

# **NDI Steering Committee Meeting Minutes 8/27/19**

**1. Call To Order: Shelly called meeting to order at 7pm.**

**In Attendance: Ray P., Gaye S., Susan D., Shelly C., Jaime B., Liz L., Lynn M., Tom H. and Trudi**

## **2. RESPONSIBILITY PLEDGE**

**I am Responsible. When anyone, anywhere, reaches out for help, I want the hand of A.A. always to be there. And for that: I am responsible.**

**3. Minutes of Previous Meeting: Approved as written**

**4. Treasurer's Report: Ray reported:**

- Report is positive.
- Group contributions are up this month
- Expenses are about the same as they have been.
- Ray will be doing some "journal entries" to close out the month.
- At the end of the year, Ray will be doing a "hard close".
- Petty cash and undeposited funds are not the same.
- Wilmington wage tax is paid monthly but do we pay an employer license fee? Ray will check on this, we may be exempt because of our non-profit status.

**5. Chairperson's Report: Shelly reported:**

- Susan D. is the new (interim) vice chair. She has the office keys and the vice chair binder.
- Liz L. is the new literature chair.
- Lynn is the new special events chair.
- Gaye, Shelly and Trudi will be checking the office email while Jaime is out or surgery.

**6. Vice Chairperson Report: No report**

**7. Central Office Report: Jaime reported:**

- Jaime's surgery is September 24<sup>th</sup>. She will be out of the office from Sept. 24 through November 4<sup>th</sup>.
- All office shifts are covered by volunteers, Jaime is in the process of training new volunteers.
- Lynn is meeting with Jaime tomorrow to go over the 2 events that Jaime will not be attending, Fall picnic and Fall Breakfast.
- Need 1 more speaker for Longtimer's meeting, a woman.
- Jaime will miss September and October steering meeting and October's intergroup meeting.

**AA/Info: 119 12 Step Calls: 32 Member/Misc. Calls: 142**

**Al-anon: 2 Alateen: 0**

**Home Answering: 25**

**Visitors: 131**

**TOTAL CALLS/CONTACTS: 451**

**8) Committee Reports:**

**A) CPC/Public Information: Brad not present**

**B) Institutional Committee: Trudi reported:**

- Delaware Psychiatric needs a speaker for 9/11, Trudi will do it.
- Leona May House moved to Middletown and didn't tell us.
- Connections women's commitment is struggling to get volunteers, Trudi will follow up with the groups that have them this month and see how the attendance has been. If we have to, we'll take away one of the nights.

**C) Special Events Committee: See Central Office report.**

- Need large coffee pot, Shelly will buy one and bring in the receipt.
- The Limon House men will be at the Family Picnic (9/29) to help out.

**D) Unity: Jamie not present**

**E) Literature: No report**

**F) Web: Rob not present.**

**G) Corrections: Gaye reported:**

- There is going to be a meeting at the NDI Office on Saturday (8/31) at noon for Baylor Women's Prison volunteers. There are a lot of new volunteers so we want to make sure everyone is on the same page.

**9. Old Business: None**

**10. New Business: We need new Newsletter chairperson, Wes M. is retiring. The only thing that needs to be in the newsletter is group contributions and institutional commitments. Other than that, they have creative freedom when making the newsletter.**

**11. Group Concerns: None**

**12. Close: Shelly closed the meeting at 7:45pm.**