

Steering Committee Minutes

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

February 2016
Phone 609-641-8855
Fax 609-641-8966

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

I. Date and Starting Time: Wednesday, February 10, 2016 @ 7:32pm.

II. Open with Serenity Prayer

III. Roll Call (*Recording Secretary*): 6 Officers and 9 Committee Chairs present.

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 members are welcomed to attend!

Position OFFICERS			Name & Phone	Present		Position COMMITTEES			Name & Phone	Present
Chairperson	Ken T.			X		Audio	Bruce G.			
Vice Chair	Donna S.					Budget & Finance	Robert B.			X
Recording Sec.	Jenna W.			X		CAYPAA	Jake H.			X
Corresp. Sec.	Colin F.			X		Hospitality	Butch V.			
Treasurer	Tina R.			X		H & I	Casey			
Asst. Treasurer	PJ W.			X		Literature	Tressa W.			X
Trustee	John H.			X		Newsletter	Kat			X
						Office / Archives	Anup			X
						Phones	Shirl R.			X
						Policy & Structure	Carol Ph.			X
						PI/CPC	Jerusha M.			X
						Round-Up	Ben N.			X
						Unity	(Vacant)			
						Website	Jenn R.			

V. Officer Reports

Chairperson: Suggested that committee chairs have proposed budgets created with details and breakdowns of requested money. Reminded group of NERAASA at the end of February, and the Area 45 Assembly this weekend in Seaville. Also attended anonymity workshop in Somers Point.

Vice-Chairperson: (No report.)

Recording Secretary: January's business meeting minutes completed, and were sent to corresponding secretary to disperse.

Corresponding Secretary: Received checks and has confirmations.

Treasurer: Wrote out checks. Computer House and NERAASA expenses paid. \$563.00 deposited.

Asst. Treasurer: No report.

Trustee: Attended anonymity workshop, and is looking for a roommate for NERAASA. Also asked that anyone who needs keys to the office to let him know.

VI. Committee Chair Reports

Audio: (No report.)

Budget & Finance: Requesting proposed budgets for chairpersons. 2015 had profit of \$1,725.00.

CAYPAA: St. Patrick's Day dance will be held at Hope All Day on March 19th with the theme "We Are the

Lucky Ones." Budget is still being worked on.

H&I: (No report.)

Literature: Announced that Ellie F. will be new co-chair. Sold literature at District workshop, and will be selling literature at convention. Created new price list to display in literature room showing \$1 discount and time frame for discount. Recent inventory revealed discrepancy in numbers; lock to literature room is being changed and will only be accessible to certain chairpersons. Re-stocking order for \$6,856 made, and includes 200 soft covered 12&12's, as well as complete restock of all pamphlets.

Newsletter: Currently putting articles together, and is in process of obtaining format.

Office / Archives: (Welcome, Anup!)

Phone Coordinator: Started distributing updated phone packets. Although not confirmed, all phone slots are filled.

Policy & Structure: No report.

P.I. / C.P.C: Requesting that early notice be given if commitments cannot be filled so proper coverage can be found. Attended AtlantiCare fair on 1/27 and distributed meeting lists and pamphlets. Will be attending Mays Landing school event on 2/17. Committee formation still being worked on; flyers will be made.

Round-Up: Locations for event were looked into- Grand Hotel in Cape May best fits Round-Up needs. No contracts signed yet, but event to be held November 18th - 20th. Majority of committees are open for service, and theme for committee is Tradition 5. First meeting being held on Thursday, 2/18 at 6:30pm at CAIG office. All meetings following will be the 4th Wednesday of every month at 7pm at Casino Serenity.

Unity: (Chair currently vacant. Per Ken T., responsibilities for Unity Chair are organizing 3 events per year: Unity picnic, Unity breakfast, and New Year's Eve dance. Anyone interested can contact Ken, or for any additional information, former chair, Jerusha.)

Website: (No report.)

Questions and/or comments regarding any reports:

Q: Can new chairpersons see previous budgets to get an idea for their own?

A: Yes. Previous B&F chair has proposed budgets from 2015. They will be made available.

C: Currently looking for any volunteers to be meeting list chair. Current list will be passed around at business meeting to obtain any new or updated information to be printed in upcoming list.

VII. Old Business

None.

VIII. New Business (3)

Motion: to start a Special Needs Accessibility Ad-hoc committee.

(Motion was seconded, discussed, and a vote was taken: All for: all. Oppose: 0. Abstentions: 0.

This motion passes.)

Motion: to approve \$500.00 budget for CAYPAA's St. Patrick's Day dance.

(Motion was seconded, discussed, and a vote was taken: All for: all. Oppose: 0. Abstentions: 0.

This motion passes.)

Motion: to send Literature Chair to Convention with budget of \$450.00 to cover expenses.

(Motion was seconded, discussed, and a vote was taken: All for: 10. Oppose: 0. Abstentions: 2.

This motion passes.)

IX. Motion to close: 8:47pm. (Motion was seconded.)

X. Time of closing: 8:48pm. Meeting closed with Unity Declaration.
