

CDCO Minutes

March 12, 2019

Present: Trish M (Chair), Fred F (Day Scheduler/Night Owl Coordinator), Chip B (Secretary), Justyn B (Literature), Tom O (Data Coordinator/GIC), Bill A (outgoing IT Coordinator), Lois (District 14 COR), Leslie M (District 2 COR) Bill R (incoming IT Coordinator), Eddie Mc C (potential Treasurer).

Meeting opened with the Serenity Prayer. Tradition 3 was read and reviewed.

Chair: Continually announcing Service Positions and volunteer opportunities at the CDCO; Attended NERAASA focusing on Intergroup/Central Office sessions, networked with District 1 Alternate DCM and former CDCO Chair Marcia G., reported Area 48 bid on NERAASA for 2023; Office is running smoothly.

Secretary: January Minutes reviewed and accepted (to be posted to website); no meeting in February.

Treasurer: January and February Reports reviewed and accepted (to be posted to website).

Night Owl: Need another volunteer for every other Wednesday Night Owl coverage; Bill R. will cover every other Wednesday starting in April.

Day Scheduler: Thursday afternoon 2-6pm shift is open; All other shifts covered.

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

Data Coordinator: January report reviewed, 117 calls received, \$3974 in literature and medallion sales, 1283 website visitors, (86 % new visitors); February Report reviewed, 133 calls received; \$1429 in literature and medallion sales; 116 Office visitors; 1137 website visitors (85% new visitors); Reports to be posted to website.

Literature: New Grapevine books added to inventory; Overcharges and underpayments adjusted and balanced; Reports reviewed and accepted (posted to website); Sales Tax report due in March.

Broken Bottle: Spring Edition now in process; always seeking stories, information.

IT Coordinator: Bill R in training to assume IT responsibilities; all office systems running well; CDCO reports to be posted to website.

District Reports: D1 - Running well, website development in process, 2019 Alkathon funding committed. D2 - (Leslie M, COR) recruiting for service positions, elections pending, Sober Super Bowl Party successful; D14 - (Lois COR) - Running well, elections pending, Treatment Chair very active, new meeting at Mohawk Opportunities and New Horizons, pending at Bridge Center, Public Information/Cooperation with Professional Community connecting with libraries, doctor's offices and hospitals, 'tear-offs' posted throughout the area seem very successful, Cabin Fever Reliever 3/16/19; D17 - Minutes distributed, meeting was last night, new treasurer, Columbia BTG building re-entry link; D18 - No report.

Old Business: Fred agreed to store old records on his premises.

New Business: Sales Tax report and payment due 3/20/19, Justyn to handle; Federal Tax report due, Tom and Trish will handle; discussed moving the CDCO to the CDRC location, decided no; Discussed HMB 2019 Convention in Albany 11/19 and working with Districts 1, 2 & 18 cluster hosting the event; discussed setting up voice mail on the office telephone to test for 90 days and see how many calls go to voicemail because the volunteer is already on the phone; discussed preparing meeting schedules organized by District; Trish will explore larger meeting space and storage space options with Albany Management Group; Ed M expressed interest and service resume for the Treasurer's position, nomination accepted and elected to position starting in April (Mike McB will assist with training).

The meeting closed with the Responsibility Pledge.

Respectfully submitted,

Chip B.