



**Intergroup BOT Meeting Minutes**

**Meeting Date: 02/17/22**

**Attended**

BOT: Casey M, Chris K, Clarence B, Erin K, Kathy D, Paul K, Tom K, Tony W, Laura J, Jackalyn R, Deborah T.

Non BOT - Kelli R- Executive Secretary, Joel- Houston Intergroup Liaison

**Open Meeting - Erin K.**

- Moment of Silence
- Serenity Prayer
- Review Minutes

*Motion to approve Minutes made by Jackalyn R; Seconded by Kathy D.*

**Treasurer's Report - Chris D.**

- January Income better than December, over Budget.
- January Expenses below Budget
- Intergroup is doing well.

Motion to approve Treasurer's Report made by Tony W; seconded by Kathy D.

**Executive Secretary Report - Kelli R.**

- Normal Reporting will be done in Delegates Meeting.
- Major item discussed was Meeting Directory

**Facilities Report- Tony W. (Chairman)**

- Deposit Refund not returned by Stream Realty – Spoke with Dale C today.
- Exit Building Checklist will be posted today.
- Walk Through with City of Houston – Did not pass inspection - Tony W.  
Received checklist today – Most Electric issues. HAVC issued taken care of.  
Roy made notation on list on what would be the Landlords Responsibility. Kelli will email list to Landlord. Occupancy as capped at 49 people. 50 and above is assembly. I will do some checking on applying for a different permit as a lateral move.

**Events Committee – Kathy D.**

- Have about 4 -5 people committed
- Workshop Topics  
Step 6 & 7  
Sobriety – Happy, Joyus and Free in the Grievance Process  
Sponsorship
- Opened floor for suggestions from the BOT.

**Ad Hoc Committee for BOT Job Descriptions.**

- Email will be sent with 1<sup>st</sup> Committee information after this meeting. Any one welcome interested is welcome to join the committee. Meeting Wednesday March 23, 2022.  
Looking at Chair, Vice-Chair, Treasurer, Secretary, Trustees at Large, Committees/ Ad HOC job descriptions.

**Houston Intergroup Liaison- Joel G.**

- SETA Convention was a success.
- Around 1350 attendees.
- Upcoming SETA Assembly April 9-10 will have Roundtable discussions with GSO.

**Old Business**

**1. Intergroup Budget for 2022- Chris D.**

Presented budget for Approval.

Budget Comments:

- Bookstore sales amount conservative – Flat
- Plugged in known amount i.e. Rent Projected sales in 2022 will be better.
- Have Workshops as planned to meet budget
- Contributions in line with last year
- COGS 60% of Sales. Improving over the last couple of years
- BOT Programs – New Line Item added. Designated for special “Carry Message”
- Budgeted for full staff for entire year

*Motion made by Jackalyn to approve the budget as adjusted; seconded by Paul K.*

**2. Communication Committee – Laura J**

Laura J. will stand for the Chair of the Communication Committee. Flyers and information will be distributed around Clubs/ Groups. Suggestions welcome on getting the word out about Intergroup. Include Website Review under Communication Committee.

**3. 2023 Convention 2023 – Table to March Meeting**

**New Business**

BOT Meetings Virtually

Jackalyn R

*Motion made to hold BOT Meetings (only) virtually by Jackalyn R; Seconded by Tony W.*

Close Meeting- Erin K.

- Serenity Prayer.

Respectfully submitted,  
Paul K.