

CAPE COD INTERGROUP
Alcoholics Anonymous
STEERING COMMITTEE MEETING MINUTES
Monday, October 26, 2020

CALL TO ORDER: 6:30pm

ROLL CALL: Suzanne, Chairperson; Teri, Vice-Chair; Laurel, Treasurer; Constance , Secretary; Jay, Chuck, Office Manager.

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

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

OFFICE MANAGER'S REPORT: _ Walk-ins; _ Phone Calls (not recorded due to vacation in September)

- The password has been changed as requested, to allow access to a few people for editing the website. Admin privileges will also be given to Suzanne. Extra keys to the post office box have been requested and will arrive eventually.
- The Sober Times has been prepared and will include information to access for the Steering Committee and Intergroup Rep online meetings. Constance's phone number is provided for requests for the password to the meetings.
- Teri received a 12 Step call from the office and reported that the individual looking for help had an issue with the answering service. Chuck will follow up with the answering service.

OLD BUSINESS:

- The Policies and By-Laws committee has met and made some progress with updates. They expect to have something in writing next week.
- The website committee currently has no Intergroup representative since Clare has declined to continue with the committee. A motion was made and passed to consider this committee as a sub-committee of the Steering Committee with Teri as the chairperson. Teri, Chuck and Constance are the current members. The committee will manage technology issues, website format, etc. Final recommendations would still have to be approved by the Intergroup reps.

NEW BUSINESS:

- It was decided to make another push for volunteers and to use the website and Sober Times to help spread the word. Jay will speak with Hogie about the steps that will be taken once people volunteer, such as training schedule, etc.
- Chuck is waiting for news regarding any holiday alkathons before sending out the Sober Times.

ADJOURNMENT: 7:45pm

Respectfully submitted by Constance S., Intergroup Secretary

NEXT MEETING: MONDAY, November 30, 2020 – 6:30PM