



Intergroup BOT Meeting Minutes
Meeting Date: May 19, 2022

Attended

BOT: Tony W., Casey M., Kathy D., Chris D., Erin K., LJ, Doug P., Clarence B., Monica

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

Open Meeting - Erin K.

Moment of Silence

Serenity Prayer

Review Minutes

Motion made by Tony W. to approve minutes; Seconded by Doug P. Unanimously approved

Treasurer's Report - Chris D.

April was a breakeven month.

Income:

April Bookstore Income above plan budget by \$2,178.05.

Membership Contributions below plan 2972.67.

Group contributions right on plan

Individual Contributions were lower than plan

Cost of Sales are 62% - Higher than usual due to selling more low margin items.

Expenses

Upgrading QuickBooks Desktop on subscription bases.

Admin/Office Expense over budget

YTD – Over Budget by \$7,162.63

Bookstore Sales continue to be above budget

Member Contributions – Below plan (driven by Individual contributions)

Cost of Sales - is fine

Expenses - Are great

Motion made by Doug P. to approve Treasurer's Report; seconded by Clarence B. Unanimously approved.

Facilities Report- Tony W. (Chairman)

Minor maintenance has occurred/is occurring (replacing light bulbs, repairing toilet).

No further action will be taken from us on deposit refund from Stream Realty.

No Occupancy Permit lateral moves exist to increase occupancy allowed. We will continue to practice good judgment.

Ad Hoc Committee for BOT Job Descriptions – Tony W.

In-person meeting to be held at Intergroup prior to the BOT meeting on June 16th.

Request made by Casey M. to send draft descriptions to the BOT.

The goal is to present job descriptions to the BOT by August.

Approve by September in advance of electing new BOT trustees in October and BOT elections in November.

Events Committee – Kathy D.

Steps 6 & 7 Workshop - April 30, 2022, 10 AM TO 2 PM at Intergroup. Hosted by Gordon R.

Total Registration: 57

Total Income: \$915

Total Expenses: \$162.10

Bookstore Sales: \$824.22

Open House – August 27th at Intergroup. Organization of the event to be led by Casey M.

Food Truck – Monica has experience with hiring a food truck from previous service.

Short meeting after BOT on May 19th to discuss path forward

Ad Hoc Communications Committee - L J

No update.

Erin K. and LJ to meet to discuss path forward before the June BOT meeting.

Executive Secretary Report - Kelli R.

Everything is going well.

Moving forward, BOT reports won't include figures (# of calls, chip sales, Big Book sales) to allow more time for BOT discussions.

Houston Intergroup Liaison- Joel G.

No update.

Old Business

Convention 2023, 60 Years of Miracles – Erin K.

Discussed past lessons learned from 50 Years of Miracles and 55 Years of Miracles.

50 Years of Miracles made a profit (\$6,484).

55 Years of Miracles had a loss (\$10,858.74).

Loss is largely attributed unsold hotel rooms (-\$12,000) due to the location and planned size of the convention.

Discussed Purpose 60 Years of Miracles.

From 50 Years of Miracles:

Increase the awareness of Intergroup in the AA community while celebrating its history.

Provide AA relates support, activities, and resources to the greater Houston AA community.

Raise money for Intergroup improvements and new AA support functions.

Discussed resources required.

Need to decide what a right-sized event looks like. (# of days, venue)

Need volunteers to organize, plan, and run the event.

Need to start the process with the current BOT.

Erin to create a list of Key Questions to be addressed to kick-off event planning.

6th Tradition on Intergroup Website – Deborah T.

No update.

New Business

None

Meeting Adjourned at 8:00pm