

# Steering Committee Meeting Minutes

## May 11,2024

**Members Present:** Randy Chairperson, Wayne C0-Chairperson, Robert H. Treasurer, Wayne Central Office Manager, Michelle M. Recording Secretary by Phone, Mae Literature Coordinator , Jo Volunteer Coordinator, Taylor Newsletter, Doug Member at Large 1, Jerry Group Rep

**Members Absent:** , Cheryl Events Coordinator,

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

FYI a Forum is present when more than ½ of the current Central Office Steering Committee Members are present.

**Guests:** Winslow, Dan new to area

Meeting was opened by Randy S..  
A moment of silence was observed.  
The Serenity Prayer was recited.

**Minutes:** The minutes from February 2024 were approved as written. Although a small meeting was held in March there was no business officially conducted as there was no quorum.

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

Checking Account Balance: \$7,049.58

Savings Account Balance: \$15,310.82

**Total = \$22,360.40**

**Minus defined Prudent Reserve \$18000.00**

**Available Cash \$4,360.40**

**Please remind volunteers to notate what the money coming is was for i.e. donation, birthday donation, literature sale, coins etc.**

Treasurer's Report was approved as written

**Office Managers Report:**

Again Wayne reports the missed calls. A Fellowship member has volunteered to perform all the labor needed to replace the currently wellllllll worn carpet in the Central Office. Wayne will contact Landlord and see what terms can be negotiated. Volunteer feels the replacement can be completed over 1 weekend.

**Volunteer Coordinator:** Jo is really grateful for the crew we have. They show up and when they are unable they let me know or get coverage for themselves. The volunteers have a text thread to keep everyone on the loop apprised of what's going on. I also want to thank Dee for taking over for Mae.

**Literature Report:**

Mae reports she has just mostly been replenishing stock. One order for books was placed for \$531.96 and another order for books to The AAGrapevine for \$417.24. Mae also reports she only purchases when she can put in an order over \$500.00 to World Services because we get free shipping which saves tons of money over a years time. Mae also brought up a motion wanting to sell our coins closer to the price we purchase them for. The motion was discussed and passed so our Aluminum coins are now \$.50ea. and the Bronze coins are now \$1.50ea. The history on the coins was that we kept the price up so as not to under price our coins with those coins offered for sale and the Alano Club Fellowship however it is more important to the Steering Committee to sell to our Fellowship as close as possible to the price we pay for coins and literature that is part of our Mission to the Fellowship.

**Website:** This was an open position however a motion was made to elect Winslow C. to the position and the motion passed unanimously so now Winslow is the new Central Office Website Coordinator.

**Newsletter Editor:** Absent

**District 16 Liason:** Open position Randy will fill in in the interim and Michelle will be his back up since they both currently attend the District Meetings anyway.

**Group Representatives:**

Jerry R. reports the Business Meeting at his Homegroup did not have a quorum so they did not have a meeting.

Doug S. Everything is going well at the Dom.

**Special Events:** Absent but Cheryl says she will provide a detailed report of the Central Office Breakfast at the next C.O. Monthly Meeting.

**Visitors:** Dan is here to visit our meeting and look for service positions. He is new to our area, Welcome Aboard Dan!!

**Old Business**

**New Business** Randy presents an option to purchase 40 Big Books for Treatment with the Central Office order to be able to avoid the shipping cost. It was discussed and to avoid blurring the lines with our funds Treatment will purchase the books themselves with their own separate order.

**Motion to adjourn:** Motion to adjourn was made at 1000.

**The Responsibility Statement was recited and the meeting was adjourned by Randy at 1000.**