

STEERING COMMITTEE MEETING MINUTES

January 25, 2022

Attending: on Zoom Trudi, Denise, Dick, Brendon, Jeff R., Mike J., Laura V., Monica, Pattie, Kathy, Ena, Carolyn (non-voting, take minutes for Kathy)

Start 7:05 PM Responsibility Pledge

Previous Minutes, reviewed. Motion to approve (Mike, Brandon) Approved

Treasurers Report: presented (received in email prior to meeting) Dick notes that contributions are good, exceeding the budget amount. Final report for 2021 was presented. Take final numbers to membership at February Intergroup meeting for vote.

Report of Chair: Trudi,

- a. Nominations for new officers are this month. Denise nominates Brendon for Vice Chair. Pattie Seconded. Dick Volunteered for Treasurer. As the "temporary" he does not have a vote. As Treasurer he would. Trudi asks us all to think about potential candidates for Member at Large, 2 openings.
- b. Request received from the Convention Committee. They would like to have our email list for Newsletters so they can send out notices regarding the upcoming convention. Discussion: this event is sponsored by "the Area" which is a separate entity from Intergroup and would constitute sharing with another group. We would have no control over how they use the information. Trudi makes motion that we offer to help by putting their information in our Newsletter, ask them to create flyers that we can post on Website and take to Intergroup meeting. Denise second. Approved. Because we had some miscommunication with the Area in the past, Trudi would like to contact Maria M directly.
- c. Events Committee met last week. 5 people. Because of Covid the Firehall is restricting the number of people. However, if we want to postpone they are willing to apply our deposit to another date. The committee recommends we postpone until the fall of 2022. They also suggest we consider some outdoor events this spring and summer. Motion, Brendon/Laura. All in favor. This will be announced at Intergroup meeting next week.
- d. Dick presents End of The Year financial reports. We used most of our reserve during 2020 and 2021 to pay operating expenses while group contributions were down. Contributions have been improved in second half of 2021. Tax forms have not been received yet. Motion to approve Denise/Mike. Only pages 1,6,7,8 will be copied for Intergroup members next week. All in favor. Dick presents the final budget for 2022. All in favor, will be presented to Intergroup next week.
- e. This is Trudi's last report as outgoing Chair. She thanks all the members of the Steering Committee for all their hard work, support and cooperation. Members also expressed appreciation for Trudi.

Report of Vice Chair: Denise B.

Denise reports that Ena and Carolyn are continuing to work well together and making progress in organization of the office. Ena working on Standard Operating Procedures manual. Materials for the Lending Library have been identified. No Limen House volunteers for couple weeks because of Covid. Denise explains that she has a new cell phone and was unaware there were emails being sent to that phone that she did not respond to. She apologized for the lapse. Office Report: AA Info: 5 Alanon: 3 Alateen: 0 Member Miscellaneous 64, Visitors: 29 (most for literature) Total contacts 101

Discussion of meeting lists packets dated in November, we made extra in anticipation of first In Person Intergroup meeting and now have 90 left over and out of date. Recommendation is to recycle them rather than circulate incorrect information to the community.

Website Report: Laura She has revised the meeting information, merging the in person and Online meetings to one list that includes the Zoom information. Discussion of the Downstate meeting information. What we have in our list is out of date. They do have a website with current information. Our meeting list will be revised to not include the downstate information, and Laura will work on rearranging the format.

Newsletter Report: Monica: Monica recently received her Graduate Degree in English and is a teacher in Early Learning. **Congratulations!!**

She is expanding her sources for Newsletter articles with some focus on the Step of the Month. Otherwise going well. Anyone wishing to send in articles to be including in the Newsletter should use Monica's email.

Institutional Commitments Report: Jeff R. Currently potential for 7 sites, however several are pending. Refuge is open but has Covid protocol of evidence of negative test, proof of vaccine and wear mask. The Pearl Center is for 51 Veterans residents. Delaware Psych Hospital wants a Zoom meeting once or twice a week. These will be presented at Intergroup meeting asking for groups who may be interested.

Literature Chair: Patti: Patti asks about prices for literature, especially the pamphlets. This was discussed at Steering meeting in December when she did not attend and she is concerned that no one contacted her before making decisions to change prices. Some of the pamphlets are 8 cents or 12 cents and this creates difficulty keeping enough change in the cash box. Discussion of rounding prices up to the next nickel (8 to 10, 12 to 15) approved. Pattie also asks if there is a job description for her position. She would like to review that. Discussion regarding prices of other books. Dick refers to "policy" being set for AAWS and Grapevine. Discussion that the money in the cash box will be increased to \$30.00 allowing for several dollars in change.

Finance Report: Dick H. Budget for 2022 includes 30 hours a week for Coordinators to start in March. 15 hours a week to allow for both Ena and Carolyn to attend both the Steering Committee and the Intergroup meeting. Recommends we present Budget to February Intergroup meeting. Also copies of Financial Guidelines, take copies (20) so anyone who is interested in a position can get it.

Old Business: Mike J. Status of volunteers from Mens Limen House for office? At this time we have an alumni member, Greg who comes weekly and helps with trash removal, cleaning, making meeting lists. Ena suggests we evaluate the office furniture to see if some can be removed and if that happens, we would need men for that.

New Business: none Intergroup Meeting Wednesday February 2. In person, Concord Church 7PM.

Meeting adjourned 8:40 PM

