

**CAPE COD INTERGROUP
Alcoholics Anonymous
STEERING COMMITTEE MEETING
MINUTES
Monday, January 28th, 2019**

CALL TO ORDER: 6:05 by Ed O., Chair

ROLL CALL: Ed O., Chair; Amber C., Vice Chair; Paul D., Secretary; Jack V., Trustee; Jack D., Trustee; Sue L., Trustee; Chuck T., Office Manager

Absent: Tam G., Trustee

SECRETARY'S REPORT: Last month's meeting conducted over email.

TREASURER'S REPORT: Motion to accept seconded and approved.

OFFICE MANAGER'S REPORT: 53 Walk-ins, 89 Phone calls. Chuck T. suggested that we update our phone lists for 12 Step calls. The office's lease is up at the end of April.

OLD BUSINESS: None.

NEW BUSINESS: Maureen's terms of service for the year was presented. Motion to sign seconded and approved.

ADJOURNMENT: 6:36 by Ed O. Meeting closed with the Lord's Prayer.

Respectfully submitted by Amber C.

NEXT MEETING: Monday, February 25th, 2019 at 6:00pm