

# Steering Committee Meeting Minutes

## November 5,2022

**Members Present,** Amy V. Chairperson, Wayne H. Co-Chairperson, Wayne T. Central Office Manager, Michelle M. Recording Secretary, Keren D. Events Coordinator, Mark L. Member At Large 2

**Members Absent:** Sandy J. Treasurer, Robert H. Co-Treasurer Jo B. Volunteer Coordinator Winslow C. Newsletter. Mick Literature, Nick J. Website, Dee District 16 Liaison, Randy S. Member At Large 1

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

**Guests:** Ken J. District 16 DCM and Cathy M.

Meeting was opened by Amy V.at 0900  
A moment of silence was observed.  
The Serenity Prayer was recited.

**Minutes:** October Meeting Minutes were approved

### **Treasurers Report in Abstention:**

Total Income- \$2,305.51

Total Expenses- \$1,156.41

Checking Balance-\$3,908.31

Savings Balance-\$5,308.80

**Office Manager:** Wayne reports all is well in the Central Office we will be changing Internet and Phone Service on November 18,2022 to Spectrum. We will be saving \$55.00 per month \$755.00 per year, there is a one-time installation fee of \$100.00. Web site doing well.

**Volunteer Coordinator:** Although Jo is absent Wayne provides the following, Wednesday is now covered we do have a couple openings that Jo is covering now.

**Literature Report:** Although Mick is absent Wayne provides the following, we are well stocked think back orders have all been caught up.

**Web Site:** Nick is absent however Wayne provides the following: meeting changes continue to come in as well as AA Events

**District Liaison:** Dee is absent but Ken J. provides mini report with upcoming Assembly being the topic of discussion. District continues to have open service positions. Ken has been working with the Spanish Speaking AA Fellowship wanting to develop a culture of inclusivity for all.

**No Group Reps in attendance**

**Special Events:** Cathy reports although still early she would like to put together a flyer by January or February. Wayne would like to meet at St. Vinnies with Cathy to look over the sight and meet the kitchen staff. Before the end of the meeting Cathy was able to locate the binder for the Central Office Breakfast or at least the papers she was looking for specifically. Wayne feels that by Christmas we should know for certain if St. Vincent's is available to us for our April event. We would prefer to keep the breakfast at the St. Vinnies location since the parking is wonderful.

**Members at Large:** Mark reports he is attending meetings getting comfortable with the position. Randy was not at the meeting.

**Chairperson Report:** Amy advised Wayne Co-Chair although she will be at the next meeting, she would like to have Wayne Co-Chair run the meeting Amy will make up the agenda etc. so he could get the experience he agreed, they spoke after the meeting to make final arrangements.

**Old Business:**

Pay Pal issue once again tabled.

Spanish Versions of AA literature. The committee voted to purchase at least 5 of the Big Book, 12x12, Dailey Reflections and Living Sober. Following the meeting with the help of Ken J. and Amy V. the Secretary, myself, looked in the catalog of Spanish AA Literature made a list of the above-mentioned literature with Item #'s, and I put the list in the Literature folder for Mick. On November 7 evening I sent an email to Mick letting him know the outcome of the Spanish AA Literature discussion and that I left the list in his folder at the Central Office.

**New Business:** Assembly particulars, Central Office will have a table there. Michelle will go by the Central Office on Friday November 18<sup>th</sup> and pick up some literature to have available for sale at the Assembly. Amy V. will put together The Intergroup Report for the Assemblies Saturday morning meeting. Outstanding Idea!!!

**Motion To Adjourn 0945**

**Responsibility Statement**