

**CAPE COD INTERGROUP**  
**Alcoholics Anonymous**  
**Intergroup Representatives Meeting**  
**Date: Tuesday, May 4, 2021**

**CALL TO ORDER:** 7:30pm by Suzanne R-T. (Chairperson)

**ROLL CALL:** Chuck T\* (office administrator), Suzanne R-T.\* (Chairperson), Constance S.\* (Secretary), Laurel\* (Treasurer); Jay G.\* (Trustee), Jay F\* (Trustee); Kate W. (Sobriety First), Keith (Live at 5), Don (Hyannis Loony Noony), Clare S. (Sandwich Sunday AM); Maureen (Hyannis Women BBSS), Bill S. (S. Yarmouth Action Group); Beth (Orleans WBBSS); Bill (Dennis Pass It On); Catherine (Brewster Monday PM); Laretta (Sunday 11<sup>th</sup> Step); Patty (Chatham Women's Step)

\*= non-voting status (Steering Committee members)

**SECRETARY'S REPORT:** Motion to accept the April minutes was seconded and passed unanimously.

**TREASURER'S REPORT:** Motion to accept the report was seconded and passed unanimously.

**DISTRICT 1 AND 2 REPORT:** Bill S. volunteered to be the liaison to the District meetings.

**OFFICE ADMINISTRATOR'S REPORT: 20 Walk-Ins; 16 Phone Calls**

- Chuck reported that the Sober Times has been mailed and posted to the website.
- Regarding the Employee Retention Credit for 2021, we are eligible for repayment of 70% of Chuck's payroll for the 1<sup>st</sup> quarter of 2021. Maureen will include the paperwork to collect this amount when the quarterly taxes are paid.
- Because of lack of visitors to the office after 3pm on Wednesdays and on Saturdays, it was decided to discontinue the Saturday hours and change the Wednesday hours to 10-4pm.
- Chuck will keep updating the state requirements for occupancy on our website as they change. Many groups are transitioning to in-person meetings or dual in-person/virtual.
- Chuck is working on a template to allow groups to make changes to their information that will flow directly to the online meeting list.

**OLD BUSINESS:**

- We neglected to create a nominating committee last month, so we are a month behind schedule in selecting a slate for June elections. Constance and Susan are representatives from the Steering Committee (in the absence of an Alternate Chairperson to lead the committee) and Laretta and Bill S. volunteered to also join the nominating committee.

Intergroup Reps were encouraged to ask their group members to consider being on the steering committee. A slate of candidates will be presented at the June meeting.

**NEW BUSINESS:**

Our lease is up for renewal for 2 years this month and the rent is scheduled to remain the same. Based on last month's request, Bill S. has located an office at 741 Rt. 28, Hyannis, that is available to us with a 3 year lease at \$650/month, with extensions for another year at \$700 and year 5 at \$750. There are many advantages to this location including easy access, ample parking, and high visibility from the road. Steering Committee members, Jay F., Jay G., and Suzanne R-T, and Bill S. met with the landlord to review details of the lease. The full Steering Committee was not in agreement about making the move, but the decision is up to the Intergroup Reps. It was suggested that rep's might find a way to get this information to their groups before the next meeting. There is concern about the state of the office finances if we commit ourselves to paying this higher rent. However, it is also anticipated that with the changes in occupancy rules, there will be greater demand for books and also better likelihood of more donations. It was noted that the steering committee does not feel that we are rushing in to this, but we are under pressure to make a decision.

**The Motion to bring this matter to the groups was made, seconded and passed unanimously.**

It was also decided to have an Open House at the proposed location on 2 Saturdays: May 8 from 9-12 and May 15 from 12-3. This information will be posted on the website.

**ADJOURNMENT: 9:00 PM**

Respectfully submitted by Constance S., Intergroup Secretary

**NEXT MEETING: TUESDAY, June 1, 2021 – 7:30PM**