

**Intergroup Association BOT Meeting Minutes  
January 19th, 2016**

**Intergroup Board of Trustee Meeting Jan 19, 2017**

- Call to order at 7:05pm by Peter C with a moment of silence followed by the Serenity Prayer
- Review of the minutes - Rochelle motioned to accept which was seconded.

**OLD BUSINESS**

**Treasures report** – Roger Brown – December was better than projected, increased personal & group donations. Expenses were \$750 under planned, net income of \$4,556 over planned. Year-to-date, bookstore was \$34,583 behind planned. YTD \$15,409 more group donations than planned in part due to “Reach-Out” plan. General hard book sales are decreasing overall. The cost of goods sold was at 64% as compared to projected 61%. Only \$7,236 less than projected in spite of bookstore sale decline. Peter asked about personal donations in comparison to group donations, personal donations are low in comparison but a \$5,000 personal donation was received recently. General Service Office has increased the cap of personal donations to \$5,000 and Houston Intergroup followed suit. The balance sheet is in balance. Prudent reserve is considered to be the “Edward Jones – Prudent Reserve” & “Amegy Master Account” has decreased to \$46,695 from \$76,568. Accounts receivable have some “timing issues” / delays but are all good accounts. The conference area is dilutive value to Intergroup, costs much more money to rent it than it brings in – ideally we will increase the use of this space over the next year. Roger suggested a discussion as to setting a specific prudent reserve instead of the 6-12 month reserve rule from the by-laws. We do not want to plan for a deficit budget again moving forward. Rochelle made a motion to accept the treasures report, which was seconded and accepted.

**Executive secretary report – Dick Smith**

**Workshops!** Sponsorship workshop coming on 1/28/17, several BOT members offered to help serve food and other ways. 11<sup>th</sup> Step Workshop has sold 15% already and it's not until April. Holiday open house went well, over \$3,000 in bookstore sales and a \$30 “profit” from donations.

**Inventory** – 0.75% off of stated, thanks to the trustees who completed the inventory check and Kelli for careful inventory management! A breakdown of Intergroup sales shows that a majority of our bookstore income comes from conference approved literature.

**QuickBooks** – Upgrade is still pending, slowly. We have to have a license on every computer before we run the program. In short, the books will be upgraded to a newer version mid-year for \$1,200 (most cost effective option.)

**Hearing Impaired** – One group is asking for 3 meetings a week that we pay for interpreters. The cost is \$80 a meeting to interpret. A discussion took place as to whether or not the club that holds the meetings should pay. Given our current financial difficulties this cost is burdensome.

**SETA Liaison – Kathleen T**

“Deaf alcoholics are underserved in the Greater Houston area.” Flyers were brought for Sober Alcoholics Fluent in Sign and for Intergroups in Southeast Texas Area.

**BOT Challenge Program Goals and Results** – The number of groups that donated roughly stayed the same. Lee suggested that an effective way to carry the message of Intergroup would be to coach members of other groups to take the topic to group conscience as opposed to trustee members or delegates who do not often attend that meeting showing up to make the announcement. Peter noted that bringing the announcement to service meetings is better received than at the end of regular meetings.

**NEW BUSINESS**

**2017 Budget**

Roger Brown brought a very detailed breakdown of the 2016 budget and actual balance sheet. Given the large discrepancy between the 2016 proposed budget and the actual income and expenses, Roger made a motion to prayerfully consider the budget and have a separate meeting in 10 days to decide what our 2017 budget will be and what our prudent reserve will be. This motion was seconded by and a meeting was planned for Monday, January 30<sup>th</sup> at 7pm.

**Meeting was closed at 8:09pm with the Lord's Prayer.**

**Special BOT budget meeting is January 30<sup>th</sup> at 7pm.**

**Next Intergroup BOT Meeting is February 16<sup>th</sup>, 2017 at 8pm.**