

Capital District Central Office  
August 8, 2017

Present: Trish M, Chairperson; Fred F, Day Scheduler/Night Owl Coordinator; Tom O, Data Coordinator/Group Information Coordinator; Justyn B, Literature Chair; Bill A, IT Coordinator; Chip B, Secretary, Terry B, District 2 Representative, Marcia P, District 1 Public Information Chair

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

Chairperson: Office is running smoothly; Recruiting COR's for more participation in CDCO activities.

Secretary: Minutes accepted with corrections noted (posted to website).

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

Night Owl Coordinator: All shifts covered, back-ups available; need every other Monday night coverage.

Day Scheduler: All shifts currently covered.

GIC: All Announcements current; Four Meeting changes updated; announcements current.

Data Coordinator: 136 calls, 26 for CCDO information; \$1603 of Literature & Medallions; 1800 Website visitors.

Literature: Report reviewed & accepted (posted to website).

Broken Bottle Editor: Summer Edition distributed; start gathering new material for next edition, hoping to issue in mid-September.

IT Coordinator: Events information changes, notify Chairperson; All reports current on the website; Domain Registration payment due 9/21/17; seeking to rotate out so new IT Coordinator needed.

District Reports: District 1, present at meeting, monthly Data Report goes to the D1 Secretary who emails it to all the GSR's; District 2, donations down, seeking volunteers for city jail meetings; D14, Unity Day is 8/19/17 'Service in Recovery, meetings @11am & 4pm, PI Poster issued with CDCO telephone number, volunteers working Public Information table at Altamont Fair, new women's Correction chair in place, other positions open; D17, next meeting 8/14/17; D18, planning GSO visit in the fall, CPC Chair sending letters to local professionals.

Old Business: Printer discussion continues; Bottled Water Services now in place.

New Business: Agreed to send \$300 to GSO for quarterly contributions; Chairperson to attend HMB Elections Assembly, Office to be closed Labor Day.

Marcia P (District 1 Public Information Chair) asked about CDCO volunteers providing rides to meetings. Discussed home-bound meetings, discussed Public Service announcements (PSAs) and whether websites as well as phone numbers could be given. Marsha will follow-up with GSO to obtain clarification.

The meeting closed with the Responsibility Pledge.

Respectfully Submitted,

Chip B