



Intergroup BOT Meeting Minutes
Presented April 16, 2020 - from March 19, 2020 BOT Meeting

Attendees

Board of Trustees

James H, Charles S, Chris D, Bill B, Clarence B, Kathy D, Tom K, Willie V, Lester B, Gordon R, Erin K, Dale Cn

Intergroup Association Inc. - Kelli R

SETA - Dan K

I. Call to Order @ 7:00 PM

II. Minutes

Motion to approve Minutes: Dale - 2nd by Bill. All in favor, none opposed.

III. Reports

Treasurer's Report – Chris D

- Feb P&L Bookstore under budget. Individual contribution for \$5k
- Cost of sales at 63.8% Higher than planned
- Payroll expenses below budget.
- Small net income, \$3k over budget.
- Year to date. \$5k over budget.
- AR is up at \$13k. Expecting that to decrease.
- Inventory down to \$37k. Below \$50K is good.
- Bookstore and Contributions expected to decrease.
- Reliance on Prudent Reserves ahead.
- Online sales may be an option to help.

MOTION to transfer funds from master account to prudent reserve over the next 3 months in the amount of \$10,000.00. Approved. All in favor, none opposed

MOTION to approve Treasurer's Report. Approved. All in favor, none opposed

Executive Secretary's Report – Kelli R

- Bookstore Assistant hours reduced to 21 hours per week.
- Admin hours cut to 35 hours per week
- Bookstore operation of hours will be changed from 10am to 4pm.
- Invoice customers. AR \$8570k. Collections to be done.
- Getting tracking numbers from USPS.
- GSO price restructure.
- Keeping online meeting schedules updated.
- PayPal an option for electronic donations.

COVID 19 Discussion

- Meeting directory suspend, push back to late summer.
- Normal purchases have not made monthly numbers.
- Open to renting out the space for meetings.
- 10 or more prohibited by the state.
- Intergroup needs to set the example.
- Intergroup phones still active.

Event Committee Report – Bill B – Report James H

- Workshop and Open House
- Workshop is rescheduled to April 18th.
- May Workshop on Steps 4 and 5 still on.
- September Workshop to be planned.

Ad Hoc Committee Report – Erin K

- Sending out email regarding the Prudent Reserve.
- Who can be on the Ad Hoc committee?
- Meeting weekend of March 30th.

SETA Liaison Report – Dan K

- April assembly canceled by Area Level.
- April business moving to July assembly.

IV. Old Business

- Contacted hearing impaired signer.
- Budget for signer is \$8k.

Motion to suspend paying hearing impaired signer services until August 2020: Bill - Willie 2nd Gordon opposed.

V. New Business

- Credit limit for groups.
- Suspend all charge accounts to be safe.
- Evaluate AR age reports.
- One round of credit.

“Motion made that previous account balance would need to be paid off before additional purchases can be made”: Chris AR policy Bill 2nd.

VI. Adjourn and Close

MOTION to Adjourn. All in favor, none opposed