

**SATURDAY NITE LIVE GROUP
STEERING COMMITTEE AND BUSINESS MEETING MINUTES
October 12, 2013**

- Group Chairperson opened the meeting with a moment of silence and Serenity Prayer
- A member read the short form of the AA Traditions
- The Group Secretary called Steering Committee roll
- Read last month's minutes and they were passed by the group
- The 7th Tradition basket was passed

STEERING COMMITTEE REPORTS

GROUP CHAIRPERSON: (Mike O.)

- Moving:
 - We have continued negotiations with the potential new property at Maple Leaf
 - We sent a letter of intent on 9/30
 - We are trying to find terms we can agree upon
 - First year rent would be \$3200/month – includes taxes, etc. \$3526 includes the 3% increase
 - They want us to have a personal cosigner; we don't. We can probably get around that by a larger deposit and a history of payment
 - Also, we are stuck here until lease is up is April...how can we make new place hold and wait for us until then?

GROUP SECRETARY: (Rebekah H.)

- No report

TREASURER and CO-TREASURER: (Julie L. and Corina O.)

- Not self-supporting in September
 - a) Expenses - \$6,993.00
 - b) Income - \$4,767.95
- Expenses were up in September because of additional amount given to literature. However,
- Yearly insurance due in September – that is saved up every month each year.
 - a) However, even without calculating the insurance money (which was budgeted), basket contributions were less than expenses \$800-ish.
- Meeting contributions way down. We cannot to exist as a group without 7th tradition donations.
- We have Corina O. as a double-counter on the envelopes. We were also audited by group members. All this due to past history with former treasurer issues.
- It was noticed that the balance carried forward every month was incorrect from April on. Doesn't mean we have less money – it was an excel formula issue. Julie has re-printed each month's spreadsheet from April on with correct figures.
 - a) Operating expenses vs. basket income was never incorrect.
 - b) Bank account amount always balanced.
- Secretaries, please remember to SEAL the envelopes. They have been in the safe ripped open or unsealed. We have new envelopes that already can be sealed with the removal of a sticker.

- PGE has gone up \$90 a month. October it will increase – we are on a managed payment plan. They review quarterly.

FINANCE COORDINATOR: (Ramon)

- This job requires coordinating the monthly finance committee meeting- Ramon was unable to do this for September. Apologies to the group for this.
- We will most likely see the Halloween Dance bring in money considering the way that events have been going.

GENERAL SERVICE REPRESENTATIVE and ALTERNATE (GSR): (Dan T. and Mani)

- Looking for people with 35 years or more to help with a new archive.

INTERGROUP REPRESENTATIVE and ALTERNATE (IRG): (Dana)

- Central Office will be buying a lot of the Anniversary 1st Editions.
- Central Office looking for volunteers to do office work and to help people that come in.
 - a) If you have 2 years sobriety and a working knowledge of steps & traditions, we can use your help! Also time availability of 2.5 hours at a time
- COIN looking for submissions.
- Outreach Coordinator is looking for volunteers. Meeting held first Wed monthly at Central Office at 5:45. Flyer available.

PUBLIC INFORMATION/COOPERATION WITH THE PROFESSIONAL COMMUNITY COORDINATOR

(PI/CPC): (John C.)

- No report

HOSPITALS AND INSTITUTIONS REPRESENTATIVE (H&I): (John B.)

- The only purpose of H&I is to carry the AA message to the alcoholic who is confined. H&I is governed by the 12 traditions of AA. There are many ways to be in service.
- Orientation occurs the 4th Tuesday of every month at the First Congregational Church on Leigh & Hamilton. Open secretary positions are posted on the board. Call John with any questions, his number is posted.
- Golden Living has a secretary position open for the 4th Tuesday of every month. Contact Dana if you are interested.

BIRTHDAY COORDINATOR: (Pilar)

- \$24 made at birthday night
- Discussed ways of advertising birthday night
- Discussed ways of figuring out how people who are actually going to be here for birthday night can let us know that.

REFRESHMENTS COORDINATOR: (Steve)

- Has noticed that meeting secretaries aren't here between meetings.
- Liquid creamer "shots" are super expensive.
- Please notify Steve of everything we are low on so he can refill the supplies in a timely matter.

EVENTS and ALT-EVENTS COORDINATORS: (Breanna A.)

- September had no event.
- October 19th is Halloween Dance, assisted by SCYPAA. Please volunteer.

FACILITY COORDINATOR: (Tom B.)

-

GROUP ARCHIVIST: (Gary)

- Thanks for the last year of service! Thanks to Fran, Ian and Dan T for help.

RECORDING COORDINATOR: (Coree)

- \$50 income
- Encouragement to buy CD's
- Making a copy of the recording booth key for the website coordinator so the website can be updated more frequently

SPEAKER COORDINATOR: (Mario)

- No report

LITERATURE COORDINATOR: (Marti)

- No report

ANNOUNCEMENT COORDINATOR: (Sheila)

- No report

SPONSORSHIP COORDINATORS: (Melinda & Nick)

- Nick – he does not have a key for the sponsorship box. Can Melinda make him a key?
- Melinda - 6 women and 2 men needed sponsors, one man open for sponsorship.

SECRETARY WORKSHOP COORDINATOR: (Eric)

- No report

NOON MEETING COORDINATOR (8:30am, 10am, noon): (Liz)

- No report

6PM MEETING COORDINATOR (2pm, 3:30pm, 6pm, 6:30pm): (Ken S.)

- No report

EVENING MEETING COORDINATOR (7pm, 8pm, 8:30pm): (Steve Y)

- Thursday 8pm meeting needs a secretary. Position open for another month. Contact Steve.

MIDNIGHT MEETING COORDINATOR (and marathon meetings): (AJ)

- No report

WEBSITE COORDINATOR and ALTERNATE: (Jake – given by Dana)

- Some issues transferring website – issues have been mostly squared away.
- Thanks to Josh for helping with website
- 3% increase to web traffic the last month.

- Josh has made the website nicer, smoother, faster, and added hyperlinks.
- Hopefully user passwords will be added by next month.

LIASON TO THE LANDLORD: (Jimbo)

- New update: the landlord has retracted his offer of less rent for a two-year lease at less money.
- Countered with \$3900 and under no circumstances will he extend the lease past 2 years.

OLD BUSINESS

- No old business

5 MINUTE BREAK

NEW BUSINESS

- **MOVING:**
- Refresher: our lease is up in April 2014. We currently pay \$3750 and have struggled. It will be raised to \$3900 for 2 years if we renew in April. This is the primary reason we've started looking for a new spot.
- Our primary purpose is to carry the message of AA to those who still suffer; we need a place to hold meetings in which to do that.
- We have found an appropriate location at Union and Bascom that has everything we have here – parking, smoking area, ability for all meeting times, dances etc. It's not easy to find a place that meets all of those needs.
- Walt has been leading negotiations with property manager. Finance meetings have been place of discussion.
- Want to bring up to the group a vote on actually moving
 - a) Financial standpoint – the cost of moving is greater than our current prudent reserve. We will need to raise money. Perhaps through fundraising. We've moved many times before – Mike believes we can do it again.
 - b) We probably need \$12,000 - \$15,000 by April for the move.
 - Last move – the group spent \$1400 (not including first and last month rent). But there were \$30 – 35K in donations to get this room in the condition it's in now.
 - This \$15,000 is mainly deposit, tax, etc. About \$2000 of that budget is allotted for Tenant Improvement. We are hoping most Tenant Improvement funds/items will be donated as they have in the past.
 - c) We do have \$10,500 currently in the prudent reserve, as well as the moving fund we have started.
- The Finance Committee has approved the terms given by the new property manager (minus a few terms that should be resolved by November 1).
- We would have February and March to do the improvements, and we would move in on

- April 1st to actually start having meetings.
- **Do we, as a group, knowing we need to raise additional funds, want to make the move?**
 - Discussion:
 - a) Group history with moves – there have been 5. The first move raised \$24,000 in less than 2 months and had to shut down donations. The past move to Dick’s Center had too many donations. We’ve traditionally had no problems raising the money/ getting donations to move.
 - b) How will we hold the space until April?
 - The landlord is willing to hold the space from the time we hold the lease at \$1000/month. That will ensure they won’t rent it to someone else. They already offered two months of free rent. March and February will be the free months. Lease will be signed November 1 – so we will pay \$1000 (each) November, December and January. They want \$6500 deposit (higher because we don’t have a co-signer/personal guarantee). Guaranteed \$3526 base rent monthly for the next 5 years. Variable of property tax changes during those 5 years. They’ve also guaranteed a 5 year extension of lease at end of this one at market rate. It is a much nicer space.
 - c) What is CAM?
 - CAM is Common Area Maintenance. We will still be paying PGE. Walt will check on whether we will pay garbage. Landlord will take care of cleaning outside, painting, etc. Our prorated property tax is approx. \$400 yearly; insurance is about \$40 yearly.
 - CAM can go up...if there is a major issue that needs to be fixed, the money would be spread among all the tenants.
 - Rent portion is \$2802, CAM is \$350, prorated property taxes and insurance equal total monthly cost of \$3526.
 - d) Walt, who is experience with property management and with SNL moves, thinks this is a no-brainer deal. SNL is a really difficult group to find space that will accept us.
 - These people are not slum lords. They really care about our properties. At the current location we do the maintenace - these people care about the properties and take care of them.
 - We will have to self-police our group because problems will cause them not to like us. There are many other working businesses in the shopping center.
 - e) There is a bus line that stops right in front of the shopping center.
 - f) Our monthly operating expenses will mostly be comparable to what they are here. The difference is that the landlord will be fixing stuff that is a problem in the room – we are the ones who have to fix stuff at this room.
 - g) Smoking policy would be per city/state ordinance. 25 feet from the entrance.
 - There is no possibility of staying in Dick’s Center.
 - a) We have to reiterate to our members:
 - Do not park in all of the front spaces of other business! There is plenty of parking for us. If we can do that we should be OK.
 - **Anonymous decision by the group to MOVE. No minority opinion.**

Next item of new business:

- Is anyone willing to head up a “Moving Fund Committee?” One point person to ensure we are

- raising money appropriately.
- Walt will be willing to help with fundraising if someone else is willing to coordinate the events portion of fundraising.
 - Going to take the Chairperson for moving committee online.

NEWLY ELECTED POSITIONS

Position	Name
Group Archivist	Chris M.
Announcement Coordinator	TBA
Monday midnight	Chris M.
Tuesday Noon	Zino
Wednesday 6pm	TBA
Friday 8pm	Anna
Friday Midnight	Coree
Saturday 10am	Moe
Sunday Noon	Heather

WHAT'S ON YOUR MIND?

- After hearing more about the STOP Program – we should not be policing the area for the landlord. It's an outside issue and violation of the 10th tradition.
- Got sober at Westgate West! Thanks to SNL – Let's make more shirts to fundraise for the move.

Respectfully Submitted,
 Rebekah H. (Group Secretary) ▲

Business Meeting Attendance

Steering Committee Position	Contact	X.....Present E.....Excused
Chairperson	Mike O.	

Steering Committee Position	Contact	X.....Present E.....Excused
Secretary	Rebekah H.	
Treasurer Co-Treasurer	Julie L. Corina O.	
Finance Coordinator	Ramon	
General Service Rep. & Alternate	Dan T. Mani	
Intergroup Rep. & Alternate	Dana Matthew James	
PI/CPC Representative	John C.	
H & I Representative	John B.	
Birthday Coordinator	Pilar	
Refreshments Coordinator	Steve	
Events Coordinator	Breanna A.	
Facilities Coordinator	Tom B.	
Group Archivist	Gary	
Recording Coordinator	Coree	
Speaker Coordinator	Mario	
Literature Coordinator	Marti	
Announcement Coordinator	Sheila	
Female Sponsorship Coord. Male Sponsorship Coord.	Melinda Nick	
Secretaries Workshop Coord.	Eric	
Noon Meeting Coordinator	Liz	
6PM Meeting Coordinator	Ken S.	
8PM Meeting Coordinator	Steve Y.	
Midnight Meeting Coord.	AJ	

Steering Committee Position	Contact	X.....Present E.....Excused
Website Coordinator Assistant Website Coordinator	Jake	
Liason to the Landlord	Jimbo	

24 Positions.....Quorum (50% + 1) = 13

6.1.2 STEERING COMMITTEE QUORUM

Business Meetings require a quorum of the Steering Committee (50% + 1) present in order to conduct business. Lack of a quorum may cause the meeting to be terminated with respect to being an official function capable of making binding group decisions. This determination may or may not be made at the discretion of the Group Chairperson.