

Steering Committee Minutes

Cape-Atlantic Intergroup
P.O. Box 905
Pleasantville, NJ 08232

December 2014
Phone 609-641-8855
Fax 609-641-8966

Cape Atlantic Intergroup Office
3153 Fire Rd. 1-C
Egg Harbor Township, NJ 08234

I. Open w/Serenity Prayer

IV. Date and Starting Time: 12/10/14 @ 7:31pm

II. Roll Call (Recording Secretary): 6 Officers, 9 Committee Chairs

III. Opening Remarks Thank you for attending; Please *keep reports brief*.

Welcome, and thanks for attending! Please raise your hand to be recognized and be respectful to the person who has the floor. Please give a brief synopsis of your planned report for next week's business meeting, but be sure to spotlight anything which needs to be ironed out beforehand.

For a complete updated meeting list please visit our website at www.caigrp.org.

CAIG Steering Committee meets at the CAIG Office on Fire Road on the 2nd Wednesday of each month at 7:30 p.m. CAIG Business Meeting is held on the 3rd Wednesday of each month at 7:30 p.m. at the Lutheran Church on Franklin Blvd. & Tunis Ave. in Pleasantville. All AA members are welcomed to attend.

Position OFFICERS			Present	Position COMMITTEES			Present
Chairperson	John H.		X	CAYPAA	(Vacant)		
Vice Chair	Ken T.		X	Budget & Finance	Doug G.		X
Recording Sec.	Jenna W.		X	Hospitality	Davi K.		
Corresponding Secretary	Bill T.			Hospitals & Institution	George W. Casey		X
Treasurer	PJ W.		X	Literature	Chris S.		X
Assist. Treasurer	Alex H.		X	Newsletter	Donna S.		X
Trustee Chair	Jim B.		X	Office /Archives	(Vacant)		
				Phone	Tressa W.		X
				Policy/Structure	Joe O.		X
				PI/CPC	Kimberly R.		X
				Round-up	Vinnie K.		X
				Unity	Jerusha		
				Website	Jenn R.		X
				Bookers	(Vacant)		

Any reports not sent or handed to the recording secretary will not be included in Business/Steering reports. Please email to recordingsec@caigrp.org with "CAIG" in subject box. Thank you!

V. Officer Reports:

Chairperson: ..attended the Round-Up. Chose Jenn R. to be the next Round-Up chair. Attended the Somer's Point group anniversary. Will be starting job training starting on January 6, 2015 . Will not be able to chair January and February business meetings. Wishes Bill T. the best of luck in new job. CAIG is in need of corresponding secretary, web chair , and office manager.'

Vice-Chairperson: ..received a request for, and provided audio services for the Harbor Lights 35th group anniversary celebration on 12/1/14 in Egg Harbor City. I received a request for, and provided audio services for the South Shore group 2014 Holiday party on 12/6/14.

Discussion topic: How to handle Audio Committee reimbursement for travel, and supplies?

Choices: **A-** Audio Committee is granted an annual budget, and this budget covers all reimbursement expenses. **B-**Each group, or CAIG committee is responsible for covering all reimbursement expenses for Audio Committee services. After discussion, I will suggest a member of the Steering Committee make a motion, and have the decision entered into the appropriate record for CAIG future reference.'

Recording Secretary: No report.

Corresponding Secretary: No report.

Treasurer: Passed out financial statement. Bills are paid. Working w/ Unity committee to fund NYE dance.

Trustee: No report.

VI. Committee Chair Reports

Budget & Finance: No report

CAYPAA: (Looking for chairperson.)

Hospitality: No report

H&I: Has not received phone call from Park Bench regarding confidentiality papers. Trying to create new meeting in Cape May area.

Literature: Cleaned out literature room.

Newsletter: January and February 2015 issue will be printed on January 1st. Deadline for articles is December 28th. Any events should be in at least one month before event, as newsletter is bi-monthly.

Office Coordinator/Archives: (Vacant)

Phone Coordinator: Working on new flyers. Reported that many time slots have been vacated. Available time slots: Sunday, Noon – 2pm. Tuesday, 6pm – 8pm. Saturday, 6pm – 8pm.

Policy & Structure: No report.

P.I./C.P.C.: “Distributed AA literature and meeting lists to the connections made at The Recovery Resource Fair as well as a copy of the Big Book to Cape Assist, Volunteers in Medicine, Cape Counseling and Cure Ministries. Began work with providing literature and meeting lists to libraries, Town Halls, Municipal Courts and Lighthouse IOP in Ocean County. Working with Area 45 CPC on two projects -Letters to Doctors and Sponsor a Doctor. I am currently looking for members interested in spreading the message of AA as we move forward on these two projects as well as future projects involving carrying the message of AA to the High Schools in our area. Sign up sheet for IRDC and Cape May Courthouse Drug Court for 2015 is now available. Please see me to volunteer.”

Roundup: Under budget; made \$3,200. Had a very successful and awesome weekend.

Unity: (Preparations for NYE dance is going smoothly.)

Website: Website is up-to-date.

Questions / comments regarding specific topics discussed in officer and committee reports:

C- Looking for a tech-savy person to take over website chair; please spread the word.

Q- Would it be a conflict of interest for a chairperson to work with another committee?

A- No.

C- Pre-paying for Round-Up registration is primitive; should look into new ideas.

Q- Are we on hold with the Park Bench commitment?

A - Yes.

C- NERAASA will be in Somerset, New Jersey this year.

VII. Old Business:

That CAIG transfer excess funds from the literature bank account into the operating bank account.

[This is pending until new business.]

VIII. New Business:

1) Motion: to transfer \$12,325.08 from the literature account to the operations account.

[This motion was seconded and passed.]

2) Motion: to have audio committee be added to the 2015 budget.

[This motion was seconded and discussed. A vote was taken and the motion passed.]

3) Motion: to ask body for a new printer for office for \$1,500.

[This motion was seconded and discussed. A vote was taken and the motion passed.]

Next CAIG Meeting: December 17 @ 7:30pm

Next Steering Meeting: January 14th @ 7:30pm

Motion to close: 8:48pm (Seconded)

Time of closing: 8:49pm with Unity Declaration.