

CDCO Minutes

February 9, 2021

Present: Trish M (Chairperson), Tom O (Data Coordinator/GIC), Fred F (Day Scheduler/Night Owl Coordinator), Chip B (Secretary), Justyn B (Literature), Ed M (Treasurer), Cyndi D (D13), Lois M (D14 COR). **Meeting conducted via Zoom.**

Meeting opened with the Serenity Prayer. Tradition 2 was read and reviewed.

Chair – No problems to report; office is running smoothly; interviews for Alternate Treasurer completed.

Secretary – Minutes accepted, to be posted to website.

Treasurer – Report accepted, to be posted to website; annual Financial Report reviewed. approved, to be posted to website; GSO quarterly donations to be re-instituted (frozen during COVID) and paid for the first quarter.

Night Owl/Day Scheduler – Need coverage for Saturday, back-up for call-ins; all other shifts covered; no issues; training volunteers in use of online log & most are using it.

Group Information Coordinator/Data Coordinator – Announcements current, 115 calls, \$322 literature/medallion sales, 9148 website visitors

Literature/Medallions – Sales volume low, inventory replenished; researching future store management software.

Newsletter -- Ed M (with Tom & Fred) is developing the next edition..

IT Coordinator – (Ed M) would like to see more usage of intranet website by volunteers.

District Reports – D1 running well, Times Union ad campaign reviewed (CDCO website traffic increased), service vacancies Corrections Men & Women; D2 no report; D13 open service positions, cluster is hosting Area 48 Assembly in May; D14 running well; D17 Promoting Area 48 & NERASSA events, finances okay, seeking to promote archives initiative; D17 No report (meeting pending); D18 meeting pending 2/17/21.

Old Business – Summarized interviews for Alternate Treasurer, discussed other roles for alternates, (Scheduling, Data Coordinator); Confirmed Jessica W as Alternate Treasurer and Gene R as Alternate Data Coordinator, Ed M will follow up.

New Business – Agreed to update By-Laws to include Alternate positions (Tom); Authorized three (quarterly) payments to GSO (\$250); Trish will attend NERASSA online.

The meeting closed with the Responsibility Pledge.

Respectfully Submitted,

Chip B