

CDCO Minutes
November 10, 2020

Present: Trish M (Chairperson), Tom O (Data Coordinator/Group Information Coordinator), Fred F (Day Scheduler/Night Owl Coordinator), Chip B (Secretary), Justyn B (Literature), Bill R (IT Coordinator), Ed M Treasurer, Lois M, (District 14 COR), Marcia N (Volunteer), Cyndi D, (D13 COR), Cait N (D13 DCM), Mariana G (Visitor). **Meeting conducted via Zoom.**

Meeting opened with the Serenity Prayer. Tradition 11 was read and reviewed.

Chair – No report; office is running smoothly.

Secretary – Minutes accepted, to be posted to website.

Treasurer – Exploring payment options (Apple Pay, Google pay, Venmo) ; Report accepted, to be posted to website.

Night Owl/Day Scheduler – All shifts covered; no issues; literature deliveries going well on Monday, Wednesday & Saturday; report to be posted to website.

Group Information Coordinator/Data Coordinator – Announcements current, 121 calls, \$419 literature/medallion sales, 2062 website visitors (83% new visitors).

Literature/Medallions – Online store operational; working well, low volume, GSO and Token Shop purchases.

Newsletter -- No report.

IT Coordinator –Website running well, optimizing Search Engine criteria; recent reports posted.

District Reports – D1 running well, ZOOM Holiday Alkathons planning underway; D2 no report; D13 (Cait N/Cindy D) transitioning their hotline number -- now forwarded to CDCO telephone number, District business meeting tomorrow; D14 elections postponed, more meetings re-opening for in-person, more hybrid meetings operating; D17 service position vacancies, CDCO contribution pending; D18 several vacant service positions.

Old Business – Discussed adding additional open Office hours, agreed to maintain current open hours; added For the Beginner link on CDCO home page; agreed to prepare monthly summaries of anecdotes from calls received for newsletter and other distribution.

New Business – Discussed internal CDCO website for volunteers to access procedures manuals and other information online--security concerns about personally-identifiable information online raised, decision tabled; Agreed that IT would post all approved reports within 48 hours of approval; Discussed developing email list of newsletter subscribers, link to sign-up to be added to CDCO website; Discussed last year's holiday advertising campaign with D1 and D2, agreed to support financially if the district decided to proceed, agreed to make this option available to all member districts.

The meeting closed with the Responsibility Pledge.

Respectfully Submitted,
Chip B.