

**Pittsburgh Area Central Office, Inc.  
Steering Committee July 30, 2023  
3rd Q Meeting Minutes**

Steering Committee Chairman Ryan S. opened the meeting with the Serenity Prayer, then introduced Intergroup Chairman Hutch

**Hutch – 2023 Intergroup Chairman, Treasurer & Trouble Shooter:**

Financial report – Went over expenses and income for the office. Individual contributions have decreased. Also noted difference in operating gain/loss between 2022 & 2023 due to office move.

Troubleshooter report – No report.

Jim P. from Blawnox group asked about what contribution amounts are suggested for different entities including Central Office, Area 60, New York GSO & local district. Was directed to refer to free pamphlet that breaks that down with pie chart.

Hutch read the reports for intergroup members not in attendance:

**Shelsi E. – 2023 Newsletter Liaison & Website Liaison:**

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

**Brian L. – 2023 YPAA & General Service Liaison:**

General service report – Area 60 3<sup>rd</sup> Quarterly meeting will be on August 13.

**Bryan H. – 2023 Answering Service Liaison & 2023 Prison Liaison:**

Prison report 1<sup>st</sup> Q 2023 – 4 contacts came into office and received their \$100 allotment in books.

Hutch introduced Intergroup members in attendance for their reports:

**Angela C. – Anniversary Liaison & PICPC Liaison:**

Anniversary report – The “Anniversary” to celebrate AA in Pittsburgh is August 5<sup>th</sup>, 2023. Former co-chair Steve S. had to step down and the new co-chair is D.J. from Lawrenceville group. There are still tickets available, contact the central office. They can also be purchased at the door.

**Marilyn F. – 2023 Office Manager & Group Liaison:**

**2023 2nd quarter calls:**

**Office Hours:**

There were **283** calls during office hours, **78** meeting books were mailed out, **9** step calls referred to AA Members.

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**Non office Hours:**

There were **291** calls to the Answering Service, **12** calls were referred to Intergroup Members.

**Group report-** There were 2 new groups added and no closed groups.

Jim E. from Berkeley Hills group asked about how often 12 step list is updated. Groups send updates, as well as individual members who want to be added to the 12-step list. The office and the Intergroup members exchange information also, to delete names that are no longer in service on the list. Hutch also mentioned that there is a form that can be downloaded from the website for the specific purpose of updating 12-step list.

**Ed R. – 2023 Gratitude Liaison & Meeting Book Liaison:**

**Meeting Book report** – There are still plenty of meeting lists available for sale at the office. The gratitude month of November is approaching & it is suggested that if contributing, please include \$1 for every year of your sobriety.

**Jimmy R. – 2023 Christmas Party Liaison & Speaker Bureau Liaison:**

**Christmas Party report** - Jim E. from the Berkeley Hills group is chairman for 2023. Clint C. from Baldwin/Whitehall group is the co-chair.

Jim E. from Berkeley Hills group stood up and mentioned the considerable expense of the Christmas party and that donations from groups are greatly appreciated and can be sent at any time for the Christmas party, mark check Christmas party and send to the Central Office.

**Corey K. – 2023 Intergroup Co-Chairman & Co-Treasurer:**

No report.

Reports finished; Hutch turned the meeting back over to the S.C. Chairman Ryan.

Ryan asked for any other old business, there was none. Asked for a 1<sup>st</sup> and 2<sup>nd</sup> motion to close old business.

**New Business:**

Ryan asked if there was any new business, no new business.

Ryan encouraged all attendees to speak up and ask questions at the meeting. Mentioned that the steering committee meeting is held on behalf of all groups in the area and that is the forum where their input is to be heard.

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