

CDCO Steering Committee Minutes

April 10, 2026

Present: **Chair:** Chip, **Secretary:** Jill, **Treasurer:** Ken M, **Volunteer Coord:** Jay;
Data Coord: Gene R, **Literature:** Justyn, **IT/Newsletter:** Ed M, **District 1 - Salty,**
District 2 - Terry B, District 3 - Zane, District 8 - Sherrie, District 10 - Bonnie,
District 13 – Albert, District 14 - Alison, District 18 - Kevin
Absent: District 9 - Paul, District 17 - Michelle

Opened with a moment of silence and the Serenity Prayer.

Read the 4th Tradition.

Anniversaries/Announcements/Milestones: D2 Terry - 44 years!!!, Jill - 36 years!

CDCO Chair:

Chip -Everyone received reports, are there any questions? Question raised if there was any significant highlight to share before voting .. Justyn let the group know the Sales Tax has been paid. Motion to vote to approve Secretary, Treasurer and Literature reports as written. Motion made to approve, 2nd'd, reports approved and can go on website.

Asked Volunteer Coord. Jason to present to the group his suggestions for meeting structure et al. Jason stated he was making a motion to start following the existing bylaws and conduct two meetings; a Steering Committee meeting and a separate Business Meeting. Much discussion on current way vs. bylaws, motion not needed as it is in our bylaws and should be followed. Historical perspective was shared that pre-COVID when the meetings were in person, the Chair, Secretary, Treasurer, Literature Chair, Data Coordinator, and Volunteer Coordinator/Scheduler would meet from 6:00 to 6:30, the CORS/Liaisons would join the meeting at 6:30 and last until 7:30. It was agreed we will follow that structure starting with the May 12th Meeting. Members shared they believe this will guide us to being more efficient and getting more business accomplished.

District Reports

District 1: Salty reports the District spent a good portion of meeting updating GSR Information, going over Area Proposals.

District 2: Terry reports District 2's Secretary resigned; they have been using AI for their minutes. LCM has been filled. Memorial Day event is on May 23rd, flyer will be out. Bowling league has ended, another will be starting.

District 3: Zane reports their DCM is vacating the position, possibly as soon as tonight's meeting. They may go over NERAASA news tonight if time, last month's discussion on Area 48 Day of Sharing took up the time.

District 8: Sherrie reports District 8 is holding a “Back to Basics” workshop on May 16th. They have Capital Region folks registered! District is working hard at getting all GSR information up to date. Question raised if the DCM in a District can be the secondary signatory on the bank account. Some discussion, Ed found AA literature answering that question (yes they can) and forwarded that information to Sherrie..

District 9: Paul absent, no report.

District 10: Bonnie reports the District is busy planning the convention that will be held at Saranac Lake. They are looking to change their hotline name to be more inline with others.

District 13: Albert reports the District voted in favor of making the Alt DCM and Functions two separate positions. Confusion at the last district meeting, DCM unaware of need to bring the Area proposals to the group for group conscience. District has 4 positions open. Raised a concern on a matter brought to his attention on how a hotline call was handled. Chair will be following up on this.

District 14: Alison not much new in district other than they have no DCM; GSR's are rotating taking the District meetings, this helps the District and helps GSR's understand that level of service.

District 17: Michelle absent, no report

District 18: Kevin's internet wasn't playing nice, he was unable to report.

New Business:

1. Chip reports Albany Management has finally given the CDCO a key to the back office. Those needed to access it were informed of where the key is.
2. Chip reports Albany Management has another space available for the taking. The space looks roomier. Voted to have Chip, Jason and Gene form a sub committee to go look and report back to the group.
3. Ed reports District 5 has decided to join the CDCO. Onboarding materials have been sent.
4. Ken reports CDCO has received a letter from the IRS re: 990 reporting. Chip, Justyn and Ken will be handling this. Jay asked if this constitutes our “Finance Committee”? Group agrees it does.

5. Jill had sent an email to the committee referencing too many decisions are being made outside of the structure of the committee between 2 or 3 members then the information is sprung on everyone at our monthly meeting. As there are new Chairs, may not be aware that traditionally, on matters that cannot wait for the monthly meeting, email meetings with voting have taken place. This keeps us from losing our structure and oversight. All agreed we need to reign ourselves back in. This led to discussion on CDCO members being more transparent with the group when District talks are in the works. Sounds like we have all the pieces from offering ourselves to Districts all the way to onboarding but it's not a formal process. Voted to have Ed, Jay and Fred form a sub committee to formalize/streamline the process.
6. Question raised: Are we restricted to Area 48 Districts joining with the CDCO? Discussion followed, needs further discussion.
7. Request to put 'adding a Chat Line feature to our website' on May's agenda.

Motion to close the meeting, 2nd'd, passed.

Closed with the Responsibility pledge.

Next meeting will be on May 12 th!

Respectfully submitted,

Jill S/CDCO Secretary