

Pittsburgh Area Central Office, Inc.
Steering Committee July 27, 2025
2nd Q Meeting Minutes

Steering Committee Chairman Adam S. opened the meeting with the Serenity Prayer, asked for motion to accept the minutes from the 1st Quarter 2025 Steering Committee meeting, motion made seconded and passed. Introduced Intergroup Chairman Angela C.

Angela read the report for Brian L. who was not in attendance:

Brian L. – 2025 Meeting Book Liaison

Meeting book report – 2025 meeting lists have been selling steadily.

Angela then introduced Intergroup members in attendance for their reports:

Ryan S. 2025 Co-Treasurer & Office Manager

OFFICE MANAGER

2025 2nd quarter calls:

Office Hours:

There were 287 calls during office hours, 150 meeting booklets & 211 pamphlets were mailed out or given away, 7 calls were referred to AA Members.

Non office Hours:

There were 148 calls to the Answering Service, 34 calls were referred to Intergroup Members

Brandon B. – 2025 Christmas Party Liaison & Answering Service Liaison:

Christmas Party report – The chairperson will be Tom S. from the Baldwin/Whitehall group and Owen C. from the Edgewood Discussion group is the co-chair.

Answering Service report – The monthly answering service fee went up by \$30.

Kenny D. – 2025 Intergroup Co-Chair, Newsletter & New Group Liaison:

Newsletter report - The latest newsletter has been sent & posted on website.

New Group report 2nd quarter - 1 new meeting opened and 1 meeting closed.

Eric C. – 2025 Prison Liaison & General Service Liaison:

Prison report – There were 11 contacts who came into office to receive their \$100 allotment in books.

Eli J. – 2025 YPAA Liaison & Meeting Troubleshooter:

no report

Corey – 2025 Treasurer

Treasurer report – Operating expenses have gone up due to inflation. Rent & operating expenses also went up slightly. Reminder given to all groups as a whole to order literature from the central office to defray costs.

Question was asked about lease and how it works, there is a 5-year lease where rent goes up about 2-3% annually.

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Angela read Mike J.'s report, who was not in attendance.

Mike J. – 2025 Gratitude Liaison, PICPC/Speaker Bureau Liaison :

PICPC & Speaker Bureau – There office were 3 calls to office requesting booths at events including Baldwin Borough Resource & Wellness event, Institute for Research, Education & Training in Addictions & Mt. Ararat Church in East Liberty. Mike did attend all 3 with an information table and will be attending an additional event at Mt. Ararat church.

Angela C. – 2025 Intergroup Chairperson & Anniversary Liaison:

Anniversary report – The anniversary will be on August 9th at SNPJ Hall in Imperial, PA where it was held two years ago. It will be from 6 PM to 11 PM. The chair will be Joe C. from Baldwin/Whitehall Group. Amanda S. from the 79 South group will be the co-chair. Jim E. will be the DJ. All 300 tickets have been distributed for sale and the count sold is not yet available.

No more old business, motion was made and seconded and passed to close old business.

New Business: Adam asked if any New Business. No new business.

Adam asked for motion to close New Business, motion made, seconded & carried to close new business. Adam asked for motion to close the meeting, motion made, seconded, passed. The meeting was closed with the Lord's prayer.