

MAICO OFFICE MANAGER'S REPORT

March 10, 2008

Volunteers:

Monday/Tuesdays/Saturdays: Sue C. – office is covered for Mon/Tues 6pm-8pm & Saturdays for March.

February incoming Calls:

12-Step – 12

Meetings – 60

Information – calls fall under these issues:

Treatment Centers

Hours of office

Directions to office

District information

Area Information

Directions to a meeting

Merchandise – do we carry?

Seeking Service opportunity

Open/Closed definition

Information on Grapevine subscription

Detox #

Central Offices in other cities information

Clarification on group information

Volunteer Info

Area 74 (Northern WI/UP) info

Assessments - do we do?

Workshop info

LaCrosse area info

Area 75 Info

Merchandise order

First meeting info

Hang ups

Rides to meetings – 1

Special Needs – 0

Bridging the Gap - 3

Other 12-Step Programs –

Al-Anon – 4

Alateen - 0

Narcotics Anon. – 4

Gam-Anon - 1

Request for Directory or meeting list –

E-Mail – 1

Fax – 0

Mail – 4

Web Site – 6

- 1) April 4th – Dist. 9 Mini-Conference – Kieler, WI. MAICO selling all merchandise at this conference. Need one more car to help bring MAICO merchandise to conference.
- 2) History of BB Workshop – despite weather there was a good attendance. Bill G. did a great job with Bill W's assistance. Profit over loss was \$270.39. Separate report presented.
- 3) WICYPAA 2010 Conference in Wisconsin Dells – MAICO has been asked to sell literature. Committee will decide on Conf & Grapevine only or all merchandise and let us know.
- 4) Smith Barney Investment account – putting back into account \$20.00 month to replenish funds taken out. No Prudent reserve donations in February.