

**Northern Colorado Intergroup/Central Office
Steering Committee Meeting- MINUTES
February 20, 2023- Virtual meeting**

Call to order: 5:18 pm

1. Serenity prayer + welcome.

Laurel=Apologies for the tech difficulties regarding host/co chair opening meeting.

2. Quorum (> 4 officers) - Introductions

Chair - Lindsey M.

Treasurer - Julie M.

Asst Treasurer - Karen K.

Secretary - Jessica J.

Interim Asst. Secretary - Laurel T.

Committee Person-at-Large - Chelsey

Committee Person-at-Large - Laurel T (taking minutes for Jessica)

3. Approve: January 2023 S.C. Meeting Minutes- Julie McD motions, Karen K seconds, motion carries.
4. Approve: Minutes of the Urgent Steering Committee Meeting(S) Called to order on 02/13/2023 and again on 02/18/23 Jessica motions to approve; Julie seconds; motion carries. Jessica and Laurel share the desire to make a formal apology to the NCIG reps regarding the circumstances of the group email addresses being misappropriated by the disruptive member. Per the Urgent S.C. meeting minutes that were sent already sent to the group, and in consideration of time, it is agreed to remain vigilant in our service to the groups as S.C. board members and to BCC all future reports, agendas and minutes sent to the group in future to protect their anonymity and personal information. We all agree she could not have known how the individual would abuse and misappropriate the contact information or that he would begin bombarding everyone with rants. Jessica will voice her apology for not utilizing the BCC for member's email addresses. Moving forward this email protocol will be added to the job description for the Secretary position description.

5. Active reports

- a. **Chairperson**-Lindsay reads her opening statement (which will also be read in the NCIG mtg) which will include the Safety card, the research done by herself and the Steering Committee into the ByLaws, Traditions, and Concepts of Service in AA. She will acknowledge last two Urgent meetings of the Steering Committee held in order to remove a disruptive member, and share her perspective (and ours) that these recent disruptive

events and misinformation, while disturbing, will unify and broaden the scope of our ability to service AA and the Intergroup as a whole. It is agreed to have Laurel explain the annual election process as written in the NCIG ByLaws.

- b. **Central Office Manager Report:** N/A; Beth is out on medical leave
- c. **Treasurer-** Julie went over the report and Laurel was able to screen share and will do so in the NCIG meeting. All entries are current and though our office manager is not present due to medical leave, the line items include a precise breakdown of payroll and salary and are clearly structured for the group to review.

6. Old Business

- a. Annual Budget Approval 2023- Due to the special worker/office manager being on medical leave, the NCIG reps may make a motion to table the Approval of the Annual Budget Proposal until March. It is noted that none of the sitting board members may make or second the motion. Lindsey will explain this dynamic of the ByLaws to the IGR's. The Steering Committee will call a Special Meeting with the office manager which may include the accountant to go over the projected estimations and produce a clear and current 2023 Budget Proposal. The motion, if passed, will call for this action within the next month in order to present the proposal at the March NCIG meeting.

7. New Business / Pending matters

- a. ByLaws-Annual Elections in March-Lindsey asks Laurel to go over the Election process with the IGRs at this point, time permitting. Again, another IGR outside of the SC would need to make the motion to postpone the Annual Election, historically made in March, to April in order to assemble a Nominating Committee and have the IGR's share the open board positions and duties with their groups.
- b. Voting ballot protocol and procedures-Laurel volunteers to ask former sitting board IGR's for suggestions in order to produce a ballot process with the nominatng committee so that the votes can be made "in secret" according to the NCIG ByLaws. She has a few candidates to assist us with this.
- c. Central Office Global Audit/Review (April?) This will be mentioned in the Chair report.
- d. Steering Committee/NCIG Group Inventory. Due to time constraints this item not discussed. This topic will be reintroduced with the 2023 Steering Committee Board.
- e. Safety Card: next hybrid meeting protocol- will be read at the next meeting.

- 8. 7th Tradition - Venmo @NCIGAA www.nocoaa.org/contribute.

CLOSING: Responsibility Statement

Adjourned: 5:58 pm Next Meeting: March 20, 2023 (pending any outstanding special meeting circumstances)