

## **PBC INTERGROUP BUSINESS MEETING MINUTES**

**Date:** July 11, 2018

**Start time:** 6:15 p.m.

**Open Meeting ----- Serenity Prayer ----- 12 Traditions Read**

**Number of attendees:** 47

**Declaration of Unity:** This we owe to AA's future: To place our common welfare first; to keep our fellowship united. For on AA unity depends our lives; and the lives of those to come.

### **Introduction of new reps:**

Deborah S. – Group Representative – Sunny Isles

Emily K. – Group Representative – Night Owl Group

**Chairperson:** Deb M. - Being read in my absence by Roger - Good evening everyone, my name is Deb and I am an alcoholic. If you have a motion you would like seen on the Agenda to be presented next month, please e-mail it to me no later than July 25, 2018 – the deadline to be placed on the Agenda.

I am happy to report that we have filled all Board and Committee Chair positions and we will be hearing an abundance of reports tonight – some very brief since those people have only been serving in their positions for a brief time. Thank you to all who have volunteered to step up and serve Intergroup in the various committee chair spots. That is something that hasn't been done in quite a while. Your willingness to do service is so valuable and rewarding and we thank you!

Pursuant to last month's motion vote, the committee chair position for the Where and When has been eliminated and those duties are now being assigned to the office manager. The amendment to the Bylaws has been done and the Bylaws have been provided to Billy to upload to the website and are otherwise available. If you wish a hard copy, please let us know and we will see that you get one.

I have prepared the motion to permit intergroup to be incorporated and it is attached to the Agenda. Since I am absent tonight we will not go into a long discussion on this or take back to the groups yet; but rather Roger will endeavor to answer questions and those that he cannot answer he will write down for me to take to the lawyer who has agreed to assist us with this process, if appropriate. That section will come later in the meeting after the committee reports. Thank you – see you next month! Love & service, Deb Morgan

**Co-Chairperson:** Maria S. - Distinguish members of Intergroup, today in the absence of our chairwoman agreed by the board members our Treasurer will lead this month meeting His experience will be valuable to me to lead future meetings when need be. As we expected so far all is going very well in fulfilling the 4 events on the agenda as a Co chairman

We have taken the 1st step to organize the 2018 picnic

1- We requested the file from last picnic held in 2017 and that was provided by Tracy intergroup manager, whom as everyone knows voluntarily wants to participate helping to organize the event.

2- we will create a team this team will be made of volunteers, please contact me at 561 762 7007

3- we will revise that folder thoroughly and move forward

4- We have options, I spoke to the Triangle manager Kirk and he will He will be glad to help by providing an estimate of how much would cost to have the picnic in the outside of beautiful Triangle club green grass gardens, With plenty of parking  
This package will include a cover a Canopy, Food, Entertainment, games Music, Food not alcoholic beverages

5- I will be setting up a meeting with Tracy to exchange information to make this intergroup Picnic a memorable event.

As I said before with everyone support, sober and together We can do great things! Thank you for the opportunity to serve, Maria.

**Treasurer:** Roger B. Please note that the Treasurer report published in the TODAY is incorrect. I will have to generate that report very quickly to meet deadline and do not have a chance to go through it thoroughly. After the TODAY went to print, the Office Manager and I discovered a duplicate payroll entry, which is now corrected. The updated reports are available on the table and are reflected in the numbers to follow. Revenues for June 2018 were \$5,575.79 and Expenses were \$5,699.03, resulting in a net deficit of \$123.24. The opening checking balance for June was \$7,611.86 and the closing was \$5,810.37. The Prudent Reserve balance for June was \$13, 545.54 including the 22 cents we made in interest.

We would like to thank the Groups for their generous contributions. If it were not for you, we would not have been able to make such quick progress on our financial recovery over the past year. Thanks for allowing me to be of service, Roger B – PBC Intergroup Treasurer

### ***Basket passed in accordance with our 7<sup>th</sup> Tradition***

**Secretary:** Kate D –Thank you to all who have turned in your reports; if you have not please get it to me by Thursday at 5:00pm. Kate D.

**Registrar:** Scott M – The minutes and agenda were e-mailed to the database upon receipt from the Chair, as per the By-Laws of PBC Intergroup. The database was updated after the last Intergroup Meeting. Any new Group Reps, Alternate Reps, or newly elected Committee Chairs/Officers, please complete an information card and hand to the Secretary. If any information needs updating, please reach out. I apologize that I could not attend the meeting. Thanks, Scott M

**Office Manager:** Tracy D - June was a little slower than we would like to see but we do thank the groups who are helping to support their Intergroup Office! We will start the planning of our Intergroup Annual Picnic soon, so please speak with your home group about volunteering for this event... More will be revealed in the next few months! Our Where and When had 11 changes this June. The closing of the "With-in Book Store" brought several phone calls as to the whereabouts of the meetings that were held there. Please keep in mind, it is your Intergroup

Reps responsibility to keep Palm Beach County Intergroup informed of your new addresses and any changes to your groups schedule. We still have over 500 Where and When's left on our shelf from the last printing in May and are looking towards the newest printing sometime in August or September.

General Service/Intergroup Liaison: Rhonda B.- The Founders Day event held on June 9th in Lantana was a success. Over 300 people attended and were fed. The event ended with a positive balance of \$3.81. Thanks to all who helped the event be a success.

District-8 is co-hosting the upcoming area assembly. On July 15th, there will be a planning meeting at the Intergroup office from 2:00pm to 3:30pm. Please come on by if you're interested in helping.

The checking account balance is \$3,150.35 the savings account balance is \$3,000.12. If you are interested in helping with archives, please contact the archives chairperson Mike H. His email is [archives@district8area15aa.org](mailto:archives@district8area15aa.org)

If you want to serve on the corrections committee, please contact Renee at [corrections@district8area15aa.org](mailto:corrections@district8area15aa.org)

Motion was made - any past delegates attending an area 15 assembly will be deferred one-night lodging unless already receiving deferment from area 15. This motion passed.

The next general service meeting will be July 15th. I will provide a July report in the August Intergroup meeting

South County Intergroup Liaison: Christine Short report this month as I did not attend June South County meeting, however I did log onto their website and found that there will be a SPBC (South Palm Beach County) picnic on July 22 - 11a-3pm at John Prince Park. Admission is \$10.00. I have now found out when their meeting is and have it on my calendar. Christine

Archives Committee Liaison: Ilia E. – No Report Submitted

## **COMMITTEE REPORTS**

**Public Information:** Stacy – No report submitted

**12 Step List:** Sam B. – No Report Submitted

**Phone Volunteer Committee:** Deborah J. -Good evening. Since assuming the Chair of the Phone Committee at last month's Business Meeting, I have attempted to make contact by email with all volunteers on record. I've learned that some are no longer able to offer their service, and that there are gaps in the schedule. To date, I have been able to recruit 5 additional volunteers. I hope to shortly ensure a fully staffed schedule. Recruiting efforts will continue so that we can have a back-up roster for holidays and emergency coverage. I hope to schedule an in-person pizza party for all phone volunteers following the August Intergroup Business meeting. Thank you for the opportunity to serve, Deborah Jordan

**TODAY:** Cary M. – The July edition of the Today is on the Table. Please pick up and bring back to your groups. – In service Cary M

**Birthday Club:** Heather K. - The Today's and birthday club announcements will be mailed out on 7/12. Love & Service, Heather K

**Website Committee:** Billy J – The following changes were made to the website; Where and When updated as of 7/9/2018, July Today is posted, July Agenda is Posted, Minutes for June are posted. In service, Billy J.

**Group Contact Committee:** Melissa - Hi!! My name is Melissa and I'm the Group Contacts Committee Chair. I am in the process of compiling a list of group contacts for North County. Anyone that would like to forward me their group contact information, please do so at [NurseMel1313@gmail.com](mailto:NurseMel1313@gmail.com) and I will put the info on my list for Scott. Thank you in advance for your support!!! In love and service, Melissa W.

**Bridging the Gap Committee:** Howie – No report submitted

**Institutions Committee:** JB - We are still looking for feedback on bringing the pink cans back. We serve the groups in North Palm Beach County and would like to be supported by said groups. There have been a lot of changes in our committee and all for the better in my humble opinion. One of the big changes, that has taken affect, we are now using the intergroup office for our monthly meetings. If you could inform your groups of this change and get their thoughts as to the pink can that would rock. Anyone can contact me directly. Phone number 561-904-1990 or email.... And I had this account before Larry came along and ruined comedy; [Jamesthecableguy@yahoo.com](mailto:Jamesthecableguy@yahoo.com). Feel free to give my info to anyone with a desire to discuss pink cans or anything institutions related. Thank you for letting me be of service. JB

**Old Business:** - None

**New Business:** - None

**Upcoming Events:** October Picnic – Maria is planning and will update as appropriate.

**Meeting Adjourned:** 7:10pm

See you next month!

PBC Intergroup Treasurer Report 07-11-2018

Please note that the Treasurer report published in the TODAY is incorrect. I have to generate that report very quickly to meet deadline and do not have a chance to go through it thoroughly. After the TODAY went to print, the Office Manager and I discovered a duplicate payroll entry, which is now corrected. The updated reports are available on the table and are reflected in the numbers to follow.

Revenues for June 2018 were \$5,575.79 and Expenses were \$5,699.03, resulting in a net deficit of \$123.24. The opening checking balance for June was \$7,611.86 and the closing was \$5,810.37. The Prudent Reserve balance for June was \$13, 545.54 including the 22 cents we made in interest.

We would like to thank the Groups for their generous contributions. If it were not for you, we would not have been able to make such quick progress on our financial recovery over the past year.

Thanks for allowing me to be of service,

Roger B – PBC Intergroup Treasurer

**PBC Intergroup Association**  
**Profit & Loss**  
June 2018

	<u>Jun 18</u>	<u>May 18</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Direct Public Support</b>				
Group Contributions	3,615.35	4,439.53	-824.18	-18.57%
Direct Public Support - Other	194.60	101.02	93.58	92.64%
<b>Total Direct Public Support</b>	<u>3,809.95</u>	<u>4,540.55</u>	<u>-730.60</u>	<u>-16.09%</u>
<b>Investments</b>				
Interest-Savings, Short-term CD	0.22	0.22	0.00	0.0%
<b>Total Investments</b>	<u>0.22</u>	<u>0.22</u>	<u>0.00</u>	<u>0.0%</u>
<b>Sales</b>				
Books	2,897.86	4,113.32	-1,215.46	-29.55%
Literature	1,121.05	833.80	287.25	34.45%
Medallions	1,445.00	1,271.00	174.00	13.69%
<b>Total Sales</b>	<u>5,463.91</u>	<u>6,218.12</u>	<u>-754.21</u>	<u>-12.13%</u>
<b>Special Events Income</b>				
"Today" Subscriptions	0.00	6.00	-6.00	-100.0%
Birthday Club	60.00	128.00	-68.00	-53.13%
<b>Total Special Events Income</b>	<u>60.00</u>	<u>134.00</u>	<u>-74.00</u>	<u>-55.22%</u>
<b>Total Income</b>	<u>9,334.08</u>	<u>10,892.89</u>	<u>-1,558.81</u>	<u>-14.31%</u>
<b>Cost of Goods Sold</b>				
<b>Cost of Goods Sold</b>				
COGS - Books	2,374.78	3,091.05	-716.27	-23.17%
COGS - Literature	650.72	379.38	271.34	71.52%
COGS - Medallions	587.88	546.84	41.04	7.51%
Purchase Cost & Discounts	90.41	73.03	17.38	23.8%
Cost of Goods Sold - Other	54.50	30.00	24.50	81.67%
<b>Total Cost of Goods Sold</b>	<u>3,758.29</u>	<u>4,120.30</u>	<u>-362.01</u>	<u>-8.79%</u>
<b>Total COGS</b>	<u>3,758.29</u>	<u>4,120.30</u>	<u>-362.01</u>	<u>-8.79%</u>
<b>Gross Profit</b>	<u>5,575.79</u>	<u>6,772.59</u>	<u>-1,196.80</u>	<u>-17.67%</u>
<b>Expense</b>				
<b>Contract Services</b>				
Costco Membership	60.00	0.00	60.00	100.0%
<b>Total Contract Services</b>	<u>60.00</u>	<u>0.00</u>	<u>60.00</u>	<u>100.0%</u>
<b>Facilities and Equipment</b>				
Exterminating	37.00	37.00	0.00	0.0%
Rent Water	475.00	475.00	0.00	0.0%
Facilities and Equipment - Other	92.32	0.00	92.32	100.0%
<b>Total Facilities and Equipment</b>	<u>604.32</u>	<u>512.00</u>	<u>92.32</u>	<u>18.03%</u>
<b>Operations</b>				
AT&T Internet	268.01	279.63	-11.62	-4.16%
FPL	186.35	276.84	-90.49	-32.69%
Office Supplies	180.97	105.88	75.09	70.92%
Postage, Mailing Service	39.99	35.34	4.65	13.16%
Printing and Copying	231.00	881.00	-650.00	-73.78%
Operations - Other	15.99	0.00	15.99	100.0%
<b>Total Operations</b>	<u>922.31</u>	<u>1,578.69</u>	<u>-656.38</u>	<u>-41.58%</u>
<b>Other Types of Expenses</b>				
Employee Health Insurance	150.00	150.00	0.00	0.0%
Other Types of Expenses - Other	0.00	40.00	-40.00	-100.0%
<b>Total Other Types of Expenses</b>	<u>150.00</u>	<u>190.00</u>	<u>-40.00</u>	<u>-21.05%</u>
<b>Payroll Expenses</b>				
FICA and Unemployment Tax	275.40	220.32	55.08	25.0%
Office Manager Salary	3,600.00	2,880.00	720.00	25.0%
Paychex	87.00	87.00	0.00	0.0%
<b>Total Payroll Expenses</b>	<u>3,962.40</u>	<u>3,187.32</u>	<u>775.08</u>	<u>24.32%</u>
<b>Total Expense</b>	<u>5,699.03</u>	<u>5,468.01</u>	<u>231.02</u>	<u>4.23%</u>
<b>Net Ordinary Income</b>	<u>-123.24</u>	<u>1,304.58</u>	<u>-1,427.82</u>	<u>-109.45%</u>
<b>Net Income</b>	<u><u>-123.24</u></u>	<u><u>1,304.58</u></u>	<u><u>-1,427.82</u></u>	<u><u>-109.45%</u></u>

**Bank Account Balances**

Checking	6/1/2018	\$7,611.86
	6/30/2018	\$5,810.37
Prudent Reserve	6/1/2018	\$13,545.32
	6/30/2018	\$13,545.54

## PBC Intergroup Association

07/08/18

## Group Contributions

Accrual Basis

June 2018

Date	Memo	Name	Amount	Balance
<b>Parts</b>				
<b>Group Contribution (Contributions from groups)</b>				
06/06/2018	Contributions from groups	After Hours Group	334.87	334.87
06/13/2018	Contributions from groups	Alternative MC	76.00	410.87
06/04/2018	Contributions from groups	Big Book Spritual Group	200.00	610.87
06/11/2018	Contributions from groups	Day Openers	15.00	625.87
06/13/2018	Contributions from groups	End of the Road	150.00	775.87
06/18/2018	Contributions from groups	Eye Openers Group	40.00	815.87
06/18/2018	Contributions from groups	Eye Openers Group	100.00	915.87
06/11/2018	Contributions from groups	FCYPAA	51.00	966.87
06/22/2018	Contributions from groups	Firehouse Miracles Group	50.00	1,016.87
06/25/2018	Contributions from groups	Friends of Bill W. Group	75.00	1,091.87
06/07/2018	Contributions from groups	Good Guys Group (Men)	50.00	1,141.87
06/13/2018	Contributions from groups	Happy Hour Group, WPB	240.00	1,381.87
06/25/2018	March and April, received 6/23/1...	High Noon Group	100.00	1,481.87
06/25/2018	May 2018, received 6/23/18 date...	High Noon Group	50.00	1,531.87
06/25/2018	June 2018, received 6/23/18, dat...	High Noon Group	50.00	1,581.87
06/22/2018	Contributions from groups	Lantana Group	57.48	1,639.35
06/14/2018	Contributions from groups	Love, Faith & Life	20.00	1,659.35
06/06/2018	Contributions from groups	Men's Fifth Tradition Group	25.00	1,684.35
06/26/2018	Contributions from groups	New Downtown Group	200.00	1,884.35
06/11/2018	Contributions from groups	Northwood Group	160.00	2,044.35
06/25/2018	Contributions from groups	Owl's Nest	121.00	2,165.35
06/28/2018	Contributions from groups	Pat You On The Back Group	200.00	2,365.35
06/14/2018	Contributions from groups	PBCIA Business Meeting	52.00	2,417.35
06/14/2018	Contributions from groups	Reflections Group	180.00	2,597.35
06/21/2018	Contributions from groups	Rule 62 - Wednesday Big Book Meeting	200.00	2,797.35
06/07/2018	Contributions from groups	Singleness of Purpose, Tequesta	405.00	3,202.35
06/19/2018	Contributions from groups	Table Talk	300.00	3,502.35
06/04/2018	Contributions from groups	Tell it Like it is (Men's)	100.00	3,602.35
06/14/2018	Contributions from groups	Woman in Sobriety, Lantana	10.00	3,612.35
06/04/2018	Contributions from groups	You are not Alone	3.00	3,615.35
Total Group Contribution (Contributions from groups)			3,615.35	3,615.35
Total Parts			3,615.35	3,615.35
<b>TOTAL</b>			<b>3,615.35</b>	<b>3,615.35</b>

**PBC Intergroup Association**  
**Profit & Loss**  
June 2017

	<u>Jun 17</u>
Ordinary Income/Expense	
Income	
Direct Public Support	
Group Contributions	3,908.52
Total Direct Public Support	3,908.52
Investments	
Interest-Savings, Short-term CD	0.23
Total Investments	0.23
Sales	
Books	3,016.95
Literature	933.05
Medallions	1,110.50
Total Sales	5,060.50
Special Events Income	
"Today" Subscriptions	6.00
Birthday Club	136.00
Total Special Events Income	142.00
Total Income	9,111.25
Cost of Goods Sold	
Cost of Goods Sold	
COGS - Books	2,697.04
COGS - Literature	686.33
COGS - Medallions	460.71
Purchase Cost & Discounts	-62.46
Total Cost of Goods Sold	3,781.62
Total COGS	3,781.62
Gross Profit	5,329.63
Expense	
Contract Services	
Credit Card Fees	68.59
Total Contract Services	68.59
Facilities and Equipment	
Equip Rental and Maintenance	100.00
Exterminating	37.00
Rent Water	470.00
Total Facilities and Equipment	607.00
Operations	
AT&T Internet	348.05
FPL	190.34
Office Supplies	127.91
Printing and Copying	231.00
Total Operations	897.30
Payroll Expenses	
FICA and Unemployment Tax	220.56
Office Manager Salary	3,217.23
Paychex	87.00
Total Payroll Expenses	3,524.79
Total Expense	5,097.68
Net Ordinary Income	231.95
Net Income	<u><u>231.95</u></u>