

**Pittsburgh Area Central Office, Inc.**  
**Steering Committee Minutes**  
**July 26, 2015**

Brad B. Steering Committee Chairman opened the meeting with the Serenity Prayer.

Brad asked for a motion to have the April, 2015 minutes approved, motion made, seconded and passed.

Asked for a motion to pay the rent for the meeting space today, motion made, seconded, passed. Brad introduced Brendon M. Intergroup Chairman, Brendon read his reports:

**Brendon McC. –2015 Chairman, Treasurer, Metropolitan Liaison:**

*Treasurer's report* – Reported that the rent at the office did increase this month and reflect on next financial report.

Brendon gave Deanna's & George's report in their absence.

**Deanna L. –Office Manager, Co-Treasurer, Banquet Liaison:**

**2<sup>nd</sup> quarter office activity report:**

**Office Hours:**

There were calls during office hours were **872** calls, **106** meeting booklets & pamphlets were mailed out. **31** 12 step calls referred to AA Members.

**Non office Hours:**

There were **952** calls to the Answering Service, **162** calls were referred to Intergroup Members.

**George C. – Prison Liaison & 2016 Banquet Liaison:**

*Prison report* – 11 contacts received their allotment of \$100.

*Banquet report* – Co chair was picked for the 2016 banquet. Kelly M. from the Castle Shannon group.

Brendon introduce the Intergroup Members for the reports:

**Maggi A. – Co-Office Manager & Meeting Booklet Liaison:**

*Meeting Booklet Liaison* – new meeting booklet coming out in few weeks.

**Joab –Speaker Bureau Liaison & Meeting Trouble Liaison:**

*Speaker bureau report* – still doing DUI hotel meetings, no other requests.

*Meeting Trouble report* –

**Jeremy Y. – Website Liaison & Gratitude Liaison:**

*Website report* – 86 calls to office referred to website.

At the last Steering Committee meeting there was a motion that passed to have AA conferences listed on the Event Calendar on website that cannot be listed in the Newsletter. With that motion there would be guidelines, Hutch and Deanna Intergroup members put guidelines together and Jeremy stated they were available at this meeting. Steering Committee rep asked if guidelines could be mailed with the S.C. meeting minutes. Jeremy said they would.

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**Brian H. – PICPC & General Service Liaison:**

*PICPC report* – Two requests came in, that Hutch filled. One in Homestead and one in Beaver.

**Larry K. – 2015 Answering Service Liaison and New Group Liaison:**

New Group report – Four new groups opened and two closed.

Old business closed.

Reports done, Brendon gave the floor back to Brad, S.C. Chairman.

New Business:

Brad stated at this time we will have an election for a new Intergroup member in place of the one who stepped down. Brad opened the floor for nominations, Daphne K. was nominated, she accepted and stated her homegroup, sobriety date, and service positions she has held. No more nominations and Daphne was voted anonymously to the Intergroup.

New business closed, motion made to close the meeting, motion made seconded and passed. Meeting closed with the Lord's Prayer.