

**Intergroup Service Committee of the 5th District Inc.
Steering Committee Meeting**

Date: June 1, 2023

Roll Call:

Officers

Chair -PJ K. [*]
Vice Chair- Marie N. [*]
Treasurer- Bill G. [*]
Secretary- OPEN [*]
Office Manager -Cathy Z. [*]

Members At Large

Keith L. [Ex]
Karen B. [*]
Ann S. [*]
Amy S.

([*] indicates present, [Ex] indicates excused not in attendance, [UnEx] indicates not excused, not in attendance)

This meeting was held as a hybrid meeting with 5 in attendance at the office and 2 on Zoom. The meeting was called to order at 6:02 pm by Chair PJ K. with a moment of silence followed by the Serenity Prayer.

Secretary's Report: The secretary position is currently vacant. OM Cathy Z. stated that the minutes from May were posted on our website.

Treasurer's Report: Bill G. stated that May's treasurer's report was posted on the website. He shared that the net income for May was -\$1003.83. This negative balance reflects a \$799 office expense for annual QuickBooks renewal. There is also a \$1000 group contribution that hasn't yet posted. Our overall financial status looks good. Motion was made to accept the minutes as posted online by Cathy Z., second by Ann S. & unanimous vote.

Chairman's Report: PJ K. deferred his report to the business sections of this meeting.

Office Manager's Report: Cathy Z. reported comparisons from last year and this year for the month of May were Bookstore Sales; \$2247.85 for 2023 vs 2022 \$1367.75, Contributions; 2023 \$3159.65 vs 2022 \$2672.96, Events; No event income for either year. She reported that Bookstore activity has slowed as we've entered the summer mode. We need Bookstore volunteers. The Monday 12-3p position is open. We are also looking for on call help to fill in for vacancies due to vacations, surgeries, etc... The Daytime Phone Coordinator position remains open. Anyone interested may contact the office manager. New Meeting in a Pockets have arrived & are being sold at the same price. Cathy will be on vacation Mon. June 19-Fri June 23. Bill G. or PJ will handle any office matters that arise in her absence. Bill will be cashing out the register daily.

May phone calls AA: 24, Detox: 0, 12 Step: 7, Alanon:1, Office 17, Other:4

Events Committee: Chairperson Karen B. reported that she spoke with the Methodist Church and reserved Friday Nov. 3rd for our Gratitude Dinner. She needs a \$100 deposit which she will obtain from us at the Events Meeting next week.

Where & When: Cindy C. has submitted her report for May, which is posted on our website.

Old Business: 1) Chairman PJ K. reported that open positions remain on the Steering Committee: The Secretary (officer) position is open & one member @ large position. There are several committee positions open including IT, District Liaison, & Daytime Phone Co-Ordinator. Our Web chair Jim has requested assistance or someone willing to take over that Chair as well.

New Business: 1) The question of which committee chairs should be on SC &/or IGR agenda was brought up. It was concluded that no committee reports should be on the SC Agenda & all committee chairs should be listed on IGR agenda for report. 2) Treasurer Bill G. made a motion to transfer \$2,100 from our checking to our prudent reserve account to fully satisfy repayment of loan borrowed during Covid & Hurricane Ian disasters. PJ seconded motion and vote was unanimous.

Next SC: July6, 2023 @ 6 pm

Next IGR: June 15, 2023 @ 7 pm

Adjournment: Motion to adjourn made by Bill G., second by Ann S. and unanimous vote. The meeting was adjourned at 7:04 pm.

Meeting was closed with I am Responsible Statement.