

Capital District Central Office, Inc. Meeting Minutes May 8, 2016

Present: Trish M, Chair; Chip B, Secretary; Fred F, Day Scheduler;/Night Owl

Coordinator Bill A, Webmaster; Mike M, Treasurer.

The meeting opened with the Serenity Prayer. Tradition 5 was read and reviewed.

Secretary: April minutes reviewed and accepted as corrected.

Treasurer: Opening Balance: \$9160.89; Donations: \$865.00 Rent (in from Literature): \$ 125.00 Interest: \$ 0.86 Total In: \$ 990.86 Expenses: \$724.68 Ending balance: \$ 9427.08 less Prudent Reserve \$4503.87) Available Cash: \$4923.21. Report reviewed and accepted.

Chairperson: Continues to announce CDCO service opportunities at meetings and District and Area events; trying to recruit COR's; Justyn has been added to the Capcom for Literature account

Night Owl: Lost two (2) Night Owls, including every Saturday and every other Sunday; One (1) new Night Owl has taken a Wednesday shift. Open shifts are Monday, Wednesday and Saturday; The Young People have offered to take the Saturday shift -- this was discussed, then tabled.

Day Scheduler: There are a few openings in both may and June; most volunteers are consistent and reliable for their 'regular' shifts; The Notebooks are being updated; Day Scheduler/Night Owl Coordinator will be traveling and less accessible in June and July.

Group Information Coordinator: Two (2) updates to the Meetings Binder: Three (3) additions to the Current Announcements Binder;

Data Coordinator: 124 calls in April; 64 Office visitors, 58 of whom came for Literature and/or Medallions; 32 emails resolved; 2380 Website visitors.

Literature: Opening balance: \$ 2680.85 Income: \$1644.38 (Literature \$1373.38, Medallions \$271.00) Expenses: \$2367.50 Available Cash: \$2367.50

Broken Bottle: The current edition is out; always seeking new material for the next edition.

Webmaster/IT: All CDCO reports are posted on the Website;

District Reports: Meetings attended at 1, 2, 14, and 17 (18 is the day after the CDCO meeting); Announcements obtained, CDCO reports distributed.

Old Business: 501-C-3 application is completed and submitted; reimbursement for NERAASA expenses is pending from District 14.

New Business: National Yellow Pages (listed with them in error) requires payment for 6 months listing to exit the contract -- agreed to do so; \$100.00 donation to AAWS (GSO) approved; spread word about Open Night Owl positions; Office closed Memorial Day, phone coverage needed; agreed to send Minutes, treasurer's Report and Data Report to District DCM's and Secretaries each month after Approval

The meeting closed with the Responsibility Pledge.

Respectfully Submitted, Chip B.