

CDCO Steering Committee Minutes  
April 19, 2024

Present: Trich M (Chair), Chip B (Secretary), Gene R (Treasurer), Ed M (IT, Newsletter), Justyn B (Literature), Kate O (Data Coordinator), Jill S (District 1 COR), Valerie S (District 2 COR), Lois M (District 14 COR)

The meeting opened with the Serenity Prayer.

Tradition 4 was read and reviewed.

Chair: Office running smoothly.

Secretary: Minutes reviewed, accepted, posted to website.

Treasurer: Report reviewed, accepted, posted to website.

Scheduler: Thursday morning opening, back-ups needed for coverage when regular volunteer is not available.

Group Information Coordinator (vacant): No issues identified.

Data Coordinator: 96 calls, \$2950 literature/medallion sales, 7604 website visitors. Annual report prepared; both reports posted to website.

Literature: NYS Sales tax paid (\$1525), inventories replenished, Bronze medallion price increased to \$1.50.

Newsletter: Next edition drafted, input welcome, to be distributed next week.

IT: CDCO-net producing duplicate log entries -- issue resolved; Exploring ISP options as current provider is expensive and slow, proposed 1-2 month trial to determine best option.

District 1: Providing lunch at NENY Area 48 Voting Assembly in May, researching accessibility issues for meetings and district events, recruiting for open service committee positions.

District 2: Town Hall Meeting attendance affected by stormy weather, feedback positive; Movie Night event planned; Memorial Day Picnic planned for 5/27/24 in Watervliet park; a couple of new meetings starting up.

District 3: No Report

District 13: District doing well.

District 14: Cabi Fever Reliever event well attended (40-50); jail and treatment facility meetings continuing; Literature visiting treatment facilities for literature needs; a few open service positions remain.

D17: No Report.

D18: Spring Fling events upcoming in cooperation with CRAYPAA.

Old Business:

Procedure Manuals updates in process.

New Business:

Discussed 12th Step call procedures.

Annual Treasurer Report prepared, reviewed and posted to website.

Discussed obtaining a carpet shield for the office chair -- Gene will explore with Fred.

Reviewed IT proposal for ISP/phone service update.

The meeting closed with the Responsibility Pledge.

Respectfully Submitted,

Chip B