

PBC INTERGROUP BUSINESS MEETING MINUTES

Date: October 10, 2018

Start time: 6:15 p.m.

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

Number of attendees: 48

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:

Betty L. – Group Rep. – The Unfortunates
Richard M. – Group Rep. – Lake Worth Serenity
Dani P. – Group Rep. – Women in Sobriety
Will S. – Group Rep. – Longest Day of the Year
Dawne S. – Alt. Rep. – Women in Sobriety
Mark W. – Group Rep. – Don't Quite Before the Miracle Happens
Vicki H. - Group Rep. – Lake Worth Young Peoples Group
Tim M. – Group Rep. – Leaves of Gold
Rhonda B. – Group Rep. Promises, Promises

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 October 24, 2018 – the deadline to be placed on the November Agenda.

The Motion to incorporate Palm Beach County Intergroup Association was passed last month. The process is in the works and will be announced when it has gone through.

The Annual Intergroup Picnic is now set for Saturday November 10th from 11 to 3 here on the grounds of the Triangle Club. The planning continues and Maria will report on that following my report.

The Archive liaison position is open and we will be asking for a volunteer to fill that position later in the meeting. I hope someone is in attendance who is willing to stand for this position. Otherwise, things have been pretty quiet, so that is it for me this evening. Love & service, Deb

Co-Chairperson: Maria S. – The 2018 Intergroup Picnic Will be held at the Triangle Club November 10, 2018, the cost per ticket is \$ 8.00. Together we can make the 2018 picnic the best ever! Thank you all for participating Please keep announcing to your groups. If you would like to do service and volunteer for day of the picnic, please call 561-762-7007, please leave a voice message Texting doesn't work. In service, Maria S.

Treasurer: Roger B. - Revenues for September 2018 were \$5,322.60 and Expenses were \$4,866.81, resulting in a net surplus of \$455.79. The opening checking balance for September was \$7,388.62 and the closing was \$5,866.11. The Prudent Reserve balance for September was \$13,546.04 including the 11 cents we made in interest. Thanks for allowing me to be of service, Roger B.

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 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. If any information needs updating, please reach out. Thanks, Scott M.

Office Manager: Tracy D - Good evening, my name is Tracy and I am a grateful recovering alcoholic. The month of September was on the slow side with only 220 visitors to our office and 112 calls regarding meeting locations and or times and days. I feel this is due to the app and web-site that our calls and Where and When sales have slowed.

Please report to your group treasurers' that we will not take checks made out to Palm Beach County Intergroup "for" Institutions Committee. The check MUST be made out to the Institutions Committee, not "in-care of, for or please see that institutions get this! The check will be returned if made out otherwise. I cannot deposit their contributions in the Intergroup account. With Love and In Service, Tracy

Where and When: Tracy D - We had 10 changes to the Where and When in September. Please keep in mind, we received 2,000 new Where and When's in the beginning of September and we still have over 1,500 copies.

When a change is done, it will go on the Web and App usually with-in 72 hours however will be in the NEXT printing of our Where and When. This could be in 2 months or 5 months, however long it takes to sell the remainder.

I suggest our next printing be 1,500 at a cost of \$650.00 instead of 2,000 at a cost of \$950.00. Not only will this reduce our cost but keep Intergroup from sitting on too many copies for too long.

Lastly, it is your group's responsibility to fill out the paperwork for any changes to your group. Please do not have more than 1 person email me or come in and fill out different, times and formats. 1 per customer!! With Love and In Service, Tracy

General Service/Intergroup Liaison: Rhonda B. - September GSR Meeting

CHAIR - most spots filled for committees, etc. Elections for ACM/DCM.

ALT CHAIR - Qtly is coming. First attempt @ bilingual qtrly which is a voting qtrly. Reminded all to be involved. Next month is elections for area.

QTRLY CHAIR - waiting lists for rooms banquet tickets on sale. Hospitality needs \$ or food for qtrly. Volunteers needed in all areas. T-shirts \$5. Runners for voting needed.

DCM COORDINATOR - Nov. GSR mtg @ 4 Traditions skit.

TREASURER - bills pd. \$8748.54 balance \$2000 is for qrtly. Committees will email budget sheet to treasurer for October meeting. Approval voted in December.
CORRECTIONS - 4 women getting approved for South Bay and women's work release in WPB. New meeting @ MCI in Indiantown.
CURRENT PRACTICE - See chair if you have questions or anything for review
GRAPEVINE - @ qrtly selling subscription. 10/27 from 11-2 @ St. Paul's is writing workshop.
LITERATURE - display @ qrtly. Help needed
REMOTE COMMUNITIES - visiting rehab on Belle Glade helping women do 4th step.
TREATMENT - 1 bridge call last month. Handing out literature to people explaining AA and old Grapevines.
S. COUNTY LIAISON - report shared
TRADITIONS & CONCEPTS - skit performed @ group in August. Skit will be done in PBG women's group this month. Concept of month is done monthly before GSR meeting @3p @ Triangle club.
ELECTIONS OF DCM/ACM - No one elected. Next month elections.
In service, Rhonda B.

South County Intergroup Liaison: Christine T. - No Report Submitted

Archives Committee Liaison: Vacant

COMMITTEE REPORTS

Public Information: Stacy - No Report Submitted.

12 Step List: Sam B. – No Report Submitted.

Phone Volunteer Committee: Deborah J. -Good evening, All. I am a recovering alcoholic and I am honored to serve as the Chair of the Phone Committee. This month the Committee has continued to perform its valuable service. We recently lost one of our volunteers; however, that shift is temporarily being covered while a replacement is being sought. Anyone interested in benefitting from this gratifying & easily executed service would be welcomed! I continue to be grateful in love & service, Debbie

TODAY: Cary M. – The latest copies of TODAY are in the front of the room. Please take some and distribute at your home group. Hugs, Cary M.

Birthday Club: Heather K. - The Today's and the current birthday club will be mailed out on October 11th. Thanks!! Heather K

Website Committee: Billy J – Where and When updated as of 10/4/2018, October Agenda Posted, Minutes for September posted and various meetings updated on the App- In service, Billy J.

Group Contact Committee: Melissa - No Report Submitted.

Bridging the Gap Committee: Howie – No report submitted

Institutions Committee: James B. - Hey gang, Institutions is doing big things!!! Starting tonight with a group conscience meeting right after this meeting, where we will discuss big book distribution and anything else you think we should be doing to serve you better.

In other news we are having the big book ball at the triangle this year and are looking for volunteers to help throw a great sober dance on New Year's Eve. If you want to get involved in a short term commitment please see me, our Co chair Lynda H, or you can email us at bigbookball@yahoo.com

Last and certainly not least we got a new facility in last week and filled most of the vacancies there and elsewhere in our area, but there are always opportunities to bring meetings in, so please come be a part of this great thing we do. I love you all James B

Old Business: - Incorporation update - The Motion to incorporate Palm Beach County Intergroup Association was passed last month. The process is in the works and will be announced when it has gone through.

New Business: - Archive Committee Liaison Chairperson is still vacant – no one stood for the position.

Upcoming Events: November Picnic – Maria is planning and will update as appropriate.

Meeting Adjourned 7:00pm

See you next month!

PBC Intergroup Treasurer Report 10-10-2018

Revenues for September 2018 were \$5,322.60 and Expenses were \$4,866.81, resulting in a net surplus of \$455.79. The opening checking balance for September was \$7,388.62 and the closing was \$5,866.11. The Prudent Reserve balance for September was \$13,546.04 including the 11 cents we made in interest.

Thanks for allowing me to be of service,

Roger B – PBC Intergroup Treasurer

PBC Intergruop Association
Profit & Loss
September 2018

	<u>Sep 18</u>	<u>Aug 18</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
Direct Public Support				
Group Contributions	3,155.29	2,150.09	1,005.20	46.75%
Direct Public Support - Other	62.97	106.00	-43.03	-40.59%
Total Direct Public Support	<u>3,218.26</u>	<u>2,256.09</u>	<u>962.17</u>	<u>42.65%</u>
Investments				
Interest-Savings, Short-term CD	0.11	0.16	-0.05	-31.25%
Total Investments	<u>0.11</u>	<u>0.16</u>	<u>-0.05</u>	<u>-31.25%</u>
Sales				
Books	4,272.88	3,274.59	998.29	30.49%
Literature	681.90	730.75	-48.85	-6.69%
Medallions	1,668.00	1,296.50	371.50	28.65%
Total Sales	<u>6,622.78</u>	<u>5,301.84</u>	<u>1,320.94</u>	<u>24.92%</u>
Special Events Income				
Birthday Club	120.00	128.00	-8.00	-6.25%
Total Special Events Income	<u>120.00</u>	<u>128.00</u>	<u>-8.00</u>	<u>-6.25%</u>
Total Income	<u>9,961.15</u>	<u>7,686.09</u>	<u>2,275.06</u>	<u>29.6%</u>
Cost of Goods Sold				
Cost of Goods Sold				
COGS - Books	3,609.88	2,887.64	722.24	25.01%
COGS - Literature	254.14	278.37	-24.23	-8.7%
COGS - Medallions	694.34	557.71	136.63	24.5%
Purchase Cost & Discounts	11.07	108.04	-96.97	-89.75%
Cost of Goods Sold - Other	69.12	12.00	57.12	476.0%
Total Cost of Goods Sold	<u>4,638.55</u>	<u>3,843.76</u>	<u>794.79</u>	<u>20.68%</u>
Total COGS	<u>4,638.55</u>	<u>3,843.76</u>	<u>794.79</u>	<u>20.68%</u>
Gross Profit	<u>5,322.60</u>	<u>3,842.33</u>	<u>1,480.27</u>	<u>38.53%</u>
Expense				
Contract Services				
Credit Card Fees	51.70	73.79	-22.09	-29.94%
Total Contract Services	<u>51.70</u>	<u>73.79</u>	<u>-22.09</u>	<u>-29.94%</u>
Facilities and Equipment				
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%
Total Facilities and Equipment	<u>512.00</u>	<u>537.00</u>	<u>-25.00</u>	<u>-4.66%</u>
Operations				
AT&T Internet	276.21	76.73	199.48	259.98%
FPL	0.00	199.74	-199.74	-100.0%
Office Supplies	135.29	154.52	-19.23	-12.45%
Postage, Mailing Service	46.00	6.70	39.30	586.57%
Printing and Copying	231.00	1,141.00	-910.00	-79.76%
Operations - Other	61.97	0.00	61.97	100.0%
Total Operations	<u>750.47</u>	<u>1,578.69</u>	<u>-828.22</u>	<u>-52.46%</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	235.64	286.89	-51.25	-17.86%
Office Manager Salary	3,080.00	3,750.00	-670.00	-17.87%
Paychex	87.00	87.00	0.00	0.0%
Total Payroll Expenses	<u>3,402.64</u>	<u>4,123.89</u>	<u>-721.25</u>	<u>-17.49%</u>
Total Expense	<u>4,866.81</u>	<u>6,463.37</u>	<u>-1,596.56</u>	<u>-24.7%</u>
Net Ordinary Income	<u>455.79</u>	<u>-2,621.04</u>	<u>3,076.83</u>	<u>117.39%</u>
Net Income	<u>455.79</u>	<u>-2,621.04</u>	<u>3,076.83</u>	<u>117.39%</u>
Bank Account Balances				
Checking				
9/1/2018	\$7,388.62			
9/30/2018	\$5,866.11			
Prudent Reserve				
9/1/2018	\$13,545.93			
9/30/2018	\$13,546.04			

PBC Intergroup Association
Group Contributions
September 2018

10/01/18

Accrual Basis

Date	Memo	Name	Amount	Balance
Parts				
Group Contribution (Contributions from groups)				
09/06/2018	Contributions from groups	After Hours Group	308.89	308.89
09/19/2018	Contributions from groups	Big Book Spritual Group	200.00	508.89
09/17/2018	Contributions from groups	Day Openers	40.71	549.60
09/24/2018	Contributions from groups	FCYPAA	20.00	569.60
09/07/2018	Contributions from groups	Harmony Women's Group	550.00	1,119.60
09/01/2018	Contributions from groups, July 2...	High Noon Group	50.00	1,169.60
09/01/2018	Contributions from groups, Augu...	High Noon Group	50.00	1,219.60
09/11/2018	Contributions from groups	Hope on Haverhill	107.50	1,327.10
09/14/2018	Contributions from groups	Hope Starts Here	95.50	1,422.60
09/01/2018	Contributions from groups	Jupiter Inlet Men's	114.00	1,536.60
09/07/2018	Contributions from groups	Jupiter Sunrise Group	538.00	2,074.60
09/24/2018	Contributions from groups	Longest Day of the Year	68.43	2,143.03
09/25/2018	Contributions from groups	Look To This Day - Wellington	75.00	2,218.03
09/20/2018	Contributions from groups	New Downtown Group	259.78	2,477.81
09/12/2018	Contributions from groups	PBCIA Business Meeting	49.00	2,526.81
09/17/2018	Contributions from groups	Primetime Group	118.48	2,645.29
09/10/2018	Contributions from groups	Reflections Group	250.00	2,895.29
09/01/2018	Contributions from groups	Spirit of 76 men's	210.00	3,105.29
09/25/2018	Contributions from groups	Tell it Like it is (Men's)	50.00	3,155.29
Total Group Contribution (Contributions from groups)			3,155.29	3,155.29
Total Parts			3,155.29	3,155.29
TOTAL			3,155.29	3,155.29

PBC Intergroup Association
Profit & Loss
September 2017

	<u>Sep 17</u>
Ordinary Income/Expense	
Income	
Direct Public Support	
Group Contributions	797.45
Total Direct Public Support	797.45
Investments	
Interest-Savings, Short-term CD	0.22
Total Investments	0.22
Sales	
Books	2,048.60
Literature	735.25
Medallions	920.50
Total Sales	3,704.35
Special Events Income	
Birthday Club	179.00
Total Special Events Income	179.00
Total Income	4,681.02
Cost of Goods Sold	
Cost of Goods Sold	
COGS - Books	2,077.03
COGS - Literature	350.89
COGS - Medallions	393.79
Purchase Cost & Discounts	1.07
Total Cost of Goods Sold	2,822.78
Total COGS	2,822.78
Gross Profit	1,858.24
Expense	
Contract Services	
Accounting Fees	12.00
Credit Card Fees	31.23
Total Contract Services	43.23
Facilities and Equipment	
Equip Rental and Maintenance	25.00
Exterminating	37.00
Rent Water	475.00
Total Facilities and Equipment	537.00
Operations	
AT&T Internet	0.00
FPL	173.57
Postage, Mailing Service	9.80
Total Operations	183.37
Payroll Expenses	
FICA and Unemployment Tax	238.38
Office Manager Salary	3,082.58
Total Payroll Expenses	3,320.96
Total Expense	4,084.56
Net Ordinary Income	-2,226.32
Net Income	<u><u>-2,226.32</u></u>