

**CAPITAL DISTRICT CENTRAL OFFICE  
MEETING MINUTES  
August 21, 2012**

**In attendance:** Marcia G., Kate C., Bob H., Bill W., Clark A., Debbie W.

Marcia opened the meeting with the Serenity Prayer and a brief discussion of Tradition 8: "Alcoholics should remain forever nonprofessional, but our service centers may employ special workers."

Marcia reported that we still have some open positions, most notably Chairperson. We also still need a Day Scheduler and a Newsletter Editor.

**Committee Reports**

- **Secretary:** the minutes from the July 17th meeting were read and approved, with
- the amendment that Clark A. was also in attendance.
- **Treasurer:** Gary T. was absent but left copies of his report for everyone. His report was tabled.
- **Day Scheduler:** There have not been any problems filling slots to staff the office during the hours it is open.
- **Office Manager:** Kate reported that we have to begin paying sales tax on the literature that we sell. Payments are quarterly, and began with the quarter from March 1 through May 31, 2012. All of the meeting information the Office Manager maintains is up to date.
- **Night Owl Coordinator:** not present.
- **Data Coordinator:** Tom O'T. was absent but left copies of his report for everyone.
- **Literature Report:** Bob H. gave the report.  
The ending balance as of 7/31/12 was \$1,605.89.  
There is a new piece of literature out: Young and Sober.  
Bob reported that literature sales at the NYS Convention were not as substantial as we had expected, and that the largest purchaser was the immediate past HMB Delegate.
- **Public Information:** Fred F. was absent.
- **Webmaster:** Bill W. reported that he's been doing updates to the website, including upcoming events. Bill noted that not everyone has been using the AA Albany email addresses he had set up for the officers. Regarding office equipment, Bill reported that there appears to be an inordinate usage of the office printer, as he has already had to replace the toner cartridge.
- **Archivist:** Bill W. reported that he has been posting everything he's received so far, and that he is making up an explicit list of archival materials.
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**Issues for Discussion:**

- Debbie W., the DCM from District 4, reported that the District had voted to join the CDCO. Debbie answered several questions from the CDCO Officers regarding

prospective participation from District 4, especially in the areas of 12-Step list volunteers and representation at the CDCO meetings.  
Since we didn't have a quorum, we were unable to take a Group Conscience vote about whether or not to accept District 4 into the fold of the Capital District Central Office.

The meeting was closed at about 8:45 pm with the Responsibility Pledge.

Respectfully submitted,

Marcia G.