

# Steering Committee Meeting Minutes

## March 11,2023

**Members Present:** Amy B. Chairperson, Wayne H. CO-Chairperson, Sandy J. Treasurer, Robert H. Co-Treasurer, Michelle M. Recording Secretary, Wayne T. Central Office Manager, Keren D. Events Coordinator, Cathy M. Co-Events Coordinator, Randy S. Member at Large 1, Mark L. Member At Large 2

**Members Absent:** Jo B. Volunteer Coordinator, Nick J. Website, Mickey N. Literature, Winslow C. Newsletter Editor, Demetrius D. District 16 Liaison,, Randy S. Member At Large 1

Members present did represent a quorum as defined by our Central Office Bylaws.

**Guests:** Ken J. District 16 DCM

Meeting was opened by Amy B. at 0900.  
A moment of silence was observed.  
The Serenity Prayer was recited.  
Meeting was turned over to Co-Chairperson Wayne H.

**Minutes:** The minutes from February 2023 were approved as written.

### **Treasurer's Report:**

Total Income: \$7,341.08

Total expenses: \$2,235.12

Checking Balance: \$8,420.77

Savings Balance: \$5,309.24

Annual Parking fee was paid, \$228.00

Pay Pal was brought up again as an ongoing source of confusion regarding how to document the incoming funds. Robert H. Co-Treasurer, was able to offer some remedies. Wayne, Sandy, Robert, Nick and Terry will get together and resolve this issue.

**Office Manager:** Wayne reports we have officially purchased a Label Maker. Please continue to promote the upcoming Central Office Breakfast. **We need a new vacuum cleaner following some discussion the body voted YES to the vacuum with a \$200.00 limit.** The HP6500 color printer is gone, the printer on the floor was donated. We do need a new printer Wayne advocated for a printer with the capabilities to print, copy and scan. **Committee approved Wayne to purchase a new Brother Printer for Central Office..** We need a door prize for the Breakfast. A gift certificate for Callahan's Restaurant was suggested and approved, Wayne will pick up the Gift Certificate when he goes skiing with his Senior Discount. Picnic June 25th we will have the first ever Central Office/Jim D. Memorial Picnic and Dog on the Roof has agreed to provide some man power and allow us to use their BBQ. Wait till after Breakfast to begin telling others about the picnic.

**Volunteer Coordinator:** Jo was absent from our meeting

**Literature Report:** Mick was not present but did not send a report. Most of the books are in stock Grapevine Books not too popular based on low sales.

**Newsletter:** Winslow was not present and was missed

**Web Site:** Nick was present but had nothing to report. Wayne did report all events submitted are immediately posted on the calendar and the news feed. District 16 events and Alanon Chili Feed are on there. We had 676 Google searches on our website for February.

**District 16 Liaison:** Dee is not able to attend our meeting so this position is now open again.

**Group Representatives:** These service members are only required to attend Steering Committee meetings the months of March, June, September and December, when the Group Representatives are in attendance they are voting members of the committee. Jerry was in attendance and reported back to his group following the last time he came he will report back to his group regarding the District 16 Liaison position being open. We were so happy to welcome Cheryl as Group Representative for the Eagle Point Thursday Evening Woman's Group. Welcome Cheryl, we are so happy to have you. Cheryl reports her group as very solid and well attended and they keep the members well informed of events in the works.

**Special Events:** Cathy has all her positions filled with the exception of the count down people. Cathy reports she has become friends with our speaker for the Breakfast and Cathy would like to be the one to introduce her. At the time of the meeting donations were low, Wayne reports historically the raffle items come in at the 11th hour. If you are reading these minutes please continue to get the word out about the Breakfast and our need for raffle donations. **Central Office Breakfast April 2, 2023 opens at 9:00am. location St. Vincents, tickets on sale now!!!**  
**Tickets and fliers are available at the Central Office now!!!!!!**

**Member At Large 1:** Mark reports he is getting excited and available for service when needed.

**Member At Large 2:** Randy reports he and wife are attending several meetings getting the pulse of the Fellowship, Butt Falls AA Meeting at the Community Bible Church in Butt Falls. Randy reports having a large pamphlet rack available for people to borrow if needed.

**Chairperson:** Nothing to share however, Wayne H. The Co-Chair will probably run the May Meeting. **May meeting will be held May 13th since the Rogue Round-up is the first weekend in May and several members will be in Grants Pass.**

**Visitors:** Ken J. reminds everyone about the Assembly at the end of March and it will ofcourse be happening at the same time as the Central Office Breakfast is taking place. June 3rd will be the Service Fair “Our Great Responsibility” to introduce the fellowship to the many service positions available in AA from the bottom of the triangle to the top.

**Old Business:** N/A

**New Business:** The Service Fair on June 3rd, Central Office would love to be involved and have a table displaying the service opportunities in the Central Office including Group Representatives.

Amy will design a flier and ask hispanic friends to help translate it. The purpose of the flier is to make the Hispanic Fellowship in this district aware the Central Office is now carrying Spanish AA literature, Big Book, 12 x 12, Daily Reflections and Living Sober.

**Motion to adjourn:** Motion to adjourn was made at 1010.

**The Responsibility Statement was recited and the meeting was adjourned by Amy B.**