SYRACUSE AIS MEETING MINUTES 02/22/10

Pam A opened the meeting at 6:05 pm with the Serenity Prayer.
Ruth S read the Traditions and Jim D read the Concepts.
The following were present:
Pam A, Walt S, Jim D, Ruth S, Kathi D, Jerry H, Carol, Alfredo and Diane C.

Secretary: Two typing errors were noted. Motion to accept the minutes with noted corrections by Walt S and 2nd by Ruth S. Approved.

Treasurer: Jerry H. *(report attached)*

- The balances reflected as of 2/22/10 were: checking - $1,427.03 and savings -$1,080.93.
- Feb income thru 2/22/10 was $220.55 from groups & $250.00 from LDC. Feb expenses thru 2/22/10 were $140.45.
- The budget for 2010 still needs to be completed.
- Pam asked for a volunteer to get a card and send to Louise. Have been discussing since Oct meeting. Diane C will do.

Literature: Cathy A. - not present - sent report as of 1/31/10.

- Deposits were $691.11 and expenses were $824.61 which included a check for $128.00 to cover the cost of insurance.

Archives: Kathy M. – not present

Spanish Contact: Cira – not present

Service Center**:** Ruth *(report attached)*

- Submitted Service Center report as of 1/31/10.
- Volunteers are still needed for the Service Center for designated shifts and as substitutes.
- As of 2/01/10 the Service Center is no longer using Total Recall for answering service.

Website: Kathi D (*report attached)*

- Compiled results of the usability testing.
- Met with web committee (Pam A, Ruth S & Cathy A) on 2/6/10 to discuss findings & sketched out revised navigation structure of web page
- Working on converting the revised designs into web pages and plan to have a prototype of the site revisions for next meeting.
- Several potential newcomers have contacted Syracuse AIS using the contact@syracuseais.org email link including a professional looking for meeting info.
- Remember to send events & announcements to contact@syracuseais.org

Public Outreach: Dolores - not present

- Question about a Health Fair that AIS was asked to participate in. Need to find out the date.
- Still have P/O packets left for Doctors & Spiritual Leaders. Educators are all gone.

Chairperson: not present

Alateen: Walt (*report attached)*

- Contacting NYN Alateen Coordinator to obtain list of Alateen Sponsors and AMIAS's in the Syracuse area so he can advise all of his new role and determine who is still active in Alateen service.
- Has a person who is completing the paper work to become co-sponsor of the Friday Night Camillus Alateen group.
- Plans to get with Helen H. (former AIS Alateen Coordinator) to discuss any project she may have been working on.

District Reps:

Dist3:

- Next meeting 3/13/10 @ Faith Lutheran Church following the 2pm meeting,
- Working on Day of Sharing scheduled for May 1 or 8th. More to follow
- New Public Outreach project – each group purchasing 5 copies of Al-Anon faces Alcoholism 2010 & distribute to professionals.

Dist 15: Walt – (*report attached*)

- Next District meeting – March 25th @6pm St Joseph the Worker – Liverpool.
- In January the district decided to a District Workshop on June 5th @ St Michael's Lutheran Church on W Genesee St in Camillus.
- District 18 DR (Lucy) contacted Walt to do a combined workshop with both Districts. Focus will be Steps, Traditions, Slogans, Literature & Service.
- Noah from the Friday Night Alateen meeting was the Spiritual Speaker at the Salt City Midwinter Roundup- Feedback was excellent
- The Alateen meeting is beginning their fundraising for NYNAC
- Looking into possible candy sell as a fundraiser for Alateens

Dist 18: Lucy not present
Dist 21: Kathy – not present
Dist 28: not represented

Reports completed @ 6:45PM

Old Business

AIS Phone/Message Service

- The Verizon service has been updated to include local, regional & long distance calling as well as voice mail options.
- Alfredo donated a new telephone to the AIS.
- The AIS is saving approx. $115.00 monthly.
- The phone lights up if a message is there and the volunteers return the calls within 24hrs. Volunteers seem to like the new system,
- Conducted a test of the message via speaker phone
- Will also have a message in Spanish
- Ruth has been checking messages remotely on the weekends and suggested setting up a rotating weekend schedule to include all Officers and Coordinators of the AIS.
- Motion was made by Ruth and 2nd by Walt "On a rotating basis have Syracuse AIS Oficers & Coordinator retrieve messages & return calls on weekends. Motion passed with 1 abstention.
- Ruth will document procedures & setup schedule.

Visit all Groups

- Use CAL to discuss what AIS does
- No need to reinvent the wheel- a few years ago a pamphlet was created about what the Syracuse AIS is & does and was Approved by the WSO
- Explain to groups what money is spent on, what services we have to offer
- Create a "Talking Point" so all those visiting groups convey the same message
- Discussion occurred and a motion was made by Diane C and 2nd by Walt S to setup a small committee to come up with a packet to use when visiting the groups to talk about the AIS. Motion passed
- Committee will be formed at the next AIS meeting.

New Business: Prioritize 2010 Goals

2010 Goals Complied at the Strategic Meeting

Italics & Bold denotes working on or completed

Budget – Create Budget that works
Fundraising
Improve communications via Email
Obtain more volunteers
Create Email Address for the AIS
Improve the Website
Visit every meeting
Find an Alateen Coordinator
Revise AIS Meeting Format
Setup By-Laws
LDC create computerized financial reporting
Send all monthly reports electronically to the secretary
Reorganize AIS room
Create a Group data base and update
Continue working on Public Outreach
Make a decision on Phone Service
Determine if a newsletter should be published

Revised Goals by Priority

1. Budget
2. By-laws
3. Fundraiser – need to work on ASAP because of time involved in planning an event
4. Newsletter editor – bring back to groups
5. Continue Public Outreach

Discussed setting up a newsletter format prior to getting an editor
Determine our needs and our expectations and continue to work and bring ideas

Pam said she would try to get minutes out 10 days prior to next meeting.

Revisited the Budget and worked on it.

- Should have 1 person to represent the AIS at AWSC & Assemblies & it should be included in the budget
- $50.00 for each position.

Meeting adjourned at 8:0 PM with a motion from Walt S & 2nd by Kathi D.

Next meeting: March 22, 2010 6 pm