

CDCO Minutes

April 9, 2019

Present: Trish M (Chair), Fred F (Day Scheduler/Night Owl Coordinator), Chip B (Secretary), Justyn B (Literature), Tom O (Data Coordinator/GIC), Bill R (IT Coordinator), Eddie Mac (Treasurer), Lois M (District 14 COR), Leslie M (District 2 COR), Marcia N, Volunteer.

Meeting opened with the Serenity Prayer. Tradition 4 was read and reviewed.

Chair: Continually announcing Service Positions and volunteer opportunities at the CDCO; Office is running smoothly.

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

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

Night Owl: All shifts covered.

Day Scheduler: Having some turnover, with open shifts needing coverage Saturdays and Thursdays; All other shifts covered.

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

Data Coordinator: March Report reviewed, 160 calls received; \$2442 in literature and medallion sales; 110 Office visitors; 1421 website visitors (88% new visitors); Reports to be posted to website.

Literature: Seeking more Meeting Schedules as supplies is gone; Checking with District 18 and Area; Literature Report reviewed and accepted (posted to website); 2018 NYS Sales Tax report done in March.

Broken Bottle: Spring Edition now issued, all urged to distribute widely; always seeking stories, information.

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

District Reports: D1 - Running well. D2 - (Leslie M, COR) Elections pending, Memorial Day picnic planning underway; D14 - (Lois M, COR) - Running well, all service positions filled through elections, discussed needs for Service Sponsors function to be fulfilled; D17 - Minutes distributed via email; D18 - No report, meeting is next week.

Old Business: Federal tax 990N form issues, to be addressed after the meeting, questions re: \$200 fee; Albany Management has meeting room space available @ \$100rent /use, must provide own seating/chairs; current rent for this office space is \$14.75/square feet, could transfer rate to another office location within the complex; will explore options for future.

New Business: \$250 donation sent to GSO.

The meeting closed with the Responsibility Pledge.

Respectfully submitted,

Chip B.