

**CAPE COD INTERGROUP**  
**Alcoholics Anonymous**  
**STEERING COMMITTEE MEETING MINUTES**  
**Monday, April 25, 2022**

**CALL TO ORDER:** 7:30pm

**ROLL CALL:** Frank, Chairperson; Constance, Secretary; Chuck, Office Administrator, Jay F., Treasurer, Keith, Jay G., Mary C., Amy Mc., Vice Chairperson, Laurel S., Valerie (Visitor)

**SECRETARY'S REPORT:** Motion to Accept, seconded and approved unanimously.

**TREASURER'S REPORT:**

Motion to Accept, seconded and approved unanimously.

**OFFICE ADMINISTRATOR'S REPORT:** 19 Walk-ins; 25 Phone Calls

- We have regular volunteers in the office
- The property is under agreement, but we have our lease for 2 more years
- The updated 12 Step list has been sent to the answering service
- Some of our accounts receivable money has been received

**OLD BUSINESS:**

- Our meeting list is being updated for a print version. There was discussion about whether or not we should continue to include the Islands on our list. It was decided that since they maintain an Intergroup and a website with their meeting information, that we should inform them that we will not have their meetings in our list or on our website, but we will provide a link to their website.

**NEW BUSINESS:**

- A slate of officers for the next Steering Committee will be presented at the May Intergroup meeting. Amy is the head of the Nominating Committee. Keith has some people who may be interested in being on the steering committee.
- Chuck will be gone for some days in June, so the office will be closed June 8,9,10, unless there is a reliable person to volunteer. Someone will have to open the June 7 Intergroup meeting and give the Office Administrator report.

**ADJOURNMENT:** 8:25 pm

Respectfully submitted by Constance S., Recording Secretary

**NEXT MEETING: MONDAY, April 25, 2022, 7:30PM**