



**Office Management & Literature Committee Report  
July, 2025 to Feb., 2026**

<b>Telephone calls for AA information</b>	<b>FEB</b>	<b>JAN</b>	<b>DEC</b>	<b>NOV</b>	<b>OCT</b>	<b>SEPT</b>	<b>AUG</b>	<b>JULY</b>
Answered by Shore Answering service	23	37 Note 1	11	11	14	28	45	26
Shore Answering calls for meeting info	10	14	9	9	14	24	9	22
Answered by MSIG Office volunteer	0	2	2	3	2	1	1	1
MSIG calls for meeting info	0	2	0	3	2	1	1	1
MSIG calls for Literature	0	3 Note 2	0	0	0	0	0	1
12 Step calls	0	0	0	0	0	2	0	0
<b>Office Activity</b>								
Office visits (including volunteers)	31	38	34	35	50	43	49	29
Literature orders fulfilled	0	8	0	1	3	6	0	5
Committee meetings	2	2	2	3	3	5	2	0

*Note 1; Office Hours & Literature Request*

*Note 2; E-Mailed Office*

Committee Meetings; Finance, Steering

Other Activities; Project Chesapeake @ Warwick Manor

*Respectfully submitted by Larry R., Office Manager*



## WEBSITE COMMITTEE REPORT

March 2026

### Statistics

Month	Visitors	Unique visitors
<i>February</i>	<b>882</b>	<b>389</b>
<i>January</i>	961	433
<i>December '25</i>	1,170	480
<i>November '25</i>	1,095	449
<i>October '25</i>	1,165	450

- 68% of traffic are new visitors
- 600 out of the 882 visitors were from Maryland.
- 518 visitors visit the site directly
- Average site duration is under 2 minutes

### Website Updates

- Printed list update added to website and meeting changes made to all the meeting lists (website, meeting guide, list by county) - Caitlin
- Updated past Anniversaries.
- Updated Events.
- Working on Service Page and updating Intergroup page

