



Pinellas County Intergroup Central Office
Intergroup Minutes

INTERGROUP MEETING MINUTES

August 17, 2009

The meeting was called to order at 7:03 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
Martha H., Anniversary Dinner Chair
Randy R., Picnic Chair
Sue Z., IG Liaison to District

Melody B., Unity Meeting Chair
Sue Z., IG Liaison to District
Bennett S, Web Site Chair
Buck L., Office Maintenance Chair

Steering Committee Members absent:

Plain and Straight Chair, Open
Where and When Chair, Open

Steve C., Helpline Chair

INTERGROUP REPRESENTATIVES PRESENT:

Voting: 46

New:

4 Reps:

Jane L., Open Door Group
Pip T., Grow Up Group
Peter T., Go After Your Sobriety Group
Melinda F., Tuesday Night Step Study Group

Non-Voting: 4
Total 50

New:

0 Alternate Rep:

Reading of previous month's intergroup meeting minutes

It was requested that the Treasurer's summary report be changed from a net loss of 1,390.94 to a net profit of the same amount. The secretary agreed to make to the correction.

Fred, Third Tradition Group made a MOTION to accept the minutes with the correction.

Tammy V., Our Common Problem Group, SECONDED the motion

All in favor – the motion PASSED

Chairperson's opening Remarks – Tom H. Chairperson – It seems impossible that it has been 8 months since 2009 started. I am learning that all of the goals we set at the beginning of the year have their own time-tables. We have accomplished some of them, and we still have more to go. I have learned that it is more important that everyone has a chance for input into the process, and has a chance to have their opinions heard and considered. When I stood to be Chairperson I was somewhat nervous about the challenges that might arise. A.A. has taught me that challenges can be an opportunity for growth, and I am grateful for the support and encouragement I have received from many of you, as these challenges have arisen.

Last month we had several volunteers step up to serve Intergroup. My thanks to Buck – Central Office Maintenance Chair, Bennett - Website Chair, Martha – Anniversary Dinner Chair, and Randy R. our Picnic Chair. These folks are all going to need help as they carry out their projects, and I am confident that they will get that help from the rest of us. I am sad to lose the talent of our Vice Chair, Nanette, who is resigning her position at the end of our 8/17/09 Meeting. I am, however, very pleased to know that sobriety has given Nanette an opportunity to go back to college and finish her accounting degree.

I've often heard it said that we are all miracles. I certainly believe that it true. The A.A. fellowship, the A.A. program of 12 steps, our home groups, our sponsors all combine to enable us to become whole, productive members of society once again. We are the hand of A.A. that is there when someone reaches out. Please remember and be very proud of the fact, that our Intergroup and Central Office enable the sick and suffering alcoholics out there to find that hand of A.A.

Treasurer's Report – Virginia M. All reports have been created and are attached. We had income of \$9,880.20 in July with a Cost of Goods Sold of \$3,694.80 leaving a gross profit of \$6,185.40. We had expenses of \$5,064.74 leaving a net profit of \$1,120.66. The Group Contributions report in tonight's package has an error in the presentation. The contribution amount for each group is one line down from the name of each group. This will be corrected in the August minutes. 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 July 31, 2009

	<u>Jul 31, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
103 · Checking Account	8,911.52
104 · Savings Account	12,306.02
Total Checking/Savings	21,217.54
Accounts Receivable	
105 · Accounts Receivable	99.83
Total Accounts Receivable	99.83
Other Current Assets	
120 · Inventory Asset	27,028.40
Total Other Current Assets	27,028.40
Total Current Assets	48,345.77
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	54,057.02
 LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · Accounts Payable	(1,086.84)
Total Accounts Payable	(1,086.84)
Other Current Liabilities	
305 · Sales Tax Payable	305.76
310 · Payroll Liabilities	
350 · Fica W/H Payable	385.30
351 · Federal W/H Payable	440.21
352 · Suta Payable	(1,864.10)
353 · Futa Payable	(20.26)
Total 310 · Payroll Liabilities	(1,058.85)
Total Other Current Liabilities	(753.09)
Total Current Liabilities	(1,839.93)
Total Liabilities	(1,839.93)
Equity	
560 · Opening Bal Equity	1,123.22

561 · Retained Earnings	26,608.09
565 · Fund Balance	31,710.18
Net Income	<u>(3,544.54)</u>
Total Equity	<u>55,896.95</u>
TOTAL LIABILITIES & EQUITY	<u>54,057.02</u>
ASSETS	
Current Assets	
Checking/Savings	
103 · Checking Account	6,968.52
104 · Savings Account	<u>12,303.97</u>
Total Checking/Savings	19,272.49
Accounts Receivable	
105 · Accounts Receivable	<u>99.83</u>
Total Accounts Receivable	99.83
Other Current Assets	
102 · Undeposited Funds	(510.36)
120 · Inventory Asset	<u>29,009.82</u>
Total Other Current Assets	28,499.46
Total Current Assets	<u>47,871.78</u>
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	<u>(1,245.93)</u>
Total Fixed Assets	5,711.25
TOTAL ASSETS	<u>53,583.03</u>

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	<u>(1,282.39)</u>
Total Other Current Liabilities	<u>(837.52)</u>
Total Current Liabilities	<u>(837.52)</u>
Total Liabilities	<u>(837.52)</u>
Equity	
560 · Opening Bal Equity	1,123.22
561 · Retained Earnings	26,606.45
565 · Fund Balance	31,710.18
Net Income	<u>(5,019.30)</u>
Total Equity	<u>54,420.55</u>
TOTAL LIABILITIES & EQUITY	<u>53,583.03</u>

Profit and Loss as of July 31, 2009

	<u>Jul 09</u>	<u>Jan - Jul 09</u>
Ordinary Income/Expense		
Income		
600 · C.O. Revenue		
601A · Group Contributions	5,138.80	26,359.27
601B · Unity Meeting	234.73	1,581.92
601C · Miscellaneous Contributions	0.00	577.00
601D · Birthday Plan	0.00	20.00
602 · AAWS Sales	2,787.02	25,360.20
603 · Medallion Sales	1,451.95	9,982.96
604 · Where & When Sales	81.60	942.80
605 · Grapevine Sales	98.60	860.20
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	87.50	642.50
Total 600 · C.O. Revenue	9,880.20	76,988.42
Total Income	9,880.20	76,988.42
Cost of Goods Sold		
700 · Cost of Goods Sold		
720 · AAWS Cost	2,294.41	21,157.83
721 · Medallions Cost	617.34	4,430.17
722 · Where & When Cost	251.50	2,240.10
723 · Grapevine Cost	89.78	770.33
724 · Anniversary Dinner	0.00	4,803.86
725 · Gratitude Dinner	300.00	300.00
726 · Picnic Costs	0.00	1,859.74
730 · Anniversary Cards	68.39	741.64
735 · Miscellaneous	(3.60)	(61.65)
740 · Shipping	65.48	447.68
700 · Cost of Goods Sold - Other	11.50	188.00
Total 700 · Cost of Goods Sold	3,694.80	36,877.70
Total COGS	3,694.80	36,877.70
Gross Profit	6,185.40	40,110.72
Expense		
656 · Payroll Expenses	3,380.30	19,316.26
66900 · Reconciliation Discrepancies	0.00	(510.36)
800 · C.O. Operating Expense		
801 · Contributions	0.00	10,799.54
805 · Internet and Web Site		
805A · Web Site - PCI	187.50	648.75
805C · Internet Connection	84.88	484.48
805 · Internet and Web Site - Other	0.00	76.25
Total 805 · Internet and Web Site	272.38	1,209.48
807 · Collection Allowance	(11.12)	(58.05)
815 · Rent	0.00	3,094.00
816 · C.O. Improvement Expense	0.00	99.99
822 · Plain & Straight	120.00	869.00
824 · Answering Service	65.00	455.00
825 · Telephone	143.58	1,265.08
826 · Office Expenses	47.87	1,388.11
831 · Postage	50.18	221.18
837 · Utilities	359.36	871.50
838 · Business Insurance	194.58	1,525.19
839 · Workers' Comp Insurance	0.00	104.35
840 · Cash Over/Short	0.00	(2.20)
842 · Repairs and Maintenance	84.00	636.15
846 · Licenses and Fees	0.00	61.25
847 · Professional Fees	100.00	800.00
849 · Payroll Taxes		
850 · SS and Medicare	258.61	1,477.70
851 · State Unemploy. Tax (SUTA)	0.00	41.19
Total 849 · Payroll Taxes	258.61	1,518.89
Total 800 · C.O. Operating Expense	1,684.44	24,858.46
Total Expense	5,064.74	43,664.36
Net Ordinary Income	1,120.66	(3,553.64)
Other Income/Expense		
Other Income		
620 · Other Income		
622 · Interest-Savings	0.00	9.10
Total 620 · Other Income	0.00	9.10
Total Other Income	0.00	9.10
Net Other Income	0.00	9.10
Net Income	1,120.66	(3,544.54)

Group Contributions as of July 31, 2009

	<u>Jul 09</u>	<u>Jan - Jul 09</u>
00 Anonymous Contributions	0.00	100.00
2250 Group	100.00	300.00
3RD Tradition Meeting	0.00	146.80
4th Dimension	0.00	109.40
7 and Up	0.00	20.00
AA By The Sea	142.50	142.50
ABC	25.00	50.00
ABES Place	83.43	1,226.73
Absolute Sobriety	60.00	140.00
After Work Bunch	156.12	679.37
All Ages	0.00	277.00
Amazing Grace	0.00	25.00
Archangel Group	0.00	150.00
At The End Of The Rainbow	0.00	343.14
Attitude Adjustment	0.00	876.62
Back Porch Lunch Bunch	183.48	669.85
Back To The Book	37.50	153.13
Beach Bunch	350.00	700.00
Blind Pass Group	150.00	300.00
Cash Customer	376.42	735.20
Center Of Hope	20.00	60.00
Central Group	0.00	136.34
Circle Of Friends	0.00	200.00
Clearwater Group	30.00	210.00
Common Solution	0.00	48.30
Countryside Group	200.00	360.00
Countryside Women	0.00	200.00
Couples Growing Together	0.00	42.80
Daily Reflections Group	100.00	100.00
Don Vista Group	0.00	120.00
Dunedin Group	0.00	30.00
East Lake Group	0.00	593.50
Feelings Group	0.00	441.60
Find Yourself	86.18	418.58
Forty Niners	20.00	20.00
Free Spirits	90.00	360.00
Friendship Group	0.00	150.00
Go After Your Sobriety	0.00	105.00
GOYA	0.00	160.00
Grow Up Group	0.00	120.00
High Noon Daily	0.00	197.90
Hopeful Group	0.00	36.34
Intergroup Meeting	52.00	334.16
Into Action	0.00	50.00
Keep It Simple	0.00	210.00
Kirk Group	46.78	179.78
Ladies Night	40.00	165.00
Lake Seminole Speakers	115.63	115.63
Largo Young People's Group	0.00	84.00
Last Call Group	0.00	25.00
Living Sober	0.00	300.00
Lunch Bunch	0.00	1,214.75
Maximo Point	0.00	30.00
Mixed Nuts	0.00	40.00
New Freedom/New Happiness	275.00	275.00

New North	0.00	37.00
Oakhurst	400.00	400.00
Off Your Chest	297.00	297.00
Oldsmar Group	0.00	1,100.00
Open Door	500.00	500.00
Our Common Problem	75.00	75.00
Palm Harbor Group	30.00	365.00
Philippe Park	20.00	60.00
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 Morning Mens Group	265.00	265.00
Saturday Steppin' In	115.00	295.00
Seminole Group	0.00	120.00
Serenity Seekers	135.00	923.00
Snowbirds	0.00	142.00
Sober In Paradise	0.00	315.00
Sober Spirits	0.00	273.37
Spirit Group	235.00	235.00
Steps For Sobriety	0.00	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	267.00	2,081.00
Sunset Beach	0.00	943.44
Sunshine City	0.00	75.00
Surfside Group	0.00	100.00
THE GOD STUFF	0.00	25.00
The Real Happy Hour	19.76	412.41
Thursday Morning Break	10.00	38.82
Thursday Night Uplifters	0.00	25.00
To The Max	0.00	202.14
Today In Sobriety	0.00	150.00
Triangle	0.00	55.00
Tuesday Night Men's	0.00	50.00
Unity Meeting	234.73	1,781.92
We Are Not Saints	30.00	30.00
We Don't Know Yet	0.00	150.00
What's Your Motive	0.00	50.13
Women In Step	0.00	50.00
Women Stepping Up	0.00	31.00
Women With Freedom	0.00	120.00
TOTAL	<u>5,373.53</u>	<u>27,941.19</u>

CENTRAL OFFICE MANAGER'S REPORT- Paul S.

July Statistics

- Phone Calls Total: 404
- Information: 306
- 12 step: 6
- Al-Anon: 2
- Other programs: 15
- Hangs up: 13
- Other calls: 35
- Referrals back to website: 11
- Wrong number: 9

- Telemarketing: 7
- Visitors: 253

MAIN POINTS

- Policies & Procedures
 - Sales
1. Policies & Procedures have been provided to new Committee Chairs.
 2. Sales at Central office are down. This may very well be seasonal and should improve soon.

UNITY MEETING REPORT – Melody B.

July 2009

<u>Date</u>	<u>Host Group Name</u>	<u>Attendance</u>	<u>Collections</u>
07/04/09	ALANO	27	\$ 24.00
07/11/09	BLIND PASS GROUP	97	\$ 70.00
07/18/09	PINELLAS POINT STEP	60	\$ 59.70
07/25/09	REAL HAPPY HOUR	83	\$ 78.65
Month Total		267	\$ 232.35
YTD Total		1883	\$ 1784.79

July was a profitable month for the Unity Speakers meeting. The position of Coffeemaker was filled by Jim. Maurice is now in-charge of set-up. Maurice trained Jim well on his new position and is happy to have Jim on board, he no longer has to do double duty.

Attendance was down for the because of the July 4 holiday. However contribution per person increased. 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.

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.
10/10/09	TODAY IN SOBRIETY
10/17/09	COUNTRYSIDE GROUP
10/24/09	REAL HAPPY HOUR

PLAIN AND STRAIGHT REPORT – (Open - no report) – Tom said that Woodie has created the Plain and Straight while we have no chairperson.

WHERE & WHEN REPORT - (Open - no report)

HELPLINE REPORT – Stephen C. (Absent – no report)

WEB SITE REPORT – Bennett S. - Bennett reported that he is just getting acclimated to the Web Site and is working with Woodie to do that. He also passed around a sign up sheet for those people who would like to receive an early copy of the minutes.

ANNIVERSARY DINNER REPORT– Martha H. – A committee has been formed with the following members:

- Martha, Chairperson - 727 734-0470
- Nanette, Co-Chair – npluhar@sprintpcs.com
- Sue, Greeters/Tickets – szitiello@hotmail.com
- Lou, Secretary – nonnieloul@aol.com
- Beverly, Raffle Chair – 727-580-2539

At the first committee meeting on August 9, 2009 it was decided that Lou will keep a record of all proceeding to pass on to next year's committee. Banquet Masters, 8100 Park Blvd N, Suite 201, Pinellas Park was chosen as the site because they could accommodate 500 people at the most reasonable price. They will charge \$20.00 per plate including tip. An \$800.00 deposit is required to reserve the room.

The ticket price for the dinner will be \$28.00 and it will be held on February 6, 2009. The committee will be allowed in at 3:30 PM for setup. Doors will open at 5:30 PM and the event will end at 9:30 PM. The menu will be a buffet with Turkey/Dressing/Gravy; Stuffed filet of Sole; and Lasagna with Meat. There will also be a Salad Bar, Dessert Bar and Coffee or Tea.

Tables will be assigned as tickets are purchased. The committee will purchase a quilt as a raffle prize. The price for a speaker gift is set at \$35.00. Martha will chair the meeting and the committee members will do the readings. The next committee meeting will be on September 13, 2009.

PICNIC REPORT – Randy R. – The date of the picnic will be April 25, 2010 and Pinellas County residents can reserve campsites starting September 25. We will be at Pavilion 4 again. In the next few months we will be getting flyers out looking for raffle donations and seed money. The Park Board now requires any group of more than 50 people to get a special events permit. I think I'm going to take Angela with me if she'll go because last year she got them to waive the \$375.00 fee. I've been talking to some of the volunteers from last year and have gotten a good response. Roger who has done breakfast for many years will do it again and Katherine will run the server line again. I'll be looking for new volunteers as well so if you wish to sign up please see me. Next month I will bring a list of our volunteer needs. Meetings will be at 8:00 AM, Noon and 4:00 PM

GRATITUDE DINNER REPORT– Rosie W. – Our committee selected Barbara B. as co-chair at our first meeting on August 8, 2009. Alice S of the Third Tradition group has agreed to speak. Alice will be celebrating 60 years of sobriety the month before the Gratitude dinner. The dinner will be held on November 8, 2009 at the Minnreg Building. Tickets will be \$8.00. The doors will open at 11:00AM; the meal will be at Noon and the speaker will be at 2:00 PM. The seating configuration has been finalized and we will be able to serve 550 people. We have tickets ready for sale tonight. They will be given to IG reps on a consignment basis. Flyers will be available next week at Central Office. We will also have them at the next Intergroup Meeting. We will also finalize the menu by the next Intergroup Meeting.

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

DISTRICT LIAISON TO IG – Bruce - District One will be hosting the Area 15 Assembly at the St. Pete Hilton on January 8 through 10, 2010. They will be looking for volunteers to do things like registration, greeting and hospitality. Details will be available later on.

MAINTENANCE COMMITTEE – Buck L. – A Hurricane Preparedness Plan has been developed for Central Office. Approved Web Mesh material has been selected as the preferred protection for windows and doors and an approved installer has been selected. The selection was made on the basis of cost,

convenience and ease of storage when not in use. Buck sent a sample of the material around for all reps to see.

In addition, a mobilization/demobilization plan is being developed. Principle elements are:

- Identifying primary and alternate persons to carry out the preparations
- Getting all electronics (computers, printers, modems, etc.) to higher ground.
- Limiting water intrusion (sand bags, etc.)
- Removal of storm related water.

Implementation of the plan is estimated to take 3 man hours. Return to normal will be estimated to take 2 man hours.

Accept/decline all reports

Fred, Third Tradition, made a MOTION to accept all reports.

Dan, Sober Spirits, SECONDED the motion.

All in favor – the motion PASSED.

Old business

- Where and When Chairperson – Robert P., Baypoint Group was elected.
- Plain and Straight – Angela L., Highpoint Group was elected.
- Vice Chair – Luis T., Find Yourself Group was elected

New business

- Request for Deposit to reserve Banquet Masters for Anniversary Dinner – Johnny, We Don't Know Yet Group made a motion to provide \$800.00 for Deposit. Kathy of Serenity Seekers seconded the motion. The motion was unanimously approved.
- Request for funds to prepare Central Office for possible Hurricanes – Suzanne, Monday Night Speakers made a motion to provide \$625.00 for hurricane protection materials. Walt of New Hope seconded the motion. One Intergroup Rep asked if the motion creating the committee required the question to go back to the groups before asking for approval. That motion was read and it was determined that matters over \$300.00 just needed to be submitted to the reps not taken back to the groups. The motion for the funds then passed with one dissention. The Intergroup chair then asked for Minority Opinion. Barbara, Spirit Group, stated that she didn't think the purchase was prudent because the sample looked frayed. She thought that the life span of the material was suspect. Tom asked if anyone had changed their vote as a result of the Minority Opinion. No one did so the vote stood and the motion passed.

Luis T., Find Yourself Group made a MOTION to adjourn the meeting.

John M., Beacon Group, SECONDED the motion.

All in favor – the motion PASSED.

The meeting closed at 8:05 PM with the Lord's Prayer.