

**Pittsburgh Area Central Office, Inc.
Steering Committee October 22, 2023
3rd Q Meeting Minutes**

Steering Committee Chairman Ryan S. opened the meeting with the Serenity Prayer, then introduced Intergroup Co-Chairman Corey K. who was standing in for Chairman Hutch.

Corey K. – 2023 Co- Intergroup Chairman, Co-Treasurer:

Corey is filling in for **Hutch – IG Chairman, Treasurer & Meeting Trouble Liaison:** in his absence.

Financial report – Went over expenses and income for the office. Mentioned that office rent has gone up \$38. The fee for the answering service, Meg-a-Phone, was increased approximately \$26 monthly.

Corey read the reports for Intergroup members not in attendance:

**Marilyn F. – 2023 Office Manager & Group Liaison:
2023 3rd quarter calls:**

Office Hours:

There were **358** calls during office hours, **48** meeting books were mailed out, And **7** step calls referred to AA Members.

Non office Hours:

There were **201** calls to the Answering Service, **31** calls were referred to Intergroup Members.

Group report – One new group opened in the 3rd quarter.

Jim R. – 2023 Christmas Party Liaison & Speaker Bureau:

Christmas Party report - There will be planning meeting for Christmas Party on Friday, October 27 at 7:00 PM where the Berkeley Hills meeting meets.

Corey introduced Intergroup members in attendance for their reports:

Shelsi E. – 2023 Newsletter Liaison & Website Liaison:

Newsletter report – October/November newsletter has been posted on website along with Gratitude flyers & Christmas Party flyer. They have also been sent out to members who requested it.

Brian L. – 2023 YPAA & General Service Liaison:

No report.

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

Prison report 3rd Q 2023 – 6 contacts came into office and received their \$100 allotment in books. Brian said that Allegheny County is looking for women contacts for to take meetings into the jail.

**Pittsburgh Area Central Office, Inc.
Steering Committee October 22, 2023
3rd Q Meeting Minutes**

Angela C. – Anniversary Liaison & PICPC Liaison:

Anniversary report – The “Anniversary” to celebrate AA in Pittsburgh occurred on August 5, 2023, and was a success. Angela thanked everyone who attended. There were 171 tickets purchased. She went over the finances, and the total expense was \$1,114.59. Angela felt that the tickets should be raised for next year at least \$5.00.

PICPC report – no report.

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

Meeting Book report – The Gratitude flyers have been sent and posted on website. There are approximately 3000 meeting lists remaining for sale at the Central Office.

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

Ryan asked for any other old business, there was none. Asked for a 1st and 2nd motion to approve 2nd quarter minutes and for old business to be closed, motions made seconded and closed.

New Business:

Ryan asked if there was any new business:

Jim E. from Berkeley Hills group stood up and announced that the Jack C. is going to be easing out of his position as the monitor of the storage locker for Christmas Party materials & driver of U-Haul truck transporting materials back and forth between party and storage facility. Committee is looking for someone to shadow him this year and take over position next year.

Steve W. from the Cup Of Hope group asked about getting an information table for the Central Office at the next Pittsburgh Recovery Walk. It was agreed that more info regarding the possible cost or sign-up process to do so would be discussed at next Steering Committee meeting.

Adam G. from AA on Boyd Hill group & District 28 stated that the district created a pamphlet, it has a download to the “Meeting Guide App”, the Central Office phone number and a space for new people to get phone numbers. There is a cost to purchase them for homegroups to give out. There are extra printings of it and he suggested that they could be donated and distributed by the Central Office. It was discussed and decided that the Steering Committee reps take it back to their homegroups and it be discussed at next Steering Committee meeting.

Elections for Steering Committee Chair and Three Intergroup members starting January 2024.

Ed R., Shelsi E., Marilyn F. are the Intergroup members whose terms are up, as well as Steering Committee chair Ryan S. on December 31, 2023.

Three people were nominated for Intergroup member all accepted; they were.

Ryan S., Lawrenceville group, Tabitha H, Duquesne Heights group, Kenny D., Frick Park group.

One nomination for Steering committee chair, Eric W. from the Parkway West group, accepted.

Ryan asked if there was any more new business, none, he asked for a motion to close new business, asked for a motion to close the meeting, seconded, and closed with the Lord’s prayer.