

Anchors Aweigh Club, Inc.
Steering Committee Meeting
Minutes of the June 25, 2013

Meeting called to order by Chairperson Steve I. at 7:05PM. Followed by Serenity Prayer.
Steering Committee Members Present: Steve I. Mike G. Arlette W. Pony and Katie F. Requests for any additional items for discussion or motions to be added to the agenda, please contact Kathleen F., Secretary [AACI @ ford7thpower@bellsouth.net](mailto:AACI@ford7thpower@bellsouth.net) or call 305.294.7443/305.304.7711 or Steve I. Chairman @ kwatty82@gmail.com or 305.849.5418.

Chairperson's Welcome:

May minutes read and accepted.

Manager's Report- Craig S. Absent. No report.

Finance Committee- Birch O: Absent, no report.

Committees:

House: Mike L – No report. Mike G will look into C/A service agreement.

Garden- Chris S. Absent. No report.

Fundraising: Pony C. Meditation in August 2nd week. Also planning event at Tropic Cinema in Sept with Lori's assistance.

Governance: Dan R.- Ward and Meyers Accounting is now handling the BP claim.

Grants- Joe P- Absent

Klaus-Murphy-Expected in July

United Way-Status Quo

CFC-Status Quo

FSECC-Status Quo

SAFF- Can't submit for grant until Insurance bills are paid in August. The funds should than come in November.

HSAB-Status Quo

Thank you letters have been sent to all Grant donors.

Unfinished Business: Club as a drop-in center. Lou Hernandez of Aids Help has retired; we will need a new contact person to advised Club Manager regarding drop-in center idea. Still exploring feasibility of child-friendly meetings. The lack of line-of-site between mother and child at clubhouse meetings is a hindrance for child-friendly meetings at the club. Will turn this project over to Governance.

Newsletter-TBA

Sustainability Meeting on hold until word from Klaus-Murphy.

New Business: Resignation letter from Craig S., Club Manager read. He will be leaving in 3-4 weeks. Assistant Club Manager Chris M is willing to take on additional work load to become Club Manager. Nite Counterman Mike has offered to once again look after the grocery inventory.

Motion #1, Introduced by Steve I., to create an 'Office Manager' position "Solely to handle office administration duties of AACI". Second by Mike G. Motion accepted. Discussion to follow: Office access limited to Book keeper (Kathy M.) and Office Manager. Duties of Office Manager to include, bill paying, payroll, insurance, utilization reports, membership list. Governance Committee guidelines will follow. Book keeping position/responsibilities will continue to be handled by Kathy M. Presentation of 'Manager's Report' to Steering

Committee will be ironed out between Club Manager and Office Manager. Club Manager/Chris M. will inform Office Manager as to her starting date.

Motion #2. Introduced by Steve I., 'The newly created position of Office Manager first to be offered to Judy B. Second by Pony C. All in favor, motion accepted. Secretary will offer Judy the position.

Motion #3. Introduced by Steve I. To offer the position of Club Manager to Chris M.,(now holding Assistant Manager position). Second by Pony. Motion accepted. Steve I will offer Chris the position.

Motion #4. Should Judy decline the position of Office Manager, the interview committee will meet to select another candidate from previous list. Seconded by Pony. Motion approved.

Motion #5. Introduced by Mike G. Pay scale for Club Manager \$1,300/month, Office Manager, \$1,500/month. Second by Steve I. Motion accepted.

Arlette will speak to Kathy M. to reassure her that her position as Book keeper will remain the same as long as she wants it.

New Business: Holiday Gift and Yard Sale. Time to start thinking about this event again. Looking into storage facility to begin collecting items.

Adjourned: 8:05pm.

Closed with the Serenity Prayer.

In loving Service,
Kathleen Ford, Secretary AACI