

NDI Steering Committee Meeting Minutes
4/28/2020 (on Zoom)

1. Call To Order: Shelly started meeting at 7:05pm

In Attendance: Shelly C., Trudi S., Tommy K., Tom H., Susan D., Kelly H., Jaime B., Dick H., Brad K., Gaye S., Emmy C., Andrew T., Erik D., George H. and Delaware Dave

2. **RESPONSIBILITY PLEDGE**

3. Minutes of Previous Meeting: Approved as written

4. Treasurer's Report: Dick reported (interim Financial Chair):

- Group contributions are down, because of Covid-19.
- Our reserves look good but it is an uncertain future, depending when the office opens again.
- Down the line, if the office remains closed, we may have to rewrite the budget.
- Supplies, payroll and utilities are considerably less because of the office being closed.

5. Chairperson's Report: Shelly reported:

- George, Delaware Dave and Erik attended steering so that they could present something.
- They have personally been buying and donating big books since the "Stay at Home" order was put in place because of Covid-19 to people who did not have one, newcomers and people who cannot attend the online Zoom meetings.
- They asked if Intergroup would be willing to donate 20 Big Books to the cause.
- A vote was taken and it was unanimously voted that Northern Delaware Intergroup would love to donate 20 Big Books (cost \$190).
- Kelly H. has volunteered to be Secretary. It will have to be voted on at the Intergroup Meeting.
- If we don't have a quorum at the Intergroup Meeting then Shelly will appoint Kelly as the interim Secretary until we have a quorum at a later date.
- Jaime will be working 2 days in the office and 2 days at home. One day at the office isn't enough time for her to get things done. Instead of 18 hours, she will be working 25 hours per week. Vote was taken, unanimously voted yes.
- Jaime had worked extra hours off the clock to complete some task that had been reported to the chairperson. Steering approved additional pay for the extra hours worked.
- May 31st Breakfast is canceled. Andrew, Shelly and Jaime are talking about replacing it with an online event. Details to come...

6. Vice Chairperson Report: Trudi reported:

- Spoke about Venmo account, members and groups have been contributed.
- The next Steering Committee meeting will be May 26th but it will start at 5pm, instead of 7pm, so that we can still have our NDIAA Literature Meeting at 7pm on Zoom.

6. Central Office Report: Jaime reported:

- Will have the 20 Big Books ready on Wednesday.
- Jaime will be announcing to membership that she will be in the office Wednesday and Thursdays from 12pm-2pm if members need to come to the office to buy anything. They MUST call ahead and they have to wait outside when they get here.

AA/Info: 25

12 Step Calls: 3 **Member/Misc. Calls**: 55

Al-anon: 1

Alateen: 0

Home Answering: 128

Visitors: 0

TOTAL CALLS/CONTACTS: 212

8) Committee Reports:

A) CPC/Public Information: Brad reported:

- Still posting the cards that we had made up.
- It was suggested that Brad speak with the area CPC chair, see how they're handling things.

B) Institutional Committee: Tommy reported:

- Would like to contact the institutions to see if they would allow us to have Zoom meetings in their facility.
- SEPIA has started to have institutional Zoom meetings.

C) Special Events Committee: Andrew reported:

- There are two ways that we can handle the Spring Breakfast tickets: members can come to the office on Wednesdays and Thursdays 12pm-2pm (with their ticket and they have to call Jaime at the office to let her know ahead of time) and get their money back or the Spring Breakfast tickets will be honored at the Fall Breakfast on 10/25.

D) Unity: No report

E) Literature: No report

F) Web: No report

G) Corrections: Gaye reported:

- Baylor Women's Prison reached out, they are asking for cards, letters, etc. to be emailed or sent so the inmates can read them.
- The inmates at Baylor have tablets where they can read the letters and cards.
- Jaime will make a flyer, will get it posted on website and send to Emmy to put in the newsletter.

H) Newsletter: Emmy reported:

- Maria M. was recognized by the Akron newsletter and was asked if they could put her writing in the Akron newsletter.
- Requested a spreadsheet with Anniversary Club members.

9. Old Business:

10. New Business:

11. Group Concerns:

12. Close: Shelly closed the meeting at 8:25pm.