

CDCO Minutes
December 11, 2018

Present: Trish M (Chair), Fred F (Day Scheduler/Night Owl Coordinator), Chip B (Secretary), Tom O (Data Coordinator/Group Information Coordinator), Justyn B (Literature), Bill A (IT Coordinator), Terry B (District 2 COR), Bill R (Eye Opener COR).

Meeting opened with the Serenity Prayer. Tradition 12 was read and reviewed.

Dennis, Bridging the Gap Men's Chair from District 1 presented a proposal to have the CDCO serve as the 'clearinghouse' for BTG mail from inmates/residents seeking to connect with the local BTG committee. As we had served this purpose in the past for AREA BTG, it was agreed to proceed.

Chair: Continually announcing Service Positions and volunteer opportunities at the CDCO, especially Webmaster & Treasurer; Office is running smoothly; Lease for space with Albany Management is in place through November 2020.

Secretary: November Minutes reviewed and accepted (posted to website).

Treasurer: November Report reviewed and accepted (posted to website).

Night Owl: All shifts covered; phone roll-over being done on the computer now.

Day Scheduler: Wednesday 10a-2p open, otherwise all shifts covered.

Group Information Coordinator: Events/Announcements Binder is current; Meeting changes updated.

Data Coordinator: Report reviewed, 113 calls received; \$891 in literature and medallion sales; 67 Office visitors; 1460 website visitors (89% new visitors); Report posted to website.

Literature: Report reviewed and accepted (posted to website); discussed taking prepayment for Meeting Schedules, declined to pursue as it is too difficult to track using our system.

Broken Bottle: Winter 2018 Edition ready for distribution; always seeking stories, information.

IT Coordinator: Expecting to rotate out of service soon; 12 Holiday Tips pamphlet posted to website; all office systems running well.

District Reports: D1 - Running well, website development delayed due to HMB systems issues. D2 - Elections pending; Super Bowl Party flyer ready; service rotation out pending. D14 - running smoothly. D17 - Minutes reviewed; open positions noted. D18 - Meeting pending.

Old Business: Discussed a plan to weed out old files no longer needed but taking up space (e.g., call log from the past decade) -- tabled for January 2019.

New Business: Terry B will be rotating out as District 2 COR and was thanked for her two years of participation and service; Holiday coverage set; discussed attending NERAASA 2019 (who should go).

The meeting closed with the Responsibility Pledge.

Respectfully submitted,

Chip B.