

Capital District Central Office

August 9, 2016

Present: Trish M, Chairperson; Chip B, Secretary, Mike M, Treasurer; Fred F, Day Scheduler/Night Owl Coordinator; Tom O, Data Coordinator/Group Information Coordinator, Bill A, Webmaster, Justyn B, Literature Chair.

The meeting opened with the Serenity Prayer; Tradition 8 was read and reviewed.

Secretary: July minutes reviewed, corrected and approved.

Chairperson: Trish noted several open shifts and continues to recruit volunteers. The office is running well.

Treasurer: Opening Balance, \$11800.30, Donations/Income \$1795.42, Expenses \$857.11, Ending Balance \$9357.30, Prudent Reserve \$4504.99, Available Cash \$4852.31; Literature Account; Beginning Balance \$3381.31, Deposits 1660.01, Withdrawals \$1469.15 Ending Balance \$3572.17 Total Accounts:\$12929.47. Report reviewed, discussed and accepted.

Night Owl Coordinator: Every other Thursday shift is open at this time.

Day Scheduler: More volunteers needed, as multiple shifts are empty and need to be covered.

Group Information Coordinator: No updates this month; announcements are current. for this month.

Data Coordinator: 141 telephone calls in July, 2016; 67 Office visits, 57 of whom purchased literature and/or medallions; 2505 website visitors.

Literature/Medallions: Finance reports as above under Treasurer report.

Broken Bottle; Materials are needed for the next (Fall) edition..

Webmaster: AI systems are operating well.

District Meeting Reports: D1 attended, September meeting will be on 8/29/16; D2 Labor Day Picnic at Prospect Park, 12thStep and EZ Rider forms distributed; D14 not attended (schedule conflict) 26th Annual Day of Unity 8/16/16, materials sent to DCM, D17 materials distributed; D17 Fellowship Day 9/10/16 'Four Absolutes (from the Oxford Group), Picnic 8/21/16 Rojan Park, D18 is not meeting this month.

Old business: Confirm tax-exempt on Time Warner Cable bill next month.

New Business:

Selling Anniversary Cards: discussed offering Anniversary Cards for sale, and Fred will research and report back.

Receipts process is improving this month.

Donations to the CDCO are now tax-deductible.

The meeting closed with the Responsibility Pledge.

Respectfully Submitted,

Chip B.