

Lake Sumter Central Office Steering Committee
Minutes of the Steering Committee
Wednesday, February 2024
5:00 PM

Location of Meeting:

Cottom Plaza
2113 Citrus Blvd (Hwy 27/441)
Suite A
Leesburg, FL 34748
Zoom Meeting ID: 320 881 8811 Password: 077 826

Present at Meeting:

Rhonda (Chairperson)
Mark H. (Member at Large)
Kathy H. (Member at Large)
Jeanne
Eileen
Tim

The Chairperson called the meeting to order at 5:00 pm. There was a Moment of Silence followed by the Serenity Prayer. AA members were reminded that all are welcome to attend the Steering Committee Meeting. A request for courteous behavior to others was made with no fighting. The Chairperson thanked everyone who showed up to support the Lake Sumter Central Office.

I. REVIEW OF MINUTES

The Minutes of the January 10, 2024, Steering Committee Meeting were read by Jeanne.

Motion: To accept the minutes from the January 10th, 2024, Steering Committee Meeting by Rhonda, seconded by Mark.

Action: Approved unanimously.

II. TREASURER'S REPORT

January Treasurers Report - No Report. There was a total of \$4,578.72 collected in donations. The payouts were not completed yet.

III. OFFICE REPORT

January Office Report – Russ – No Report

IV. OLD BUSINESS

- The locks have been changed on the doors.
- Banking information – All banking has been changed over to Russ and Rhonda.
- William G. resigned as Chairperson. Rhonda will assume the position of Chairperson for the remainder of his 2 – year term that started in October 2023.

- Monthly Meetings will be held at the Lake Sumter Central Office. The Fire Department declared the Certificate of Occupancy to be 53.
- A vote was taken not to have an audit.
- Discussion of what to do with the 2,500 old/outdated pamphlets occurred since they are not selling. Rhonda will contact the District Office to see if they could be used for historical archives. Some pamphlets will be distributed at the Bike Festival.
- The Open House went extremely well. 36 attended and many offered to volunteer.
- The Valentines Day Party held on Saturday, February 10th was another success. 65 attended and there was plenty of dancing, eating and fellowship. \$152. 67 was made through donations and the 50/50 raffle.
- The Clover Machine is working well. Staff are still learning how to use it.

V. NEW BUSINESS

- The positions of **Vice Chair** (Eileen R), **Secretary** (Jeanne C), and **Member at Large** (Jason W) will be voted in at the Rep meeting. Ted has indicated he would like to run for **Hot-Line Chairperson**.
- Russ and Rhonda have been doing research on whether to change Payroll companies from Spherion to ADP. Spherion charges \$5,200 a year, and ADP would charge \$1,406 plus \$300 for Workers Compensation. ADP will pay employees Bi-Weekly by direct deposit. All employees' taxes are paid by ADP.

Motion: To change the current Payroll Company- Spherion to ADP, by Kathy, seconded by Rhonda.

Action: Approved Unanimously

- Since Mike B. has stepped down Rhonda would like to have an Ad-Hoc committee for Amendments of the Scopes and Procedures.

Motion: To approve an Ad-Hoc Committee for the review of the Scopes and Procedures, especially the Treasurers position, by Kathy, seconded by Mark.

Action: Approved Unanimously

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VI. BUDGET REQUESTS

1. \$1,500 for AA World Service – which could be used at the end of the month.
2. \$125 for Computer Support. A new technology guy has been found.
3. \$700 Bikefest T-Shirts and Caps, needed at the end of April.
4. \$150 Non - Conference Materials.
5. \$200 for Drop the Rock Event to be held at the Unity Spiritual Church in Fruitland Park – for coffee supplies, packets, no need for books. A projection of a profit of \$600 if 50 people attend.
6. \$100 for Office Supplies.
7. Unity Picnic – The cost is split in half with the District Office. Profits will then be split in half with us.

Motion: To approve all Budget Requests by Kathy, seconded by Rhonda.

Action: Approved unanimously.

The next Hybrid SC meeting will be held Wednesday, March 13, 2024, at 5:00pm .(on Zoom & at the Office.

Motion: To adjourn the meeting by Mark, seconded by Kathy.

Action: Approved unanimously.