

PBC INTERGROUP BUSINESS MEETING MINUTES

Date: March 14, 2018

Start time: 6:15 p.m.

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

Number of attendees: 43

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:

Gabe S. – Alt. Rep – Good Guys Group

Hunter Z. – Group Rep. – Hope on Haverhill

Kevin M. – Group Rep. – Just For Today

Mark S. – Group Rep. – The Ebony Group

Mary Ann M. – Group Rep. – Free Spiritual Women

Will M. - Group Rep. – Sunrise Sobriety

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 March 27, 2018 – the deadline to be placed on the Agenda.

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. Last month there were many left over and it was a waste to have to discard them. However, if you would like a copy, let us know and we will see that you get one.

We took a bit of a dip in February with our finances – mostly related to low group contributions. Our treasurer, Roger will speak to that more in his report.

Tonight we will be doing elections for all Alt Chair and all of the 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 I have made it available this month as well for those interested.

As I have stated, 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 the research and the start-up fee will be \$87.50 and the annual report filing fee is \$8.75. Love and service – Deb M

Alternate Chair: Deb M - The next event upcoming is the Old-timers' Ice Cream Social. Those with 35+ years of sobriety will speak briefly on their experience strength and hope – so if you know of anyone who is interested, please have them contact Tracy and she will add them to the

list. As per the Today – 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 will have the room until 10:00 so 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 assign duties, so if you wish to volunteer to help please stay after. Love and service – Deb M

Treasurer: Roger B - Revenues for February 2018 were \$3,757.90 and Expenses were \$4,619.55, resulting in a net deficit of \$861.65. The opening checking balance for February was \$5,531.60 and the closing was \$4,817.30. The Prudent Reserve balance for February was \$12,544.70 including the 18 cents we made in interest. While sales were good for month, Group Contributions were down 60% from January. Hopefully this will return to normal figures in March. 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 - February has been a slower month with our total activity at 609. We are planning our annual Old Timers Speaker Meeting in April and are in need of ladies and gentlemen with 35 years or more of sobriety.

Please contact intergroup at 561-655-5700 if you would like to be a part of something great!
With Love and In Service, Tracy

General Service/Intergroup Liaison: Lea A - As I included in last month's report, I was unable to attend the District meeting on Sunday. I know you're doing elections tonight & I just wanted to thank you for allowing me to serve as the liaison & anyone interested in standing for this position please know that it is a great one. Love & gratitude, Lea A

South County Intergroup Liaison: Maria P S - The position for Intergroup Secretary is open. Elections for the position will be held at the next Intergroup Business meeting. A description of the duties and the requirements for the position which can be found in our By-laws are as follows: let people in NPB that are relocating to SPB about this position.

Business meeting by Bari W. which stated that Intergroup allocate \$750 for the purchase of gift items. The motion was seconded. Discussion followed. Vote was taken, minority opinion was heard. Motion pass.

The body voted to hold the annual Intergroup picnic. In order to have the picnic a chair is needed for the event. Intergroup is asking for a volunteer.

The Archives committee is in the process of compiling information on the history of AA in Palm Beach County and will distribute the information in a book or pamphlets. The committee has also finalized the ongoing project "AA Speaks" that has converted speaker tapes and CDs into MP3 files which can be streamed on the website. AAinpalmbeach.org

South Palm Beach County Hospitals and Institutions is looking for volunteers. There are openings for male and female chairpersons. Please contact the Intergroup office if interested. North Palm Beach County Intergroup also needs volunteers.

Bridge the Gap services are available for AA members leaving treatment and/or relocating. This committee helps connect them with AA in their upcoming destination. We were asked to announce the availability of this service at our meetings. In service Maria P.S.

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: Randy B - The March 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 do not leave them on a table or counter somewhere to turn yellow and be forgotten. Please also 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 - February Medallions and TODAYs were mailed out. March items will be sent out by end of month. Thank you for letting me serve Rhonda B

Website Committee: Billy J – The following monthly updates were made to the website -Where and When updated as of 3/6/2018, March Today is posted, March Agenda Posted, Minutes for February posted and various meetings updated on the App. In Love and Service, Billy J

Group Contact Committee: Kevin R. No Report Submitted

Bridging the Gap Committee: Vacant

Where & When Committee: Tracy D - There were 3 changes to the Where and When since last month. As of today, they can be seen on our Intergroup Web site under the "Where and When" section and The Meeting App. They will be in our next printing of the Where and When. Please keep in mind, Intergroup will not take phone calls or emails to cancel, remove or make changes to a meeting. We ask you come to Intergroup to fill out the proper paperwork or go online and use the printable version then mail it to us. With Love and In Service, Tracy

Institutions Committee: Bill W. No Report Submitted

Unfinished Business: - None

New Business: - Elections

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;

12 Step List – Sam B.

TODAY Editor – Cary M

Intergroup Website – Billy J

12 General Service / Intergroup Liaison – Rhonda B.

Archives – Ilia E.

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

Bridge the Gap

Public Information

Phone List

Where & When

Birthday Club / TODAY Subscriptions (Rhonda B will remain in the interim.)

Group Contact

South County Liaison

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

Meeting Adjourned: 6:44pm

See you next month!

PBC Intergroup Association
Profit & Loss
February 2018

	<u>Feb 18</u>	<u>Jan 18</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
Direct Public Support				
Group Contributions	2,074.39	5,785.12	-3,710.73	-64.14%
Direct Public Support - Other	245.35	113.32	132.03	116.51%
Total Direct Public Support	2,319.74	5,898.44	-3,578.70	-60.67%
Investments				
Interest-Savings, Short-term CD	0.00	0.20	-0.20	-100.0%
Total Investments	0.00	0.20	-0.20	-100.0%
Other Types of Income				
Miscellaneous Revenue	0.00	230.84	-230.84	-100.0%
Total Other Types of Income	0.00	230.84	-230.84	-100.0%
Sales				
Books	2,567.70	2,532.70	35.00	1.38%
Literature	907.81	1,174.55	-266.74	-22.71%
Medallions	1,222.00	1,144.50	77.50	6.77%
Total Sales	4,697.51	4,851.75	-154.24	-3.18%
Special Events Income				
Annual Picnic	0.00	1,469.03	-1,469.03	-100.0%
Birthday Club	56.00	84.00	-28.00	-33.33%
Total Special Events Income	56.00	1,553.03	-1,497.03	-96.39%
Total Income	7,073.25	12,534.26	-5,461.01	-43.57%
Cost of Goods Sold				
Cost of Goods Sold				
COGS - Books	2,388.11	1,667.37	720.74	43.23%
COGS - Literature	323.54	787.88	-464.34	-58.94%
COGS - Medallions	492.20	443.63	48.57	10.95%
Purchase Cost & Discounts	19.50	61.03	-41.53	-68.05%
Cost of Goods Sold - Other	92.00	32.96	59.04	179.13%
Total Cost of Goods Sold	3,315.35	2,992.87	322.48	10.78%
Total COGS	3,315.35	2,992.87	322.48	10.78%
Gross Profit	3,757.90	9,541.39	-5,783.49	-60.62%
Expense				
Business Expenses	0.00	1,581.55	-1,581.55	-100.0%
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	512.00	512.00	0.00	0.0%
Operations				
AT&T Internet	277.69	274.77	2.92	1.06%
FPL	209.79	0.00	209.79	100.0%
Office Supplies	135.87	152.38	-16.51	-10.84%
Postage, Mailing Service	0.00	6.59	-6.59	-100.0%
Printing and Copying	231.00	231.00	0.00	0.0%
Operations - Other	0.00	141.95	-141.95	-100.0%
Total Operations	854.35	806.69	47.66	5.91%
Other Types of Expenses				
Employee Health Insurance	150.00	150.00	0.00	0.0%
Other Types of Expenses - Other	0.00	105.25	-105.25	-100.0%
Total Other Types of Expenses	150.00	255.25	-105.25	-41.23%
Payroll Expenses				
FICA and Unemployment Tax	223.20	221.04	2.16	0.98%
Office Manager Salary	2,880.00	2,880.00	0.00	0.0%
Paychex	0.00	87.00	-87.00	-100.0%
Total Payroll Expenses	3,103.20	3,188.04	-84.84	-2.66%
Special Events				
ANNUAL PICNIC	0.00	1,709.42	-1,709.42	-100.0%
Special Events - Other	0.00	87.50	-87.50	-100.0%
Total Special Events	0.00	1,796.92	-1,796.92	-100.0%
Total Expense	4,619.55	8,140.45	-3,520.90	-43.25%
Net Ordinary Income	-861.65	1,400.94	-2,262.59	-161.51%
Net Income	<u>-861.65</u>	<u>1,400.94</u>	<u>-2,262.59</u>	<u>-161.51%</u>
Bank Account Balances				
Checking	2/1/2018	5,531.60		
	2/28/2018	4,817.30		
Prudent Reserve	2/1/2018	11,544.52		
	2/28/2018	12,044.70		

PBC Intergroup Association
Group Contributions
February 2018

03/03/18

Accrual Basis

Date	Memo	Name	Amount	Balance
Parts				
Group Contribution (Contributions from groups)				
02/20/2018	Contributions from groups	12 N 12 Group, 7am	8.00	8.00
02/13/2018	Contributions from groups	AA Member Contribution	91.00	99.00
02/09/2018	Contributions from groups	Back to the Basics Beachcomber	500.00	599.00
02/23/2018	Contributions from groups	Boca Pines, Sunday Serenity	75.00	674.00
02/05/2018	Contributions from groups	Comfort Zone (Mens)	50.00	724.00
02/09/2018	Contributions from groups	Don't Quit Before the Miracle	80.00	804.00
02/05/2018	Contributions from groups	Each Day a New Beginning	139.00	943.00
02/28/2018	Contributions from groups	First Finnish Group	100.00	1,043.00
02/23/2018	Contributions from groups, Nove...	High Noon Group	50.00	1,093.00
02/23/2018	Contributions from groups, Dece...	High Noon Group	50.00	1,143.00
02/23/2018	Contributions from groups, Janu...	High Noon Group	50.00	1,193.00
02/23/2018	Contributions from groups	High Noon Group	50.00	1,243.00
02/15/2018	Contributions from groups	Intergroup Business Meeting	69.00	1,312.00
02/16/2018	Contributions from groups	Lantana Group	55.42	1,367.42
02/26/2018	Contributions from groups	Leaves of Gold Group	50.00	1,417.42
02/27/2018	Contributions from groups	Love, Faith & Life	10.00	1,427.42
02/08/2018	Contributions from groups	Lunch Bunch Group	4.00	1,431.42
02/13/2018	Contributions from groups	Primetime Group	115.06	1,546.48
02/01/2018	Contributions from groups	Reflections Group	34.00	1,580.48
02/23/2018	Contributions from groups	Sobriety First Group	250.00	1,830.48
02/12/2018	Contributions from groups	Wednesday Noon Big Book	100.00	1,930.48
02/05/2018	Contributions from groups	Women In Sobriety Group	83.78	2,014.26
02/06/2018	Contributions from groups	Women In Sobriety Group	50.13	2,064.39
02/21/2018	Contributions from groups	Women In Sobriety Group	10.00	2,074.39
Total Group Contribution (Contributions from groups)			2,074.39	2,074.39
Total Parts			2,074.39	2,074.39
TOTAL			2,074.39	2,074.39

**Palm Beach County Intergroup
Operating Report
February 28, 2017**

	<u>This Year</u>	<u>Last Year</u>	<u>Difference</u>
Revenues:			
Literature Sales	\$ 4,966.46	\$ 4,698.31	\$ 268.15
Sales Tax	343.98	282.80	61.18
Group Contributions	5,353.34	4,296.53	1,056.81
Birthday Club Memberships	100.00	89.00	11.00
Meeting Baskets	53.00	58.00	(5.00)
Total Revenues:	\$ 10,816.78	\$ 9,424.64	\$ 1,392.14
Expenses:			
Literature Purchases	\$ 3,289.83	\$ 3,015.35	\$ 274.48
Sales Tax	334.16	350.78	(16.62)
Credit Card Fees	43.45	11.93	31.52
Office Salary	3,207.48	2,883.48	324.00
FICA & Unemployment Tax	223.44	225.46	(2.02)
Paychex (Monthly Fee)	83.00	80.00	3.00
Health Insurance	264.33	208.33	56.00
Repairs & Maintenance	100.00	-	100.00
Rent & Water	475.00	475.00	-
AT&T (Internet, Phone, Website)	345.82	309.24	36.58
FP&L	87.59	80.63	6.96
Exterminating	74.00	37.00	37.00
Printing	632.00	231.00	401.00
AA Grapevine Annual Renewal	52.15	-	52.15
Costco Membership Annual Renewal	55.00	-	55.00
Office Supplies / Postage	196.99	135.87	61.12
Total Expenses	\$ 9,464.24	\$ 8,044.07	\$ 1,420.17
Monthly Surplus/(Deficit)	\$ 1,352.54	\$ 1,380.57	\$ (28.03)
Checking Account Balance	\$ 8,495.67	\$ 17,630.82	\$ (9,135.15)
Prudent Reserve Balance	\$ 13,541.73	\$ 17,538.12	\$ (3,996.39)

PBC Intergroup – Advisory Committee Minutes – March 5, 2018

Members Present: Deb M, Roger B, Kate D, Scott M, Vicki K, and Troy T

Chair – Deb M. Discussed that in the past volunteers had given people permission to trade in their medallions for a new medallion and this was recently proposed to Tracy and she was not aware of the practice. It was decided that Intergroup will not trade old medallions for new medallions and if someone wants get rid of their old medallion it will be recommended that they give them back to their group.

Deb M. then discussed that she has done more research into Incorporation – the cost of filing is \$87.50 and the cost of renewing each year is \$8.75.

Alternate Chair – vacant – Troy T has picked up some of the duties of Alternate chair in the interim until a new chairperson is elected. The Old Timers Meeting was discussed and is tentatively scheduled for April 21, 2018 from either 5:00pm to 8:00pm or 5:30pm – 8:30pm. It is currently being decided to hold the function at either Holy Spirit or St. Mary's Church. The Event will be free, coffee, cake and ice cream will be offered. We need to make a flyer, possibly chairs and clean-up and set-up.

Treasurer – Roger B. stated that Intergroup is in good shape. January contributions were \$5700 and February Contributions were \$2100.00. Intergroup currently has \$12,044.70 in the Prudent Reserve.

Secretary – Nothing to Report

Registrar – Nothing to Report

Meeting adjourned.