

PBC INTERGROUP
Date: 11/9/16

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

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

Number of attendees: 55

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: Kyle T, new rep for Spiritual AF
Dawne S, new rep for Women in Sobriety
Ilia E, new rep for Lake Worth Young Peoples
Brooke R, new rep for Lake Worth Group
Jon F, new Vice Chair
Sarah W, New alt rep for Oceanview Methodist Church
Danielle V, new rep for Another Miracle
Good.orderly.direction01@gmail.com, group contact

Chairperson: Mark H - Our office manager has been increasing his time in the office lately and I am grateful for his return. His health seems to be slowly improving; and we have volunteers who are helping immensely. The office operations have stabilized and I believe we are able to manage all of the operations, including the day to day accounting and the monthly treasurer's reports on an ongoing basis. Despite Ed's return and the efforts of the volunteers we still need a part time employee. Ed's absence has pointed out a flaw in our operation in that we were solely dependent on him for the office to function. This is unsustainable and it is the best interest of the Intergroup that we have another person who is trained and able to do the job. We have three interviews scheduled for this coming Saturday morning to begin to find a candidate to solve this problem. The candidate, when hired will immediately be tasked with several jobs that I believe will prevent the problem from ever occurring again.

I am incredibly proud of how well the intergroup is functioning under the circumstances. It is a testament to our volunteers that our doors have been open every day during Ed's absence. Our phones have been answered and literature has been sold. There is an unwavering commitment to our service and our ability to surmount all of the obstacles of the past few months.

If anyone wishes to place a motion on the November Agenda it should be received by me by next Wednesday, November 16, 2016, by 12 o'clock noon.

Tonight we will also be doing the Alcathon drawing. If you wish to participate in one or the other, please place your groups name in the appropriate box.

Tonight, we will continue to elect one officers position and an advisory committee 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 – We started October with \$6,624.92; had revenues of \$7,765.31; expenses of \$11,785.37 for a deficit this month of \$4,020.06. We pulled \$4,000 from our prudent reserve to cover the deficit. We had a rather large bill to World Service for literature and other items dating back to earlier this year that we have now caught up. We have a closing balance in the checking account of \$6,604.86; and our prudent reserve remains strong at \$13,541.01. Overall, literature sales and group contributions are not what they have been in the past. We are confident that this will improve over the winter months with additional group contributions. We are making progress getting back on track and continue to function effectively to be here for the alcoholic in need. 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 - I actually feel a lot better than I look. And the prognosis for a full recovery is very good. I have volunteered to open the Office on Saturday. From 10am to 2pm. Office Activity for the month of November was 544; which was the same as last month. But 160 less last year, which accounts for much of decline in literature sales. The Intergroup Office will be closed Thursday, November 24th for the Thanksgiving Day Holiday. Otherwise, the Office hours are Monday through Friday from 9 to 5, and on Saturday from 10:00 to 2:00. We try to make every effort to produce accurate, comparative monthly statements, however every once in a while we let one get by. Using the beginning balance rather than the ending balance of the checking account or transposing numbers in the checking account balance; which is what happened a few months ago. We made the correction on this month's report. I would like take everyone for the continued well wishes and prayers. In love and service. Ed

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

South County Intergroup Liaison: Ed W - No report submitted

Archives Committee Liaison: Howard L - No report submitted

COMMITTEE REPORTS

Public Information: Vacant

12 Step List: Luiz C - Hello, my name is Luiz C, and have the privilege of serving as your 12th step committee chair. If you want to contact me, my phone # is 561 8275168, and my email is : scimitar2127@hotmail.com. Please don't forget to put on subject "12th step committee", or I will not receive it.

First I want to thank all volunteers that have been helping us for some time and those who are just starting. We appreciate your help. The list have been updated and send to both Mark and Jennifer.

Also we have a printable copy of a blank list on the website, which you can use to get the information of new volunteers, and either email me them or bring to the next business meeting.

Thank you for your help,
In Love and Service,
Luiz C

Phone Volunteer Committee: Jen T - Thank you everyone for entrusting me to serve on the phone committee. I was on vacation during the last meeting and forgot to hand in the report. The phone lines seem to be running smoothly thanks to all the volunteers. We do need to fill some spots and the holiday season is here. We have some spots that need to be filled If you would like to get active in your sobriety and help on the phone lines please call me at 561-541-0847. (We require 1 year of sobriety, and ask for at least a year commitment.) The afterhours phone line commitment are volunteers that take relayed calls from the intergroup office when it is closed. These calls are transferred to your cell and it's a great way to be of service. I feel this is one of the most important commitments towards helping another sick and suffering alcoholic. I am also going to try to arrange another phone committee meeting between Thanksgiving and Christmas. In this meeting we will have a go around with problem solving solutions. I will get in touch with all the volunteers on the time and date of the meeting.

In Peace, Love and Service,
Jennifer T “ I Gratefully Remain Powerless Over Alcohol.”

TODAY: Randy B - The November issue of the Today is before you. All Groups are encouraged to submit group activities to the Today. This month has monthly financial reports, Birthday Club celebrants and Coming Events. Please take the Today back to your group and implore members to become a part of 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 - • 10/27/16 printed November Birthday Club celebrants picked up November medallions

- 10/29/16 E Mailed November Birthday Club celebrants to Today Chair
- Mailed October Medallions & October Todays
- 11/7/16 E Mailed November Birthday Club Report to Intergroup Secretary

Website Committee: Kim Y - Uploaded the November Today, November Business Meeting Agenda, the Minutes from October 2016.

Updated the Events Page to show information on the Big Book Ball and the 61st Florida State Convention. Looking for more events to post on this page, especially during the holiday season. Please email me with any local events.

I cannot update the Where and When without Adobe Acrobat Software which carries a pricy monthly fee for usage. Emailed Randy, former Website Committee Chair, and asked for help with this formatting issue as he does have access to this program.

October 2016 Page Views/Visits Stats:

Unique Visits - 7663

First Time Visits - 5929

Returning Visits - 1735

In love and service,

Kimberlee Y

Group Contact Committee: Maria S - No report submitted

Bridging the Gap Committee: Rhonda B - I apologize for not attending tonight. I attended the H& I meeting this past Sunday. We need more people to be on the list as temporary contacts. If you want to be a temporary contact, you can call the Bridge the Gap # 561-877-0427 and leave me a message. I will call you back and add you to the list. I continue to distribute flyers about the program. BTG received no calls in October. Thanks for letting me serve.

Rhonda B

Where & When Committee: Kate D - Where and When Committee: 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. I have made several requested changes to the Where and When since our last meeting. A new Where and When was sent to publication on October 25, 2016. Since, the new publication, I have received 3 more updates and I expect to receive approximately 4 more updates from the office. I will be sending another updated Where and When to the website in the next few days.

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 facility's that hold 115 meetings a week with 6 vacancies.

It's that time of year again for the Big Book Ball. We are putting committee's together and need the support. The Big Book Ball Committee will be meeting in person 2x per month. We will be meeting at the Intergroup office on the following Sundays at 5:30PM, please put them into your calendar now.

November 13 and 27, @ 5:30PM. Intergroup office (on the triangle club property)

December 11 & 18, @ 5:30PM. Intergroup office (on the triangle club property)

Come to the Triangle Club the first or 3rd Sunday at 5 pm to volunteer and speak with Alex, We would absolutely love to have you. This is our primary way to raise Big Books to bring in institutions through the 7th tradition. Bigbookball.org is live. Please visit our website to read about our New Year's Eve function!

Thanks for the privilege of service!

Bill W

Bylaws Revision Committee: Roger B - The committee met on October 25th. Final wording was approved for the matters of Advisory Committee responsibilities, Office staff responsibilities, certain Officer responsibilities, and addressing which members other than Intergroup Reps have a vote. For the most part, very little substance of the document has proposed changes. Most proposed changes are clearing up vague or redundant language and addressing the need for proper planning and procedures for running the Office and store in the absence of key personnel. I still have quite a bit of work to do on creating the proposed new document for examination by the body. I had hoped to have this ready for the December meeting, but at this time, I believe the January meeting is more realistic, due to holiday activities and my vacation schedule. I would like to thank the committee: Bill B., Peter W., and Mark H. for their support during this project and allowing this "youngin'" to organize matters as I see fit and telling me "no" when necessary.

Thanks,
Roger B

Unfinished Business: Elections – Alternate chair – Jon
Advisory Committee -- Vacant

New Business: Alcathons
Christmas (Triangle Club)
1pm End of the Road Group

2pm Leaves of Gold
3pm The Good Morning Group
4pm Sunrise Sobriety
5pm Midday Live
6pm Monday Night Men's
7pm Ladies Step Forward
8pm Cardinal Lane
9pm Basic Text
10pm Comfort Zone
11pm Lake Worth Group
12am Back to Basics Big Book Study Group
1am Central Group
2am Good Guys
3am Eye Openers
4am Higher Power Group
5am Another Miracle
6am Spiritual AF
7am Love, Faith, and Life
8am Happy, Joyous, and Free
9am Big Book Spiritual Group
10am Lake Worth Young People
11am High Noon
Alt 1 Hope on Haverhill
Alt 2 Young People in the Solution
Alt 3 Smoke Free Sobriety

New Years (Intergroup Office)

1pm Days End
2pm Sunny Isles
3pm Happy Hour
4pm Hope on Haverhill
5pm Young People in the Solution
6pm Men's 5th
7pm Depth and Weight
8pm The Steps We Took
9pm After Hours Group
10pm Make Your Bed
11pm Tired of the Beating

12am Day Openers
1am Smoke Free Sobriety
2am Spiritual AF
3am Good Guys
4am High Noon
5am Another Miracle
6am The Comfort Zone
7am Basic Text
8am Monday Night Men's
9am Eye Openers
10am Ladies Step Forward
11am Big Book Spiritual Group
Alt 1 Central Group
Alt 2 Leaves of Gold
Alt 3 Lake Worth Group

Upcoming Events:

Meeting Adjourned:

See you next month!
Scott

**Palm Beach County Intergroup
Operating Report
10/01/2016 - 10/31/2016**

	<u>Current Month</u>	<u>Calendar YTD</u>
Revenues:		
Literature Sales	\$ 3,939.97	\$ 45,428.31
Sales Tax	240.12	2,815.53
Tax Exempt Sales	-	351.25
Group Contributions	3,399.72	32,772.33
New Year's Alcothon	-	490.70
Old Timers' Meeting	-	317.00
"Today" Subscriptions	-	36.00
Birthday Club Memberships	143.00	1,128.00
Meeting Baskets	42.50	449.50
Florida Roundup	-	289.16
Total Revenues:	\$ 7,765.31	\$ 84,077.78
Expenses:		
Literature Purchases	\$ 5,393.57	\$ 37,479.03
Sales Tax	228.77	2,864.85
Credit Card Fees	33.28	224.92
Bank Service Fees	24.00	31.50
Old Timers' Meeting	-	353.79
Office Salary	2,883.48	30,525.07
FICA & Unemployment Tax	220.56	2,658.65
Paychex(monthly fee)	83.00	815.00
Health Insurance	264.33	2,419.30
Form 990EZ Tax Preparation		250.00
Liability Insurance (annual)	-	1,451.21
Rent & Water	475.00	4,750.00
AT&T (Internet, Phone, Website)	349.62	3,310.61
FP&L	170.13	1,442.52
Pye-Barker Fire & Safety, Inc	-	50.50
Master Monitoring (annual charge)	276.00	276.00
Exterminating	74.00	370.00
Repairs & Maintenance	100.00	560.85
Printing	231.00	1,617.00
Alarm Permit	-	25.00
Costco Membership	-	55.00
Sam's Club Membership	-	45.00
Grapevine Subscription	-	52.15
Office Supplies / Postage	78.63	1,584.59
Transposition Adjustment	900.00	900.00
Total Expenses	\$ 11,785.37	\$ 94,112.54
Monthly Surplus / (Deficit)	\$ (4,020.06)	\$ (10,034.76)

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

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
Revenues:			
Literature Sales	\$ 3,939.97	\$ 5,227.14	\$ (1,287.17)
Sales Tax	240.12	313.62	(73.50)
Tax Exempt Sales	-	247.35	(247.35)
Annual Picnic	-	290.00	(290.00)
Group Contributions	3,399.72	4,848.34	(1,448.62)
Birthday Club Memberships	143.00	51.00	92.00
Meeting Baskets	42.50	59.00	(16.50)
Total Revenues:	\$ 7,765.31	\$ 11,036.45	\$ (3,271.14)
Expenses:			
Literature Purchases	\$ 5,393.57	\$ 4,636.28	\$ 757.29
Sales Tax	228.77	260.91	(32.14)
Annual Picnic	-	600.00	(600.00)
Bank Service Fee	24.00	-	24.00
Credit Card Fees	33.28	-	33.28
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	100.00	-	100.00
Master Monitoring Annual Charge	276.00	-	276.00
Rent & Water	475.00	475.00	-
AT&T (Internet, Phone, Website)	349.62	296.28	53.34
FP&L	170.13	153.38	16.75
Exterminating	74.00	37.00	37.00
Printing	231.00	231.00	-
Office Supplies / Postage	78.63	107.11	(28.48)
Transposition Adjustment	900.00	-	900.00
Total Expenses	\$ 11,785.37	\$ 10,189.33	\$ 1,596.04
Monthly Surplus/(Deficit)	\$ (4,020.06)	\$ 847.12	\$ (4,867.18)
Checking Account Balance	\$ 6,604.86	\$ 17,728.52	\$ (11,123.66)
Prudent Reserve Balance	\$ 13,541.01	\$ 17,357.65	\$ (3,816.64)

Office Activity for October, 2016

	<u><i>This Year</i></u>	<u><i>Last Year</i></u>	<u><i>Difference</i></u>
<i>Requests for meetings info:</i>	86	138	(52)
<i>12th Step requests:</i>	1	-	1
<i>BTG</i>	-	-	-
<i>Other information:</i>	35	81	(46)
<i>Public Information requests:</i>	2	1	1
<i>Institutions Meeting requests:</i>	-	1	(1)
<i>Visitors:</i>	190	257	(67)
<i>Emails:</i>	230	226	4
	<hr/>	<hr/>	<hr/>
<i>Total Activity:</i>	544	704	(160)