

Intergroup 5 (IG5) Representative Meeting Minutes

Date: May 5, 2010

Approved: June 2, 2010

Groups Represented:

Bradfordville, Mustard Seed, Open Door

- 14 people total were in attendance. (Groups listed above come from attendees who identified themselves as IG5 representatives for their home group.)

Secretary's Report: (David G.)

Minutes from April 7, 2010 IG5 representative meeting approved and accepted with amendments

- In the District 5 report section, the word "District" is replaced by "Intergroup" to read:
"Intergroup 5 has been invited to have a presence at the upcoming Founder's Day Florida Style convention."

Treasurer's Report: (James R.)

- A miscellaneous debit discrepancy of \$108 has been accounted for and reflected on this month's report; monetary amounts accurate and have been resolved with the bank statements.
- From Exec Comm minutes: "Contributions were higher than normal due to a \$300 anonymous donation, \$422.39 received from Happy Hour representing several months and a \$100 donation from Flint River Roundup. Expenses were slightly higher than normal due to two month's payments for the Message and purchase of the cash dropbox."
- Prudent reserve has been replenished; balance is \$1500 representing three month's operating costs.
- Approved and accepted with amendments to wording:
 - Change "February" to "April" for office rent line item in Disbursements section
 - Change "Sales" to "Deposits" in the Literature Account section
 - Remove individual last names in Disbursements section

Office Coordinator Report: (vacant)

- Office Coordinator (OC) position is still vacant.

Literature Coordinator Report: (Clay W.)

- Inventory & Sales reports approved & accepted.
- Total sales this month: \$733.32
- Value of on-hand inventory: \$1862.70.
- If a group wishes to make a literature purchase, the best method is to contact the Literature Coordinator (LC) at the intergroup email address (literature@intergroup5.org) and arrange a time to meet.

Activities Report: (Tracy G.)

- Passed around a sign-up sheet for volunteers to attend a fundraiser committee meeting.
- Date for fundraising event is July 17, 2010; location will be the CASA clubhouse.
- Ideas for activities were discussed; committee will present recommendations at the next IG5 rep meeting.

Web Committee Report: (vacant)

- Submitted to IG5 reps, some highlights from report are below:
- Webmaster position is still vacant, Debbie R. is covering duties in the interim.
- We had a decrease of -15.84% in website visits from last month.
- Still have groups need to confirm the meeting addresses for the Google map information, please contact webmaster@intergroup5.org.
- Updated meeting information on website (additions & deletions).
- Added Thursday night Monticello Women's Meeting information.
- Posted approved March 2010 minutes.
- Google Analytics IG5 website statistics

- Highlights for Apr. 1, 2010 – Apr. 30, 2010:
 - 919 total visits, 586 unique visitors
 - 2267 page views, 1841 unique views
 - 52.34% new visits, 31.45% bounce rate (bounce rate = percentage of single-page visits or visits in which the person left your site from the entrance (landing) page)

Most visited pages → Home Page (default.html) = 931, Tallahassee meetings = 740, Contact Page = 68, Links Page = 61, Newsletters page = 58

District 5 Report: (given by Debra N.)

- At the last Area 14 Assembly, a PSA titled "Hope" was discussed; some members have issue with the fact that actors are seen portraying alcoholics in the film.

The Message: (Joe D.)

- Copies of the Message are available on the website (<http://intergroup5.org/newsletters.html>)
- Please send all info that you wished to be published to message@intergroup5.org by the last Wednesday of the month.
- Editors created a new section titled "Roving Alcoholic".
- This month's Message has an insert "What is Intergroup?" that was donated.

12 Step News: (given by Debra N.)

- Had a successful workshop on May 1st; about 16 people attended.
- Had about 5 new phone army volunteers sign up.
- There are flyers for the IG5 reps to take back to groups regarding the phone army.
- The coordinator position will be open in August; if interested, please come to the next IG5 rep meeting.

Old Business:

- The ad-hoc committee for the purpose of reviewing and updating the Intergroup 5 Constitution and Bylaws has began work; to get on the list to help with revisions, send an email to intergroup5.org@gmail.com; up through Article IV has been posted for review and suggestions.
- The Office Coordinator position is still vacant; there is a suggested 3 year sobriety requirement. The treasurer will continue to cover the duties until the OC position is filled.
- The Where & When is being verified through phone and email and being updated by the chairperson.

New Business:

- IG5 is currently month-to-month on the rental contract for the office.
- Election of new Webmaster was tabled.
- From Exec Comm minutes: "Office door pass code can be released to those that need access to the Intergroup 5 office..." If you need access, contact execcomm@intergroup5.org.

**In Service,
David G.**