

Capital District Central Office
January 8, 2019

Present: Trish M (Chair), Fred F (Day Scheduler/Night Owl Coordinator), Chip B (Secretary), Justyn B (Literature), Bill A (IT Coordinator), Lois (District 14 COR), Leslie M (District 2 COR) Bill R (Saturday Men's Eye Opener COR).

Meeting opened with the Serenity Prayer. Tradition 1 was read and reviewed.

Chair: Continually announcing Service Positions and volunteer opportunities at the CDCO, especially Webmaster & Treasurer; Registered to attend NERAASA next month; Office is running smoothly.

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

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

Night Owl: Need volunteer for every other Wednesday Night Owl coverage.

Day Scheduler: All shifts covered.

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

Data Coordinator: Report reviewed, 117 calls received; \$3974 in literature and medallion sales (a new monthly record!); 116 Office visitors; 1283 website visitors (86% new visitors); Report posted to website.

Literature: Report reviewed and accepted (posted to website); Meeting Schedules supply to be re-assessed in February.

Broken Bottle: Winter 2018 Edition distributed; always seeking stories, information.

IT Coordinator: Expecting to rotate out of service soon (Bill R expressed interest); Host Rocket paid; suggested scanning documents to archive in the 'cloud'; all office systems running well.

District Reports: D1 - Running well, website development in beta-testing. D2 - Leslie M new COR; Sober Super Bowl Party set for 2/3/19; D14 - Lois new COR. D17 - Minutes distributed, meets next week. D18 - Minutes distributed, meets next week.

Old Business: Discussed scanning of old records (receipts books, call logs, etc.) to free up file storage space, decision and plan pending. Chairperson will attend NERAASA in February.

New Business: New COR's Lois (D14) and Leslie (D2) welcomed. GSO quarterly contribution paid (\$250). Bill R volunteered to become IT Coordinator; Bill A thanked for his fine service.

The meeting closed with the Responsibility Pledge.

Respectfully submitted,
Chip B.