

**CAPE COD INTERGROUP
Alcoholics Anonymous
STEERING COMMITTEE MEETING
MINUTES
Monday, August 28th, 2017**

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

ROLL CALL: Tam G., Chair; Ed O., Vice Chair; Paul D., Treasurer; Amber C., Secretary; Bill Z., Trustee; Chuck T., Office Manager

Absent: Mike C., Trustee; Scott B., Trustee; Sue L., Trustee

SECRETARY'S REPORT: Motion to accept minutes seconded and approved.

TREASURER'S REPORT: Paul D. asked what "equipment and repairs" cost was. Chuck T. explained that \$525 was for the copier, and the rest was for "go to my PC", which the accountant uses to go onto the office computer. Motion to accept seconded and approved.

OFFICE MANAGER'S REPORT: 70 walk-ins, 77 phone calls. New phones were purchased. Donations have slowed in the past two weeks.

OLD BUSINESS: None.

NEW BUSINESS: Tam G. is going to speak to Mike C. about his attendance.

ADJOURNMENT: 6:28 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, September 25th, 2017 at 6:00pm