

PBC INTERGROUP  
Date: 10/12/16

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

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

Number of attendees: 42

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: Philip K, new rep for Good Morning Group  
Michael T, new rep for Eye Openers  
Joseph R, new rep for Tired of the Beating  
Jimmy D, new rep for In the Solution  
Peter G, new rep for Longest Day of the Year  
Michael I, new rep for Sunday Night Miracle and Out of  
the Closet into the Light

Chairperson: Mark H - Our office manager has been in to the office several times in the past few weeks. His health seems to be slowly improving; and we have volunteers who are helping however, it is clear we need more help than we have. As you may have seen I sent an email to all of you earlier today advising that we have begun the process of hiring a part time office manager. If you know anyone who has the skills, we need please ask them to email me a resume to Mark at temp@aa-palmbeachcounty.org. I have printed out the position description if anyone wants to take one.

As you can see we have treasurer's reports for the past four months available. Deb will discuss them in her report. I apologize for the delay in getting those out.

Our office volunteers have been doing an outstanding job keeping the office open in Ed's absence. They are the backbone of this body and I am grateful for their service. I am incredibly proud of how well the intergroup is functioning under the circumstances.

If anyone wishes to place a motion on the November Agenda it should be received by me by next Wednesday, October 19, 2016, by 12 o'clock noon.

Tonight we will continue to elect one officers position. Officers serve a two-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 - I am happy to report that we are caught up on the Treasurer's Reports. Ed has been working with the volunteer to get them together. We now have them going back to June and they will all be included in the minutes. I won't go into detail about each month and will focus on September at this time. We started September with \$6,779.58; had revenues of \$9,110.50; expenses of \$9,265.16 for a deficit this month of only \$154.66 – the closing balance was \$6,624.92. In addition, the prudent reserve remains strong at \$17,540.83. You may note that we had significant deficits for July and August – July especially due to the \$3,500 contribution to GSO in NY that went to New York in June, and otherwise poor group contributions for July and August - which is normal for the summer months. However, we are coming back this month with a smaller deficit and an ending balance that continues to be strong.

Though we have been hit pretty hard this past summer with Ed's illness and recovery, the volunteers continued to do a wonderful job at keeping the day to day operations running and with the volunteer who is assisting Ed in management, we will continue to function effectively to be here for the alcoholic in need.

Deb

*Basket passed in accordance with our 7<sup>th</sup> 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](http://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 W – No report submitted

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

South County Intergroup Liaison: Ed W – No report submitted

Archives Committee Liaison: Howard C - Good evening everyone, I'm Howard C. Jupiter Farms Group, Alcoholic and the Intergroup Liaison, for archives in intergroup. I cannot make tonight's meeting due to timing. I have nothing much to report. Feel free to contact me on questions regarding our archives; I would be happy to find an answer. Be Happy!

## **COMMITTEE REPORTS**

Public Information: Joe D - I attended the MADD Victim Impact Panel in Fort Lauderdale last month with the General Service District 9 chair of the PICPC committee to observe how AA interacted with Mothers Against Drunk Driving, and the reception that AA received. It was a moving experience. MADD in Palm Beach County has been in the process of moving into new quarters, and it has been difficult to set up a meeting. I continue to pursue this avenue. Plans to develop more ideas at the Area 15 General Service Assembly in Fort Lauderdale last weekend were put on hold because of Hurricane Matthew. I am now developing a list and cost estimate of items that could be used to display our literature at various functions. Please see me, or call me at 954-598-4302, if you have any thoughts or wish to serve. Thank you for letting me be of service.

12 Step List: Luiz C – There has been no changes on the list from last month. I would like to thank the reps for their continuous help, and remind everyone you can continue helping the committee by going online and getting the volunteer list for new volunteers from the intergroup website. And you can handle it to me on the next meeting or email it to me at: [scimitar2127@hotmail.com](mailto:scimitar2127@hotmail.com), not forgetting to put on the subject “12th step list”, otherwise I won't get the email.

I also can be reached at: 561 8275168

In Love and Service Luiz C

Phone Volunteer Committee: Jennifer T – No report submitted

TODAY: Randy B - The October issue of the Today is before you. All Groups are encouraged to submit group activities to the Today. This month has monthly financial reports, we're a little behind but we will be catching up, Birthday Club celebrants and Coming Events. Please take the Today back to your group and implore members to become a part of the intergroup. Please remember that all group activity submissions ought to be at least 2 months in advance of the event.

With Smiles & Somersaults,  
Randy B

Birthday Club: Amy C – • 9/29/16 printed October Birthday Club celebrants picked up October medallions

- 9/30/16 E Mailed October Birthday Club celebrants to Today Chair
- 10/3/16 Mailed October Medallions to celebrants
- 10/8/16 E Mailed October Birthday Club Report to Intergroup Secretary

Website Committee: Kim Y - The following updates have been made to the website:

- October 2016 Today
- New Update About Office Closed on Saturdays
- Randy made an email for the temp Saturday Position - temp@aa-palmbeachcounty.org
- Uploaded Minutes from Sept.
- Uploaded the Agenda for October 2016 Meeting

Please contact me with any special events you would like added to the website's events page. I will be adding info on the Big Book ball. Also, in order to update the Meetings list, I will need help from someone that has access to Adobe Acrobat. If someone could update the modified pages, ensure book marks match, and email to me in a PDF form, it would be greatly appreciated.

Possible error in reporting website stats. I am looking into this but here they are as they stand:

Unique Visits: 7959

First Time Visits: 6203

Returning Visits: 1756

Total Page Views: 10479

Thank you for allowing me to serve.

UPDATED CONTACT INFO

Kimberlee

Cell: (561) 777-3916

Email: kbymali11@gmail.com

Group Contact Committee: Maria S – No report submitted

Bridging the Gap Committee: Rhonda B - I attended the H& I meeting. I distributed additional flyers to people to hand out at their institution meetings. We need more people to be on the list as temporary contacts. We received no calls in August or September for Bridge the Gap. I attended a special General Service Treatment Center committee meeting where we discussed a treatment center liaison position mentioned in the literature and how that position might look here in PBC. Thanks for letting me serve.

Rhonda

Where & When Committee: Kate D - As of today, I have received 2 changes to make in the next publication. In love and service, Kate D.

Institutions Committee: Bill W - Institutions 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 54 facilities' that hold 118 meetings a week with 6 vacancies. Please check out Bigbookball.org and get ready for a New Years Eve Blast.

In Love & Service,

Bill W

By Law Ad Hoc Committee: Roger B - The committee met on September 27th. Items discussed included unclear wording for what a Group needs to do in order to be part of the Intergroup Association, revised wording for Advisory Committee responsibilities, and Officer/Committee Chair/Liaison job descriptions. The By-Law Committee chair will soon be requesting input from all sitting Officers, Chairs, and Liaisons as far as how job descriptions may have changed since the adoption of the original By-Laws. The next meeting was set to be Tuesday, October 25th, 2016 at 6PM at the Intergroup Office.

Thanks,

Roger B

Unfinished Business: Elections:            Alternate Chair Person: Brooke R

New Business:

Upcoming Events:

Meeting Adjourned:

See you next month!  
Scott

**Palm Beach County Intergroup  
Operating Report  
9/01/2016 - 9/30/2016**

**Opening Balance Checking:** **\$ 6,779.58**

**Revenues:**

Literature Sales	\$ 4,344.34
Sales Tax	252.36
Group Contributions	4,467.80
Today Memberships	6.00
Birthday Club Memberships	40.00
Meeting Baskets	<u>          </u>

**Total Revenues:** **\$ 9,110.50**

**Expenses:**

Literature Purchases	\$ 3,812.84
Sales Tax	290.51
Credit Card Fees	37.87
Office Salary	2,883.48
FICA & Unemployment Tax	220.56
Paychex(monthly fee)	83.00
Health Insurance	264.33
Repairs & Maintenance	227.14
Alsrn Permit	25.00
Rent & Water	475.00
AT&T (Internet, Phone, Website)	336.72
FP&L	194.42
Sam's Club Membersip Renewal	45.00
Office Supplies / Postage	<u>369.29</u>

**Total Expenses** **\$ 9,265.16**

**Monthly Surplus / (Deficit)** **\$ (154.66)**

**Closing Balance Checking:** **\$ 6,624.92**

**Opening Balance Prudent Reserve:** **\$ 17,540.45**

Prudent Reserve Interest 0.38

**Closing Balance Prudent Reserve:** **\$ 17,540.83**

**Palm Beach County Intergroup  
Operating Report  
9/01/2016 - 9/30/2016**

	<b>Current Month</b>	<b>Calendar YTD</b>
<b>Revenues:</b>		
Literature Sales	\$ 4,344.34	\$ 41,488.34
Sales Tax	252.36	2,575.41
Tax Exempt Sales	-	351.25
Group Contributions	4,467.80	29,372.61
New Year's Alcothon	-	490.70
Old Timers' Meeting	-	317.00
"Today" Subscriptions	6.00	36.00
Birthday Club Memberships	40.00	985.00
Meeting Baskets	-	407.00
Florida Roundup	-	289.16
<b>Total Revenues:</b>	<b>\$ 9,110.50</b>	<b>\$ 76,312.47</b>
<b>Expenses:</b>		
Literature Purchases	\$ 3,812.84	\$ 32,085.46
Sales Tax	290.51	2,636.08
Credit Card Fees	37.87	191.64
Old Timers' Meeting	-	353.79
Office Salary	2,883.48	27,641.59
FICA & Unemployment Tax	220.56	2,438.09
Paychex(monthly fee)	83.00	732.00
Health Insurance	264.33	2,154.97
Form 990EZ Tax Preparation	-	250.00
Liability Insurance (annual)	-	1,451.21
Rent & Water	475.00	4,275.00
AT&T (Internet, Phone, Website)	336.72	2,960.99
FP&L	194.42	1,272.39
Pye-Barker Fire & Safety, Inc	-	50.50
Exterminating	-	296.00
Repairs & Maintenance	227.14	460.85
Bank Charges	-	7.50
Printing	-	1,386.00
Alarm Permit	25.00	25.00
Costco Membership	-	55.00
Sam's Club Membership	45.00	45.00
Grapevine Subscription	-	52.15
Office Supplies / Postage	369.29	1,505.96
<b>Total Expenses</b>	<b>\$ 9,265.16</b>	<b>\$ 82,327.17</b>
<b>Monthly Surplus / (Deficit)</b>	<b>\$ (154.66)</b>	<b>\$ (6,014.70)</b>



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

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
<b>Revenues:</b>			
Literature Sales	\$ 4,344.34	\$ 4,459.99	\$ (115.65)
Sales Tax	252.36	266.75	(14.39)
Group Contributions	4,467.80	2,032.45	2,435.35
"Today" Subscriptions	6.00	6.00	-
Birthday Club Memberships	40.00	102.00	(62.00)
Meeting Baskets	-	45.00	(45.00)
<b>Total Revenues:</b>	<b>\$ 9,110.50</b>	<b>\$ 6,912.19</b>	<b>\$ 2,198.31</b>
<b>Expenses:</b>			
Literature Purchases	\$ 3,812.84	\$ 3,432.71	\$ 380.13
Sales Tax	290.51	313.27	(22.76)
Credit Card Fees	37.87	-	37.87
Office Salary	2,883.48	2,883.48	-
FICA & Unemployment Tax	220.56	220.56	-
Paychex (Monthly Fee)	83.00	80.00	3.00
Health Insurance	264.33	208.33	56.00
Repairs & Maintenance	227.14	-	227.14
Rent & Water	475.00	475.00	-
AT&T (Internet, Phone, Website)	336.72	304.32	32.40
FP&L	194.42	164.26	30.16
Alarm Permit	25.00	25.00	-
Exterminating	-	37.00	(37.00)
Sam's Club Membership	45.00	-	45.00
Printing	-	231.00	(231.00)
Office Supplies / Postage	369.29	117.79	251.50
<b>Total Expenses</b>	<b>\$ 9,265.16</b>	<b>\$ 8,492.72</b>	<b>\$ 772.44</b>
<b>Monthly Surplus/(Deficit)</b>	<b>\$ (154.66)</b>	<b>\$ (1,580.53)</b>	<b>\$ 1,425.87</b>
<b>Checking Account Balance</b>	<b>\$ 7,402.77</b>	<b>\$ 15,104.66</b>	<b>\$ (7,701.89)</b>
<b>Prudent Reserve Balance</b>	<b>\$ 17,540.83</b>	<b>\$ 17,357.22</b>	<b>\$ 183.61</b>