



SETA IT Committee Meeting Minutes – February 27th, 2016

Attendees: Marshall W. (Chair), Jeff H. (Webmaster), Betsy G. (Review/Finance) and Richard B. (Support) via GoToMeeting, Kyna D. (Postmaster).

IT Committee	
Chair	Marshall W.
Alt. Chair	(open)
Secretary	(open)
Postmaster	Kyna D.
Alt. Postmaster	(open)
Webmaster	Jeff H.
Alt. Webmaster	Dan P.
Support	Richard B.
Alt. Support	(open)
Review	Betsy G.
Finance	Betsy G.

Call to Order: Marshall W. called the meeting to order at 10:15 am at the Spring Branch Memorial Club followed by the Serenity Prayer.

Service Material: Marshall W. read Tradition 2, Kyna D. read Concept 2, and Betsy G. expounded upon Concept 2.

Minutes: The January 23rd minutes were reviewed and stand approved as corrected.

IT Chair: Marshall W.

- Concerning an alternate email solution via Gossimer – is this a viable solution? Kyna D. noted that considerable effort will be necessary to migrate account information back to 1and1 email host and historical messages would not migrate over. Kyna will evaluate upgrading to Gossimer Business and auto directing to 1and1 website then report back to the committee.

Webmaster: Jeff H. – no report

Postmaster: Kyna D. – Reimbursement check for Gossimer was received. Have been busy adding/removing email accounts. Noticed increase in SPAM – suspect on of the district 52 account.

Support: Richard B. – Lap top computer from CFC Chair is ready for use with Windows 10/Office 2013 – Marshall will coordinate the return to Rick M.

Review: Betsy G. – There were 17 SETA Announce requests accepted. SPAM messages ; 3 sent to Delegate 59 address, 3 sent to SETA ALL, 1 from Tom K’s old email (SPAM), 1 from Vaughn P. (suspect SETA Announce in personal email distribution list), and 1 from Apple Cloud. Marshall inquired about SPAM emails. Kyna D. explained how these emails originate (like a virus).

Finance: Betsy G. – The finance report for February was reviewed and stands approved as written. Concerning Area Treasurer response to incoming email, Kyna D. will investigate if email account is properly set up to go to his personal account. In the meantime, send correspondence to both the Treasurer and the Alternate Treasurer.



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Southeast Texas Area Assembly
IT Committee
Financial Report February 2016

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	APPROVED 2016 BUDGET		Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Remaining Budget
2	3 Quarterly Assemblies	\$290.00													\$0.00	\$290.00
3	Area Convention	\$270.00	\$269.10												\$269.10	\$0.90
4	National AA Tech Worksh	\$1,500.00													\$0.00	\$1,500.00
5	Subtotal	\$2,060.00	\$269.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$269.10	\$1,790.90
6																
7	Other Expenses:															
8	Telephone (Hot Spot)	\$150.00	\$110.47												\$110.47	\$39.53
9	Printing	\$50.00													\$0.00	\$50.00
10	Software	\$450.00													\$0.00	\$450.00
11	Supplies	\$250.00													\$0.00	\$250.00
12	Registration Fees* (website fees)	\$175.00	\$867.00												\$867.00	-\$692.00
13	Room Rental	\$100.00	\$180.00												\$180.00	-\$80.00
14	Equipment	\$1,400.00													\$0.00	\$1,400.00
15	Subtotal	\$2,575.00	\$1,157.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,157.47	\$1,417.53
16	TOTAL	\$4,635.00	\$1,426.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,426.57	\$3,208.43
17																

Old Business:

None

New Business:

none

Meeting was adjourned at 11:55 am. The next monthly IT Committee meeting will be held on Saturday, March 26th at 10:00 am, at the Spring Branch Memorial Club (SBMC).

Respectfully submitted, Jeff H. – Webmaster