

# Intergroup BOT Meeting Minutes

July 20, 2017

In attendance: JonS, PeterC, DavidP, RogerB, JeffH, DaveP, RochelleB, CatherineD Intergroup KelliR, DickS, AliceB (bookkeeper), SETA KathleenT and JohnL Houston CFC Guest

Call to Order with a moment of Silence followed by Serenity Prayer @ 6:59 JonS

Minutes were reviewed with a Motion to approve with minor corrections. Approved

## Old Business:

### **Treasurer's Report**

RogerB

Bookstore still off \$7,619.87

Cost of Goods sold came in under plan by \$3,629.00

Net Income up over Budget \$4,558.02

Mid Year Report:

Goal of \$120,000.00 a 6 Month Reserve – Began year with POR of \$47,376.00, thru June POR is \$85,756.00. This is 71.31% of Goal. \$38,200.00 improvement in 6 Months or \$6366.72 per Month.

Attributed to:

Districts and Individuals spreading the message, Membership Contributions thru June \$27,654.00 higher than LY. Personal Contributions \$5,638 up by \$4786.00 from LY.

Bookstore Pricing structure increase margin and covering shipping.

Increase Gross Margin in conference Area up \$1242.78 over LY

General and Administrative Expense management/control.

### **3 Areas of Concern:**

Eroding Bookstore Sales Volumes. Projection could come in \$21,193.00 under projection

Continue to Communicate Intergroup's Purpose and Mission to the Fellowship

Effort to continue to reduce the operating deficit in conference Area.

### **Executive Secretary's Report**

KelliR

**Hearing Impaired Signers**– June Services paid in July 2017

**Nightwatch** – At this time all slots filled. Continue to look for weekday backups.

**Audit Committee** –Will meet Wednesday July 26<sup>th</sup> at 1:00 PM.

**QuickBooks** – We will not update at this time

**Air Conditioning Bid Proposal** - Received first Bid John with Silver Services (current AC Vendor) 1 unit \$6924.00 or \$13,200.00 for both

Received 2<sup>nd</sup> Bid from Airforce of Houston. Both units the cost would be \$11,000.00

3rd Bid from Integrity Air Solutions came out and will be emailing a bid shortly is schedule this week.

**Continuation of Cost Reduction** – Copier Bid has been put on hold till end of the year.

Based on leasing a machine that can print, sort and staple. The demand for the printed directories has fallen. We have 1,914 and sold YTD 1,930. Could drop our cost to print in half 2017 \$5,299.80 vs. 2016 \$10,560.00

Track Postage for Month of June 2017 and not including Administrative postage Shipping and Handling income exceeded postage expense by \$107.59

Next BOT Meeting August 17, 2017

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## Event Coordinator

DickS

**SETA** – attended the July SETA Assembly to “press the flesh” to further relationships. We can discuss an idea to propose a storage solution to SETA. No Action taken.

**Workshop** - presenting workshop on “How to Chair a Meeting” for District 31 on July 22 at Old Town Spring

**District 81** - Presentation scheduled for August 1

**Traditions Workshop** - Reservations continue to come in but at a slow pace.

**The Link** – Will go out first of August

Coming Events:

August 5<sup>th</sup> CFC Houston Round up

August 26<sup>th</sup> Traditions Workshop

Convention Financial Topic/Bank Account discussion tabled to revisit at a later date.

## SETA Liaison Report

KathleenT

Area 67 Inventory - Survey to provide input to SETA. How things are run and improvements that might be suggested.

August Dist. 90 Beaumont Area convention

Sept. 8-10 Area CFC- Training to go into the Jails.

Oct. 20-22 NYGSO comes down

Nov. 12 Dist. 31 Gratitude Dinner 2:00 at Jimmy Burke in Deer Park

Jan 19-21 SETA Convention in Beaumont

Signers still needed in Houston to interpret and sponsor.

## BOT Challenge

JeffH

Visit Groups- Need to find contact Delegate in Groups with Higher \$ that have fallen off.

Identify how they are making distributions of 7<sup>th</sup> Tradition basket

How to make a lasting legacy change not just a one-time donation

Be smarter on how to get to Group.

## New Business:

CFC Houston

JohnL

1<sup>st</sup> National CFC Conference in St. Louis

John gave information on the cost of \$715.00 to send a rep from Houston. The board of trustees passed a motion to decline making a contribution with the wording that it is because of the Traditions. The cause is important just Intergroup cannot support the financial expenditure because of the Traditions and CFC is an area committee.

KathleenT asked about How to get first contact with drinkers.

Meeting closed at 7:49PM with the Lord's Prayer

**Next BOT Meeting**

**August 17, 2017**