

Capital District Central Office

June 14, 2016

Present: Trish M, Chairperson; Chip B, Secretary, Mike M, Treasurer; Tom O, Data Coordinator/Group Information Coordinator; Bill A, Webmaster; Deb M, Newsletter Editor; Justyn B, Literature chair; Chet, Visitor.

The meeting opened with the Serenity Prayer; Tradition 6 was read and reviewed.

Secretary: May minutes reviewed, corrected and approved.

Treasurer: Opening Balance, \$9427.08, Donations/Income \$ 417.88, Expenses \$1620.63, Ending Balance \$ 8224.33, Prudent Reserve \$4504.24, Available Cash \$ 3720.09, Literature Account \$ 2829.64 Total Account \$ 11053.97.

Chairperson: Continues recruiting for volunteers at all opportunities; Literature account balanced each month while 'profit' from literature sales is being re-directed into the change purse for literature sales, so Money Manager Account is always balanced with all expenses and deposits equal.

Night Owl: Tuesday night filled; Weekends (every other Saturday & Sunday) now filled.

Day Scheduler: Openings in July; most shifts covered.

Group Information Coordinator: Announcements updated and current; no meeting changes or updates this month.

Data Coordinator: 124 calls received in May; 56 office visitors, 43 of whom purchased literature and/or medallions; 19 emails resolved, 2599 website visitors.

Literature: Opening Balance \$ 2367.50, Income \$ 1301.93, Expenses\$ 2818.63. Ending Balance \$ 2818.63

Broken Bottle: Next edition pending, ready to go out this week.

IT: Reports, announcements posted to website; no issues.

District Reports: Most meetings attended, reports/materials distributed; no outstanding issues.

Old Business: 501C3 status official - now a "Public Charity"; NERAASA reimbursement completed.

New Business: Office closed 7/4/16, phones to be answered remotely; notifying our vendors of our tax exempt status ;

The meeting closed with the Responsibility Pledge.

Respectfully Submitted,

Chip B