

PBC INTERGROUP

Date: May 10, 2017

BUSINESS MEETING MINUTES

Start time: 6:15 p.m.

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

Number of attendees: 46

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:

Heather K – Don't Quit Before the Miracle Happens; Donald R -Westside Group; Ed G – Depth and Weight; Luiz C – The Steps We Took; Deborah S – Sunny Isles; Christine T - Step Forward Women; Megan L – Love Faith and Life; Jude F – We Found the Way Gary K – Central Group; Howie F – Central Group (Alt); Geoffrey E – Just for Today (Alt); Cary M – Free Spirited Women (Alt)

WOW – lots of new reps – welcome everyone!

Chairperson: Deb M – Greetings on what is my first meeting as your Palm Beach County Intergroup Chair. I would like to begin by stating that it is my hope that the next two years are uneventful and we can have an open and harmonious relation with the groups and the members, and that the feelings that have plagued Intergroup in the last few months can be put behind us and we can move forward in a positive direction for the benefit of all.

If anyone wishes to have a motion placed for discussion on the June agenda, they should be received by me no later than next Wednesday May 17th. My email address is: bluecrest823@msn.com

The transfer of the accounting system from the former Excel/QuickBooks to a centralized QuickBooks format is progressing nicely, taking the necessary time to have it be a smooth and thought out transition, paying attention to the necessary nuances and details. Terry C has been invaluable to Ed and Leslie in working the details of getting this set up and we are grateful for his guidance and expertise. Since his (and others') foresight sought out this process, our outgoing chair, Mark, is staying on with that group to follow it through to the end. I am told we are on track to "go live" with the new system beginning June 1st. There will be a couple of months of transition and it is our hope to have it fully functional soon and are confident that this will ultimately bring more efficiency to the running of the Intergroup office.

Our office manager, Ed has been continuing to improve and is continually moving toward the more regular work schedule he had prior to his illness. Leslie has been working with Ed and Terry with the QuickBooks transition so the operations and volunteers' manuals she has drafted have been put on the back burner for the time being. She expects to get back to them in June once all the data entry is done for QuickBooks and the transition has begun.

Regarding the elections that will continue this evening; we have many of the committee chair positions open and I urge you to consider standing for one of these positions. We will again forego reading of the chair reports to allow time for the elections; however, the reports will be a part of the minutes so that you will receive the information to take to your groups. The elections will be conducted following the third legacy process as it is used by Intergroup. It will be explained before we start the process. I again urge you to stand where you see a need you can fill.

That's it for me tonight. Any questions or comments?

Love and Service Deb M, Intergroup Chair

Alternate Chair: John F - The Old Timers' Social was a successful event although I think I can do a better job next year. At the next event, I would like to start off with the 4 people that stayed and did not get to speak. Also, the timing with other events at the Triangle Club will have to be worked out if we hold it there again. Overall I think that it was a thought provoking and wonderful meeting.

I have an item on next month's agenda for those of you that travel to Dade/Broward or Collier County that I would like for you to check out. It is an iPhone and Android app called "Meeting Guide". The app links up all meetings in an Intergroup area and uses location services and maps to give time/distance and directions to every meeting each day. I used it on vacation and it was excellent. We have made a preliminary contact with the creators. They are AA members in California. The App is free. This is for next month's agenda but try it out if you travel.

My next event is the picnic. We are planning on October when it cools off at the Carlin Park location (at this time). Suggestions will be entertained by us - if anybody has some ideas they will be appreciated. In service, John F

Treasurer: Roger B - Opening checking balance for April 2017 was \$9,193.23. Revenues were \$11,409.31 and Expenses were \$10,473.08, resulting in a surplus of \$936.23. \$500 was moved to the Prudent Reserve Account, resulting in a closing checking balance \$9,629.46. The \$500 deposit, plus interest of \$0.23 brings our Prudent Reserve balance to \$14,042.40. I will continue to monitor the monthly surplus/deficit and if the numbers continue as they are, I will recommend another transfer of funds to the Prudent Reserve during this quarter.

I have been attending most of the meetings regarding the conversion of our Financial reporting software, as work permits. I would like to thank Terry C for heading the conversion and Ed B and Leslie G for their hard work with code setup and data cleanup. The work is very tedious at the beginning, but proper code setup and clean data at the beginning make all the difference down the road.

I regret I will be unable to attend the Advisory Committee meeting on June 5th due to work related training out of town. I will forward a report and any other items for the Agenda to the Chair prior to the meeting.

Thanks for allowing me to be of service, Roger B – PBC Intergroup Treasurer

Basket passed in accordance with our 7th Tradition

Secretary: Kate D – Thank you for letting me be of service, I look forward to fulfilling my role as Secretary. In love and service – Kate D.

Registrar: Scott M - I am an alcoholic and my name is Scott. It is a pleasure to be your new Registrar. Since I have taken the position, I have met with Roger to discuss roles and responsibilities. I am getting the email address figured out as well as the things that I have to do. Please bear with me, as it is a new position. I am open to feedback. Thanks for letting me be of service.
Best, Scott M

Office Manager: Ed W- Office activity for March was 648. This was 144 less last year and 136 less than last month. We currently have two Office Volunteer openings: Wednesday and Friday from 1-5 pm. The job is very simple, answer the phone and sell literature. We usually require one year of continuous sobriety. There was one omission in the "Today." The Good Morning Group is having its Big Book Study Workshop, June 3rd & 4th at the Triangle Club from 8:30 – 4:30, in the Serenity Room. They suggest you bring a sweater. Congratulations to all the new Officers and Standing Committee Chairs. Intergroup Office hours are Monday through Friday from 9 to 5, and on Saturday from 10:00 to 2:00. The Intergroup Office will be closed Monday, May, 29th for Memorial Day. And we'll see you again next month. In love and service. Ed B

General Service/Intergroup Liaison: Lea A - Good evening! I apologize for missing tonight's Intergroup meeting. I had a previous engagement that I just could not miss. I have nothing to report this month since the District meeting is on May 14th, but I look forward to having something to report next month.
In love & service & with gratitude for the opportunity to serve, Lea A, Your General Service Liaison

South County Intergroup Liaison: Maria S -The first meeting I will attend For Palm Beach Intergroup as a South County Liaison, in the Central House will be on the last Wed of the month May 31st 2017. Looking forward to it.
Thank you for your service, and for the opportunity to Serve.
Yours truly, Maria

Archives Committee Liaison: Howard C - Hello Everyone, thank you for being here, I am Howard, Intergroup rep for the Jupiter Farms Group and your archives liaison. Not anything of interest captured my attention as of late. Wish I had something to offer you, but I do not. Any questions, Thank you, Howard C

COMMITTEE REPORTS

Public Information: No report submitted – position vacant

12 Step List: No report submitted – position vacant

Phone Volunteer Committee: Jennifer T - Hello everyone, thanks for entrusting me to serve as the Phone Committee chair person. We have quite a few spots to fill. The commitment requires 1 year sobriety, a desire to help, and a 1 year commitment to the

lines. You can do this commitment from anywhere by forwarding the after-hours intergroup calls to your telephone.

Please see available spots and call or text me. (DO NOT EMAIL ME)

It has been 2 years since I have taken this commitment and it is time to rotate out. It has been a rewarding chance to get active and help others. The commitment is rather simple and you get to talk and stay in touch with all the volunteers. I plan on keeping a phone line commitment and will be right there to help the new person that stands. The best thing about this commitment is you can do it from anywhere.

“We may not have it all together but together we have it all”

Thanks, and Smile, Jennifer T, “Gratefully remain powerless over alcohol.”

The highlighted spots are the ones we need to fill.

MONDAY	6AM-9AM	Lisa M
	5PM-8PM	JOHN M.
	8PM-11PM	JR
	11PM-6AM	JT
TUESDAY	6AM-9AM	Jennifer T
	5PM-8PM	David Swift
	8PM-11PM	Elain D
	11PM-6AM	DENNIS T.
WED.	6AM-10AM	Jennifer T
	5PM-8PM	Courtney D
	8PM-11PM	Zach F
	11PM-6AM	JT
THURS.	6AM-9AM	JOHN A.
	5PM-8PM	BRIAN P
	8PM-11PM	BRIAN P
	11PM-6AM	BRIAN P
FRIDAY	6AM-9AM	Jennifer T
	5PM-8PM	Courtney D
	8PM-11PM	Jeff H
	11PM-7AM	Steve C
SAT.	7AM-1PM	Katie T
	1PM-5PM	SAM
	5PM-8PM	Craig G
	8PM-11PM	
	11PM-6AM	
SUNDAY	6AM-9AM	

	9AM-1PM	Shaun Z
	1PM-5PM	ROBERT S
	5PM-8PM	LAURA H.
	8PM-11PM	JOSH
	11PM-6AM	Adam A

TODAY: Randy B -The May issue of the Today is before you. All Groups are encouraged to submit group activities to the Today. This month has the monthly financial reports, Birthday Club celebrants and Coming Events. I suggest you take the Today back to your group and pass them out. 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: No report submitted

Website Committee: No report submitted

Group Contact Committee: No report submitted

Bridging the Gap Committee: No report submitted

Where & When Committee: Kate D – Preparing for next publication – In love and service, Kate D

Institutions Committee: No report submitted

Unfinished Business: Elections continued

Bridging the Gap - Gary stood and was elected in
Public Information – remains vacant
Phone List – Jen will continue in the interim until position filled
12 Step Committee – remains vacant
“Today” Editor – Randy will continue in the interim until position is filled
Where & When – Kate will continue in the interim until position is filled
Group Contact Committee – Kevin stood and was elected in
Archives Committee Liaison – Howard will continue in the interim until position is filled

New Business: None

Upcoming Events: The picnic in October

Meeting Adjourned: 7:15pm

See you next month!

Kate D
Intergroup Secretary

**Palm Beach County Intergroup
Operating Report
4/01/2017 - 4/30/2017**

Opening Balance Checking: \$ 9,193.23

Revenues:

Literature Sales	\$ 6,109.34
Sales Tax	387.63
Old Timers' Meeting (meeting basket)	281.00
Group Contributions	4,252.67
"Today" Subscriptions	6.00
Birthday Club Memberships	105.00
Meeting Baskets	52.00
Florida Roundup (meeting basket)	215.67
	<u>215.67</u>

Total Revenues: **\$ 11,409.31**

Expenses:

Literature Purchases	\$ 2,420.80
Sales Tax	447.56
Credit Card Fees	47.88
Old Timers' Meeting	378.45
Office Salary	5,194.35
FICA & Unemployment Tax	275.70
Paychex(monthly fee)	83.00
Health Insurance	264.33
Rent & Water	475.00
AT&T (Internet, Phone, Website)	348.70
FP&L	128.06
Exterminating	37.00
Printing	231.00
Office Supplies / Postage	141.25
	<u>141.25</u>

Total Expenses **\$ 10,473.08**

Monthly Surplus / (Deficit) **\$ 936.23**

Transfer to Prudent Reserve (500.00)

Closing Balance Checking: **\$ 9,629.46**

Opening Balance Prudent Reserve: **\$ 13,542.17**

Transfer from Checking 500.00

Prudent Reserve Interest 0.23

Closing Balance Prudent Reserve: **\$ 14,042.40**

Office Activity for April 2017

	<u><i>This Year</i></u>	<u><i>Last Year</i></u>	<u><i>Difference</i></u>
<i>Requests for meetings info:</i>	119	132	(13)
<i>12th Step requests:</i>	3	6	(3)
<i>BTG</i>	-	-	-
<i>Other information:</i>	40	54	(14)
<i>Public Information requests:</i>	-	-	-
<i>Institutions Meeting requests:</i>	-	2	(2)
<i>Visitors:</i>	273	328	(55)
<i>Emails:</i>	213	270	(57)
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<i>Total Activity:</i>	648	792	(144)

**Palm Beach County Intergroup
Operating Report
4/01/2017 - 4/30/2017**

	<u>Current Month</u>	<u>Calendar YTD</u>
Revenues:		
Literature Sales	\$ 6,109.34	\$ 20,799.65
Sales Tax	387.63	1,420.86
Tax Exempt Sates	-	202.50
Group Contributions	4,252.67	19,709.32
Old Timers' Meeting (meeting basket)	281.00	281.00
New Year's Alcothon	-	498.02
"Today" Subscriptions	6.00	18.00
Birthday Club Memberships	105.00	337.00
Meeting Baskets	52.00	219.00
Florida Roungup (meeting basket)	215.67	215.67
Total Revenues:	\$ 11,409.31	\$ 43,701.02
Expenses:		
Literature Purchases	\$ 2,420.80	\$ 12,379.54
Sales Tax	447.56	1,454.13
Old Timers' Meeting	378.45	378.45
Alcothon Expenses	-	138.93
Credit Card Fees	47.88	200.16
Office Salary	5,194.35	15,638.98
FICA & Unemployment Tax	275.70	1,270.55
Paychex(monthly fee)	83.00	332.00
Health Insurance	264.33	1,057.32
Liability & Property Insurance	-	1,450.86
Rent & Water	475.00	1,900.00
AT&T (Internet, Phone, Website)	348.70	1,367.35
FP&L	128.06	434.33
Exterminating	37.00	148.00
Repairs & Maintenance	-	395.99
Printing	231.00	1,094.00
Costco Membership Annual Renewal	-	55.00
Grapevine Subscription Annual Renewal	-	52.15
Office Supplies / Postage	141.25	858.59
Total Expenses	\$ 10,473.08	\$ 40,606.33
Monthly Surplus / (Deficit)	\$ 936.23	\$ 3,094.69

**Palm Beach County Intergroup
Operating Report
April 30, 2017**

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
Revenues:			
Literature Sales	\$ 6,109.34	\$ 4,927.16	\$ 1,182.18
Sales Tax	387.63	296.14	91.49
Old Timers' Meeting (meeting basket)	281.00	317.00	(36.00)
Group Contributions	4,252.67	4,078.53	174.14
"Today" Subscriptions	6.00	6.00	-
Birthday Club Memberships	105.00	177.00	(72.00)
Meeting Baskets	52.00	75.50	(23.50)
Florida Roundup (meeting basket)	215.67	289.16	(73.49)
Total Revenues:	\$ 11,409.31	\$ 10,166.49	\$ 1,242.82
Expenses:			
Literature Purchases	\$ 2,420.80	\$ 3,343.48	\$ (922.68)
Sales Tax	447.56	233.58	213.98
Credit Card Fees	47.88	33.48	14.40
Old Timers' Meeting	378.45	353.79	24.66
Office Salary	5,194.35	3,604.35	1,590.00
FICA & Unemployment Tax	275.70	275.70	-
Paychex (Monthly Fee)	83.00	80.00	3.00
Health Insurance	264.33	208.33	56.00
Repairs & Maintenance	-	13.72	(13.72)
Rent & Water	475.00	475.00	-
AT&T (Internet, Phone, Website)	348.70	367.88	(19.18)
FP&L	128.06	121.06	7.00
Exterminating	37.00	37.00	-
Printing	231.00	231.00	-
Office Supplies / Postage	141.25	198.08	(56.83)
Total Expenses	\$ 10,473.08	\$ 9,576.45	\$ 896.63
Monthly Surplus/(Deficit)	\$ 936.23	\$ 590.04	\$ 346.19
Transfer from Checking to Prudent Reserve	\$ (500.00)	\$ -	\$ (500.00)
Checking Account Balance	\$ 9,629.46	\$ 17,218.03	\$ (7,588.57)
Prudent Reserve Balance	\$ 14,042.40	\$ 17,538.93	\$ (3,496.53)