

CAPITAL DISTRICT CENTRAL OFFICE
MEETING MINUTES
June 21, 2011 7:00 PM
575 Broadway, Suites 128-130
Menands, NY 12204-2804

Attendees:

MaryEllen B. - Chair	Gerry W. - Night Owl Coordinator	Bill W. - Website/Computer
Fred F. - Day Scheduler	Tom O'. - Absent	Barb L. - Volunteer
Archives - Absent	Kate C. - Information/Records	Jim M. - Guest
Broken Bottle -	Paul M. - Volunteer	Pat L. - Guest/HMB Alternate Chair
Berny D. - Volunteer	Maryanne S. - Treasurer	
Vacant - Secretary	Marcia G. - Literature/HMB Liaison	

MaryEllen opened the meeting with the Serenity Prayer; and the reading and discussion of Concept 6.

“On behalf of AA as a whole, our General Service Conference has the principal responsibility for the maintenance of our world services and it traditionally has the final decision respecting large matters of general policy and finance. But the Conference also recognizes that the chief initiative and the active responsibility in most of these matters should be exercised primarily by the Trustee members of the conference when they act among themselves as the General Service Board of Alcoholics Anonymous.

Marcia G. commented on Concept 6.

Introductions were made and the meeting started.

Issues:

501(c)(3): Jim M. provided information on 501(c)(3) and suggested that CDCO apply for a Certificate of Authority, in order to collect NYS sales tax; required by state law as a re-seller of merchandise (books). A motion was made and seconded to pursue this application; approved by a vote of 9 to 1. Jim will determine what paperwork is needed and get the application set up with MaryEllen.

Secretary: MaryEllen asked if anybody was willing to take the job of secretary, and also to ask around at meetings. Fred F. agreed to take minutes for the meeting.

Verizon: New Verizon service now in use; should cut down on phone bill. Maryanne S. will check bill for accuracy and advise.

Insurance: Nothing inside the CDCO office door is covered by the Schuyler Inn's insurance policy. Marcia G. will provide an estimated cash value for the physical inventory. Pat L. will provide the broker name for the insurance company that covers five A.A. meetings at Pine Grove Church.

District 1 meeting changes: Kate C. reported difficulty in getting any meeting change information from District 1. Pat L. said she would speak with the District 1 and HMB Area 48 registrars.

Committee reports:

Secretary: MaryEllen read her notes from last month's meeting.

Treasurer: Maryanne S. reported that May's contribution income was \$1742.40. After expenses and prudent reserve the balance is \$2131.42.

Webmaster: Bill W. reported that he has been updating the CDCO website, and has placed a link for meeting changes; also placed other local links on the site. He has plans to place all the meeting info for the four districts (1, 2, 14 & 18) on the website as well. He is also putting the finishing touches on a tutorial for all users of the CDCO computer. Bill requested that any user who happens to install software on the computer to please let him know. Bill asked CDCO to purchase a new router so as to provide a hardware "firewall" between the CDCO computer and the other PCs on the Schuyler Inn network. A motion was made and seconded, and the router purchase was approved unanimously.

Night Owl Manager: Gerry W. reports he has trained a new person, as has Kate C. Gerry recommended that we all go to our home groups and ask people that are retired or unemployed to help us out with Day time or Night Owl positions.

Daytime Scheduler: Fred needs more volunteers.

Public Information: Fred is distributing PSAs to local radio & TV as part of his District 1 PI/CPC commitment.

Data Coordinator: Tom O. absent; previously submitted report- Calls are down; discussion ensued about the CDCO number not being placed properly in the phone book by Verizon. It should be corrected with the next version.

Broken Bottle: no editor at present; Dori B. is still recuperating at Barnwell. CDCO members are asked to consider volunteering for the position.

Literature: Marcia G. reports balance as of 6/21/11 is \$414.40; with an order totaling \$1357.76 received.

Archivist: Lonnie was absent.

HMB Liaison: Marcia was unable to attend Delegates day. Pat L. asked the CDCO to have available information for callers about the New York State Informational Workshop to be held in Latham on August 19-21.

Information/Records: (previously described in the above topic on mtg. changes)

Chairperson: MaryEllen reported receiving information from GSO about the upcoming service desk position rotations; with Jim M. (from HMB) rotating to the Intergroup/Central Office liaison- he will be in Tucson for the next Intergroup/Central Office convention.

Next CDCO Business Meeting is July 19 at 7:00 PM

Respectfully submitted,

Fred F.