



Pinellas County Intergroup Central Office

Intergroup Minutes Form IM v2.5

INTERGROUP MEETING MINUTES

April 21, 2008

The meeting was called to order at 7:05PM with a moment of silence followed by the Serenity Prayer.

Officers Present:

Scott M., Chairman
Woodie S., Vice Chair

Tom B., Treasurer
Dawn L., Secretary

Officers Absent:

None

Steering Committee Members present:

Paul S., Central Office Manager
Adele S., Unity Meeting Chair
Sue A., Plain and Straight Chair
Mike M., Where and When Chair
Steve C., Helpline Chair

Ed G., Web Site Chair
Anniversary Dinner Chair vacant
Lou G., Picnic Chair
Michelle R., Gratitude Dinner Chair

Steering Committee Members absent:

None

INTERGROUP REPRESENTATIVES PRESENT:

Voting:	45	New:	4
Non-Voting:	2		
Total	47		

READING OF PREVIOUS MONTH'S INTERGROUP MEETING MINUTES

Aaron W., We Don't Know Yet, made a MOTION to accept the Intergroup Meeting minutes.

Ian, San Martin, SECONDED the motion

All in favor – the motion PASSED

CHAIRMAN'S OPENING REMARKS

Scott M., Pinellas County Intergroup Chairman – no report.
Contact: chairman@aapinellas.org

TREASURER'S REPORT

Tom B., Treasurer, presented the report.
Contact: treasurer@aapinellas.org

Tom recommended that since we are already showing a loss for the year, that we wait one month to make the quarterly contributions. Jim H. said that a resolution was made to make the contributions, so we need a motion to change that.

Lucy, Philippe Group made a MOTION to wait one month before making the quarterly contributions.

Greg, Oldsmar Group, SECONDED the motion.
2 opposed – the motion PASSED.

CENTRAL OFFICE MANAGER'S REPORT

Paul S., Central Office Manager, presented the report.
Contact: centraloffice@aapinellas.org, 727-530-0415

UNITY MEETING REPORT

Adele S., Unity Meeting Chair, presented the report.
Contact: unitymeeting@aapinellas.org

PLAIN AND STRAIGHT REPORT

Sue A., Plain and Straight Chair, presented the report.
Contact: plainandstraight@aapinellas.org

WHERE AND WHEN REPORT

Mike M., Where and When Chair, presented the report.
Contact: whereandwhen@aapinellas.org

Michael is checking into a Pinellas Park meeting on the list that has been reported as non-AA.

HELPLINE REPORT

Steve C., Helpline Chair, presented the report.

Contact: helpline@aapinellas.org or centraloffice@aapinellas.org, 530-0415

WEB SITE REPORT

Ed G., Web Site Chair, presented the report.

Contact: webmaster@aapinellas.org

ANNIVERSARY DINNER REPORT

Anniversary Dinner Chair, position vacant, no report.

Contact: anniversarydinner@aapinellas.org

PICNIC REPORT

Lou G., Picnic Chair, presented the report.

Contact: picnic@aapinellas.org

Smokey will drop off stakes for signs at Central Office this week.

GRATITUDE DINNER REPORT

Michelle R., Gratitude Dinner Chair, presented the report.

Contact: gratitudedinner@aapinellas.org

INTERGROUP LIAISON TO DISTRICT REPORT

Tom H., Intergroup Liaison, presented the report.

Tom mentioned that Hillsborough County has started their Speaker Exchange program. We'll see how theirs works out before we start ours.

ACCEPT/DECLINE ALL REPORTS

Jim H, Our Common Problem, made a MOTION to accept all reports.

Roger A, SECONDED the motion.

All in favor – the motion PASSED.

OLD BUSINESS

- Election of Anniversary Dinner Chair (2 years sobriety, 1 year IG experience)
No one stood for the position. Reps were asked to look for volunteers.
- Chair & Vice Chair Policies & Procedures were approved as amended last month.

NEW BUSINESS

- None

Carlton L., After Work Bunch, made a MOTION to adjourn the meeting.
Lucy, Philippe Park, SECONDED the motion.
All in favor – the motion PASSED.

The meeting closed at 8:00PM with the Lord's Prayer.



Pinellas County Intergroup Central Office

Steering Committee Reports

TREASURER'S REPORT

Steering Committee Meeting – April 1, 2008
Report for March, 2008

Main Points

- Showing a small amount to the good this month, but still in the red for the year.
- Quarterly contributions due this month

We are showing a small amount to the good this month, but are still a little over \$2,000 in the red for the year. We should be able to catch up on this by the end of this quarter.

The first quarter has ended for 2008 and it is time to look at our quarterly contributions. Per the formula we have in place, we are scheduled to give \$4,840.52 to our three entities this month. This contribution would break down as follows:

\$1,936.21	40%	District 1
\$1,936.21	40%	Area 15
\$ 968.11	20%	GSO

However, because we are still in the red for the year, I would recommend waiting until next month to make this decision. We will be able to assess our financial position at that time to ensure we have the funds necessary to run Central Office after making the contribution.

Yours in service,

Tom B.
Treasurer

Pinellas County Intergroup, Inc.
Balance Sheet
As of March 31, 2008

	Mar 31, 08
ASSETS	
Current Assets	
Checking/Savings	
103 · Checking Account	15,686.43
104 · Savings Account	12,269.41
Total Checking/Savings	27,955.84
Accounts Receivable	
105 · Accounts Receivable	80.00
Total Accounts Receivable	80.00
Other Current Assets	
102 · Undeposited Funds	-510.36
120 · Inventory Asset	23,511.26
222 · Equipment & Machinery	386.50
228 · Leasehold Improvements	1,245.93
233 · Accumulated Depr.Equip&Mach	-386.50
239 · Accum.Amort.Leasehold Improve	-1,245.93
Total Other Current Assets	23,000.90
Total Current Assets	51,036.74
Fixed Assets	
224 · Furniture & Fixtures	5,711.25
Total Fixed Assets	5,711.25
TOTAL ASSETS	56,747.99
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · Accounts Payable	6.27
Total Accounts Payable	6.27
Other Current Liabilities	
305 · Sales Tax Payable	452.20
310 · Payroll Liabilities	
350 · Fica W/H Payable	319.80
351 · Federal W/H Payable	400.98
352 · Suta Payable	-1,488.53
353 · Futa Payable	-20.26
Total 310 · Payroll Liabilities	-788.01
Total Other Current Liabilities	-335.81
Total Current Liabilities	-329.54
Total Liabilities	-329.54
Equity	
560 · Opening Bal Equity	1,123.22
561 · Retained Earnings	26,406.62
565 · Fund Balance	31,710.18
Net Income	-2,162.49
Total Equity	57,077.53
TOTAL LIABILITIES & EQUITY	56,747.99

Pinellas County Intergroup, Inc.
Profit & Loss
 March, 2008

	Mar 08	Jan - Mar 08
Ordinary Income/Expense		
Income		
600 · C.O. Revenue		
601A · Group Contributions	3,538.25	12,194.67
601B · Unity Meeting	189.29	681.93
601C · Miscellaneous Contributions	0.00	190.00
601D · Birthday Plan	0.00	100.00
602 · AAWS Sales	4,619.62	13,291.04
603 · Medallion Sales	1,453.80	4,906.25
604 · Where & When Sales	180.20	440.00
605 · Grapevine Sales	246.60	1,045.35
606 · Anniversary Dinner		
606B · Anniv. Dinner Income (Tickets)	0.00	5,226.00
606C · Anniversary Dinner - Other	0.00	892.00
Total 606 · Anniversary Dinner	0.00	6,118.00
608 · Picnic		
608A · Picnic Contributions	526.59	526.59
Total 608 · Picnic	526.59	526.59
609 · Anniversary Cards	122.50	387.50
600 · C.O. Revenue - Other	0.00	0.00
Total 600 · C.O. Revenue	10,876.85	39,881.33
Total Income	10,876.85	39,881.33
Cost of Goods Sold		
700 · Cost of Goods Sold		
720 · AAWS Cost	3,929.53	11,592.13
721 · Medallions Cost	616.99	1,994.67
722 · Where & When Cost	258.64	1,017.28
723 · Grapevine Cost	228.76	971.84
724 · Anniversary Dinner	0.00	4,307.29
726 · Picnic Costs	400.00	900.00
730 · Anniversary Cards	155.63	345.03
735 · Miscellaneous	-9.45	-15.75
740 · Shipping	28.77	97.38
Total 700 · Cost of Goods Sold	5,608.87	21,209.87
Total COGS	5,608.87	21,209.87
Gross Profit	5,267.98	18,671.46

Expense		
656 · Payroll Expenses	2,361.84	7,724.76
800 · C.O. Operating Expense		
801 · Contributions	0.00	7,073.93
805 · Internet and Web Site		
805A · Web Site - PCI	125.00	342.50
805C · Internet Connection	26.99	80.97
Total 805 · Internet and Web Site	<u>151.99</u>	<u>423.47</u>
807 · Collection Allowance	-7.42	-26.37
815 · Rent	449.00	1,499.00
816 · C.O. Improvement Expense	0.00	454.11
822 · Plain & Straight	120.00	360.00
824 · Answering Service	65.00	195.00
825 · Telephone	170.58	493.25
826 · Office Expenses	17.22	507.05
831 · Postage	0.00	41.00
837 · Utilities	44.77	140.84
838 · Business Insurance	170.41	511.23
839 · Workers' Comp Insurance	28.75	87.25
842 · Repairs and Maintenance	195.72	363.72
846 · Licenses and Fees	0.00	61.25
847 · Professional Fees	100.00	300.00
849 · Payroll Taxes		
850 · SS and Medicare	180.68	590.95
851 · State Unemploy. Tax (SUTA)	127.55	417.14
Total 849 · Payroll Taxes	<u>308.23</u>	<u>1,008.09</u>
Total 800 · C.O. Operating Expense	<u>1,814.25</u>	<u>13,492.82</u>
890 · Inventory Adjustments	0.00	-370.88
Total Expense	<u>4,176.09</u>	<u>20,846.70</u>
Net Ordinary Income	1,091.89	-2,175.24
Other Income/Expense		
Other Income		
620 · Other Income		
621 · Reimbursements	0.00	9.36
622 · Interest-Savings	0.00	3.39
Total 620 · Other Income	<u>0.00</u>	<u>12.75</u>
Total Other Income	<u>0.00</u>	<u>12.75</u>
Net Other Income	<u>0.00</u>	<u>12.75</u>
Net Income	<u>1,091.89</u>	<u>-2,162.49</u>

Pinellas County Intergroup, Inc.
Group Contributions
 March, 2008

	<u>Mar 08</u>	<u>Jan - Mar 08</u>
2250 Group	0.00	100.00
3RD Tradition Meeting	0.00	168.00
AA By The Sea	0.00	95.00
ABES Place	277.58	645.00
After Work Bunch	191.55	515.45
All Ages	0.00	200.00
Amazing Grace	31.75	31.75
At The End Of The Rainbow	109.43	290.50
Attitude Adjustment	300.00	900.00
BAIGIS	30.00	60.00
Beacon Group	0.00	25.00
Blind Pass Group	0.00	150.00
Center Of Hope	0.00	40.00
Central Group	0.00	37.15
Clearwater Central	0.00	100.00
Clearwater Group	80.00	140.00
Common Solution	0.00	26.50
Countryside Group	0.00	200.00
Countryside Women	0.00	45.00
Couples Growing Together	0.00	47.66
East Lake Group	213.77	213.77
Feelings Group	0.00	156.80
Forty Niners	50.00	250.00
Free Spirits	180.00	360.00
Go After Your Sobriety	0.00	100.00
GOYA	0.00	180.00
High Noon Daily	0.00	75.00
Highpoint	0.00	100.00
Intergroup Meeting	51.40	149.10
Just For Today	50.00	50.00
Keep It Simple	116.50	300.23
Ladies' Beach Serenity Break	50.00	50.00
Ladies Night	0.00	50.00
Lake Seminole Speakers	0.00	177.00
Love And Tolerance	25.00	25.00
Lunch Bunch	0.00	348.23
New Freedom/New Happiness	200.00	200.00
Not So Late Nite	30.00	90.00
Oakhurst	0.00	250.00
One For The Road	0.00	187.00
Our Common Problem	0.00	75.00
Ozona Group	0.00	628.80
Palm Harbor Group	0.00	225.00
Primary Purpose	77.49	184.92
Rivera Group	0.00	25.00
Saturday Night Group	0.00	300.00

Saturday Steppin' In	180.00	180.00
Seminole Group	120.00	240.00
Serenity Seekers	200.00	200.00
Shore Acres Gratitude	0.00	426.43
Sober In Paradise	0.00	235.00
Spirit Group	0.00	218.00
St Pete Beach Young Peoples Group	0.00	98.40
Steps For Sobriety	0.00	100.00
Sunday A.M. Big Book	0.00	40.00
Sunday Brunch	50.00	50.00
Sunset Beach	248.81	402.01
Sunshine City	0.00	50.00
THE GOD STUFF	400.00	400.00
The Kirk	0.00	51.00
The Real Happy Hour	87.47	87.47
Thursday Night Speakers	12.50	37.50
Today In Sobriety	50.00	150.00
Turner Street Evening	100.00	100.00
Unity Meeting	189.29	681.93
We Don't Know Yet	0.00	256.00
Weds Nite Men's Step	25.00	25.00
Women In Step	0.00	40.00
Women With Freedom	0.00	240.00
TOTAL	<u>3,727.54</u>	<u>12,876.60</u>

Pinellas County Intergroup, Inc.
Prudent Reserve Calculation
 January-March, 2008

	Expenses Per Month	Average of Last 12 Months
April 2007	8,209.97	
May 2007	3,762.08	
June 2007	5,368.65	
July 2007	5,368.65	
August 2007	3,954.48	
September 2007	4,304.54	
October 2007	7,260.42	
November 2007	5,049.11	
December 2007	5,283.24	
January 2008	4,792.89	
February 2008	11,797.01	
March 2008	4,176.09	
Total	69,327.13	5,777.26
Checking Account	15,686.43	
Savings Account	12,269.41	
Total Cash on Hand		27,955.84
Less: Accounts Payable		6.27
Less: One month's expenses		5,777.26
Less: Prudent Reserve (3 * Average Expenses)		17,331.78
Over / (Under)		4,840.53
Available for Distribution		4,840.53
District 1 – 40%		1,936.21
Area 15 – 40%		1,936.21
GSO – 20%		968.11

Motion passed at February 27, 2006 Intergroup meeting defining the Prudent Reserve amount and policy:

To redefine Prudent Reserve as an amount equal to the average monthly operating expense for past 12 months, times three. The checkbook balance at the 1st of the month is maintained at one month's operating expenses separate from the prudent reserve. Any excess funds from the checking account will be distributed quarterly with 20% to General Service Office in New York, 40% of Area 15 South Florida, and 40% to District 1 within Area 15.

CENTRAL OFFICE REPORT

April 1st, 2008

- March Statistics

Calls for Information:	437
12 Step Calls:	10
Calls for ALANON:	6
Calls for Other Programs:	9
Other Calls:	36
Hang Ups:	15
Telemarketing:	8
Total Calls:	521
Visitors:	285
On Line Orders:	7

- Picking up on-line orders from Central Office
- Posting activities to P.C.I. website
- Mail-in contributions
- Volunteers

1. A request to all AA's who pick up on-line orders at Central office: Please, if you plan to pay by check, verify your order in advance. Several times we have had checks NOT match orders. This creates a computer nightmare. If possible, please leave the amount blank until the order is processed.

2. To all those AA's who still find the P.C.I. web page intimidating: We at Central Office will be more than happy to post any and all AA related activities to the website. You can either call-in or mail-in your events, during regular business hours.

3. To all groups and individuals who send contributions to Central Office: Please provide a return address to which we can send your receipt and thank-you letter. Too many receipts are being returned by the Post Office as undeliverable.

4. Thanks to an intrepid pair of anonymous alcoholics, Central Office now has a working light fixture in the stairs to our second floor "offices."

Thank you for letting me be of service to AA, here in Pinellas County.

Paul Sontz
Office Manager

**UNITY MEETING
APRIL, 2008**

DATE	HOST GROUP	#	TO DATE	COLLECTION	TO DATE
1/5/2008	BACK PORCH THUR	48		\$46.00	
1/12/2008	SUNRISE/SUNSET	70		\$60.80	
1/19/2008	LAST CALL	61		\$59.50	
1/26/2008	PINELLAS STEP	59		\$57.00	
		238	238	\$223.30	\$223.30
2/2/2008	SERENITY SEEKERS	49		\$51.69	
2/9/2008	MONDAY NITE SPEAKER	53		\$45.00	
2/16/2008	R COMMON PROBLEM	59		\$53.11	
2/23/2008	HOPEFUL GROUP	70		\$57.48	
		231	469	\$207.28	\$430.58
3/1/2008	BLIND PASS	48		\$40.28	
3/8/2008	REAL HAPPY HOUR	67		\$56.00	
3/15/2008	WALK THE LINE	51		\$48.00	
3/22/2008	SAN MARTIN	85		\$87.10	
3/29/2008	JUST FOR TODAY	58		\$64.00	
		309	778	\$295.38	\$725.96

HI EVERYONE,

THE AA ROADSHOW UNITY MEETING IS COMING ALONG JUST FINE.

WE ARE LOOKING FOR SOME NEW EXCITING IDEAS TO MAKE IT A FUN NIGHT.

WE HAVE A VARIETY OF BOOKS FOR RAFFLE, DELICIOUS CAKES, JOKES AND SONGS.
ANY NEW IDEAS?

THE DONATIONS FOR THE FIRST QUARTER OF LAST YEAR WERE \$703.63 AND IT APPEARS
THAT WE WILL SURPASS THAT AMOUNT THIS YEAR.

RESPECTFULLY SUMMITTED,
ADELE S

**PLEASE SIGN YOUR GROUP UP TO HOST A UNITY MEETING IN 2008 AT
www.aapinellas.org or call Adele at 596-1820 or see me at the Intergroup meeting.**

05/31/08	Attitude Adjustment
06/07/08	Pinellas Point Step
06/14/08	Thursday Nite Speakers
06/21/08	Indian Rocks Beach Mens Group
06/28/08	----- Available -----
07/05/08	----- Available -----
07/12/08	----- Available -----
07/19/08	----- Available -----
07/26/08	----- Available -----

Plain and Straight Report

Date: April 1, 2008

- Submit articles!! Tell me about your Homegroup...submit an article for the Plain and Straight about your Homegroup telling where it's located, what time it is held, and most important, what makes it great (or why you chose it as your Homegroup).
- What do you want to read about? Email me ideas for topics. The Plain and Straight is YOUR monthly newsletter. What types of topics would you like to see in future issues?
- Do you have a "Wow" sobriety story? Or one you've heard? Pass it on! Tell me about it or email it to me and I'll publish in the Plain and Straight.
- Articles should be submitted no later than the last day of the previous month. For example: to submit an article for the May issue of the Plain and Straight, the last day to email the article to me would be April 30th.
- Email articles to plainandstraight@aapinellas.org and please type "Article submission" in the subject line.
- Anniversary submissions have the same deadline - the last day of the month. Example: the last day to submit April Anniversaries (which will be in the May issue) is April 30th.
- There are 3 ways to submit group members Anniversaries: fill out the *Anniversary Submission Form* and hand it to me before or after the Intergroup meeting, follow the link on the website - www.aapinellas.org - click on *Group Submissions* then click on *Anniversary Information* and follow the directions, or email submissions to me directly at plainandstraight@aapinellas.org and please type "Anniversary Submissions" in the subject line.

In peace and service,

Susan A.
Plain and Straight Chairperson

WHERE & WHEN REPORT (omitted from 3/17 IG by mistake)

Date: 03/04/2008

By: Michael Mayers
whereandwhen@aapinellas.org

- Newest issue is GREEN and available at the Central Office.
- Don't throw out old issues

Please do not throw out old issues of Where & When. Continue to give away the old issues before handing out the new ones. Or, bring your old copies to the Central Office. For every 2 "old" copies returned you will receive 1 "new" copy.

The best and most efficient way to present additions or changes to the Where and When is to fill out the form on the website.

For changes:

http://www.aapinellas.org/forms/meeting_change_form.asp

For new meeting:

http://www.aapinellas.org/forms/meeting_add_form.asp

Please include a contact Name, Phone #, and Email address in case we have questions. If there is no access to a computer please call the Central Office to make the addition/correction.

It is important to inform me or the Central Office if a group stops meeting. We want the Where & When to as accurate as possible. Please convey this at all meetings you attend. Even if the group dose not have an Intergroup Representative they should keep us aware of their meeting status.

Regards,
Michael M.

WHERE & WHEN REPORT

Date: 04/01/2008

By: Michael Mayers
whereandwhen@aapinellas.org

- Newest issue is BLUE and available at the April 21 Intergroup Meeting and at the Central Office.
- Don't throw out old issues

Please do not throw out old issues of Where & When. Continue to give away the old issues before handing out the new ones. Or, bring your old copies to the Central Office. For every 2 "old" copies returned you will receive 1 "new" copy.

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It is important to inform me or the Central Office if a group stops meeting. We want the Where & When to as accurate as possible. Please convey this at all meetings you attend. Even if the group dose not have an Intergroup Representative they should keep us aware of their meeting status.

Regards,
Michael M.

Helpline Report

March 2008

Presented for the April Intergroup Meeting

Pinellas County AA Helpline was staffed during the month by:

- 37 volunteers
- And 2 AA twelve step groups

Call Statistics for March 2008

- **Total Inbound Calls :** 431

Total Inbound Calls equals the number of inbound messages left by individuals seeking helpline assistance when Central Office was closed or when their phone lines were engaged. When Central Office's phone lines are both in use, calls roll over to the answering service.

If you or your group would like to assist in taking calls or organized 12th Step calls please contact me.

THE HELPLINE CAN USE YOUR HELP.

Angela L. and I will continue to maintain the helpline notification system and continue our efforts of recruiting.

Thank you for allowing me to be of service,

Stephen C.
Helpline Chair

WEB SITE REPORT

Steering Committee Meeting – April 1, 2008
Report for March, 2008

Main Points

- Web site very active this month!

Web site statistics for the month of March, 2008:

Total visits: (The total number of times people have visited the web site.)	15,779
Total page views: (The total number of web site pages that have been viewed.)	94,798
Total hits: (A request to the web server for a file such as a web page, image, etc.)	165,296
Referred from Alcoholics-Anonymous.org:	140

Don't forget:

To submit anniversaries, events, and meeting changes, or to sign up for the Unity Meeting, 12-Step List, or Helpline, go to www.aapinellas.org and click on "Group Submissions" in the left-hand navigation. Then click on the form you need.

Yours in service,

Ed G.
Web Site Committee Chairman.

GRATTITUDE DINNER REPORT

April 1, 2008

We had our first Committee Meeting Saturday, March 29th.

Our Co-Chair for the Dinner is Catherine S. (from the 2250 Group)

- We had discussion of the following:
 - Different locations to have the dinner, we are in the process of contacting a few places to hopefully negotiate a good rate
 - We still have November 2 and 9 as our tentative dates (we will select and confirm a date depending on the location and availability)
 - We had several people volunteer to serve as Committee Leaders (at our next committee meeting we will fill the rest of the committee leader vacancies)
- We discussed a possible candidate for our Speaker
 - Linda D. – From the Florida Keys (this is not yet confirmed)
- We have had Jim H. volunteer for the audio taping for the Speaker and our Group said that would be great. (I will get with him on this)
- Questions that were brought up by the committee were:
 - Should the dinner be prepared by our group or can it be catered?
 - What is the general cost of the tickets for the Dinner?

We will posting another date for our next Committee Meeting and we hope to have a confirmed location and date for the event as well as filling up the last few committee leader vacancies that we have.

The 2250 Group feels very confident in hosting this event and we are open to other groups if they would like to attend any of the committee meetings. Thank you to Woodie for posting our Flyer on the Web Site for our March 29th, meeting and to Dawn for answering some questions that I had. (Much appreciated)

Thank you for allowing me to be of service...

Michelle R *(2250 Group)*

Gratitude Chair