

# Steering Committee Minutes

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

**September 2015**  
Phone 609-641-8855  
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**Cape Atlantic Intergroup Office**  
3153 Fire Rd. 1-C  
Egg Harbor Township, NJ 08234

**I. Date and Starting Time:** Wednesday, September 9, 2015 @ 7:30pm.

**II. Open with Serenity Prayer**

**III. Roll Call** (*Recording Secretary*): **7 Officers, 6 Committee Chairs**

**IV. Opening Remarks** (*Vice-Chair*): Thank you for attending; please keep reports brief. 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.capeatlanticaa.org](http://www.capeatlanticaa.org). CAIG Steering Committee meets at the CAIG Office on Fire Road on the 2<sup>nd</sup> Wednesday of each month at 7:30 p.m. CAIG Business Meeting is held on the 3<sup>rd</sup> 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			Name & Phone	Present	Position COMMITTEES			Name & Phone	Present
Chairperson	John H.			X	CAYPAA	Cynthia			
Vice Chair	Ken T.			X	Budget & Finance	Doug G.			
Recording Sec.	Jenna W.			X	Hospitality	Davi K.			
Corresponding Secretary	Tina R.			X	Hospitals & Institutions	George W. Casey			
Treasurer	PJ W.			X	Literature	Chris S.		X	
Asst. Treasurer	Alex H.			X	Newsletter	Donna S.			
Trustee Chair	Jim B.			X	Office	Vinnie K.		X	
					Phone	Tressa W.		X	
					Policy/Structure	Joe O.		X	
					PI/CPC	Kimberly R.			
					Round-up	Jenn R.		X	
					Unity	Jerusha			
					Audio	Kat		X	
					Archives	Steve G.			
					Website	(Vacant)			

\*Concept of the Month (9) read: "Good service leaders, together with sound and appropriate methods of choosing them, are at all levels indispensable for our future functioning and safety. The primary world service leadership once exercised by the founders of A.A. must necessarily be assumed by the Trustees of the General Service Board of Alcoholics Anonymous."  
(Member of committee read and spoke on this concept.)

## **V. Officer Reports**

**Chairperson:** Looking for volunteers to help with Day of Sharing and will contact appropriate persons to have audio available for event.

**Vice-Chairperson:** Encouraged members to look at CAIG website to see any events going on and to try to attend them. Reminded that CAIG elections are coming up, and that Area 45 elections are being held the Sunday prior. Encouraged panel and committee members to start looking for replacements for next panel and to have these people attend any steering or business meetings to become acquainted.

**Recording Secretary:** Requested that any motions that are made be written out and given to secretary to ensure accuracy for minutes.

**Corresponding Secretary:** Will be sending out thank you notes to groups for their donations.

**Treasurer:** Will have balance sheet at business meeting.

**Asst. Treasurer:** Announced that he will be stepping down as Assistant Treasurer after this term, and is actively looking for a replacement.

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**Trustee:** No report.

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## **VI. Committee Chair Reports**

**Budget & Finance:** (No report.)

**CAYPAA:** Reminded group that Pig Roast is being held Saturday, September 12<sup>th</sup> at Hope All Day from 4-9.

**Hospitality:** (No report.)

**H&I:** (No report.)

**Literature:** No report.

**Newsletter:** (September / October newsletters are available.)

**Office Coordinator:** Asked that when in office to please clean up before leaving.

**Archives:** (No report.)

**Phone Coordinator:** 7 open phone slots as of 9/9/15: Sunday, 10am-12pm. Monday, 8am-10am. Tuesday, 6pm-8pm and 8pm-10pm. Wednesday, 8am-10am. Saturday, 12pm-2pm and 2pm-4pm. Asking that members bring these openings back to groups to have them filled. Also announced that a table will be available at Unity Breakfast with information on how to do service through phones. Open phone slots will also be available to try to have slots filled. Thanked Corresponding Secretary for all of her help.

**Policy & Structure:** No report.

**P.I. / C.P.C:** ("Initial contacts have been made via e-mail to Atlantic County Middle and High Schools offering information and possible presentation to staff and students. Follow up calls will be made in a couple of weeks.")

**Round-Up:** Will be having a walk-through at The Grand Hotel on September 23<sup>rd</sup> at 6:30pm. Registration is available, and in 1-week, credit cards will be able to be taken for payment on CAIG website.

**Unity:** (Tickets for Unity Breakfast are still available.)

**Website:** Website is up-to-date. Add-ins were recently bought for members to buy tickets for events on-line. (Round-Up will be first event using this feature.) Flyer for elections will be put on site as a reminder.

**Audio:** Recorded Stagecoach picnic speakers and will be recording speakers at pig roast. Flyers for trip to GSO will be available at business meeting.

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### **Questions and/or comments regarding any reports:**

**Q:** Is the district meeting information on CAIG site?

**A:** Will check to see if it is and if it's not, it will be put up.

**Q:** What are the times of the speakers at the pig roast?

**A:** 6, 7, and 8.

**Q:** When does discount for literature go into effect?

**A:** Now.

**Q:** Will literature be discounted at breakfast?

**A:** Yes.

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## **VII. Old Business**

None.

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## **VIII. New Business**

None. (Letter from visiting AA member read)

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**IX. Motion to close:** 8:13pm (Seconded.)

**X. Time of closing:** 8:14pm. Meeting was closed with Unity Declaration.

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