WILMINGTON AREA INTERGROUP

Full Council Meeting held May 9, 2019

**Will S., Chairman,** began the meeting with the Serenity Prayer at 5:30 pm.

**Cindy W., Secretary,** called the roll. Groups present were: 10:45 Meeting, Acceptance, Across the River, At the Crossroads, Carolina/Kure Beach, Complete Abandon, Easy Duz It, Grissettown, Hampstead, Joe & Charlie,

Just A Meeting, Kitchen, Leland Morning Addition, Living Sober, Midtown, New Promises, Oak Island, Ogden Serenity, One Day At A Time, Primary Purpose, Rocky Point, Serenity By The Sea, Shallotte, Sisters In Sobriety, Welcome, Wharf Rats, and Women’s Lunch Bunch. 27 Groups represented. Board members present were: Barry M., Bill T., Pat N., Cindy W., Dara G., Donna C., LeeAnn P.,Penny C., Will S., and David G. (office manager). Colin H., Sam R., and Susan P. were absent.

**Will S.** welcomed everyone to the May Full Council Meeting and asked if anyone had anything on their mind. No one responded. Will S. asked for approval of the IG BOD April Meeting Minutes. It was pointed out that the BOD minutes did not need approval of the Full Council.

**Barry M., Alt. Treasurer,** gave the Treasurer’s report. Intergroup is in the minus of $1,685.86 for April. There was no discussion and the treasurer’s report was approved.

**David G., Office Manager,** gave the office report. Office Phone is now forwarded to the night owl phone by removal of the announcements that were on the Intergroup phone, now sending the caller straight to a person, and not a menu, when a person calls after hours. The issue of multiple emails has been resolved, meaning that all emails from vendors, invoiced customers and general emails go to one email address. The Book prices are now on the website and a list is in the group mailboxes. There is a sale going on to move some inventory that has been sitting for a while.

The Intergroup sign for the back entrance has been made and hung at the back door. A used laptop was bought and will be integrated into office use. Invoices from groups are being paid regularly. More fund raisers are being brain stormed by the events committee. The Volunteer appreciation day held at Intergroup was a success. Footworks is now back in the hands of Intergroup. It was brought up that the charges, totaling upwards of four thousand dollars, for World Services is being paid off. Question was raised by Bob D. about why the $4,836.00 is not listed as a liability on the cash balance sheet. David and Barry M. addressed the issue. Jim D. brought up the fact that literature and other saleable items are an asset and in the future the Intergroup could conduct an actual physical inventory. After the discussion, it was established that the inventory is an asset and the money will be paid to World Services whether it is on the Balance Sheet or not. Will S. mentioned that office procedures have been brought up to speed and are current. David G. confirmed. Office report approved.

**David G.** gave the volunteer phone report. Volunteers are doing great work for the phone answering service. Night owl phone is covered through June. Volunteer phone report approved.

**Penny C.** gave the Events Committee Report. Founders Day Picnic plans are moving forward. Picnic tickets are available for IGR’s to pick up. Volunteers are needed for set up, serving and clean up. Sign up sheet available at Intergroup. July 4th picnic is next. Bill T. is helping find a good price for food for that picnic. David G. mentioned and IGR’s voted in favor of buying T-Shirts for the Intergroup. The shirts will have “Happy, Joyous and Free” on them. Bill T. explained there is a minimum order of 120 T-Shirts @ $5.25 each. The Intergroup will decide the price to sell. The Intergroup hopes to have the T-Shirts for sale at the picnic. Events Committee report approved.

**DCM reports. Bob D. alt DCM for District 3** gave a report on the Service Workshop that was held at the Winter Park Presbyterian was a success.

All the committees for service were present and gave presentations for CPC/PI, Jails and Intergroup. There were also good speakers to inform the attendees about the various service positions available. Food was served and it seemed to be a success. DCM report approved.

**Old Business** Will S. brought up the Accounts Receivable at the Intergroup and mentioned that there was about $2000.00 outstanding as of the last BOD meeting. David G. mentioned that groups have been emailed and seemed to be paying what is owed. Barry M. reported that there will be a policy drawn up to have groups pay their accounts in 15 days and have one person approved from groups to charge literature. If payment has not been made in 30 days, no one from the group can charge anymore until that is paid. This will be the criteria for this policy. It was decided that the BOD will come up with a policy for groups buying literature on credit that can be voted on at the next full council meeting. Will S. brought up the discussion on the prices of books and sales tax. Our policy has been that merchandise pricing has included the mark up and the sales tax. The BOD has been looking into a policy that will have a mark up on merchandise and separate the sales tax. Barry M. and David G. are looking into a way to use QuickBooks in the pricing plus sales tax. It is a work in progress and Barry M. will have the credit policy distributed to the IGR’s before the next full council meeting. Will S. asked if the sales tax can be charged in QuickBooks and David G. said that QuickBooks can change the accounting process in order to pay the proper changes in sales tax. Will S. brought up the idea of changing the office hours. That is something that the BOD is looking into by researching different Intergroups and how they operate. The BOD is looking into some possibilities of changing office hours. The Strategic Plan is looking into all of these possibilities as well. David G. mentioned that our bookstore sales alone will not cover expenses and the groups’ contributions are important. Will S. stated that it is important to think about all these things “when talking to your groups”.

**Barry M.**  presented the By Law changes and wants to defer the changes until the next Full Council meeting. Barry stated that he would have the wording of the new By Law changes distributed to the IGR’s before the next Full Council Meeting.

**Donna C.** presented the Strategic Plan Implementation Committee.

The Strategic Plan Committee will meet the first Monday of the month at the Intergroup. The themes of the Strategic Plan were discussed and prioritized at the first meeting. Fiscal Plan and development is the first theme to be focused on, the second one is technology and communication, the third is office development, the fourth is community development and outreach, fifth is education and sixth is forward development. A survey will be sent out to the groups to gather information, to use for development of the Intergroup over the next three years. The next meeting will be the first Monday in June, which is June 3, 2019. All are welcome.

**Will S.** asked for comments under Open Floor. Will S. asked LeeAnn if she has heard anything from the IRS and she had not. *Side Note:* ***the IRS has sent a letter to the Intergroup after the Full Council Meeting stating the penalty has been forgiven.***

**Cindy W.** reminded IGR’s to pick up their packets of 10 tickets for Founder’s Day before leaving the meeting.

Meeting adjourned at 6:45.

Minutes respectfully submitted by

Cindy W. Secretary