

Steering Committee Minutes

Cape Atlantic Intergroup
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December 2015
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Cape Atlantic Intergroup Office
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I. Date and Starting Time: Wednesday, December 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. CAIG Steering Committee meets at the CAIG Office on Fire Road on the 2nd Wednesday of each month at 7:30 pm. CAIG Business Meeting is held on the 3rd Wednesday of each month at 7:30 pm. 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.			X
Recording Sec.	Jenna W.			X		Hospitality	Butch V.			
Corresponding Secretary	Tina R.			X		Hospitals & Institutions	George W. Casey			
Treasurer	PJ W.			X		Literature	Chris S.			
Asst. Treasurer	Alex H.			X		Newsletter	Donna S.			
Trustee Chair	Jim B.			X		Office	Vinnie K.			
						Phone	Tressa W.			X
						Policy/Structure	Joe O.			X
						PI/CPC	Kimberly R.			X
						Round-up	Jenn R.			
						Unity	Jerusha M.			X
						Audio	Kat			
						Archives	Steve G.			
						Website	Jim P.			

V. Officer Reports

Chairperson: Attended Round-Up and South Shore Group's anniversary party. Also announced that Ben N. will be new Round-Up chair.

Vice-Chairperson: Attended Round-Up, which had good attendance. Also attended Harbor Lights' anniversary meeting, as well as inventory event, where many good ideas were presented and discussed. Announced that almost all committee chairs are filled for next panel, and is excited to be next chairperson.

Recording Secretary: November business minutes done, and were sent to corresponding secretary to disperse.

Corresponding Secretary: Released November's business meeting minutes to IGRs and sent out thank you notes to groups for donations. Also attended inventory event.

Treasurer: Has preliminary report of budget.

Asst. Treasurer: Needs to do an audit, but will have everything ready and reconciled before term is over.

Trustee: Attended Round-Up and inventory event.

VI. Committee Chair Reports

Budget & Finance: Announced new B&F chair, Robert.

CAYPAA: (Report given by Jake) Looking to do at least 2 events in 2016. Also looking to get a higher budget, as events for 2015 cost more than expected.

Literature: (No report.)

Newsletter: (No report.)

Office Coordinator: (No report.)

Phone Coordinator: Announced there is a member who is interested in taking over phone committee. Reports that there have been problems with call forwarding: volunteers were locked out for 1-day, and 7-8 slots were missed that day. Is looking into switching from Comcast to Verizon, and will have more information / pricing at business meeting. Reports there are many new people volunteering for 12-Step call list. Open phone slots as of 12/9: Sunday, 8am-10am and 10am-12pm. Monday, 8am-10am. Wednesday, 12pm-2pm. Thursday, 12pm-2pm. Friday 12pm-2pm.

Policy & Structure: Reviewed changes in job descriptions; CAYPAA and audio information added. Suggested that Bookers commitment be expunged, as it has not been filled in quite some time.

P.I. / C.P.C: Did presentation at Area PI/CPC commitment and also spoke to counselors that were there. Also attended inventory event.

Round-Up: (Report given by Jim B.) "It was great – lots of good feedback from attendees and speakers. 328 total attendees (down 30 from last year), 18 scholarships givens, approximately \$3,200 in proceeds (some receipts still to be reimbursed.)"

Unity: Had walk-through at Trudgers where New Year's Eve dance will be held. Dance will be catered, but any dessert donations are welcomed. Many people have stepped up as volunteers. Also attended PI/CPC event.

Website: (No report.)

Audio: (No report.)

H&I: (No report.)

Archives: (No report.)

Questions and/or comments regarding any reports:

Q: What kind of events is CAYPAA looking to have in 2016?

A: Committee wants to have a pig roast again, and is looking into having a St. Patrick's Day event.

Q: Are there any t-shirts left from Round-Up?

A: Unknown, but it will be looked into.

Q: How many scholarships are usually given at Round-Ups?

A: It's usually around 15 or so.

VII. Old Business

None.

VIII. New Business (1)

Motion: to approve changes in job descriptions that were presented by Policy & Structure chair. Motion was seconded, discussed, and a vote was taken: All for: all. Oppose: 0. Abstentions: 0. This motion passes, and will be presented as an agenda item at December's business meeting.

IX. Motion to close: 8:31pm. Motion seconded.

X. Time of closing: 8:32pm. Meeting closed with Unity Declaration.
