

CDCO Minutes

July 9, 2019

Present: Trish M (Chairperson), Tom O (Data Coordinator/Group Information Coordinator), Ed M (Treasurer), Chip B (Secretary), Bill R (IT Coordinator), Justyn B (Literature Chair), Lois M (District 14 COR), Leslie M (District 2 COR), Fred F (Day Scheduler/Night Owl Coordinator), Steve A (Visitor--HMB Convention Literature Chair).

Meeting opened with the Serenity Prayer. Tradition 7 was read and reviewed.

Chair: Office is running smoothly.

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

Treasurer: June Report reviewed and accepted (to be posted to website); Suggested to show ending balance total minus Prudent Reserve to more accurately reflect cash-on hand (available funds); \$250 donation to GSO appears to be credited to AA World Services, not GSO specifically -- will clarify with GSO in NYC; passwords changes pending per previous Treasurer suggestion; discussed archiving old records (receipts, etc.) and will work with Tom O. (report to be posted to website)

Night Owl: All shifts covered, 2 new night owls recruited.

Day Scheduler: several schedule gaps due to summer vacations, resignations, open shifts to be filled.

Group Information Coordinator: All records updated and current; meeting changes provided to Deb for Newsletter.

Data Coordinator: June Report reviewed, 135 calls received; \$1820 in literature and medallion sales; 88 Office visitors; 1080 website visitors (87% new visitors); Report to be posted to website.

Literature: Literature Report reviewed and accepted (posted to website); Discussed 'excess' funds in account; agreed to research credit card processing fees, doing online sales; Trish will order Anniversary Cards; Literature Prices to be rounded down to even numbers on price sheets.

Broken Bottle: Summer Issue is complete and will be distributed

IT Coordinator: All office systems running well; CDCO reports and Upcoming Events Items to be posted.

District Reports: D1 - Running well, Functions position open, website operational. D2 - (Leslie M, COR) Picnic a good success; Flyer available for Bus Trip to GSO in August. D14 - (Lois M, COR) - Running well, 2 open positions, Unity Day event 8/17/19. D17 - Picnic 9/8/19 Roe-Jan Park (flyer available). Speakers wanted. D18 - Picnic is 7/14/19, No other report.

Old Business: Discussed ordering Big Books in bulk to obtain additional discount, would not be cost-effective and could pose storage problems and impact our \$500 minimum order approach to allows us to get free shipping; Specialty Anniversary Coins -- refer inquirers to Token Shop Website; Discussed using some 'excess funds' to obtain merchant status and the ability to process credit card transactions (to be researched by Trish and others) and will brainstorm for additional ideas at next month's meeting.

New Business: Literature for the HMB Conference, discussed options with Steve A (from HMB Convention Literature Committee, agreed to support with literature displays, order fulfillment at the Conference (likely on consignment basis), cash sales only; Spending of CDCO excess funds above prudent reserve options discussed emphasizing local focus and supporting the primary purpose of AA -- considered re-establishing a paid Office Manager position, considered additional \$ support to GSO, agreed to commit \$1000 (\$200 per District) for 'Scholarship Registration Fees' for the HMB Area Convention; additional ideas to be considered next month.

The meeting closed with the Responsibility Pledge.

Respectfully submitted,

Chip B.