

**Pittsburgh Area Central Office, Inc.
Steering Committee January 21, 2024
4th Q 2023 Meeting Minutes**

Steering Committee Chairman Eric W. opened the meeting with the Serenity Prayer, then introduced Intergroup Chairman Corey K.

Corey K. – 2024 Intergroup Chairman & Co-Treasurer:

Corey introduced Intergroup members in attendance for their reports:

Hutch – 2024 Treasurer & Meeting Troubleshooter:

Troubleshooter report – No report.

Financial report – Went over expenses and income for the office. No disparities between 2022 & 2023. Also noted that utilities are presently zero because new building determines operating costs on an annual basis.

Bryan H. – 2024 Answering Service Liaison & 2024 Prison Liaison:

Prison report 4th Q 2023 – 7 contacts came into office and received their \$100 allotment in books.

Angela C. – Anniversary Liaison, Office Manager & PICPC Liaison:

Anniversary report – Chelsea S. from the Alcoholics group was nominated to chair the 2024 Anniversary & Joe C. from the Baldwin/Whitehall group was nominated as co-chair. Anniversary is still scheduled for August.

2023 4th quarter calls:

Office Hours:

There were **381** calls during office hours, **38** meeting books were mailed out, **15** step calls referred to AA Members.

Non office Hours:

There were **260** calls to the Answering Service, **22** calls were referred to Intergroup Members.

Ryan S. – 2024 Christmas Party Liaison & Speaker Bureau Liaison:

Christmas Party report – Jim E. the 2023 Christmas party chairman came into office after Christmas party with paid receipts and list of incurred expenses, everything is paid. Noted that current balance of Christmas party account is \$7,772.00. Ryan introduced Clint C. the 2024 Christmas party Chairman for Christmas Party report:

There were approximately 364 attendees on Christmas Eve as well as 181 on Christmas Day. There was \$980 collected in the basket. There was \$400 in expenditures during party. There is help needed for a clean-up crew on Christmas Day in 2024.

Noreen O. Pioneer Group asked what time the clean-up would start. Clint stated that it is 1:30 PM on Christmas Day in order to complete it by 4:00 PM.

Kenny D. – 2024 Gratitude Liaison & Meeting Book Liaison:

Gratitude report – There was \$16,000 in gratitude received from groups in 4th quarter 2023 & \$18,000 received during all of 2023.

Meeting Book report – There are 1,400 meeting lists left in stock.

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Tabitha H. – 2024 Newsletter Liaison, Website Liaison & New Group Liaison:

Newsletter report – January/February newsletter has been posted on website and sent out to members who requested it.

Website report – Mike S. the office assistant has updated website meeting list with a dropdown for meeting type.

Group report- There were 3 new groups added and no closed groups.

Corey read the reports for intergroup members not in attendance:

Brian L. – 2024 YPAA & General Service Liaison:

General service report – The Area 60 1st quarterly meeting was being held January 21.

Reports finished; Meeting turned back over to the S.C. Chairman Eric.

Old Business:

Adam G. from the AA On Boyd Hill group brought up during 4th quarterly meeting that a pamphlet was created by District 28 that has a QR code leading to download of the meeting guide app as well as the Central Office phone number. Adam suggested that 500 of these pamphlets be donated to the Central Office & placed in literature rack. Steering Committee reps were asked during the last meeting to take it back to their homegroups for discussion.

Carol K. from the Troy Hill Coffee Break group proposed that maybe QR code could lead to Central Office website rather than meeting guide app.

Marcus D. from the Berkeley Hills group asked question about where app gets information for meetings, it was explained that the New York General Service owns & administers the app, both the Central Office & Area 60 provide meeting data for the app to use, went on to explain that currently app pulls meeting data for Area 60 first & then Central Office second, did not used to be the case.

Noreen & Hutch stated that once the app retrieves meeting data, it is out of our hands & that Area 60 website is not as up to date as the Central Office because it is updated by volunteers & the Central Office is updated by paid employees.

The app is not perfect and that is in the hands of the New York GSO & they should deal with discrepancies with meeting data.

Noreen made a motion for the Central Office to not accept & distribute the pamphlets, the motion was seconded & passed, voted on, the vote was not to have the pamphlet at the Central Office.

Eric asked for any other old business, there was none. Asked for motion to close old business. Closed.

Eric proceeded to move on to the nomination of an intergroup member to fill in the one year left of the intergroup position vacated by Marilyn F., there were no nominations and it was tabled until the next steering committee meeting.

New Business: none

Eric closed new business. Motion made to close the meeting, seconded, and closed with the Lord's prayer.