

## PBC INTERGROUP BUSINESS MEETING MINUTES

Date: February 14, 2018

Start time: 6:15 p.m.

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

Number of attendees: 59

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:

Chris M. – Tiki Hut Beach Meeting – Group Representative  
Daniel T. – Cardinal Lane – Alternative Representative  
Joanne H. – Sisters in Sobriety – Group Representative  
John L. – Hope in the Acreage – Group Representative  
Katie R. – Young People in the Solution – Group Representative  
Mark C. – Gratitude Group – Group Representative  
Patrick O. – Monday Night Men's – Group 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 discussed next month, please e-mail it to me no later than February 28, 2018 – the deadline to be placed on the Agenda. The picnic was a success. It was a windy day and we had nowhere near the people show up as tickets were sold in advance, but the day of sales were good, and everyone had a good time. We had a lot of leftover food some of which we can save for other events. And we came out slightly ahead – close to \$89.00. We plan to do it again in the fall to get back on schedule. So if you have any ideas, or wish to help out, I am sure that John will appreciate the head's up so he can call on you as we get closer to the event. If you happen to have any ticket money you haven't turned in – please see Tracy at the end of the meeting and she will assist you with that.

Our next event will be the Old-Timer's social and I am sure. John will speak more about that as well.

Our finances are staying on an even keel - Roger will report further about that in his report. Tonight we have 2 positions on the agenda that we are hoping to have filled. They are Bridging the Gap and Public Information. We will go through the process to see if anyone wants to go ahead and take it on prior to our elections.

Speaking of elections – the committee chair elections will take place next month. I have a paper up here that talks to the duties and responsibilities of the respective positions that you are welcome to take with you to decide which committee chair position you feel you are best suited. We also have a motion to discuss concerning revising the by-laws so that the Where and When duties are taken over by the officer manager and no longer be a responsibility of a committee chair. Roger will be addressing this when the time comes.

We had a meeting with members of the Institutions Committee on February 4<sup>th</sup>. In attendance was myself, Roger B, Bill W & Jonathan B. Bottom line – it was a good meeting that reopened the lines of communication. Questions were asked about some of the rumors that have been

going around (and I won't go into them here) and those rumors were put to rest. We were reminded that the only event that Institutions puts on to raise money for big books to take into jails and institutions is the Big Book Ball and though their attendance this past year was not what they had hoped, the donations were there and they hope to stay in the black this year. The money recouped from this event is meant to last them the entire year. When they take books into the institutions they provide one to the institution, and after that it is a one on one deal with the client - they don't just give Big Books to the treatment facilities. They report their monthly finances - they are published in the Today, just as Intergroup's are. They want to be as transparent as Intergroup has been striving to be. We have promised to be more cohesive and to meet from time to time to talk about things. We tossed around an idea about combining our event planning and we will bring that to the Advisory Committee for further discussion. We plan to combine our efforts in book ordering so it is more cost effective for the Intergroup office. They have provided us with a 2017 detailed operating report by group and event that includes all disbursements in the 2017 calendar year. If anyone has any questions or concerns, Bill or Jonathan or any other member of that committee, are happy to address those that are brought to them. Hopefully this will quiet the hub-bub going around, and address any concerns about the relationship between Intergroup and the Institutions committee.

As I have stated before, one of the things that I would like to see accomplished during my term as chair is having Palm Beach County Intergroup incorporated. I have done some research on this and discovered that it will not be that difficult to do and the costs associated will not be that much – less than \$100 initially. I will not need an attorney to prepare the paperwork but it is advised that one look it over and I'm confident I can get that accomplished. A motion will be put forth next month with details to take to your groups for discussion.

Lastly – we have had some of our office volunteers resign in the last couple of weeks. Tracy has been recruiting for replacements. If you or someone you know would like more information on this, please see Tracy. I want to take this opportunity to thank all of the volunteers, both past and present for their service to Intergroup and to AA. Your assistance is valuable and appreciated. That's it for me tonight. Love and service – Deb Morgan, Intergroup Chair

Alternate Chair: John F.

I am not going to be present tonight as it is my mom's birthday and Valentine's Day.

It is with a heavy heart I am stepping down from my intergroup position. I feel that more participation is required by membership for the events schedule to continue. It seems that the same 4 or 5 people, in addition to myself, are doing all of the work for the events.

I appreciate the help and support that I have gotten. The picnic would not have been possible without Troy and Deb contributing. The Alcothon's would have been too much without Kevin.

Our departing volunteers, Terry and Mike have done so much for Intergroup and my events.

Their contributions are immeasurable. Our office manager, Tracy, is amazing. She works diligently despite the lack of support and deserves every consideration.

I owe my life and my sobriety to AA and I am sure I will have the opportunity to do service again in the future. But, right now I need to concentrate on my career and devote more time to my wife and my own program. Thank you for allowing me to serve. Love to everybody, John F.

Treasurer: Roger B.

Revenues for January 2018 were \$9,541.19 and Expenses were \$8,140.45, resulting in a net surplus of \$1400.74. The opening checking balance for January was \$5,425.37 and the closing was \$5,531.80. During the month of January, we moved a total of \$500.00 to our Prudent Reserve account due to our Operating Account being above \$3000. The Prudent Reserve balance for January was \$11,544.52. With expenses under control and predictable and strong support of the Groups of Palm Beach County, our financial recovery continues to move forward. Thanks for allowing me to be of service, Roger B.

*Basket passed in accordance with our 7<sup>th</sup> 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 and hand to the Secretary. Thanks, Scott M. – Intergroup Registrar

Office Manager: Tracy D.

Our annual intergroup picnic was a great day with plenty of food and fellowship! Kudo's go out to all who were kind enough to give of their time and energy. Deb, Jon, Troy, Bob, Howie, Mike, Terry and the guys. Our ticket sales were at \$1,558.03 with a 50/50 split of \$98.00, also our soda and water contributions were \$37.00. Total revenue: \$1,693.03. Intergroup expenses were \$1,781.75.75 giving us a net of \$88.72. We have had a large increase in office activity this past month from 574 in December to 725 in the month of January. I am so grateful for our volunteers who make Intergroup a wonderful place to come to! In honor of "Presidents Day" 2/19/2018, the Intergroup office will be closed. Please plan accordingly for anniversaries. With Love and In Service, Tracy .D

General Service/Intergroup Liaison: Lea. A.

Hello, Intergroup friends and visitors! The following includes highlights from both the January and February 2018 District meetings:

January 2018 Quarterly Motion made "to extend the ad-hoc Inventory Review Committee to October 2018 in order to complete the committee's tasks & effectively control the number of motions placed on the April 2018 Area 15 agenda."

Motion passed.

Motion made "that the guidelines used by districts when submitting bids to host a South Florida Area Assemblies be updated to include a statement:

Only audio CDs are permitted for sale during the quarterly Area 15 Assemblies by any audio equipment vendor."

Motion failed.

Additional updates from the January 2018 Quarterly include:

District 8 will be co-hosting the October Quarterly with District 17 at the Boca Marriott, which was decided at the January 2018 Quarterly. As always, volunteers are needed. The Quarterly will be held 10/5 – 10/7/2018. There will be a Hosting Committee meeting on Sunday, March 11 at 2:00 p.m. in the North Palm Beach County Intergroup office. For more information, please email Maggie at [maggie.delray@gmail.com](mailto:maggie.delray@gmail.com). Maggie is heading the Hosting Committee.

Founder's Day 2018

Alex, the District's Alternate Chair, announced that this year's Founder's Day even will be held on 6/9/2018, which is the Saturday before Founder's Day. The event will be like last year's, a potluck with speaker(s), and this year's event will be FREE!

If you would like to help out with this event, please email Alex at [aafoundersday@outlook.com](mailto:aafoundersday@outlook.com) for more information. More information to come regarding times, location, etc.

Delegate's Luncheon 2018

This year's Delegate Luncheon will be held 7/15/2018 at the Triangle Club at 1:00 p.m. In January's meeting, the body voted on having the District Chair ask the Area to pay for the Delegate's Reports per the 7<sup>th</sup> Tradition rather than asking Districts to pay "if they want to".

March District meeting

Next month's District meeting will begin at 4:00 p.m. to allow for as much time as possible to discuss the upcoming Conference Agenda for the annual conference held in New York, which is attended by Delegates.

I will not be able to attend next month's District meeting or the Intergroup meeting due to travel. I will include highlights from March's District meeting in my April report, if all of you are all right with that. Love & service & much gratitude, Lea A.

South County Intergroup Liaison: - Maria P.S.

Hi my fellow Intergroup - AA members my friends!

January 31st was the meeting for Intergroup in South Palm Beach County

There were 10 subjects discussed. I will present them to the group February 14th at our North Palm Beach County Intergroup meeting. In service Maria P. S

Archives Committee Liaison: Ilia E.

Ilia stated that at this time there is not a lot going on. He is currently transferring over tapes.

**COMMITTEE REPORTS**

Public Information: Vacant

12 Step List: Sam B.

Sam stated that some progress has been made. He has been having trouble getting the Format for the list from the prior committee Chairperson, Megan. Luis volunteered to send the Format to Sam. Sam stated that he has contacted everyone on the list to verify and updated information. Currently, there are 6 men and 6 women on the list. He would like to get more contacts. He stated that people are concerned about their phone numbers getting out. Luis pointed out that

when the 12 Step List contact reaches out to the individual in need the phone number gets shared at the point of contact. Luis stated that it is possible for the contact to block his or her phone number when reaching out. He also stated that in the 6-7 years he has been volunteering he has had no issues.

Sam also indicated that there needs to be further discussion if the volunteers will also be available for rides. At this time, only phone calls are made, and no rides are provided.

Phone Volunteer Committee – Anette K. No Report Submitted.

TODAY: The February 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, don't leave them on a table or counter somewhere to be forgotten. 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: Rhonda B

January anniversaries notes and medallions and TODAYs were mailed out. February items will be mailed out this weekend. Thanks Rhonda

Website Committee: Billy J.

Where and When updated on 2/5/2018. Posted the February Today, the February Agenda and the January 2018 Minutes. Thank you, Billy J.

Group Contact Committee: Kevin R.

Kevin stated that he is working with John to contact all the meetings and obtain a contact from each meeting. They discussed generating a form for each group to fill out with their contact information to be sent to Intergroup.

Bridging the Gap Committee: Vacant

Where & When Committee: Tracy D.

We received another order of 2000 Where and When's on 1/31/18 at a cost of \$910.00. The last order of 1500 from December 5, 2017 went much quicker than expected.

There were 13 changes made since the last printing in December, the changes submitted after the file was sent to the printer will appear in our next printing. As of today, they can be seen on our Intergroup Web site "Where and When" and The Meeting App.

Please keep in mind, Intergroup will not take phone calls to cancel, remove or make changes to a meeting. We ask you fill out the proper paperwork on our web site and email or return it to Intergroup.

Institutions Committee: Bill W

Bill stated that at this time the committee is currently bringing in 85 meeting a month to 44 facilities. He recommends that if you are interested to attend the Orientation Meeting and get on the email list to find out where volunteers are needed.

Unfinished Business:

Committee Chair elections were held again for the Vacant Committees of Public Information and Bridge the Gap. No one volunteered for either position and both committees remain vacant.

New Business:

The new business regarding the motion to change the Bylaws to eliminate the Where and When chair position and transferring the duties to the office manager was removed from the Agenda. Per the Bylaws, the motion must be brought by 3 groups, not 3 individuals.

Upcoming Events: The Old-Timer's Coffee Social will be held some time in April. At this time a date has not yet been selected.

Meeting Adjourned: 7:10pm

See you next month!

PBC Intergroup Treasurer Report 02-14-2018

Revenues for January 2018 were \$9,541.19 and Expenses were \$8,140.45, resulting in a net surplus of \$1400.74. The opening checking balance for January was \$5,425.37 and the closing was \$5,531.80. During the month of January, we moved a total of \$500.00 to our Prudent Reserve account due to our Operating Account being above \$3000. The Prudent Reserve balance for January was \$11,544.52.

With expenses under control and predictable and strong support of the Groups of Palm Beach County, our financial recovery continues to move forward.

Thanks for allowing me to be of service,

Roger B – PBC Intergroup Treasurer

	Jan 18	Dec 17	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Direct Public Support</b>				
Group Contributions	5,785.12	3,617.05	2,168.07	59.94%
Direct Public Support - Other	113.32	1.93	111.39	5,771.5%
<b>Total Direct Public Support</b>	5,898.44	3,618.98	2,279.46	62.99%
<b>Investments</b>				
Interest-Savings, Short-term CD	0.00	0.19	-0.19	-100.0%
<b>Total Investments</b>	0.00	0.19	-0.19	-100.0%
<b>Other Types of Income</b>				
Miscellaneous Revenue	230.84	0.00	230.84	100.0%
Other Types of Income - Other	0.00	0.19	-0.19	-100.0%
<b>Total Other Types of Income</b>	230.84	0.19	230.65	121,394.74%
<b>Sales</b>				
Books	2,532.70	2,086.50	446.20	21.39%
Literature	1,174.55	679.95	494.60	72.74%
Medallions	1,144.50	1,003.30	141.20	14.07%
<b>Total Sales</b>	4,851.75	3,769.75	1,082.00	28.7%
<b>Special Events Income</b>				
"Today" Subscriptions	0.00	6.00	-6.00	-100.0%
Alcothon	0.00	858.14	-858.14	-100.0%
Annual Picnic	1,469.03	224.00	1,245.03	555.82%
Birthday Club	84.00	40.00	44.00	110.0%
<b>Total Special Events Income</b>	1,553.03	1,128.14	424.89	37.66%
<b>Total Income</b>	12,534.06	8,517.25	4,016.81	47.16%
<b>Cost of Goods Sold</b>				
<b>Cost of Goods Sold</b>				
COGS - Books	1,667.37	1,927.66	-260.29	-13.5%
COGS - Literature	787.88	504.95	282.93	56.03%
COGS - Medallions	443.63	405.78	37.85	9.33%
Purchase Cost & Discounts	61.03	42.93	18.10	42.16%
Cost of Goods Sold - Other	32.96	12.48	20.48	164.1%
<b>Total Cost of Goods Sold</b>	2,992.87	2,893.80	99.07	3.42%
<b>Total COGS</b>	2,992.87	2,893.80	99.07	3.42%
<b>Gross Profit</b>	9,541.19	5,623.45	3,917.74	69.67%
<b>Expense</b>				
<b>Business Expenses</b>	1,581.55	0.00	1,581.55	100.0%
<b>Contract Services</b>				
Credit Card Fees	0.00	102.35	-102.35	-100.0%
<b>Total Contract Services</b>	0.00	102.35	-102.35	-100.0%
<b>Facilities and Equipment</b>				
Equip Rental and Maintenance	0.00	25.00	-25.00	-100.0%
Exterminating	37.00	37.00	0.00	0.0%
Rent Water	475.00	475.00	0.00	0.0%
<b>Total Facilities and Equipment</b>	512.00	537.00	-25.00	-4.66%
<b>Operations</b>				
AT&T Internet	274.77	208.22	66.55	31.96%
Books, Subscriptions, Reference	0.00	0.00	0.00	0.0%
FPL	0.00	102.79	-102.79	-100.0%
Office Supplies	152.38	57.70	94.68	164.09%
Postage, Mailing Service	6.59	0.00	6.59	100.0%
Printing and Copying	231.00	231.00	0.00	0.0%
Operations - Other	141.95	0.00	141.95	100.0%
<b>Total Operations</b>	806.69	599.71	206.98	34.51%
<b>Other Types of Expenses</b>				
Employee Health Insurance	150.00	150.00	0.00	0.0%
Other Costs	0.00	100.00	-100.00	-100.0%
Other Types of Expenses - Other	105.25	0.00	105.25	100.0%
<b>Total Other Types of Expenses</b>	255.25	250.00	5.25	2.1%
<b>Payroll Expenses</b>				
FICA and Unemployment Tax	221.04	275.40	-54.36	-19.74%
Office Manager Salary	2,880.00	3,600.00	-720.00	-20.0%
Paychex	87.00	87.00	0.00	0.0%
<b>Total Payroll Expenses</b>	3,188.04	3,962.40	-774.36	-19.54%
<b>Special Events</b>				
ANNUAL PICNIC	1,709.42	0.00	1,709.42	100.0%
Special Events - Other	87.50	538.81	-451.31	-83.76%
<b>Total Special Events</b>	1,796.92	538.81	1,258.11	233.5%
<b>Total Expense</b>	8,140.45	5,990.27	2,150.18	35.9%
<b>Net Ordinary Income</b>	1,400.74	-366.82	1,767.56	481.86%
<b>Net Income</b>	<u>1,400.74</u>	<u>-366.82</u>	<u>1,767.56</u>	<u>481.86%</u>

**Bank Account Balances**

Checking	1/1/2018	\$5,425.37
	1/31/2018	\$5,531.60
Prudent Reserve	1/1/2018	\$11,044.32
	1/31/2018	\$11,544.52

**PBC Intergroup Association**  
**Group Contributions**  
**January 2018**

02/03/18

Accrual Basis

Date	Memo	Name	Amount	Balance
<b>Parts</b>				
<b>Group Contribution (Contributions from groups)</b>				
01/09/2018	Contributions from groups	After Hours Group	218.23	218.23
01/29/2018	Contributions from groups	Another Miracle (Women)	50.00	268.23
01/29/2018	Contributions from groups	Basic Text	50.00	318.23
01/29/2018	Contributions from groups	Cardinal Lane Group	107.75	425.98
01/29/2018	Contributions from groups	Design For Living	50.00	475.98
01/09/2018	Contributions from groups	End of the Road	150.00	625.98
01/09/2018	Contributions from groups	Good Orderly Direction Group	61.23	687.21
01/17/2018	Contributions from groups	Happy, Joyous & Free (Gay/Lesbian)	160.00	847.21
01/25/2018	Contributions from groups	Here & Now Group	45.00	892.21
01/25/2018	Contributions from groups	Jupiter Farms Group	360.00	1,252.21
01/11/2018	Contributions from groups	Jupiter Inlet Men's	108.00	1,360.21
01/11/2018	Contributions from groups	Jupiter Sunrise Group	422.00	1,782.21
01/11/2018	Contributions from groups	Jupiter Sunrise Group	667.30	2,449.51
01/09/2018	Contributions from groups	Lake Worth Serenity Group	50.00	2,499.51
01/19/2018	Contributions from groups	Lunch Bunch (@ the Log Cabin)	150.00	2,649.51
01/19/2018	Contributions from groups	Lunch Bunch Group	500.00	3,149.51
01/30/2018	Contributions from groups	Mid Day Live	150.00	3,299.51
01/26/2018	Contributions from groups	New Edition Group, Jupiter	300.00	3,599.51
01/11/2018	Contributions from groups	PBCIA Business Meeting	41.50	3,641.01
01/19/2018	Contributions from groups	Primetime Group	148.00	3,789.01
01/29/2018	Contributions from groups	Promises Promises	50.00	3,839.01
01/09/2018	Contributions from groups	Rude Awakening	70.00	3,909.01
01/24/2018	Contributions from groups	Saturday Morning 9 am Men's Group	175.00	4,084.01
01/17/2018	Contributions from groups	Singleness of Purpose, Tequesta	384.00	4,468.01
01/16/2018	Contributions from groups	Sober on Sunday Group	150.36	4,618.37
01/11/2018	Contributions from groups	Spirit of 76 men's	216.00	4,834.37
01/11/2018	Contributions from groups	Sunny Isles	93.00	4,927.37
01/17/2018	Contributions from groups	Sunrise Sobriety Group	70.02	4,997.39
01/08/2018	Contributions from groups	Tired of the Beating Meeting	340.75	5,338.14
01/09/2018	Contributions from groups	Womans Step Ahead Group	60.00	5,398.14
01/17/2018	Contributions from groups	Womens Awakening Study Group	327.30	5,725.44
01/19/2018	Contributions from groups	Young People In The Solution Group	59.68	5,785.12
Total Group Contribution (Contributions from groups)			5,785.12	5,785.12
Total Parts			5,785.12	5,785.12
<b>TOTAL</b>			<b>5,785.12</b>	<b>5,785.12</b>

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

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
<b>Revenues:</b>			
Literature Sales	\$ 5,098.71	\$ 5,996.10	\$ (897.39)
Sales Tax	355.90	360.64	(4.74)
Tax Exempt Sales	-	100.00	(100.00)
New Year's Alcothon	498.02	490.70	7.32
Group Contributions	4,199.38	4,039.13	160.25
Birthday Club Memberships	35.00	49.00	(14.00)
Meeting Baskets	67.00	55.00	12.00
<b>Total Revenues:</b>	<b>\$ 10,254.01</b>	<b>\$ 11,090.57</b>	<b>\$ (836.56)</b>
<b>Expenses:</b>			
Literature Purchases	\$ 2,561.00	\$ 3,609.49	\$ (1,048.49)
Sales Tax	274.76	271.16	3.60
Credit Card Fees	65.98	-	65.98
Alcothon Expenses	138.93	-	138.93
Office Salary	3,633.67	3,852.88	(219.21)
FICA & Unemployment Tax	547.97	612.23	(64.26)
Paychex (Monthly Fee)	83.00	80.00	3.00
Health Insurance	264.33	208.33	56.00
General Commercial Liability Insurance	1,450.86	1,451.21	(0.35)
Form 990EZ Tax Preparation	-	250.00	(250.00)
Repairs & Maintenance	149.15	119.99	29.16
Rent & Water	475.00	475.00	-
AT&T (Internet, Phone, Website)	339.45	300.00	39.45
FP&L	109.76	96.75	13.01
Exterminating	-	37.00	(37.00)
Printing	-	231.00	(231.00)
AA Grapevine Renewal	-	52.15	(52.15)
Cpstco Membership Renewal	-	55.00	(55.00)
Office Supplies / Postage	51.79	154.49	(102.70)
<b>Total Expenses</b>	<b>\$ 10,145.65</b>	<b>\$ 11,856.68</b>	<b>\$ (1,711.03)</b>
<b>Monthly Surplus/(Deficit)</b>	<b>\$ 108.36</b>	<b>\$ (766.11)</b>	<b>\$ 874.47</b>
Transfer to Prudent Reserve Account	-	(178.72)	178.72
<b>Checking Account Balance</b>	<b>\$ 7,034.77</b>	<b>\$ 16,250.25</b>	<b>\$ (9,215.48)</b>
<b>Prudent Reserve Balance</b>	<b>\$ 13,541.50</b>	<b>\$ 17,537.68</b>	<b>\$ (3,996.18)</b>