	\$ 734.30
Expenses:			
Literature Purchases	\$ 2,754.76	\$ 3,494.87	\$ (740.11)
Sales Tax	288.24	283.36	4.88
Credit Card Fees	19.74	-	19.74
Office Salary	2,883.48	2,746.16	137.32
FICA & Unemployment Tax	220.56	210.08	10.48
Paychex (Monthly Fee)	80.00	77.00	3.00
Health Insurance	264.33	208.33	56.00
Rent & Water	475.00	475.00	-
Repairs & Maintenance	-	53.82	(53.82)
AT&T (Internet, Phone, Website)	331.93	295.90	36.03
FP&L	136.08	136.95	(0.87)
Pye-Barker Fire & Safety, Inc	50.50	-	50.50
Exterminating	37.00	-	37.00
Printing	231.00	-	231.00
New Coffee Urns	-	-	-
Office Supplies / Postage	134.52	161.43	(26.91)
Total Expenses	\$ 7,907.14	\$ 8,142.90	\$ (235.76)
Monthly Surplus/(Deficit)	\$ 174.49	\$ (795.57)	\$ 970.06
Checking Account Balance	\$ 17,392.52	\$ 14,546.84	\$ 2,845.68
Prudent Reserve Balance	\$ 17,539.31	\$ 17,355.47	\$ 183.84

Office Activity for May, 2016

Requests for meetings info:	123
12th Step requests:	1
BTG:	-
Other information:	56
Public Information requests:	-
Institutions Meeting requests:	-
Visitors:	264
Emails:	<u>244</u>
Total Activity:	688