

PBC INTERGROUP BUSINESS MEETING MINUTES

Date: April 11, 2018

Start time: 6:15 p.m.

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

Number of attendees: 54

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:

Brandon H. – Young Done and Full of Fun – Representative
Charis G. - Lunch Bunch – Representative
James N. Men's 5th Tradition – Representative
Jim H. – High Noon – Representative
Joe G. – Jupiter Farms – Alternate Representative
Kim A. – Caduceus - Representative
Lynn C. – Women in Sobriety – Representative
Robert A. – Good Guys Group – Representative
Russell W. – Men's 5th Tradition – Alternative Representative
Shayne M. – Lake Worth Group – Representative
Will W. – St. Rita Sunrise Sobriety - Representative

Chairperson: Deb M. - Good evening everyone, my name is Deb and I am an alcoholic. If you have a motion you would like seen on the Agenda to be presented next month, please e-mail it to me no later than April 25, 2018 – the deadline to be placed on the Agenda.

As was announced last month, we have decided we will not have the prior month's minutes available at the time of the business meeting any longer. They are emailed to all of the reps and alternate reps, board members and chairs each month. If you would like a hard copy, let us know and we will see that you get one.

Tonight we will continue with elections for the Alt Chair position, an Advisory Committee position that has become available, and all of the remaining committee chair positions. We will waive the reading of committee chair reports to save time but they will be published in the minutes. We will be electing by way of the Third Legacy process – the format for which I will go through before we start. I had a paper available last month that talked to the criteria for election and the duties and responsibilities of the respective positions and it is available for those interested.

The Motion to Modify the By-Laws to remove the Where & When committee chair position has been presented by representatives for 3 groups; Cindy Unger, Melissa Whidden, and Kate Robertson. Will one of you please rise and read the motion. (Christine representing Cindy Unger read the motion) The motion will not be discussed by this group tonight; it will be taken back to your groups for their input. It will then be brought before this body for discussion next month – then taken back to the groups for voting. In the June meeting we will present it again for seconding and the vote. Any questions?

The issue regarding incorporation is being placed on the back burner until the present motion being considered has reached its outcome.

I promised Tracy I would comment on this – it's about the kitties. We would appreciate that the people who feed them do so away from the entry doors. We have been having a bug problem and the exterminator says it's because of the cat food by the doors. Tracy has talked to them, and put out a sign, but some of them haven't gotten the message. If you could pass this on – we would appreciate it. We don't want to hurt or get rid of the kitties, we just want them fed near the perimeter fence so the smell of the food doesn't attract the bugs near the building. Thank you! Love & service, Deb M

Acting Alt. Chair – Deb M- The next event upcoming is the Oldtimers' Ice Cream Social. Those with 35+ years of sobriety will speak briefly on their experience strength and hope. Tracy has the roster completed with at least one alternate, if you know of anyone who is interested, please have them contact Tracy and she will add them to the alternate list. It will be held at the Holy Spirit Episcopal Church on Allendale Road in WPB on Saturday April 21st beginning at 5:45 for cake & ice cream, with the speakers to begin at 6:30. We have the room from 4 until 10 there should be plenty of time for everyone who has signed up to speak and get the place cleaned up. Some of us will be meeting tonight after this meeting to firm up the duties and get our ducks in a row for the event. Anyone willing is welcome to stay behind. Thank you. Deb M.

Treasurer: Roger B. Revenues for March 2018 were \$5,580.75 and Expenses were \$5,729.00, resulting in a net deficit of \$148.25. The opening checking balance for March was \$4,817.30 and the closing was \$5,355.40. The Prudent Reserve balance for March was \$12,044.90 including the 20 cents we made in interest. Both sales and Group Contributions were up from February, as were expenses due to a 5-payroll month, so I consider break even to be a good month. 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 to all who have turned in your reports; if you have not please get it to me by early Thursday at 5:00pm. Kate D.

Registrar: Scott M – 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 an information card & hand to the Secretary. Thanks, Scott M

Office Manager: Tracy D - As Intergroup gears up for our "Old Timers" Speaker Meeting, we are still in need of volunteers. Please see me after this meeting. Our speakers for the evening are set and have a combined 700 years of sobriety. This is an event "Not to Be Missed"! Coffee, Cakes and Ice-cream will be served starting at 5:45pm, with our speakers starting at 6:30. Our total office activity for the month of March was 637. Intergroup had 208 visitors but only 182 sales. Please keep in mind we do have all the books, pamphlets, chips and medallions your groups are in need of. With Love and Service, Tracy

General Service/Intergroup Liaison: Lea A -The meeting will be held on April 15th so there is no report at this time. Love & gratitude, Lea A

South County Intergroup Liaison: Maria P S – The position for Public Information chair is open and elections will be held next month.

A motion to allocate \$750 for the purchase of gift items before 04/15/18 was voted on and did not pass 30 vs 21.

The Annual Intergroup Picnic will be held on 05/20/2018 at John Prince Park. Tickets are \$10.00. A volunteer planning meeting will be held on 04/18/18 at 7pm at Central House.

The body discussed the reasons why the Intergroup Operating Account is decreasing and brought up way to increase awareness of declining group contributions and event participation.

The Archives Committee is in the process of compiling information on the history of AA in Palm Beach County and will distribute information in a book or pamphlet. The committee has also finalized the ongoing project “AA Speaks”. It has converted speaker tapes and CDs into MP3 files and can be streamed on their website – aainpalmbeach.org.

The 12 Step committee is looking for both male and female volunteers.

A mobile friendly meeting list can now be found on the website.

South Palm Beach County Hospitals and Institutions are looking for volunteers. Please contact intergroup office if interested. North Palm Beach County also needs volunteers.

Articles for SCAAN are always welcome. Please submit to the office before the 15th of the month. In Service, NPBC liaison to SPBC. Maria

Archives Committee Liaison: Ilia E – No Report Submitted

COMMITTEE REPORTS

Public Information: Vacant

12 Step List: Sam B. - No Report Submitted

Phone Volunteer Committee: Annette K - No Report Submitted

TODAY: Cary M – No report submitted.

Birthday Club: Rhonda B Birthday Club - April medallions and TODAY newsletters will go out by end of month. Thank you, Rhonda

Website Committee: Billy J – The following changes were made to the website;

Where and When updated as of 4/3/2018, April Today is posted, April Agenda Posted, Minutes for March posted, Updated address on “Quick Links” and went through all old email aliases, trying to figure out which ones are actually being used. In service, Billy J.

Group Contact Committee: Kevin – No Report Submitted

Bridging the Gap Committee: Vacant

Where & When Committee: Tracy D – The latest printing of our Where and When from January 25, 2018 has carried us to date. I expect a new printing sometime in June if called for. We have had 4 group changes and 1 new group added. All meetings at the “Memories Club House” have

been removed however we have not gotten information as to where or if they relocated. Please keep in mind, any changes to a meeting must be submitted in writing with a contact name and number. The paperwork can be found on our web site or obtained at the intergroup office. With Love and Service, Tracy

Institutions Committee: Bill W. Please note that the institution's committee has orientation the first Sunday of every month at the Triangle Club for new members. It's at 4:30 and criteria is 6 months continuous sobriety. General meeting is at 5:00. General meeting is where you could pick up new commitments. We currently serve 39 facilities with 88 meetings a week. If you presently take meetings in to a facility please encourage your speakers to get orientated so they can cover for you if need be! Thank You, Bill W.

Unfinished Business: - Continued Election

The Officer position of Alternate Chair Person is currently vacant, no one stood for the position and it remains vacant.

The following open Committee Chairperson positions have been filled;

Bridge the Gap – Howie
Birthday Club - Heather

The following Committee Chairperson positions are vacant and remain vacant as no one stood for the positions;

Advisory Committee (1 vacancy)
Public Information
Phone List
Group Contact
South County Liaison
Where and When

New Business: - Motion to modify the ByLaws to Eliminate the Where and When Committee.

There was also discussion that the Intergroup Office has received a violation from Palm Beach Animal and Control for the feeding of cats on the property. If the feeding continues the office may be fined.

Upcoming Events: Old-Timers Coffee Social – Saturday, April 21, 2018 5:45pm – 8:30pm, Holy Spirit Episcopal Church, 1003 Allendale Rd. West Palm Beach, FL 33405

Meeting Adjourned: 6:54pm

See you next month!

PBC Intergroup Treasurer Report 04-11-2018

Revenues for March 2018 were \$5,580.75 and Expenses were \$5,729.00, resulting in a net deficit of \$148.25. The opening checking balance for March was \$4,817.30 and the closing was \$5,355.40. The Prudent Reserve balance for March was \$12,044.90 including the 20 cents we made in interest.

Both sales and Group Contributions were up from February, as were expenses due to a 5-payroll month, so I consider break even to be a good month.

Thanks for allowing me to be of service,

Roger B – PBC Intergroup Treasurer

**PBC Intergroup Association
Profit & Loss**

March 2018

	Mar 18	Feb 18	\$ Change	% Change
Ordinary Income/Expense				
Income				
Direct Public Support				
Group Contributions	\$3,905.18	\$2,074.39	\$1,830.79	88.26%
Direct Public Support - Other	\$5.00	\$245.35	-\$240.35	-97.96%
Total Direct Public Support	<u>\$3,910.18</u>	<u>\$2,319.74</u>	<u>\$1,590.44</u>	<u>68.56%</u>
Investments				
Interest-Savings, Short-term CD	\$0.00	\$0.18	-\$0.18	-100.0%
Total Investments	<u>\$0.00</u>	<u>\$0.18</u>	<u>-\$0.18</u>	<u>-100.0%</u>
Other Types of Income				
Miscellaneous Revenue	\$300.00	\$0.00	\$300.00	100.0%
Total Other Types of Income	<u>\$300.00</u>	<u>\$0.00</u>	<u>\$300.00</u>	<u>100.0%</u>
Sales				
Books	\$4,893.97	\$2,567.70	\$2,326.27	90.6%
Literature	\$845.60	\$907.81	-\$62.21	-6.85%
Medallions	\$1,087.50	\$1,222.00	-\$134.50	-11.01%
Total Sales	<u>\$6,827.07</u>	<u>\$4,697.51</u>	<u>\$2,129.56</u>	<u>45.33%</u>
Special Events Income				
"Today" Subscriptions	\$18.00	\$0.00	\$18.00	100.0%
Birthday Club	\$33.00	\$56.00	-\$23.00	-41.07%
Total Special Events Income	<u>\$51.00</u>	<u>\$56.00</u>	<u>-\$5.00</u>	<u>-8.93%</u>
Total Income	<u>\$11,088.25</u>	<u>\$7,073.43</u>	<u>\$4,014.82</u>	<u>56.76%</u>
Cost of Goods Sold				
Cost of Goods Sold				
COGS - Books	\$4,581.58	\$2,388.11	\$2,193.47	91.85%
COGS - Literature	\$369.43	\$323.54	\$45.89	14.18%
COGS - Medallions	\$443.98	\$492.20	-\$48.22	-9.8%
Purchase Cost & Discounts	\$112.51	\$19.50	\$93.01	476.97%
Cost of Goods Sold - Other	\$0.00	\$92.00	-\$92.00	-100.0%
Total Cost of Goods Sold	<u>\$5,507.50</u>	<u>\$3,315.35</u>	<u>\$2,192.15</u>	<u>66.12%</u>
Total COGS	<u>\$5,507.50</u>	<u>\$3,315.35</u>	<u>\$2,192.15</u>	<u>66.12%</u>
Gross Profit	<u>\$5,580.75</u>	<u>\$3,758.08</u>	<u>\$1,822.67</u>	<u>48.5%</u>
Expense				
Facilities and Equipment				
Exterminating	\$37.00	\$37.00	\$0.00	0.0%
Rent Water	\$475.00	\$475.00	\$0.00	0.0%
Total Facilities and Equipment	<u>\$512.00</u>	<u>\$512.00</u>	<u>\$0.00</u>	<u>0.0%</u>
Operations				
AT&T Internet	\$274.06	\$277.69	-\$3.63	-1.31%
Books, Subscriptions, Reference	\$311.60	\$0.00	\$311.60	100.0%
FPL	\$85.64	\$209.79	-\$124.15	-59.18%
Office Supplies	\$101.06	\$135.87	-\$34.81	-25.62%
Postage, Mailing Service	\$50.00	\$0.00	\$50.00	100.0%
Printing and Copying	\$231.00	\$231.00	\$0.00	0.0%
Total Operations	<u>\$1,053.36</u>	<u>\$854.35</u>	<u>\$199.01</u>	<u>23.29%</u>
Other Types of Expenses				
Employee Health Insurance	\$150.00	\$150.00	\$0.00	0.0%
Total Other Types of Expenses	<u>\$150.00</u>	<u>\$150.00</u>	<u>\$0.00</u>	<u>0.0%</u>
Payroll Expenses				
FICA and Unemployment Tax	\$276.64	\$223.20	\$53.44	23.94%
Office Manager Salary	\$3,600.00	\$2,880.00	\$720.00	25.0%
Paychex	\$87.00	\$87.00	\$0.00	0.0%
Total Payroll Expenses	<u>\$3,963.64</u>	<u>\$3,190.20</u>	<u>\$773.44</u>	<u>24.24%</u>
Special Events	<u>\$50.00</u>	<u>\$0.00</u>	<u>\$50.00</u>	<u>100.0%</u>
Total Expense	<u>\$5,729.00</u>	<u>\$4,706.55</u>	<u>\$1,022.45</u>	<u>21.72%</u>
Net Ordinary Income	<u>-\$148.25</u>	<u>-\$948.47</u>	<u>\$800.22</u>	<u>84.37%</u>
Net Income	<u><u>-\$148.25</u></u>	<u><u>-\$948.47</u></u>	<u><u>\$800.22</u></u>	<u><u>84.37%</u></u>

PBC Intergroup Association Group Contributions

03/31/18

March 2018

Accrual Basis

Date	Memo	Name	Amount	Balance
Parts				
Group Contribution (Contributions from groups)				
03/13/2018	Contributions from groups	AA Big Book Spiritual Group	200.00	200.00
03/08/2018	Contributions from groups, Dr. B...	AA Member Contribution	125.00	325.00
03/09/2018	Contributions from groups	After Hours Group	250.50	575.50
03/12/2018	Contributions from groups	District 8 / General Service	36.00	611.50
03/23/2018	Contributions from groups	Ebony Group	40.00	651.50
03/19/2018	Contributions from groups	Free Spirited Women Group	270.00	921.50
03/22/2018	Contributions from groups	Free Spirited Women Group	3.21	924.71
03/26/2018	Contributions from groups	Hope in the Acreage	50.00	974.71
03/15/2018	Contributions from groups	Intergroup Business Meeting	61.00	1,035.71
03/07/2018	Contributions from groups	Jupiter Inlet Men's	127.00	1,162.71
03/27/2018	Contributions from groups, Jan &...	Jupiter Lighthouse Group	1,030.00	2,192.71
03/27/2018	Contributions from groups, Febru...	Longest Day of the Year	35.99	2,228.70
03/27/2018	Contributions from groups, Dec 2...	Longest Day of the Year	188.04	2,416.74
03/15/2018	Contributions from groups	Lunch Bunch Group	0.44	2,417.18
03/12/2018	Contributions from groups	Monday Beginner's - Rule 62	150.00	2,567.18
03/30/2018	Contributions from groups	Night Owl Group	68.00	2,635.18
03/30/2018	Contributions from groups	NPB Big Book Step Study	25.00	2,660.18
03/06/2018	Contributions from groups	Primetime Group	169.00	2,829.18
03/05/2018	Contributions from groups	Sober Solutions	190.00	3,019.18
03/07/2018	Contributions from groups	Spirit of 76 men's	270.00	3,289.18
03/12/2018	Contributions from groups	Tell it Like it is (Men's)	300.00	3,589.18
03/13/2018	Contributions from groups	The New Down Town Group	100.00	3,689.18
03/01/2018	Contributions from groups	The Steps We Took	216.00	3,905.18
Total Group Contribution (Contributions from groups)			3,905.18	3,905.18
Total Parts			3,905.18	3,905.18
TOTAL			3,905.18	3,905.18

**Palm Beach County Intergroup
Operating Report
March 31, 2017**

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
Revenues:			
Literature Sales	\$ 4,625.14	\$ 4,936.52	\$ (311.38)
Sales Tax	333.35	296.90	36.45
Tax Exempt Sales	202.50	161.75	
Group Contributions	5,903.93	2,513.48	3,390.45
"Today" Subscriptions	12.00	6.00	
Birthday Club Memberships	97.00	161.00	(64.00)
Meeting Baskets	47.00	88.00	(41.00)
Total Revenues:	<u>\$ 11,220.92</u>	<u>\$ 8,163.65</u>	<u>\$ 3,010.52</u>
Expenses:			
Literature Purchases	\$ 4,107.91	\$ 4,010.36	\$ 97.55
Sales Tax	397.65	331.90	65.75
Credit Card Fees	42.85	12.07	30.78
Office Salary	3,603.48	2,883.48	720.00
FICA & Unemployment Tax	223.44	221.79	1.65
Paychex (Monthly Fee)	83.00	80.00	3.00
Health Insurance	264.33	208.33	56.00
Repairs & Maintenance	146.84	-	146.84
Rent & Water	475.00	475.00	-
AT&T (Internet, Phone, Website)	333.38	313.59	19.79
FP&L	108.92	105.73	3.19
Exterminating	37.00	37.00	-
Printing	231.00	231.00	-
Office Supplies / Postage	468.56	256.12	212.44
Total Expenses	<u>\$ 10,523.36</u>	<u>\$ 9,166.37</u>	<u>\$ 1,356.99</u>
Monthly Surplus/(Deficit)	<u>\$ 697.56</u>	<u>\$ (1,002.72)</u>	<u>\$ 1,653.53</u>
Checking Account Balance	\$ 9,193.23	\$ 16,628.10	\$ (7,434.87)
Prudent Reserve Balance	\$ 13,542.17	\$ 17,538.53	\$ (3,996.36)