

**CAPE COD INTERGROUP
REPRESENTATIVE'S MEETING
MINUTES
May 3rd, 2016**

CALL TO ORDER: At 7:32 by Scott B. Chairperson for Steering Committee.

ROLL CALL: Scott B. Chair; Chuck T. Office Manager; 10 IG Reps(listed below).

SECRETARY'S REPORT: Read, Amended, Motion to accept seconded. Minutes accepted as read for April.

TREASURER'S REPORT: Read. Murray pointed out that sales were up, Chuck T. pointed out that donations were down. Linda asked about office supplies, Chuck T explained the decreased numbers. Murray asked about equipment repairs, Chuck T explained cost for the copier and cost of overage for usage and reason for lease. Motion to accept by Chris B. Second by Jim, passed unanimous.

OFFICE MANAGER'S REPORT: Chuck T updated reps on office numbers, donations and online stats. 27-28 Sober Times mailed last month. Office foot traffic lower, most likely due to shipping and online visits. Help calls still come into office. Phone is still definitely needed. Ordering not done until absolutely necessary. No unnecessary stock ordered.

AREA/DISTRICT 1&2 REPORT: No report, no representative present.

OLD BUSINESS: None

NEW BUSINESS: Scott B. told reps Steering Committee elections will be held next month. 2 reps needed to work with Tam for nominations, Amber and Jim volunteered. Jim asked about past vacancies, wanted to know if those positions will be voted on again (they will) Tam will be next Chair, Scott B. will be a trustee. Election will be June 7th, positions up for election include : Vice-Chair, treasurer, Secretary and the balance of trustee's. Reps to poll group members if interested. nominations accepted June 7th. Chris B. asked for clarification on nominations, Scott B. clarified that only current trustees can be steering committee officers. Murray asked about By-laws, copies are available @ the meetings. Linda B. asked about when the Steering Committee meets, Scott B stated the Steering Committee meets last Monday of the month at 6:00 PM at the Intergroup office. Scott explained Steering Committee has been concerned about Intergroup finances since 9/15, cost of office equals approx. \$4300 a month. Ideally 6-12 of prudent reserve at all times, we have approx \$8000 in a CD and anywhere from \$8000-11000 in the checking account. Account not growing. Scott B. stated Steering Committee voted to keep winter hours and not hire part time help for the summer. No volunteers available from St. Clare due to a change in their policy. Part-time help paid approx \$700 a month last year. money would be saved by keeping winter hours. Scott asked reps to poll their groups and explain situation see if any possible volunteers. Steering Committee votes can be overturned by the reps. Linda B asked which days are the busiest. Scott B stated he had Chuck T. go back and look to see which days were busiest and there wasn't a discernible difference in most days. Bindy asked what the requirements were for volunteers. Chuck T. stated answering the phones, running the store and a commitment by the individual. It's hard to train multiple people for all office contingencies. Chuck T. stated " would feel compelled to cover the office if the volunteer didn't show up" Recommended that the volunteers have at least a 1 yr of sobriety. Chuck T. interviews and approves perspective volunteers. Chris B. asked if this was a hard and fast decision Scott B. stated it can be overturned by the reps. Murray asked when position is, Scott B. stated May-October Jim asked about savings Scott B. stated about \$3500 a year. Scott B. also stated call service is still operational. Chris A stated that it's convenience that is lost. Jim asked when this goes into effect, Scott B. answered this month. Scott B. explained that tax laws have changed which increased the cost of part time help. Murray asked about \$4300 float, Scott B. explained that was based on last year's numbers Should go down this year. Tam gave anecdote Scott asked the reps to call/email Chuck about group reactions.

ADJOURNMENT: Motion to adjourn at 8:21 seconded and approved. Meeting closed by Scott B. with the Lord's Prayer.

IG Reps and Groups

Murray P. Roots & causes
Bill Z. SATSO
Chris B. Sandwich Sun A.M.
Chris A. MOBBSS

Ed M. Hour Of Power
Jim J. Dennis Pass it On
Bindy J. Orleans 7 up

Amber C. Falmouth Sunday A.M.
Linda A. BRMG
Kristen C. Harwichport Sat. night

NEXT MEETING TUESDAY, June 7th, 2016 – 7:30PM