



Intergroup BOT Meeting Minutes

Meeting Date: November 16th

Minute approved by the Board in December 14th BOT meeting as amended.

BOT Attendees: Doug P, LJ, Erin K, Audrey D, (*BOT elect Ken H 2024*)

BOT Zoom: Tony W, Belinda E, John P

BOT Absent: Chris D, Kevin W, Byron T, Monica T, Steven R

Non-BOT Attendees: Kelli R. - Executive Secretary; Taylor C / Houston Intergroup Liaison

- I. Call to Order at 7:06 PM Doug P - Chairman
- II. Moment of Silence Serenity Prayer
- III. Minutes from BOT Meeting October 19, 2023 LJ - Secretary
Motion made by Erin K to accept minutes; seconded by Audrey D - Motion passed unanimously.

- IV. Reports
 - Treasurer's Report - October
 - Bookstore income is up
 - Conference area income is down Kelli R (*Byron*)
 - Membership Contributions are up for October, lot late for quarter
 - Administration and the office is down
 - Bookstore Expenses are up
 - Conference area expenses are up, contract services are down, invoices have not been sent out
 - Facilities & equipment expenses are down
 - Payroll expenses are down
 - Net Income = \$2298.00 | YTD = \$21745.45

Motion made by Audrey D to approve the Treasurer's Report; seconded by Erin K - Motion passed unanimously.

Executive Secretary Report Kelli R

- Two new speakers purchased for board communications \$700 total. Needs blinds replaced in the bookstore once we have a facilities chair. Will report more in Delegates meeting

Facilities Report Kelli R (*no chair*)

- There are ants in the building, might need to get an exterminator if they cannot be controlled with pesticide.

Event Committee Report Kelli R/Audrey (*Monica*)

- The 60th anniversary event total was \$2751.67 spent, which was under budget. A few cash donations were received. Help from volunteers help make it happen, notably Loraine H.

Kevin W (absent)

Taylor C

Communications Committee

- none

SETA Liaison

- Open house event placed on SETA announce
- Upcoming event, 1/19-1/21/2024 - SETA 61st Annual Convention, Moody Gardens, Galveston, TX. Register fee before 11/30/2023 is \$20 - See hotel section for additional rates. Website: <https://www.2024setaconvention.org> - book a room now because it looks like the hotel will sell out.

V. Old Business

- Bookstore, stocking outside of world service items: Kelli contacted 20 Intergroup offices and 19 responded. 5 sell literature other than AA approved. 7 are on-line bookstore and only 2 have on-line and brick and mortar stores. The BOT will need to decide if an ad-hoc committee is to be formed to establish a criterion whether to sell an item or not. Suggested we wait to after open house since we will go through the inventory to see what sells and what does not move items out that are not selling.
- Tony W -- Bridge the Gap information for Intergroup volunteers, he'll supply a flier for the volunteers to read if someone calls and asks about BTG.

VI. New Business

- Financial Audit discussion -- Intergroup is required to do an audit every 3 years per our bylaws. An 'audit' will cost ~\$30k; we need to clarify the definition of what this will entail. We will address this further in 2024 and make some bylaw update in the future.

V. Board of Trustees Committee Chair 2024

- Chairman: Tony W nominated
- Vice Chairman: Taylor C nominated
- Treasurer: Audrey D nominated
- Secretary: **OPEN**
- Events: Monica T nominated
- Facilities: Ken H nominated
- Communications: **OPEN**
- Communication Chair to prepare Job Description. (amended to include)

Adjourn & Close at 8:13 PM