



*Intergroup BOT Meeting Minutes
Meeting Date: December 8th*

BOT Attendees: Erin K, Chris D, Kathy D, L.J, Monica T, Paul K, Tony W, Aaron P, Jim H, Byron T, Steve R.

Non BOT Attendees: Kelli R. - Executive Secretary

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|-----------------------------------|--------------------|
| I. Call to Order at 7:01 PM | Erin K. - Chairman |
| I. Moment of Silence | Serenity Prayer |
| III. Minutes BOT December 8, 2022 | Paul K.-Secretary |

*Motion made by LJ to accept November December 8, 2022 minutes; seconded by Monica T.
Unanimous*

IV. Reports

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| 1. Treasurer's Report | Chris D. |
| <u>November PL</u> | |
| Bookstore income was down | |
| Member Contributions was down | |
| COGS were down | |
| Expenses – Over the Budget | |
| Income – substantially loss of approx. \$7000 | |
| <u>November YTD PL</u> | |
| Bookstore income over plan | |
| Membership Contributions below plan | |
| Gross Profit under plan | |
| COGS is okay | |
| Expenses are in line – done good job managing | |
| Income above plan | |
| <u>Balance Sheet</u> | |
| Cash account has returned to normal position. Inventory is back in-line. | |

Motion made by Monica T. to approve the Treasurer Report; Seconded by Erin K. Unanimous

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| 2. Executive Secretary | Kelli R. |
| Report will be given in Delegates meeting. | |

3. Facilities Report Erin for Tony W.
There is nothing new to report, except for the ongoing HVAC issue with Landlord to pay for new unit. Landlord is requesting receipts and documentation for AC units. Kelli suggested we pull the lease agreement for specific language and ask Dale C for his expertise. This is a capital expense amortization.
4. Event Committee Erin for Casey M
Intergroup Annual Holiday Open House is Saturday, December 10th, from 11am to 3pm. Flyer in packet. Board members encouraged to fellowship with members.
5. Communication Committee LJ
Posted Open House Flyer to several Groups' websites and will distribute flyer at different groups.
6. Houston Intergroup Liaison Last month notes
SETA Convention – Held in Beaumont Jan 13-15, 2023
Taylor – New Houston Intergroup Liaison

V. Old Business. Tabled till Jan 2023
Convention 2023 – Intergroup 60th

VI. New Business.
PSA – The use of intergroup website and phone number.

VII. Adjourn & Close @ 7:50pm