

Capital District Central Office
September 12, 2017

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

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

Chairperson: Office is running smoothly; Chair continues to promote office and recruit COR's.

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

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

Night Owl Coordinator: One shift open, every other Monday (Fred will fill temporarily).

Day Scheduler: One shift open, every other Tuesday (Fred will fill temporarily); back-ups needed for call-ins and absences.

Group Information Coordinator: No meeting changes received this month; Current Announcements are in the folder; Spanish meetings online.

Data Coordinator: 136 calls, 78 office visitors, \$1603 literature/medallion sales; 1800 website visitors.

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

Broken Bottle: Newsletter completion and distribution pending; seeking additional information to include; planning to publish during September.

IT Coordinator: Domain name renewal paid; Web-host renewal pending 12/18; Website fully functioning; all current reports posted; COR recruitment announcement posted.

District Reports: District 1 - attended meeting, gave verbal report, obtained meeting changes and events flyers. District 2 - Terry B: two meetings discontinued; multiple District service positions open for elections; corrections forms now need to be notarized for Rensselaer county jail meeting volunteers. District 14 - Several committee chair positions open (BTG, Corrections); Altamont group relocated to McKowenville church and wants to remain in D14. District 17 - Traditions workshop planned for 11/23/17. District 18 - meeting tomorrow.

Old Business: Printer discussion tabled; PSA update tabled.

New Business: Discussed new office chair and agreed to have Fred explore pricing and availability; Agreed to purchase 2000 HMB Meeting Schedules for 2018; Discussed Treasurer position opening and agreed to Elections in January 2018, nominations December 2017.

The meeting closed with the Responsibility Pledge.

Respectfully submitted,

Chip B.