Westside Central Office Formation Committee Meeting Minutes

2-3pm, March 6, 2010

Present: Mark L, John W, Bob S, Chris H, Lowell M

Minutes from February 2010 meeting were read and reviewed

Treasurer Report (John W):

Collected $24 in 7th Tradition.

Logistics/Facility Sub-Committee Report (Chris H):

Rent in the Beaverton area for an office on the range in price from $1.00 - $1.60 per square foot. Chris imagines that 600-800 square feet is needed. Chris was asked to set up an online survey to see where people would like us to open an office.

Legal Sub-Committee Report (Lowell M):

Reported on what it takes to become a non-profit 501-C(3) entity. Approximately $800 to set up. If a lawyer assists us, it might cost around $2000. We might want to try to set it up ourselves to save money. The approval process takes a minimum of 6 months to complete. We will need 3-5 Board members.

Outreach Sub-Committee Report (Wendy W):

No report. Wendy is absent.

Old Business:

None

New Business:

Bob S elected to I.T. Sub-Committee Chair.

Closed Meeting with the Responsibility Statement.