



Intergroup Association, Inc.

*5151 Mitchelldale Suite, B10, Houston, Texas 77092,
aahouston.org, 713-686-6300*

Intergroup BOT Meeting Minutes Meeting Date: February 16th, 2023

BOT Attendees: Doug P., Tony W., L.J., Paul K., Monica T., Byron T. (*on zoom*), Jim H., Steve R. Chris D.,

Non-BOT Attendees: Kelli R. - Executive Secretary, Libby S. - Admin Asst, Taylor - Houston Intergroup Liaison

- I. Call to Order at 7:03 PM Doug P. – Chairman
- II. Moment of Silence Serenity Prayer
- III. Minutes BOT January 19, 2023 Doug P. – Chairman
Motion made by Doug P. to accept January 19, 2023 minutes; seconded by LJ. Motion passed.

IV. Reports

- Treasurer’s Report LJ :

January :

Bookstore Income was over budget for total income but under budget for expenses

Membership Contributions were up \$4,618.85, January was a big month.

Total Expenses were over budget but only by \$308.08

Net Ordinary Income was over budget \$4,048.43

Prudent reserve looks good, the bookkeeper keeps track of interest, it’s in a Money Market.

Motion made by Tony W. to approve the Treasurer’s Report; seconded by Jim H., motion carried.

- Executive Secretary Report Kelli R.

- Sunday, February 26, from 1-3pm, Area memorial service for Betsy Gerber – at Intergroup for no charge
- Concept Study Workshop first Saturday of every month at Intergroup - they will pay \$25.00 hour fee which will be added into income moving forward
- Copier machine’s contract expired - new proposal: 5 year contract for \$405.79 per month, which is about \$50.00 higher than our last contract, but includes printing allowance for 1500 b/w & 2000 color copies. Then copies would be .0078 b/w and .0291 color, includes maintenance and training. We can add in Integration connector for \$22.00 per month, which would take scans in and file them automatically into Google Drive. QuickBooks works with Google Drive which we already back up to. If we don’t amend



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it, our rates go up 25% per month, which would be \$500.00 more. Board and Doug P. approved.

- Meeting Directory (Baltimore office) printed in different formats, regions or by day, not by zip-code. Kelli will ask the delegates what they need or if they need it at all anymore. Current format takes work to make it print. It was suggested that we not print a directory, use a QR code instead to download app or use website. It would be optimal if the website had a print feature on the meeting finder.

- Facilities Report Paul K.
 - Floors were cleaned and sealed by Harold B.
 - They're going to meet with landlord re: AC unit, expecting to pay \$5000.00
- Two BOT candidates introduced – John P., & Kevin W., filling vacant positions
- Event Committee Report Monica T.
 - Intergroup 60th Anniversary: contacted hotels, event spaces and general pricing for restaurants and hotels
 - Date set: Saturday - October 21, 2023 – 100/200 attendees – 11:00am-6:00pm proposed time
 - Called St. Christopher Church, but they've not responded. Will contact Holy Name Church.
 - Will recruit speakers, getting help from Loraine who has a team.
 - Wait to ask delegates for volunteers once everything is firmed up.
 - Workshops are part of the areas responsibilities, but Doug would like IG to continue doing them for a while. They should be self-sustaining, lunch & packet included.
- Ad Hoc: Communications Committee LJ

Once IG events are finalized, LJ will work with Taylor to get information out to the area
- Houston Intergroup Liaison Taylor
 - Next Assembly – April 1-2 @ DoubleTree IAH (General Service Conference round tables)
 - National Bridging the Gap Workshop – September 8-10 @ Sheraton North Houston – a national committee workshop
 - 76 State Convention - June 9-11 San Antonio
 - Let him know if you have anything you'd like him to take to the assembly

V. Old Business

- none

VI. New Business



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- Board of Trustee Nominee Presentations (to be elected by Delegates) Doug P.
 - Kevin W.
 - John P.
- Executive Secretary Kelli R.'s Resignation Notice Doug P.
 - Search committee to be created
- Motion made by Doug P. to have Byron become Treasurer and LJ move into the Secretary position

Motion made by Paul K. to approve the positions; seconded by Steve R., motion carried.

VII. Adjourn & Close at 7:50 PM