Westside Central Office Business Meeting Minutes

October 3, 2016

Attendees: Nick F (WCO Board), Mark L (WCO Board/IT/Finance), Tony F (Men's Serenity Group), John H (Treasurer), Marilyn H (fill-in for D36 Liaison), Bruce T (D31 Liaison), Ruthanne R (Aloha Primary Purpose Group)

Nick F facilitating meeting (filling in for Chair)

Meeting opened at 7:00pm with the Serenity Prayer

Reviewed minutes from September 2016 business meeting. Mark made an amendment. Motion to approve minutes as amended by Bruce. Seconded by Tony. Motion passed.

John presented Treasurer Report. Motion to accept Treasurer Report as submitted by Bruce. Seconded by Marilyn. Mark noted that the PO Box budget is currently $1.00 short because the Post Office increased the annual rate by $1.00 more than anticipated. Motion passed.

Mark presented Board report (see attachment)

During open service committee discussions, Marilyn said that she attends the Pacific NW H&I Committee meeting and would like to see us cooperate with them. She volunteered to attend our meeting and inform us of what they are up to until we elect a TF Chair.

Mark presented IT Report (see attachment)

Mark presented Finance Committee Report (see attachment)

Old Business

Tony elected to TF Chair

At the conclusion of Old Business, we observed the 7th Tradition and heard A.A. Related Announcements.

Announcements

Bruce announced that District 31 is having a Halloween Party. A flyer is forthcoming.

New Business

Nick F made a motion to increase PO Box budget line item by $1.00. Seconded by Mark. Motion deemed urgent/administrative. Motion Passed.

Motion to close meeting by Mark. Seconded by John. Motion passed.

Business meeting closed at 7:45pm.

Board Report

- We will have a Board meeting after this business meeting. In October, we hold elections for officers.
- This past month, we filed our annual report to the Oregon Secretary of State. This filing includes a $50.00 fee.
- October marks the last month of the 1 year term for office volunteers. A new term starts in November. If you are interested in volunteering one Saturday a month at the office, contact us at info@westsidecentraloffice.com. A shift runs from 12noon-4pm. Duties include sell A.A. literature, answer calls to the office, and answer any questions on A.A. to anyone who stops by the office. 2 or more years of sobriety is suggested.
- We would love to have more than just the minimum of one volunteer per Saturday or 5 volunteers total.
- If we could get more regular office volunteers, then volunteers could either serve 2 hour shifts instead of 4, or they could serve every other month. We can also use alternate volunteers who fill-in when the regular volunteer is unable to serve.
- The I.T. Chair is a position appointed by the Board in November. The I.T. Chair oversees our website, telephone system, and email accounts. Term is 1 year and there is no length of sobriety requirement. There is also an I.T. Co-Chair position that assists the I.T. Chair. Interested candidates can contact us for more information or to apply at info@westsidecentraloffice.com.
- Please remind your groups that we have great deals on A.A. literature and we're open on Saturday from 12noon-4pm.
- Please grab some meeting schedules before you leave tonight.
- Tonight, we are holding elections for most of our service positions. Please consider standing for a position. If you're not available right now, please pass the word onto someone who may be available.

I.T. Report

- No news with the hotline since the last business meeting was just two weeks ago.
- In September, our website had 1,117 visitors who viewed 3,048 web pages. We average 102 views per day in September, which is up from 94 views/day in August.
- As I reported at the last business meeting, I made some improvements to our website using a SEO tool. It appears to have paid off.

Finance Committee

- If you are elected to a position that has a budget, please talk to me about your budgetary needs.
- If you have any ideas for things we should budget for, please talk to me too.