

MAICO OFFICE MANAGER'S REPORT

August 12, 2008

Volunteers:

Monday & Tuesdays: Sue C. has done a great job in placing volunteers where needed, reminding them of their commitment and calling new volunteers. Mondays, Tuesdays and Saturdays are covered for the month of August. Also the times that I am on vacation have been covered.

July Incoming Calls:

12-Step – 13
Meetings – 94
Information – 60

Other 12-Step Programs –
Al-Anon – 11
Alateen - 0
Narcotics Anon. – 2
Area 74 (Northern Wisc & UP) – 2
LaCrosse Intergroup phone # - 3

Request for Directory or meeting list –
E-Mail – 11
Fax – 1
Mail – 0
Web Site – 15

1. Phil S. purchased and installed memory in the office computer. I didn't realized how slow the computer was until he did this. Called and thanked him.
2. Vacation time – I will out of the office Aug. 11, 12 & 13 and Aug 22, 25 & 26. Sue has found volunteers to cover the office during that time. My vacation hours cover everything except for 2.0 hours that I won't get paid for.
3. Sept/Oct Newsletter – I will coordinate with Vicki H. to get the newsletter ready for printing and out by Aug. 31st.
4. 2008-09 Directories – 360 directories were dropped off by Chuck M.'s wife last Friday since we were totally out of directories. The balance will be delivered by Chuck sometime next week.
5. MAICO Reps Picnic – Dan K. counted 65 people at one time at the picnic. Sydney, Jackie & Debra did a great job sharing their stories. The weather was perfect, the shelter in Webb park was in the middle of trees. We took in \$179.89 in donations and \$16.61 selling the new directory. I have to see if any of the Reps have any expenses to turn in.
****The only note for next year is we need to bring the microphone system so we can decide if we want to use or not. At times it was hard to hear the speakers because of noise from other parties of people.
6. I talked to Nancy M. from Reedsburg and she will have 20 years in March and she agreed to speak at YT/OT and bring a newcomer from that area.
7. MAICO Reading Room – Started a Monday, 2pm on July 21st AA meeting, had 4 people the first meeting, no one but Jim on July 28th and 7 people on August 4th. The group will be an autonomous group, they are thinking of what to name the group and have taken a 7th Tradition collection once, forgot this last Monday.
8. Dist 8/30 Mini-Conference, October 25th in Janesville – MAICO has been asked to bring all literature and merchandise to sell. I paid registration for the Women's KISS retreat and would like to see if someone on the Steering Committee or one of the Reps would take on getting the materials to the conference, selling and bringing back to MAICO. I will pack everything up before hand and have it ready to go on Friday, Oct. 24th.