

**Steering Committee Meeting Minutes
Sunday, October 21, 2018**

Brian H. Steering Committee Chairman opened the meeting with the Serenity prayer. Ask for a motion for the July 2017 minutes. Motion made, seconded and passed.

Brian introduced Tim B. Intergroup Chairman.

Tim B. - 2018 CHAIRMAN & 2019 BANQUET LIAISON:

Tim had no reports but gave Shawn F. report regarding Christmas Party: the first planning meeting will be on October 26th where the Baldwin/Whitehall group meets. Tim introduced the Intergroup members for their reports.

Keith A. – Office Manager, Co-Treasurer & Meeting Trouble Shooter:

**Office Manager report -
2018 3rd quarter calls:**

Office Hours:

There were **590** calls during office hours, **46** meeting booklets & pamphlets were mailed out, **34** 12 step calls referred to AA Members.

Non-office Hours:

There were **447** calls to the Answering Service, **153** calls were referred to Intergroup members.

No meeting trouble report. Keith stated that this was his last Steering Committee meeting. His term is done at end of year & thanked the Steering committee for allowing him to serve.

Steve W. - 2018 Answering Service Liaison, New Group Liaison, & General Service Liaison:

Two groups closed. Steve also stated his last Steering Committee meeting and was happy to serve.

Courtney J. –2018 Metropolitan Meeting Liaison & Meeting Book Liaison:

Metropolitan Meeting report – Meeting went well, approximately 100 people in attendance. Cost was little over \$190.

Courtney also stated her last year on Intergroup, was thankful for serving.

Benji N. – 2018 Co-Chairman, Treasurer and Prison Liaison:

Treasurer's report – 3rd quarter financial:

We had a profit of \$744 on literature sales, with the free books to prisons and literature sent out a loss of \$595. Difference is a profit of \$148.

Prison report - There were five contacts that received their allotment for books and pamphlets.

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Eddie P. – 2018 Co-Office Manager & Website Liaison:

Website report – the link for making contributions is on the website.

Alan S. – 2018 NEWSLETTER LIAISON & ECYPAA LIAISON:

ECYPAA (Eastern Area Convention of Young People in A.A.) – Steve announced a Halloween party they were having on November 3rd at Faith Methodist Church in Canonsburg, Pike St.

Newsletter report – Gratitude flyer will be going on with the next Newsletter and will be available on the website soon. Alan explained how important Gratitude funds are for the office.

Reports finished. Tim turned the meeting back over to Brian.

Brian asked if any other old business. None. Motion made to close old business, made, seconded, passed.

New Business: Elections – Brian explained three new Intergroup members needed and one Steering Committee Chairman, he explained how long each position was and asked for nominees.

Three people nominated for Intergroup they accepted. No more nominees, Brian closed the elections. New Intergroup members are:

Brian H. -Lawrenceville Group

Ian C. – Parkway West Group

Jeremy Y. – Three-Fold Group

One nominee for Steering Committee Chair, he accepted.

Anthony A. – Lawrenceville Group

The meeting was adjourned and closed with the Lord's Prayer.