

CDCO Minutes

September 10, 2019

Present: Trish M (Chairperson), Tom O (Data Coordinator/Group Information Coordinator), Ed M (Treasurer), Chip B (Secretary), Bill R (IT Coordinator), Justyn B (Literature Chair), Lois M (District 14 COR), Leslie M (District 2 COR), Fred F (Day Scheduler/Night Owl Coordinator), Steve A (Visitor--HMB Convention Literature Chair).

Meeting opened with the Serenity Prayer. Tradition 9 was read and reviewed.

Chair: Office is running smoothly.

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

Treasurer: August Report reviewed and accepted (to be posted to website); Scholarship checks cashed by Districts; Certificate of Insurance received.

Night Owl: All shifts covered.

Day Scheduler: Several openings in October schedule; new volunteer in training.

Group Information Coordinator: All records updated and current; meeting changes and announcements provided to Newsletter.

Data Coordinator: June Report reviewed, 132 calls received; \$1507 in literature and medallion sales; 83 Office visitors; 1104 website visitors (90% new visitors); Report to be posted to website.

Literature: Literature Report reviewed and accepted (posted to website); Anniversary Cards ordered; Literature Prices rounded down to even numbers on price sheets; HMB Conference order pending .

Broken Bottle: Fall issue holding off until holiday information is available.

IT Coordinator: All office systems running well; CDCO reports and Upcoming Events items current; new computer system being researched.

District Reports: D1 - Running well, elections pending. D2 - Meeting pending. D14 - Running well, elections pending, guidelines for officers prepared, meeting safety issue reviewed. D17 - Elections pending, running well. D18 - No meeting last month.

Old Business: Discussed purchase of new computer for office; discussed Rochester Intergroup Office visit to obtain information about accepting credit cards; larger office space options are too expensive to pursue at this time.

New Business: Literature for the HMB Conference, discussed options with Steve A (from HMB Convention Literature Committee), agreed to support with literature displays.

The meeting closed with the Responsibility Pledge.

Respectfully submitted,
Chip B.