

**CAPE COD INTERGROUP
Alcoholics Anonymous
STEERING COMMITTEE MEETING
MINUTES
Monday, November 27th, 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; Sue L., Trustee

Absent: Mike C., Trustee; Scott B., Trustee; Bill Z., Trustee; Chuck T., Office Manager

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

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

OFFICE MANAGER'S REPORT: 35 walk-ins, 77 phone calls. Donations were down from this time last year. Sales were slightly up. Office has new copier with better lease and contract, without a payment for insurance. Motion for new lease accepted and voted unanimously.

OLD BUSINESS: Motion to remove Mike C. from Steering Committee, approved and voted unanimously.

NEW BUSINESS: Members will be conducting December Steering Committee meeting on January 1st.

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, January 1st, 2018 at 6:00pm