

February 2018

Medford Fellowship Group  
Business Meeting

Date: Feb. 12, 2018

# Attending: 18

Meeting called to order at 6:00 pm by Julia, Chair

Serenity prayer led by Julia

12 Traditions read by Heather; Concept 2 read by Frank

Roll call by Secretary Coordinator - none

Reports:

**Secretary's report by Mollie**

Secretary to read Meeting Minutes from last meeting by Mollie

Motion to accept as written/corrected.

Vote: # in favor 18 opposed 0 Motion carried.

**Treasurer's Report by Leanne**

Report on the Web/attached.

Discussion: None

Motion to accept as provided: Frank Seconded Aggie

Vote in favor 18 opposed 0 Motion carried

**GSR Report by Kathy**

Report on MFG website, attached

1. Kathy acting as GSR, although she had not yet been voted in. Laurie nominated Kathy, Kim seconded. Motion was unanimously approved.
2. See attached report

Motion to accept as read: Laurie      seconded: Leanne

Vote: # in favor 18      opposed 0      motion passed

### **Central Office Report by Kathy**

See GSR report

Motion to accept as read: Leanne      seconded: Aggie

Vote # in favor 18      opposed 0      Motion passed

### **Literature Report by Laurie**

No Literature chair; Cia has quit. Jessica bought Big Books this month because we were out of them.

See Treasurer's report.

No vote

**Activities Report:** No chair

No report.

### **Archivist Report by Laurie**

No report

### **Alano Club Report by Frank**

In the last month's minutes, it was reported that the negotiations regarding the rent for the Medford Fellowship Group was under discussion. That was a misrepresentation. The discussion under way

regarding the lease is that our status is not as Tenants, but rather as Occupants. The difference is that we have access to the Alano Club from  $\frac{1}{2}$  hour before each scheduled meeting until  $\frac{1}{2}$  hour after the scheduled meeting. The Alano Club Board has not yet voted on the lease, but there is no effort to increase the rent.

There is an effort under way to keep the Alano Club open 7 days a week from 10 am to 2 pm, and to staff the store during those hours with some volunteers so that the majority of literature could be sold there, as they have the literature secured. We could reduce literature inventory that MFG owns, perhaps encouraging members to purchase more from them.

Another issue is that there is exploration of adding a handicapped accessible bathroom. The estimates vary from \$5000 to over \$22000. The high bid is out, as there is not that kind of money available.

Motion to accept as provided: Laurie      Seconded: Leanne

Vote: # in Favor: 18      Opposed: 0      Motion Carries

Observance of the 7<sup>th</sup> Tradition: Done

Old Business:

Item: Rent discrepancy between Alano and MFG still in progress.

Discussion: Marty : Some addition to Frank's earlier discussion: The new lease, as discussed by Frank, has not been accepted by the Alano Club Board. The 2017 lease agreement has a clause that states that we revert to it if there is not a signed lease with Alano by December, so that is where we stand now. We are waiting for an acceptance of the new occupancy clause to be approved by the Alano Board. There will be no change in the rent amount.

The item was tabled again, to be finalized, hopefully, next month.  
No motion to accept.

**New Business (Anything not provided to the chair or secretary prior to the next meeting)**

**Item:** Procedure for secretary from writing to who gets the draft to submission of the final draft, as well as development of agenda

1. Current format is working well.
2. A blank copy of the format should be given to the Chair before the meeting to function as an agenda. The format should include the names of the chair of each area as well as any items to be brought forward under old business. (Any item discussed and not voted on would be considered old business if it needed action to proceed.)
3. Chairs will send a written copy of any reports to the secretary except for the Treasurer, who posts the Treasurer's report directly to the Website
4. The secretary takes minutes on the blank format; the chair takes notes as well. The secretary then types up the minutes, attaches reports, and emails them to all of the officers by the Friday after the meeting. The officers should read and send any comments to the secretary by early the following week.
5. The secretary will read the DRAFT minutes at the following meeting, then take any corrections to those minutes. After the minutes are accepted, either as read or as approved, the secretary will correct the minutes and send them to the Webmaster, who will post them on the MFG website labeled Final.

6. The secretary will put the final, corrected copy in the Minutes notebook.
7. The Archivist will download the minutes from the Website.er

Motion to Accept: No vote

**Item:** Kim resigned as Secretary Coordinator; need a new coordinator

Job Description:

1. Keeps record of secretary of each Meeting
2. Takes roll call of Secretaries at each monthly meeting
3. Makes and keeps current the Secretary Handbook for meeting Secretaries.
4. Tracks keys

Nomination: Laurie nominated Jessica; Heather seconded,

Vote: # in Favor: 18                      Opposed: 0 Nomination Carried

**Item:** Terry introduced herself as the LDCM for the Medford Area. (Local District Committee Member?) There are some district positions available.

**Item:** Brian, the Secretary of the Wednesday AM Step Study Group, asked if he could sell books. In order to do so, there must be books in the cabinet, and he would need a key to the Cabinet. In order to assure that happens, there needs to be a Literature Chair person, and the position is vacant.

**Jessica** then nominated Brian as Literature Chairperson, Mollie seconded.

Vote: # in Favor: 18                      Opposed: 0 Nomination Carried

Motion to Adjourn at 6:45 pm by Jessica; Seconded by Kim

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Vote: # in favor 18 opposed 0 Motion passed.

Closed with the Serenity Prayer led by Julia

Meeting Minutes approved and posted: Date

Signatures:

Signature of Recording Secretary: Mollie O

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Signature of Chairperson: Julia B