

**CAPE COD INTERGROUP
Alcoholics Anonymous
STEERING COMMITTEE MEETING
MINUTES
Monday, September 26th, 2016**

CALL TO ORDER: at 6:03 p.m. by Tam G.; Chair for Steering Committee.

ROLL CALL: Tam G., Chair, Paul D., Treasurer, Amber C., Secretary, Sue L., Trustee, Chuck T., Office Manager

Absent: Scott B., Trustee, Mike C., Trustee, Ed O., Vice Chair

SECRETARY'S REPORT: Read, motion to accept seconded and approved.

TREASURER'S REPORT: Paul D. asked what the unrestricted fund balance represented, Chuck T. explain that it is total equity minus net income. Committee discussed Intergroup past financials. Sue L. asked about the financial state of Intergroup, Tam G. and Chuck T. described it as a slow bleed. Read, motion to accept seconded and approved.

OFFICE MANAGER'S REPORT: 60 walk-ins, 82 phone calls, website visits, see attached. World Serviec switched shipments with Cleveland, OH. The order is about \$2,207, mostly books. Chuck T. is still waiting for it to arrive. Bank is ready to issue debit card for either Tam G. or Paul D. to sign for Chuck T.'s use. Card will have Chuck T.'s name on it, so it is known where and what he uses the card for. Members from Martha's Vineyard group came and bought over \$400, and Chuck T. now has a contact on the Vineyard. Chuck T. added new metrics on the website info, and says it gives a more accurate picture of the website

OLD BUSINESS: Paul D. asked about committee to research having Steering Committee meeting online, as a backup. Members discussed possibility, usage. Amber C. offered to provide instructions for members to use.

NEW BUSINESS: Michelle S. has resigned, Intergroup Reps will have to elect a new Trustee.

ADJOURNMENT: 7:08 p.m. motion to close meeting seconded and approved. Meeting closed by Tam G. with the Lord's Prayer.

Respectfully submitted by Amber C.

NEXT MEETING: MONDAY, October 31st 2016 at 6:00 p.m.