

CAPE COD INTERGROUP
Alcoholics Anonymous
STEERING COMMITTEE MEETING MINUTES
Monday, June 28, 2021

CALL TO ORDER: 7:30pm

ROLL CALL: Suzanne, Chairperson; Constance , Secretary; Jay G., Jay F., Alt. Treasurer, Chuck, Office Administrator, Hogie, Mary C. (visitor)

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

TREASURER'S REPORT:

- An additional report has been added to compare the prior month to the current month. There was a question about where the purchases show up on the reports.
- An actual check was requested for the ERC credit.
- Maureen will attend the August steering committee meeting to discuss the financial report.
- Motion to Accept, seconded and approved unanimously.

OFFICE ADMINISTRATOR'S REPORT: 8 Walk-ins; 45 Phone Calls

- Discussion regarding the new issue we have with group names for virtual meetings that are still being held when the group has resumed in-person meetings. They are sending donations and differentiating between the 2 groups.
- The IG Reps decided in a previous year that only groups that are registered with New York will be listed in our meeting list, so we need to remind the reps about this and encourage them to register their groups..
- Chuck is investigating getting a postage meter to facilitate shipping from the office.
- The move was accomplished with the help of Bill S., Jared and Chris. It was voted to give an AA book of their choice to Chris and Jared. The new insurance policy is in effect – we have a liability policy and worker's comp. Since the worker's comp policy is based on salary, it is possible that we are eligible for a premium refund once the annual audit (by workers comp) is completed. The insurance agent suggested that we might get a "volunteer insurance policy" that has a

minimum premium of \$300/year. Chuck will check with Boston Central Service to see what they have to cover this.

OLD BUSINESS:

- We received an estimate for the new sign that is much higher than we expected - \$725 instead of \$400. After much discussion, it was decided to present this to the IG reps (since it is more than \$500) with the statement that “we are disappointed in the higher cost, but believe it is essential to our office”. This Motion was seconded and passed unanimously. Jay G. suggested that when we send our payment to the landlord, we should say that we are disappointed in the cost and hope this isn’t indicative of future interactions. Suzanne will find out who is responsible to maintenance & repair of the sign.

NEW BUSINESS:

- We need to implement a By-Law change to allow the checks to be signed by only 1 person – any one of the Chairperson, Treasurer or Alternate Treasurer. This will make it much simpler to get checks for our expenses. This has to be done by 2 votes by the Intergroup reps, after giving them notice, so the first vote will take place in August.

ADJOURNMENT: 9:20 pm

Respectfully submitted by Constance S., Recording Secretary

NEXT MEETING: MONDAY, July 26, 2021, 7:30PM