

## NDIAA STEERING COMMITTEE MTG MINUTES

**Call to order:** 11/23/21 by Trudi

**Responsibility Pledge:** I am responsible, when anyone, anywhere reaches out for help. I want the hand of AA to always be there, and for that, I am responsible.

**Attendance:** Trudi, Dick, Brendon, Patti, Laura, Denise, Ena, Cathy, Jeff

**Minutes:** Approved.

**Treasurer Report:** Dick. Group contributions in line; reserves OK. Treasurer's Report approved.

**Chair:** Trudi. December Intergroup Meeting is in person. Masks are required. Patti will bring literature and 300 meeting lists. The following is also needed at meeting:

- Announcements
- Minutes
- Statements
- Budget
- Sign in sheets
- New Reps sign-in sheets
- Commitment sheets
  - One is list of commitments available
  - Sign up sheet for individual groups (recommended this be emailed to groups as is currently being done)
- Tickets for commitments

Nominations for offices is approaching at end of year. For the purpose of this election, Steering will serve as Nominating Committee.

**Vice Chair:** Denise has key for Concord Presbyterian, the location of the Intergroup in person meeting. Lights will be on from previous meeting. Denise will arrive early and put sign on door. Team should arrive by 6:30 to help with set up. Check to Concord will be cut quarterly (\$90).

Management was supposed to send Leonard with mouse traps, but that did not happen. After Thanksgiving, the office will be included with the apartments for extermination.

Eve before holidays work until 3 p.m.

Homeanswering: Patti putting together a format for speaking to callers and she wanted to include what to say regarding ride to meeting or detox. The feeling is this cannot be scripted.

Would like Intergroup Reps to adopt a facility for which to provide meeting lists.

Literature box: Should be reconciled daily and anything over \$25 should be turned over to be deposited.

Petty Cash: Same as above with \$50 maximum.

**Central Office:** Ena. AA/Info: 21 12 Step: 3 Member/Misc: 77

Visitors: 44 Mtg chgs: 15

Someone asked if archive could be kept at office. It was determined that there is not enough space.

**CPC:** No Rep

**Institutional Commitments:** Jeff. Gaudenzia Claymont is now 6 p.m. WRP no meeting. Leona May is now blended. Hope is off list. Kolmach, Wilmington may want to be added.

**Web Chair:** Laura. Changes made: 18. Announcements have been cleaned up. On-line meeting tabs will be cleaned up over the weekend.

**Literature:** Patti. How do we decide how to price the small books? We currently sell at the Grapevine/AAWS price.

Can we order more? Yes, 10 of each.

Updating "Suggestions for Telephone Volunteers" Would also like to update laminated website instructions.

**Finance Chair:** Dick. Preliminary Budget approved. Bring Summary and Group Contribution information to Intergroup. Approved purchase of 100 cup coffee pot at \$147.60.

**Old Business:** None

**New Business:** Trudi will make up flyers for "carry the message" opportunity to be posted on WAWA bulletin board campaign and bring to Intergroup.

**Close:** 8:49 p.m.

---

Cathy Delaney, Secretary

Date