

## \Northern Colorado Steering Committee Minutes - January 18, 2021

**Call to order: 5:15 PM**

1. Serenity prayer + welcome
2. Quorum (>5 officers)
  - Chair - Molly**
  - Co-Chair - Alex**
  - Treasurer - Donna**
  - Asst Treasurer - Julie**
  - Secretary - Cortney
  - Asst Secretary - Jamie**
  - Committee Person - Chelsey**
3. Motion to approve minutes from last meeting - Julie, Donna PASSED
4. Active reports
  - a. Chairperson: \*\*to come from Molly
  - b. Treasurer: Donna provided the Treasurer report. Our Income was \$6,658.10, Expenses were \$4,485.21, and Net Income of \$2,172.89. Bank balance as of 1/15 is \$15,542.11 (Wells Fargo and Canvas). Prudent reserve is \$3,005.13. Projected budget for January is \$4,953.13. It was suggested to continue to have groups donate to NCIG. What was presented on the Expenses list includes items in white and red. Red has been paid/partially paid, white has not yet been paid/cleared, making this a projected expenses total of \$4,953.13. Motion to approve the treasurer's report: Jamie, Julie PASSED
  - c. Office Manager: Report to be given in Intergroup Meeting.
  - d. Fundraising & Events Committee: Report to be given in Intergroup Meeting.
5. Old Business
  - a. Merchant Proposal: Beth wrote a proposal to change our merchant and presented it to the Steering Committee. The proposal includes a history of the relationship with the current Merchant, Sekure, the issues we or others have had, and the fees that they charge (that are not charged by other Merchants). As a result, costs with this Merchant fluctuate and get very high. Costs for leasing, usage, annual fees, and compliance can range from \$91.89-\$240.89 a month. Their early termination fee is \$289, to terminate the contract about a year and half early (which is also not a fee charged by other Merchant

providers). Alternative merchant option Square for Retail and their pros/cons were presented and plans they offer. The monthly free plan was recommended for NCIG use. There will be a cost for point of sale equipment that we can choose from, one which includes an iPad. If someone wants to donate an iPad, that would limit the cost to \$16/month for equipment use. We would also need to purchase our own barcode labels. The committee showed preference for the first option. It was also noted that there is a budget line item for an equipment purchase in the 2021 budget. It was decided to vote on this in February.

- b. Special Steering Committee Meeting (1/14/21)
  - i. Voted to approve increasing office manager hours from 20 to 28 hrs/wk - PASSED
  - ii. Voted to approve Annual Bonus of \$500 - PASSED
  
- 6. New Business / Pending matters
  - a. Review / Vote to approve the 2021 Budget: The budget was discussed at the Special Meeting on 1/14/21. Motion to approve the budget as was presented: Donna, Julie, PASSED
  - b. Steering committee members. Who's running again in March? Jamie said she was planning on running in March for the Secretary position, which would open the Assistant Secretary Position.
  - c. Discuss selling CDs from Sober Songs: Chelsey sought the opinion of the NCIG of whether or not this would be a viable venture. There was discussion about the pros/cons of selling the CDs. It was suggested and agreed that before there can be any decision until the musicians have been contacted. It was agreed to table this until February to allow Chelsey to do the footwork to see if this is a viable project.
  - d. 7<sup>th</sup> Tradition - Venmo @NCIGAA

**Motion to Close 5:58 PM: Donna, Jamie**

Next Meeting: Feb. 15, 2021

