

Capital District Central Office
Steering Committee Minutes
October 10, 2023

Present: Trish M (Chair), Chip B (Secretary), Allan D (Scheduler) Gene R (Treasurer), Ed M (IT, Newsletter), Justyn B (Literature), Kate O (Data), Jill S (District 1 COR), Valerie S (District 2 COR), Zane D (District 3 COR), Lois M (District 14 COR)

The meeting opened with the Serenity Prayer.

Tradition 10 was read and reviewed.

Chair: All running smoothly; Trish to chair AA convention committee for Albany event next year.

Secretary: Minutes reviewed and accepted; posted to website.

Treasurer: August report reviewed, September report reviewed, both accepted and posted to website. Regarding paper checks storage, agreed to shred them after 90 days. Grapevine Subscriptions in Memory of Tom O -- \$138.19 to provide two (2) online (app) subscriptions (\$2.99/mo) and three (3) paper subscriptions (\$28.97/year). Regarding the Night Owl Phone App, approval was granted to offer the feature to all Night Owl phone volunteers. Also, \$450 was approved for expenditure from the Literature account to purchase a new I-Pad and Square stand, in response to a proposal and explanation given by Justyn.

Data: August 147 calls, \$1632 literature/medallions, 6882 website visitors; September 94 calls, \$2076 literature/medallions, 6228 website visitors; reports posted to website

Literature: sales strong, replenished Medallions, ordering from AA World Services to support Area Conference literature sales in November (not using our point of sale system this year). Previously-noted credit card dispute resolved in our favor; report accepted and posted to website.

Newsletter: issue pending completion; please review and comment when draft issue is circulated.

IT: Volunteer Intranet Call Log glitch corrected. Systems running well.

District 1: Monthly business meeting to be hybrid in November, physically hosted at the VA Hospital Auditorium. Elections underway, half of all open positions filled.

District 2: MICA (mentally ill chemical abusers) Unit AA meeting underway at Samaritan Hospital; Printed meeting list pending.

District 3: Halloween party on October 28th; Planning underway to record 'old-timer' stories in the District; Elections scheduled for business meeting later tonight.

District 13: NA

District 14: More young people attending business meeting; Cabin Fever Reliever planning underway.

District 17: NA

District 18: NA; Trish did not attend last month's meeting.

Old Business:

Grapevine Subscriptions in memory of Tom O completed (Three online, three paper subscriptions purchased).

Discussed adding additional districts to CDCO service area; District 4 may be interested.

Suggested sending the monthly call report to the Area 48 Newsletter.

Volunteer recognition event in 2024 tabled.

New Business:

Night Owl Phone App -- allows the volunteer to set their phone so they know when an incoming call is for the CDCO and can answer appropriately; purchase approved as noted above under Treasurer's report (estimated monthly cost \$42).

Ipad and Square stand discussed --the Ipad battery is swelling, and the stand was broken and repaired -- replacement purchase approved, as noted above under Treasurer's report (\$450 total).

Email lists discussed, need to update addresses to NENY.org extension.

Approved Registration and Lodging reimbursement for Trish and Zack to attend Area 48 convention in Utica in November.

Discussed asking Fred F to serve as Group Information Coordinator.

The meeting closed with the Responsibility Pledge.

Respectfully Submitted,

Chip B