

EVI

STEERING COMMITTEE MEETING March 3, 2008

Present: Tim (Chair), Bill (Literature), Larry (new GSR for Junction City group), Ric (Meeting Guides), Curt (Member at Large), Angie (Treasurer), Lisa (Secretary)

- A. 6:33 p.m. Open with Serenity Prayer
- B. Introductions
- C. 6:35 p.m. Previous minutes from February approved.
- D. Announcements: (None)

E. Old Business:

1. **Utilities:** Frank has the process started. He has spoken to our landlord, Mr. Brown. Frank is currently on vacation.
2. **Outreach Chair Status:** Tim has not gotten a hold of Daniel directly, but via a third party. Daniel is stepping down and the co-chair, Bill H will become chair. Curt advised that we make sure this committee has a budget and available funds.

F. New Business

1. **Literature.** (a) Bill A. I a complete literature inventory and prepared a “difference” report, attached, for January and February, 2008. (b) The “Brookings Group” order has been mailed and Bill needs to be reimbursed \$12. (c) Curt spoke with H&I Chair, Annie (who rotates out this month) about their literature needs being bought directly through the literature chair.

Motion: Eliminate the committees charging books through EVI – they need to buy directly from the Literature Chair. Seconded.

Three “yes” votes an “0” no votes. **MOTION PASSED.**

Curt will call the three committees who place large literature orders an advise of new policy. (This policy does not apply to Meeting Guides)

2. **Treasurer:** (Angie) EVI's non-profit tax ID: Do we give out non profit tax ID so donators can get the tax deduction?

Discussion was held: (a) Yes, if people are donating goods, and we are not purchasing them. (b) If its not EVI office, they should not be using EVI tax ID number. (c) probably ok for goods being donate to us.

EVI tax ID number to EVI, not to groups. Call Gus at 461-1693 for tax ID number.

3. **Literature:** Bill made the following motion:

Motion: To approve funds for additional pamphlet racks and "snap on" price holders in the amount of \$37.50. Seconded.

Three "yes" votes and one "no" vote. **MOTION PASSED.**

7:20 p.m.

4. **Treasurer:** (Angie) Approved prudent reserve. Closed US Bank accounts, except the CD which matures in June. Preliminary numbers indicate we are \$497 below prudent reserve.

5. **Elizabeth:** Will have new business at the next (April) Steering Committee meeting.

6. **Curt:** (Bookkeeper)

(a) Curt's two year contract to provide bookkeeping services ended last December. He recommends that this position be held by someone with Excel and Quickbooks experience, as well as the required two years sobriety. Bookkeeper is a paid position of \$350 per month. We will add Bookkeeper to our list of open positions.

(b) **Motion** that we buy a printer (for newsletter and outreach) of one or the other: (i) HP Laserjet 4V (reconditioned at \$400) or (ii) HP Laserjet 4250 (new at \$800). Seconded.

Financial Report: We have \$2,000 in the equipment fund.

Three "yes" votes and "0" no votes. **MOTION PASSED.**

Ric will follow-up and return with a recommendation on which printer.

7:45 p.m. **Motion to close, seconded and passed.** Closed with the Serenity Prayer.

Respectfully submitted by your gratefully sober servant in the spirit and love of service, Lisa J.