

Cape Atlantic Intergroup

Business Meeting Agenda

*Date: 12/19/2018 Start time: 19:30

1. Open with the Serenity Prayer
2. Roll call of Officers and Committee chairs (*by Recording Secretary*)
3. Count of quorum and attendance:
 - Quorum: Regular IGRs 15
 - Alternate IGRs 0 Total: 15
 - New IGRs? _____ *If you are new, welcome!*
 - Area 45 and General Service Liaisons
 - Visitors, other non-representatives, and AA group members
4. Opening remarks (*by Chairperson*)
5. Presentation of the minutes from last month's business meeting (*by Rec. Secretary*)
 - Call for a motion to approve the minutes
6. Agenda Items (*read by Recording Secretary*)
7. Officer reports:
 - Chairperson: Attended Area Assembly and gave report, inventory will be discussed soon, Election for Recording Sec will be held next Business Meeting.
 - Vice Chair: No report
 - Recording Secretary: Vacant
 - Corresponding Secretary: Presented Nov. Minutes (Approved)
 - Treasurer: Deposit of \$1,790.09, Expenses \$1785.06
 - Assistant Treasurer
 - Trustee
8. Committee reports:
 - Audio: Needs Co-Chair
 - Budget & Finance: No report
 - CAYPAA: Needs Support, Meets 7PM 1st Wends. At Intergroup office
 - Hospitality: No report
 - H&I: No report
 - Literature: Placed order for \$6574.64, Dec. Meeting lists are available, not selling literature on NYE, Error in meeting list: ACYP no meeting @ 6PM Sun, Wend, Fri. Only Tuesday & Thurs.
 - Newsletter: No report
 - Office / Archives: No report
 - Phone Coordinator
 - Policy & Structure

