

MAICO STEERING COMMITTEE July 12, 2011

Present: Les S., Diane B., Deb W., Sue C., John R., Zac M.

Les opened meeting with a moment of Silence followed by the Serenity Prayer at 6:00 PM.

Minutes of June 14th meeting were approved.

Financial statements. Net profit YTD as of 6/30/2011 – \$866.05 – YTD 06/30/2010-\$(23.18). Increase of literature sales over last year.

Diane gave Office Manager's Report – Office covered month of July plus Diane's vacation days. Physical Inventory was completed with help from Louise, Karen & Elle. Inventory increase of \$3,101.36. All Sales, Federal Payroll taxes are paid. State payroll taxes paid. July incoming calls – 12-Step (6), Meetings (82), Information (47), Al-Anon/Alateen (3), Narcotics Anon (1), Adult Children (1) Other 12 step programs (0) – Bridging the Gap (1) requests – Request for Directory or meeting list – Email (4), Fax (1), Mail (1) and Web site (3)

Tracked Monday and Tuesday night in office: 6/6-9-6/28 -Monday 7 calls/sales - \$27.43 – Tuesday- 1 calls/sales-\$52.00

Old Business:

- a) Steering Committee member vacancy – Sue C. will ask John C., Les will mention to the Reps and see if any Reps are willing to finish Kathy's term.
- b) District visits – Deb will go to Dist. 2 on August 7th. Deb & Sue will go to Dist. 31 in September or October.
- c) MAICO accepting credit cards – Les is meeting with merchant service person on July 14 to get a copy of another credit card company contract for comparison purposes. Tabled decision until August meeting. If we go with current vendor and is unwilling to make requested revisions, the Committee may ask to add "letters of concern" to file.
- d) Rental Space – Diane coordinating volunteers for August 6th and packing August 3 to 5th. St. Stephens's church was notified that we will no longer need to use their space for our meetings. TDS has been contacted and is scheduled for August 8th. Need to find someone to run telephone & computer lines into office. Diane will make calls.
- e) Intergroup/Central Office/AAWS/Grapevine Seminar – Sept. 29 – Oct. 2nd in Tucson, AZ. Diane gave a spreadsheet with total cost for MAICO being \$742.36 which includes hotel, airfare, food allowance and registration fee. Motion was made to allow Diane to go to the Seminar, a Seminar with her peers. Approved.
- f) Diane's Review – Diane's annual review was approved for 2% increase and mileage increase to .45 cents a mile effective July 1st.

New Business:

Please Note Change:

Next meeting – Tuesday, August 9, 2011 at 6:00 PM at 6400 Gisholt Dr., Madison, WI. 53713 in the conference room, basement, handicap accessible, elevator available.

Meeting adjourned at 7:00 PM with Responsibility Statement

Respectfully submitted,

Diane B.
Interim Secretary