

# Northern Colorado Steering Committee Minutes- December 21,

**2020 Call to order: 5:15 PM**

1. Serenity prayer + welcome

2. Quorum (>5 officers)

**Chair - Molly - Present**

**Co-Chair - Alex - Present**

**Treasurer - Donna - Present**

**Asst Treasurer - **Vote on nominee(s) in IGR meeting****

**Secretary - Cortney**

**Asst Secretary - Jamie - Present**

**Committee Person - Chelsey - Present**

3. Motion to approve minutes from last meeting: Donna, Alex

4. Active reports

- a. Chairperson: Met with Beth and Donna, canvas asked for personal information to provide Beth with direct deposit. Talked and compared 2019 and 2020 budget. Talked about 2021 budget. Steering committee had special meeting to talk about office manager position.
- b. Treasurer: Treasurer's report. See report. Motion to accept treasurer's report with the following amendment: add the rent charge into projected expenses for December: Alex, Chelsey
- c. Central Office: None
- d. Fundraising Committee: It was a good month due to the Sober Songs event and increases in group contributions.
- e. Finance Committee: None

5. Old Business

- a. Merchant options: Each month, we are being charged a considerable amount based on usage. After doing some research, it seems Square might be the best option based on what Donna, Beth, and Molly have researched. Once there is agreement, a motion/agenda item will be placed on the NCIG agenda.
- b. Creating a 2021 budget: December is not the best time to get this done, so we are looking at January to do that. We are in a good spot this year, but we'd

like to have something forward looking that we can measure ourselves up against that supports our goal of carrying the message.

6. New Business / Pending matters

a. Office Manager / Job Role review: There was context provided about how much Beth is currently working and what she's proposed as a raise for her salary.

i. Special Steering Cmte meeting: It was explained that there was discussion at the Special Steering Committee Meeting, and that it was decided there that we want to do something, but we'd like to get a better idea of year-end financials before we can commit to a decision. Beth was thanked for her hard work and commitment to NCIG and it was agreed we would come back to this in the beginning of the new year.

b. Review 2019 / 2020 P&L comparison: December is not the best time to get this done, so we are looking at January to do that. We are in a good spot this year, but we'd like to have something forward looking that we can measure ourselves up against that supports our goal of carrying the message.

i. Vote on 2021 Budget next meeting: to be discussed at the February meeting

c. Steering committee members. Who's running again in March?: Donna, Chelsey, and Alex said they would be interested in running again. Molly will likely stay in her position for continuity. It was agreed we would want to take a new look at the Bylaws to get a better understanding of what we'll need to do. There was discussion about the 1 year term commitment currently noted in the Bylaws.. There was discussion about whether or not the Chairperson of NCIG can be renominated.

**Motion to Adjourn: Donna, Alex**

**Close 5:45 PM**

Next Meeting: Jan 18, 2021

