

Capital District Central Office
Steering Committee Minutes
March 12, 2024

Present: Chip B (Secretary), Ed M (IT Coordinator; Newsletter Editor), Kate O (Data Coordinator), Justyn B (Literature Coordinator), Gene R (Treasurer), Jill S (District 1 COR), Zane D (District 3 COR), John D (District 13 COR).

The meeting opened with the Serenity Prayer.

Tradition 3 was read and reviewed.

Secretary: Minutes approved, posted to website.

Treasurer: Report accepted, posted to website.

Scheduler: NA -- New Night Owl trained, one open shift-- every other Thursday afternoon.

Group Information Coordinator: Vacant -- no known issues, notices are posted as they are received at the CDCO.

Data Coordinator: 67 calls, \$1919 (Literature/Medallions/Cards), 6681 Website visitors. Report accepted, posted to website.

Literature: NYS Sales Tax report prepared and submitted; Inventory completed and reconciled; Need to raise the price of Medallions due to supplier increase needed (see New Business).

Newsletter: Waiting for Albany Convention update, will send 'blast' about the Area's upcoming Delegate's Day of Sharing.

IT Coordinator: Websites operating well, new Night Owl interface working well, exploring alternative ISP/Telephone Service providers (see New Business).

District 1 (Jill): Clarified that the box of tri-fold schedules delivered to the CDCO is to be picked up by District 1, Spanish-Language meeting is live, several vacant Committee Chair service positions.

District 2 (Valerie): New meetings starting up, Town hall meeting march 23rd, .

District 3 (Zane): 12th step list updated.

District 13 (John): Printing D13-specific tri-fold meeting schedules, cluster hosting Delegate's Day of Sharing, 12th step list being updated.

District 14 (Lois): NA No known issues.

District 17 (): NA -- No known issues.

District 18 (): NA -- No known issues.

Old Business:

By-Laws being reviewed, Night Owl Manual being updated.

New Business:

Medallion price increase needed (\$1.50 for bronze including Sales Tax; Aluminum okay for now) as of 3/15/24, approved.

Internet updates -- Current 10MG download and 1 MG upload speeds are slow, exploring alternate providers and wireless internet, onsite testing next month.

Treasurer's Annual Report under development.

Discussed updating 12th Step lists at CDCO and agreed to coordinate with District DCMs.

The meeting closed with the Responsibility Pledge.

Respectfully Submitted,

Chip B
Secretary