

**CAPE COD INTERGROUP
Alcoholics Anonymous
Intergroup Representatives MEETING
MINUTES
Tuesday, March 7th, 2017**

CALL TO ORDER: at 7:30 p.m. By Tam G.; Chair for Steering Committee.

ROLL CALL: Chuck T.*, Amber C.*, Ed O.*, Tam G.*, Jim J., Linda B., Pat M., Carol G.*, Murray P., Steve Y., Geoffrey G.*, Claire L., Michelle P., (* denotes non-voting members)

SECRETARY'S REPORT: Motion to accept by Jim J., seconded by Murray P., passed unanimously.

TREASURER'S REPORT: Linda B. asked about "SUTA payable", Amber C. explained it stands for State Unemployable Tax Act. Linda B. asked about liability insurance, Chuck T. explained that the information in the report depends on when the bill is paid, and Intergroup is up to date with insurance. Linda B. asked about accounts receivable, Chuck T. explained that any unpaid group costs show in undeposited funds, until the accountant moves it into accounts receivable for some reason (bounced checks, long term lack of payment, etc). Murray P. pointed out that contributions are up for this month, Chuck T. explained that groups are tending to send donation quarterly/semi-annually instead of monthly. Steve Y. asked if quarterly was okay as a donation plan, Chuck T. said as long as he knows, he can adjusting his budgeting to work with that. Murray P. asked about negative balance on contributions list, Chuck T. explained that a group gave a donation, a percentage of which they asked Chuck T. to send to World Service. IGR asked Chuck T. to include pages numbers on their reports. Motion to accept by Pat M., seconded by Linda B., passed unanimously.

DISTRICT 1&2 REPORT: Geoffrey G. updated members on upcoming events for ICYPAA, which are also on the event calendar. Barry H. went to District to start a program called "Corrections: Bridging the Gap" with Susan D. This program will help introduce newly released alcoholics to groups and the fellowship. If anyone is interested, they can email helpcapecod@gmail.com. Chuck T. also has more information. District is still looking over their budget. They are also starting to visit all meetings on Cape Cod to find active/inactive groups, and contact information. Chuck T. asked to have a copy of the list when it's completed. Linda B. asked how many groups are represented at District, Geoffrey G. said about 25.

OFFICE MANAGER'S REPORT: 28 walk-ins, 58 phone calls. Chuck T. received a call from a nurse at Falmouth Hospital about the Opioid Coalition of Falmouth's presentation "Hidden in Plain Sight", covering addiction in all forms on April 2nd. They asked if AA would have a table there. Chuck T. gave Geoffrey G. their handout to bring to District the following week, specifically for their Public Education members. Chuck T. informed the reps that Intergroup has been selling meeting list packets at a loss. Steering Committee voted to recommend that the price of the packets go up from \$2.00 to \$3.00. Steve Y. motioned to raise the cost by a dollar, Claire L. seconded, passed unanimously. In order to keep prices down, Chuck T. will now also be doing one order of 3,000 lists per season.

OLD BUSINESS: Ed O. has been in contact with Wanda of the by-laws committee, but neither Adam or Sue. Chuck T. is still waiting on a group list from World Service for the "Contribution Statement".

NEW BUSINESS: Steering Committee recommended that the 12th Step calling list be updated. Chuck T. explained the process to the reps: as new forms from groups come in, he will update the information. The current list is over a year old. Chuck T. recommended that the list is for members that are ready for 12th Step help. Last time, Chuck T. gave reps forms for their groups, and to groups as they come in to the office. Murray P motioned to have Chuck T. bring new 12th Step forms to the next IGR meeting and to hand them out in the office, Michelle P. seconded, passed unanimously. Chuck T. is waiting to hear from IT about the calendar print out and cost of upgrading the website.

ADJOURNMENT: 8:47 p.m. motion to close meeting by Jim J., seconded by Pat M. and approved unanimously. Meeting closed by Tam G. with the Lord's Prayer.