



Pinellas County Intergroup Central Office

Intergroup Minutes

INTERGROUP MEETING MINUTES

July 20, 2009

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

Officers Present:

Tom H., Chairman
Virginia M., Treasurer

Nanette P., Vice Chair
Jim H., Secretary

Officers Absent:

None

Steering Committee Members present:

Paul S., Central Office Manager
Rosie W., Gratitude Dinner Chair
Laurie C., Where and When Chair

Melody B., Unity Meeting Chair
Sue Z., IG Liaison to District

Steering Committee Members absent:

Plain and Straight Chair, Open
Anniversary Dinner Chair, Open
Picnic Chair, Open

Steve C., Helpline Chair
Web Site Chair, Open
Office Maintenance Chair, Open

INTERGROUP REPRESENTATIVES PRESENT:

Voting: 42 *New:*

5 Reps:

Mary Ann, Lunch Bunch
Joe R., Off Your Chest
Jack P., We Agnostics
Kathy R., Serenity Seekers
Barbara W., Spirit Group

Non-Voting: 1
Total 43

New: 0 Alternate Rep:

Reading of previous month's intergroup meeting minutes

Fred, Third Tradition Group made a MOTION to accept the Intergroup Meeting minutes.

Dan, Sober Spirits, SECONDED the motion

All in favor – the motion PASSED

Chairperson's opening Remarks – Tom H. Chairperson – Pinellas County Intergroup now has a Mission Statement, actually a Statement of Purpose. After an Ad-hoc committee, and four months of trying the document was approved at our last Intergroup Meeting. We will be using this statement under the Masthead of our monthly newsletter and atop the agenda for our Intergroup meetings. We felt this document was important to help identify just what Intergroup is and does. It also helps to differentiate between the District and our Intergroup organization.

Another Ad-hoc committee we reported on at our last meeting was formed to develop a Central Office Maintenance Committee. I am proud to report that we now have an approved procedure for this committee. We now need to elect a chairperson and get moving on our hurricane preparedness plan

Our goal of developing more communications between our District organizations and Intergroup is still moving along well. We are still selling books at District quarterlies, and District Chairpersons are announcing their projects at our Intergroup meetings. We also accept advertising in our monthly newsletter, and inclusion on our website's upcoming events calendar.

We are still moving along on getting some of our Pinellas County Archives on permanent display at Central Office. We have a cabinet maker who wants to build a cabinet to hold some valuable early edition "Big Books". We have made an as-built drawing of our office, so we can rework areas on paper.

Our annual AA Picnic was held on Sunday April 26th at Ft. Desoto Park. Several thousand AA's and their families attended, and a good was had by all. . We offered a free breakfast at 8:00 am, three meetings in a central shelter, and reduced price soft drinks and water. Many groups participate in our annual "Banner Contest". We pay for this project by raffling baskets donated by groups. Several folks camp out for the weekend at a nearby campground. Our Chairperson report a profit in excess of \$2,000.00.

Treasurer's Report – Virginia M. All reports have been created and are attached. We had income of \$11,359.28 in June with a Cost of Goods Sold of \$5,143.81 leaving a gross profit of \$6,215.47. We had expenses of \$4,824.53 leaving a net profit of \$1,390.94. Also attached is the calculation of contributions to District, Area and GSO. We will be making no contributions this Quarter due to the fact that we purchased additional literature before the GSO price increases. This was intended to save the groups money by putting off the increases that we would have to charge them. Finally, we know that some groups may make contributions on a Quarterly or less frequent basis but it would help Intergroup if you would consider making smaller donations on a more frequent basis.

Balance Sheet as of June 30, 2009

	<u>Jun 30, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
103 - Checking Account	6,968.52
104 - Savings Account	12,303.97
Total Checking/Savings	19,272.49
Accounts Receivable	
105 - Accounts Receivable	99.83
Total Accounts Receivable	99.83
Other Current Assets	
102 - Undeposited Funds	(510.36)
120 - Inventory Asset	29,009.82
Total Other Current Assets	28,499.46
Total Current Assets	47,871.78
Fixed Assets	
222 - Equipment & Machinery	386.50
224 - Furniture & Fixtures	5,711.25
228 - Leasehold Improvements	1,245.93
233 - Accumulated Depr.Equip&Mach	(386.50)
239 - Accum.Amort.Leasehold Improve	(1,245.93)
Total Fixed Assets	5,711.25
TOTAL ASSETS	53,583.03
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
305 - Sales Tax Payable	444.87
310 - Payroll Liabilities	
350 - Fica W/H Payable	253.88
351 - Federal W/H Payable	344.21
352 - Suta Payable	(1,860.22)
353 - Futa Payable	(20.26)
Total 310 - Payroll Liabilities	(1,282.39)

Total Other Current Liabilities	(837.52)
Total Current Liabilities	(837.52)
Total Liabilities	(837.52)
Equity	
560 · Opening Bal Equity	1,123.22
561 · Retained Earnings	26,606.45
565 · Fund Balance	31,710.18
Net Income	(5,019.30)
Total Equity	54,420.55
TOTAL LIABILITIES & EQUITY	53,583.03

Profit and Loss as of June 30, 2009

PROFIT AND LOSS - YTD COMPARISON	<u>Jun 09</u>	<u>Jan - Jun 09</u>
Ordinary Income/Expense		
Income		
600 · C.O. Revenue		
601A · Group Contributions	4,377.74	21,220.47
601B · Unity Meeting	346.51	1,347.19
601C · Miscellaneous Contributions	288.00	577.00
601D · Birthday Plan	0.00	20.00
602 · AAWS Sales	4,448.98	22,573.18
603 · Medallion Sales	1,485.30	8,531.01
604 · Where & When Sales	146.40	861.20
605 · Grapevine Sales	188.85	761.60
606 · Anniversary Dinner		
606A · Anniv. Dinner Contrib. & Raffle	0.00	100.00
606B · Anniv. Dinner Income (Tickets)	0.00	5,040.00
606C · Anniversary Dinner – Other	0.00	773.00
Total 606 · Anniversary Dinner	0.00	5,913.00
608 · Picnic		
608A · Picnic Contributions	0.00	2,173.65
608B · Picnic – Other	0.00	2,574.92
Total 608 · Picnic	0.00	4,748.57
609 · Anniversary Cards	77.50	555.00
Total 600 · C.O. Revenue	<u>11,359.28</u>	<u>67,108.22</u>
Total Income	11,359.28	67,108.22
Cost of Goods Sold		
700 · Cost of Goods Sold		
720 · AAWS Cost	3,688.59	18,864.67
721 · Medallions Cost	695.54	3,812.83
722 · Where & When Cost	388.87	1,988.60
723 · Grapevine Cost	90.86	680.55
724 · Anniversary Dinner	0.00	4,803.86
726 · Picnic Costs	0.00	1,859.74
730 · Anniversary Cards	82.62	673.25
735 · Miscellaneous	(3.15)	(58.05)
740 · Shipping	108.73	382.20
700 · Cost of Goods Sold – Other	91.75	176.50
Total 700 · Cost of Goods Sold	<u>5,143.81</u>	<u>33,184.15</u>
Total COGS	<u>5,143.81</u>	<u>33,184.15</u>
Gross Profit	6,215.47	33,924.07
Expense		
656 · Payroll Expenses	2,521.84	15,935.96
800 · C.O. Operating Expense		
801 · Contributions	0.00	10,799.54
805 · Internet and Web Site		
805A · Web Site – PCI	0.00	461.25
805C · Internet Connection	84.88	399.60
805 · Internet and Web Site – Other	0.00	76.25
Total 805 · Internet and Web Site	84.88	937.10
807 · Collection Allowance	(8.49)	(46.93)
815 · Rent	998.00	3,094.00
816 · C.O. Improvement Expense	0.00	99.99
822 · Plain & Straight	120.00	749.00
824 · Answering Service	65.00	390.00
825 · Telephone	210.40	1,121.50
826 · Office Expenses	76.33	1,180.32
831 · Postage	0.00	171.00
837 · Utilities	152.25	512.14

838 · Business Insurance	143.42	1,330.61
839 · Workers' Comp Insurance	0.00	104.35
840 · Cash Over/Short	0.00	(2.20)
842 · Repairs and Maintenance	168.00	552.15
846 · Licenses and Fees	0.00	61.25
847 · Professional Fees	100.00	700.00
849 · Payroll Taxes		
850 · SS and Medicare	192.90	1,219.09
851 · State Unemploy. Tax (SUTA)	0.00	41.19
Total 849 · Payroll Taxes	<u>192.90</u>	<u>1,260.28</u>
Total 800 · C.O. Operating Expense	<u>2,302.69</u>	<u>23,014.10</u>
Total Expense	<u>4,824.53</u>	<u>38,950.06</u>
Net Ordinary Income (Loss)	1,390.94	(5,025.99)
Other Income/Expense		
Other Income		
620 · Other Income		
622 · Interest-Savings	0.00	6.69
Total 620 · Other Income	<u>0.00</u>	<u>6.69</u>
Total Other Income	<u>0.00</u>	<u>6.69</u>
Net Other Income	0.00	6.69
Net Income (Loss)	<u><u>1,390.94</u></u>	<u><u>(5,019.30)</u></u>

Group Contributions as of June 30, 2009

Groups	<u>Jun 09</u>	<u>Jan - Jun 09</u>
2250 Group	0.00	200.00
3RD Tradition Meeting	73.50	146.80
4th Dimension	63.00	109.40
7 and Up	0.00	20.00
ABC	25.00	25.00
ABES Place	155.14	1,143.30
Absolute Sobriety	0.00	80.00
After Work Bunch	0.00	523.25
All Ages	0.00	277.00
Amazing Grace	25.00	25.00
Archangel Group	0.00	150.00
At The End Of The Rainbow	109.87	343.14
Attitude Adjustment	0.00	876.62
Back Porch Lunch Bunch	150.00	486.37
Back To The Book	60.63	115.63
Beach Bunch	0.00	350.00
Blind Pass Group	0.00	150.00
Cash Customer	131.00	358.78
Center Of Hope	10.00	40.00
Central Group	0.00	136.34
Circle Of Friends	100.00	200.00
Clearwater Group	30.00	180.00
Common Solution	29.40	48.30
Countryside Group	0.00	160.00
Countryside Women	0.00	200.00
Couples Growing Together	0.00	42.80
Daily Reflections	0.00	100.00
Don Vista Group	0.00	120.00
Dunedin Group	0.00	30.00
East Lake Group	334.27	593.50
Feelings Group	120.00	441.60
Find Yourself	0.00	332.40
Free Spirits	0.00	270.00
Friendship Group	0.00	150.00
Go After Your Sobriety	105.00	105.00
GOYA	0.00	160.00
Grow Up Group	40.00	120.00
High Noon Daily	0.00	197.90
Hopeful Group	0.00	36.34
Intergroup Meeting	49.32	282.16
Into Action	0.00	50.00
Keep It Simple	72.00	210.00

Kirk Group	0.00	133.00
Ladies Night	0.00	125.00
Largo Young People's Group	0.00	84.00
Last Call Group	0.00	25.00
Living Sober	0.00	300.00
Lunch Bunch	648.37	1,214.75
Maximo Point	0.00	30.00
Mixed Nuts	0.00	40.00
New North	0.00	37.00
Oldsmar Group	550.00	1,100.00
Palm Harbor Group	60.00	335.00
Philippe Park	0.00	40.00
Primary Purpose	0.00	112.28
Progress Not perfection	0.00	129.63
Rainbow Serenity	0.00	33.00
Saturday Morning Men's Step	0.00	217.00
Saturday Steppin' In	0.00	180.00
Seminole Group	0.00	120.00
Serenity Seekers	118.00	788.00
Snowbirds	0.00	142.00
Sober In Paradise	0.00	315.00
Sober Spirits	273.37	273.37
Steps For Sobriety	100.00	100.00
Stonewall Men's	0.00	125.00
Suncoast Roundup	0.00	1,109.00
Sunday A.M. Big Book	0.00	63.63
Sunrise Sunset	250.00	1,814.00
Sunset Beach	318.09	943.44
Sunshine City	75.00	75.00
Surfside Group	0.00	100.00
THE GOD STUFF	0.00	25.00
The Real Happy Hour	146.73	392.65
Thursday Morning Break	0.00	28.82
Thursday Night Uplifters	0.00	25.00
To The Max	94.05	202.14
Today In Sobriety	0.00	150.00
Triangle	0.00	55.00
Tuesday Night Men's	0.00	50.00
Unity Meeting	346.51	1,547.19
We Don't Know Yet	30.00	150.00
What's Your Motive	0.00	50.13
Women In Step	0.00	50.00
Women Stepping Up	31.00	31.00
Women With Freedom	0.00	120.00
TOTAL	<u>4,724.25</u>	<u>22,567.66</u>

Intergroup Contribution Calculation

Intergroup Contribution Calculation For Second Quarter Ended 6/30/2009	Expenses Per Month	Average of Last 12 Months
July 2008	3,269.65	
August 2008	5,180.19	
September 2008	3,273.81	
October 2008	6,976.06	
November 2008	4,402.08	
December 2008	4,737.25	
January 2009	10,384.54	
February 2009	5,452.63	
March 2009	4,084.53	
April 2009	9,634.23	
May 2009	5,130.12	
June 2009	4,824.53	
Total	<u>67,349.62</u>	<u>5,612.47</u>

Checking Account 6-30-2009
Savings Account 6-30-2009

6,968.52
12,303.97

Total Cash on Hand	19,272.49
Less: Accounts Payable	0
Less: One month's expenses	5,612.47
Less: Prudent Reserve (3 * Average Expenses)	16,837.41
Over / (Under)	<u>-3,177.38</u>
Available for Distribution	0.00
District 1	0.00
Area 15	0.00
GSO	0.00

CENTRAL OFFICE MANAGER'S REPORT- Paul S.

June Statistics

• Phone Calls Total:		414
• Information:	323	
• 12 step:	8	
• Al-Anon:		11
• Other programs:		11
• Hangs up:		19
• Other calls:	10	
• Referrals back to website	:	11
• Wrong number:	6	
• Telemarketing	15	
• Visitors:		261

MAIN POINTS

1. Back from vacation; all rested and ready for all the upcoming events.
2. Have sufficient AAWS inventory to delay price increases for some time.
3. Solicited bids to either re-carpet or tile front office floor.
4. Will be increasing efforts to add new names to our 12 step list.
5. Creative Arts no longer provides free plastic case for the Tri-Plate Medallions. There will now be a charge of \$.50, for this item. We will offer the option of purchasing medallions with/without the plastic case.
6. **Please ask your group Treasurer to include the group name somewhere when sending a donation check, even if it's only a sticky note.**

UNITY MEETING REPORT – Melody B.

June 2009

<u>Date</u>	<u>Host Group Name</u>	<u>Attendance</u>	<u>Collections</u>
06/06/09	Back Porch Lunch Bunch	75	\$ 61.00
06/13/09	Forty Niners	80	\$ 66.60
06/20/09	3rd Tradition Group	70	\$ 53.88
06/27/09	Turner Street Evening	80	\$ 53.25
Month Total		305	\$234.73
YTD Total		1616	\$ 1552.44

Hello everyone,

June was a good month for the Unity Speakers meeting. The team has an open service position; coffee maker. Please see me if you have an interest in becoming a part of the Unity Team.

Year-to-date contributions have are \$ 1552.44. These contributions provide supplemental financial support to Central Office (all proceeds from collection go directly to the Pinellas County Intergroup).

There are currently only two available dates remaining in 2009. For the groups that want to plan for 2010, Jan through April has now been added to the website. The Unity Team is waiting to serve you -- sign up for a meeting TODAY!

It's easy, just go to <http://www.aapinellas.org> and complete the form to sign your home group up to host the Intergroup Unity Meeting for an Available Saturday. Or call Melody at 727-623-1296 or contact her at the Intergroup Meeting.

06/27/09	TURNER STREET EVENING
07/04/09	Alano
07/11/09	BLIND PASS GROUP
07/18/09	PINELLAS POINT STEP
07/25/09	REAL HAPPY HOUR
08/01/09	Attitude Adjustment
08/08/09	Open Door
08/15/09	AT THE END OF THE RAINBOW
08/22/09	ABE'S PLACE
08/29/09	BACK TO THE BOOK
09/05/09	SAN MARTIN
09/12/09	HOLIDAY ISLES
09/19/09	Phillipe Park
09/26/09	PINELLAS POINT STEP
10/03/09	W.D.K.Y.

PLAIN AND STRAIGHT REPORT – (Open - no report)

WHERE & WHEN REPORT – Laurie C. - Laurie submitted her resignation due to personal constraints.

HELPLINE REPORT – Paul S. for Stephen C. - Pinellas County AA Helpline was staffed during the month by:

- **40** volunteers
- and **2** AA twelve step groups

Call Statistics for June 2008

- **Total Inbound Calls :** **384**
Total Inbound Calls equals the number of inbound messages left by individuals seeking helpline assistance when Central Office was closed or their phone lines were engaged (when Central Office's phone lines are in use calls roll over to the answering service). Calls not accounted for are calls to volunteers from the answering service.

WEB SITE REPORT – (Open - no report)

ANNIVERSARY DINNER REPORT– (Open – no report)

PICNIC REPORT – (Open – no report)

GRATITUDE DINNER REPORT– Rosie W. – Rosie reported that her committee is hard at work. They have already completed a site visit. And have been working on seating configurations. They have booked Alice S. of the Third Tradition Group as the speaker. Alice will be celebrating 60 years of sobriety the month before the Gratitude dinner. They have also been working on flyers and tickets.

IG LIAISON TO DISTRICT – Sue Z. - No report because there was no District activity.

Accept/decline all reports

Martha, Primary Purpose, made a MOTION to accept all reports.

Fred, Third Tradition, SECONDED the motion.

All in favor – the motion PASSED.

Old business

- Anniversary Dinner Chairperson – Martha H., Primary Purpose Group was elected.
- Picnic Chairperson – Randy, Real Happy Hour was elected.
- Website Chair – Bennett, Find Yourself was elected
- Maintenance Chair – Buck L., After Work Bunch offered to stand but did not have the required Intergroup experience Johnny, We Don't know Yet Group made a motion to waive the Intergroup Experience requirement. Paul, Pinellas Hope Group seconded the motion and the motion passed unanimously. Buck L. then stood and was elected.
- The Helpline Policy and Procedures change was approved.

New business

- Where and When Chairperson election was announced.
- Plain and Straight Chairperson election was announced.
- Vice Chairperson election was announced.

Dan, Sober Spirits Group made a MOTION to adjourn the meeting.

Johnny, We Don't Know Yet Group, SECONDED the motion.

All in favor – the motion PASSED.

The meeting closed at 7:57 PM with the Lord's Prayer.