

# Steering Committee Meeting Minutes

## September 3, 2022

**Members Present:** Amy V. Chairperson, Wayne T. Central Office Manager, Sandy J. Treasurer, Michelle M. Recording Secretary, Winslow C. Newsletter, Mick N. Literature, Keren D. Events Coordinator,

**Members Absent:** Jo B. Volunteer Coordinator, Nick J. Website Coordinator, Dee D. Jackson County Central Office District 16 Liaison

**The members present represent a quorum as defined by our Central Office Bylaws.**

**Guests:** Mark L., Robert H., Randy S.

Meeting was opened by Amy B. at 0900

A moment of silence was observed.

The Serenity Prayer was recited.

**Minutes:** June minutes were reviewed with only 1 discrepancy regarding the date of the Treasurers report presented in that meeting. August minutes were reviewed and accepted as presented to the body.

**Treasurers Report:** Sandy J. presented the August 2022 Treasurer's Report to the body.

Total incoming for the month \$1928.20

Total expenses for the month \$2,412.76

Sandy J. noted our 3-year Grapevine Subscription was paid in August.

Checking Account Balance \$5,459.68

Savings Account Balance \$5,308.71

There is an ongoing difficulty keeping track of literature orders and payment of orders since there have been so many backorders. Agree to accept Treasurers Report as it is presented to the body.

**Office Manager Report:** Wayne T. received shipment of coffee cups, Sobriety coins are selling well we have ordered more and are expanding our inventory. Mailbox key was misplaced however the situation has been resolved and we now have 2 keys. The Brothers' printer is beginning to show signs of wear and age however Wayne would like to wait a while prior to requesting a replacement printer and shop mindfully for the replacement when it's time to move forward.

**Volunteer Coordinator:** Jo B. is not present however she did email her report. We currently have a "permanent" Wednesday afternoon shift open. Most of the volunteers have learned to use the volunteer roster to find replacement if needed. Terry K. has been graciously filling in for Mickie until his return sometime this month. Otherwise the office continues to run smoothly. **Great Job continuing to find volunteers Jo!!! Kudos.**

**Literature:** Mick the literature person wanted to ask Jo to pass on to volunteers the Central Office does not place special orders for literature hence if a member of the fellowship wants a pamphlet or book we do not carry they can go to the AA.Org web site and order it on their own.

**Website:** Wayne continues to post the Steering Committee Minutes; The Monthly Newsletter and the Meeting Schedule changes so our web site is up to date and ever changing.

**Newsletter Editor:** The Newsletter is a bit late due to pleasant family events!! Amy expressed interest in doing interviews with some of our elderly AA members.

**District 16 Liaison:** Dee is not in attendance

**Group Representatives:** none in attendance

**Special Events Coordinator:** Keren talked to Kathy Miller who is more than excited to participate in C.O. Breakfast Kathy will be attending our monthly meetings until April. Breakfast will take place on April 2<sup>nd</sup>, 2023, at St. Vinnie's. Keren will be absent at next month's meeting however Kathy M. will be here to update the committee regarding the C.O. Breakfast and progress being made.

**Members at Large 1 & 2:** Mark L. volunteered to be Member at Large 2 and Randy S. volunteered for Member at Large 1. They were then appointed by the Chairperson in accordance with the Bylaws. The Members at Large 1 & 2 are voting positions of the C.O. Steering Committee.

**Chairperson:** Discussed need to be mindful of moving meeting when it conflicts with holidays where people might be out of town. People will ponder calendar and discuss next month under Old Business. Amy has 1 more full year in her position yayaya!!!!

**Visitors:** Robert H. presents to our meeting and volunteers to be Co-Treasurer, Robert H. is nominated by Sandy J., and we voted Robert H. in as our new Co-Treasurer by a landslide!! Robert H. as the new Co-Treasurer is now a voting member of the committee.

**Old Business:** After hours of work beginning last year Winslow presents the new updated, dynamic, and user-friendly Bylaws to the body for approval. Outstanding work done in revising this as a document giving the body clear guidelines, job descriptions, tours of duty and much more. Motion is made to accept the Bylaws as presented to the body seconded and the vote is undisputed we have new Bylaws!!!

**New Business:** none today

**Motion to Adjourn: 10:15**

**Responsibility Statement is recited.**

**New Co-Chairperson Onboard!! It came to my attention that following our September meeting a member of our fellowship that was visiting out front in the office became aware of our open service position and volunteered on the spot to be Co-Chairperson.**

**On September 3<sup>rd</sup>, 2022 all 4 open service positions were filled the people in our program never cease to amaze me. Welcome aboard Wayne H. see you at the next meeting October 1<sup>st</sup> @0900.**