Westside Central Office
Business meeting minutes
07/01/13

7:00pm start

Introductions -

Mark - IT and Outreach Chair
Bob - Chair
John - Treasurer
Derek - PI
Ben - HNS rep., 12 step call chair
Andrew - recording sec., Activities chair
David - District 37 liason
Dick - District 31 liason
Joe - Lit. chair

Review Minutes from previous business meeting -

Motion to accept made by Ben, 2nd by Mark

Review the Treasurer's report -

Motion to accept made by Mark, 2nd Ben

Chair, Bob - Nothing to report

Board report, Mark -

The ad-hoc committee is still working on a job description for an office manager position, will hopefully have something by next month

Activities, Andrew -

We will be having a 7th tradition workshop on August 24th, at 11 am at Gabriel park

Finance, John - nothing to report

IT, Mark -

In June our hotline used 51 of 300 prepaid minutes, the website had 1059 views which averages out to be 35 a day. Of those website views 329 were unique visits, with people averaging 3.2 pages viewed. There is a new page with a 12 step call sign up sheet and how to.

Literature, Joe -

Sold big books too Lost and Found group and District 23. Sold som various literature to Hope no Smoke.

Outreach, Mark -

Shared the WCO meeting schedule with people and got good feedback. Some said the front cover was fuzzy so we redid it. Placed an order for the meeting schedules and they should be here by next month

PI, Derek -

Wrote a radio ad, got it produced, and then when I talked to Clear Channel my contact said he talked to his boss and they couldn't do anything under 500 dollars. Met with the PORCYPAA committee and told them about PI and that I needed committee members

CPC, Nick - See second attachment, report read by Mark

Hotline, Taylor - not present, report given by Joe

TF, Ken - not present, no report

Newsletter, Hailey - not present, no report

12 Step call chair, Ben -

Made guidelines for making the 12 step calls, did research looking at other central offices and intergroups guidelines for 12 step calls

Old Business -

Open positions - Corrections chair, Co-chair (no availability)

New Business -

Motion (made by Mark) -

Add a District Liaison and alternate District Liaison position and job description to the WCO guidelines.

Motion is tabled to be brought to the groups and voted on

Motion to close made by Derek, 2nd by Ben