

Capital District Central Office  
Steering Committee Minutes  
September 11, 2024

Present: Trish M (Chair), Chip B (Secretary), Kate O (Data Coordinator), Ed M (IT Coordinator, Newsletter Editor), Justyn B (Literature Coordinator), Gene R (Treasurer), Jill S (District 1 COR), Val F (District 2 COR), Zane D (District 3 COR)

The meeting opened with the Serenity Prayer.

Tradition Nine was read and reviewed.

Chair: Office running smoothly.

Secretary: Minutes reviewed, accepted, posted.

Treasurer: Report reviewed, accepted, posted. Discussed how to handle 'bounced' checks, will follow up with the senders; reminders about Insurance bill pending and GSO quarterly payment due next month.

Scheduler: No issues reported.

Data Coordinator: 78 calls, 87 office visits, \$1581 Literature/Medallion sales, 6776 website visitors -- the vast majority of visitors seek out the meetings page and events page.

Literature: No unusual issues, literature Sales tax transfers current.

Newsletter: Next edition ready to go.

IT: Testing calendar system for new website; exploring CDCO App for phones.

District 1 (Jill): Home Group Online will be presented at next month's meeting as an alternative to PayPal, as PayPal is imposing a 24% withholding on Not-for-profits starting soon (IRS tax withholding) for non 501C3 entities; Meeting list updated to include bus routes; GSR information page added to district website; Seeking to increase GSR participation in more groups.

District 2 (Val): Starting bowling league for district members; Movie night pending; Halloween Party upcoming at Cohoes Senior Center; Seven (&) women now approved for Corrections meetings; Election planning underway.

District 3 (Zane): Annual picnic with AA and Al-anon speakers successful despite no power, water, or flush toilets due to storm; Halloween Dance October 24; CPC Committee distributing literature in community.

Old Business:

Carpet cleaning estimates obtained, will proceed with selecting vendor.

New Business:

Hospitality Room donation of \$250 for Area 48 Convention.

Scholarships approved for CDCO volunteers for Area 48 Convention (\$30 each).

The meeting closed with the Responsibility Pledge.

Respectfully Submitted,

Chip B

Secretary