

Capital District Central Office
November 14, 2017

Present: Trish M, Chairperson, Chip B, Secretary; Tom O, Data Coordinator & Group Information Coordinator; Bill A, IT Coordinator; Justyn B, Literature Chair.

Meeting opened with the Serenity Prayer; Tradition Eleven was read and reviewed.

Chairperson: Announcing Service opportunities, CDCO Elections in January, 2018, and openings (Saturdays and every other Monday night) at meetings; Office is running smoothly; Chair attended Area 48 Convention -- new events upcoming is HMB Orientation Day January 2018 in Albany (District 1); Considering NERRASA in Connecticut February 2018.

Secretary: October meeting minutes reviewed, corrected and approved (posted to Website).

Treasurer: October Report reviewed and accepted (posted to Website).

Night Owl Coordinator: Need somebody to do every other Monday- Fred has been covering it.

Day Scheduler: Need additional volunteers to cover Saturdays; Also need another "floater"; otherwise, all shifts covered at this time.

Group Information Coordinator: Five Meeting changes updated; Four new Event Announcements are in the folder.

Data Coordinator: 129 calls, 91 office visitors, \$1511 Literature/Medallion sales; 1827 website visitors.

Literature/Medallions: Report reviewed and accepted (posted to Website).

Broken Bottle: Winter edition in process; always seeking input and information to include; seeking Holiday events information.

IT Coordinator: All October reports posted; Website fully functioning; COR recruitment announcement posted.

District Reports: District 1 - Reported on monthly business, Alkathon report next month. District 2 - Terry B: Volunteers are needed to go into the Rensselaer County Jail meetings; 2018 Super Bowl party is 2/4/18; elections 12/14/17, donations = \$247. District 14 - 10@10 group seeking new location; multiple new GSR's in D 14. District 17 - no report. District 18 - no report.

Old Business: Printer -- Best available appears to be Printer @ \$240-50, Toner @ \$140 +/-, Bill A. authorized to purchase at next opportunity.

New Business: Discussed position openings and confirmed Elections in January 2018 with nominations in December 2017. The CDCO office will be closed Thanksgiving Day.

The meeting closed with the Responsibility Pledge.

Respectfully submitted,
Chip B.