

## STEERING COMMITTEE MTG MINUTES

8/31/22

**Call to order:** 7:05 p.m. Denise B.

**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:** Denise, Carolyn, Ena, Brendon, Hayden, Patti, Joe, Monica, Laura D, Mike J, Jeff, Dick, (12)

**Minutes:** Reviewed, motion to accept made and carried.

**Chair:** (1) Denise reports that she changed this meeting to Zoom because of the changes in the recommendations from CDC regarding Covid. She asks if we need a Policy to address this kind of situation in the future. Brendon says since we did a group conscious at the last Steering meeting that this meeting would be in person, he thinks that decision should take precedent over outside information. Discussion ensued. Outcome: Denise will explore meeting rooms at Concord Presbyterian and Joe will contact Good Shephard Church. We are looking for a space that is larger than the NDIAA office at Trolley Square. Pattie asks us to consider that there are some members who travel further, and Zoom may be more convenient for them.

(2) Status of Inventory of Office furniture, Denise suggest Ena and Carolyn explore cost of folding chairs with cushions. (see also Vice Chair report)

(3) Denise asks if anyone has a list of which Steering Committee officers are due to move/rotate out at next election? Please send to her or the office.

(4) Denise asks Vice Chair Brendon if he wants more experience leading upcoming Steering/Intergroup meetings before he moves to Chair in January. Brendon says he is comfortable with his experience so far and not necessary to do more.

**Treasurers Report:** Dick. The current financial reports were sent out. Discussion of the status of Salary increase for Ena and Carolyn. Brendon has sent draft of a letter for employees; increase was approved by membership at 10%. Would be effective as of first pay period in September. Brendon and Denise will collaborate and get the letters prepared and send to the office. Dick reminds us that our lease is up in 18 mos and we should start thinking about if we want to renew? Explore other locations? Renew lease early usually gives us better monthly rate.

Motion to accept the Treasurers report, made and carried.

**Vice Chair:** Brendon reports there has been no interest expressed by anyone in taking whatever furniture we no longer want but that is in usable condition. He suggests next step

might be to donate but we need to be careful not to show favoritism to any person or program. No decision tonight.

**Office Info:** Ena gave numbers for August as of Monday 8/30/22

AA info 14 Alanon 0 Alateen 0 12 step calls 13

Members/miscell 79 Visitors 60 / 23 for literature **Total contacts 166**

Ena- (1) a woman caller wants to know if she can come to the Breakfast (without a ticket) just in time to hear the speaker. Discussion. Because we do not have a process to monitor person or people who want to do that, the Committee says the Speaker is only for those who have purchased a ticket. (2) Man who contacted us regarding "Bridge the Gap" for person leaving treatment in Penna but returning to Delaware; Discussion – we do not currently have a committee or policy regarding this 12 Step service. Joe G. Volunteers to contact the caller and try to help with contact people. Carolyn Will forward information to Joe.

Carolyn (3) Suggest that a small display box for our donated First Edition and Second Edition of Big Book would be nice. Ask the Group to help identify resources for someone to build or to purchase a display box. (4) Carolyn and Ena are working on a training/refresher session for the Wednesday volunteers, goal in September or October depending on everyone's availability.

**CPC:** Laura excused, no report.

**Finance Chair:** Dick. Nothing to report.

**Institutional Commitments:** Jeff. No major changes. He has reworked the summary sheet of commitments and send to office. Laura D asks if she can post it on Website and office will forward to her.

**Literature:** Patti. (1) Wonders if we need a current inventory at the office. She doesn't know who is responsible for this or when it is done but she would be willing to help. Says we should do for end of the year. No decision tonight.

(2) Planning another training for people who answer phones in evening/weekend. The material has been put into a PDF by Laura D and could be sent to participants this way. Hopes to do in September.

(3) Pattie had contact with representative from Firm Foundation which is sponsor of the Speaker Jam being held at the Journey Church in Newark. They would like a table/representative of NDIAA to be at event. Discussion. Brendon says he saw a flyer about the event that implied a collaboration between NDIAA and the Church that he was not comfortable with. Dick asked if the Area was contacted to attend? Perhaps it is function of CPC / Laura R. Pattie will contact Laura. Pattie will contact the group to clarify content of flyers. Send to office.

**Special Events:** Ena/Hayden/Trudi (1) The pool party was a success with proceeds to office \$549.00 Breakfast, 200 tickets sold. Hockessin Hall needs count by Friday 9/2/22. Check one week before event. Need to give final count to Missy/Trudi so they can secure centerpieces. Planning Longtimers event Friday Nov. 25<sup>th</sup>. Hope for a New Years Eve event but the budget estimate for this needs to come from Events to Finance committee before plans can be made. Carolyn suggested distributing the Orange form at Intergroup in Sept. Ena/Hayden will give overview of what it is for.

**Web Chair:** Laura D reports a lot of changes and she provides a screen-share to orient members to find reports from financial, meeting minutes, newsletters. Also access archives of older reports and contributions for Anniversary Club.

**Old Business:** None

**New Business:** (1) Carolyn suggest that each member introduce themselves once rather than before each time they want to speak or comment on a discussion.

(2) Jeff – question regarding providing meeting lists to the facilities where we take commitments. Discussion: recommendation that we remind Group Reps taking the commitment and each facility that the meeting list is current on the Website and each facility can download if they want to distribute.

(3) Laura asks for clarification regarding Second Chance group. Carolyn will send to her.

**Serenity Prayer/close: 8:30 p.m.**