WCO Notes 12/3/18

Open 7pm with serenity prayer

- Attendees: Rand (WCO Chair), Mark (Finance chair, IT chair, President WCO), Bill (Hotline and Horizon rep), Renee (WCO olunteer), Jeremy (attendee, potential volunteer), Bailey (attendee, potential volunteer), Carla (attendee), Tracy (WCO Rep Sullivan Sisters), Dick (WCO Rep RAM), Jeff (D10 Liason), Charity (WCO Rep Horizons, literature), Alan (Top of the Hill Rep)
- Minutes from November
    - Motion by Jeff, Second Mark. Passed.
- Treasurer's report, presented by Mark
    - Balance: $5017; less prudent reserve: $4267
    - YTD: $8673, up from $6397 in 2017. Increased lit sales and donations.
    - 7th tradition $29
    - $250 lit sales
    - Unusual expenses for the month: $135.05 web renewal, $599.76 literature purchase
    - Motion to accept Jeff, second Alan. Passed.
- Chair report:
    - Will make agenda available sooner next month.
- Board report:
    - Office closed 12/29.
    - Opening available for one Saturday a month
    - Group Inventory is available under the archive on WCO website
    - Last month was the 1 year anniversary for our time at this location
    - Rent increase, $262.50. We signed a one year lease with two lease increase options from now until 2020.
- Hotline report:
    - No report - vacant
- Treatment:
    - No report - vacant
- IT report:
    - Hotline: 32 calls, 132/300 minutes used
        - Expect up-tick after the holidays
    - Website: 1844 visitors, 138 views/day
- Finances:
    - Proposed budget for 2019
        - Bring proposed budget to your groups for review/voting. Changes are shown for 2018 v. 2019

WESTSIDE CENTRAL OFFICE - PROPOSED BUDGET FOR 2019

	2019 Budget	2018 Budget
INCOME SOURCES**		
Literature Sales	$ 3,214.00	
Group Contributions	$ 4,814.00	
Member Contributions	$ 712.00	
Total	**$ 8,740.00**	
EXPENSES		
P.O. Box	$ 100.00	$ 92.00
Rent for office*****	$ 3,163.72	$ 3,012.50
Phone Service	$ 150.00	
Web & E-mail	$ 211.00	$ 184.99
Insurance	$ 350.00	
Licenses & Gov't Fees****	$ 70.00	
Chair	$ 50.00	
Co-Chair***	$ 20.00	
Secretary***	$ 20.00	$ 30.00
Treasurer	$ 30.00	
Outreach Committee***	$ 20.00	
PI Committee***	$ 20.00	
CPC Committee***	$ 20.00	
TF Committee***	$ 20.00	
Corrections Committee***	$ 20.00	
Newsletter Committee***	$ 20.00	
Hotline Committee***	$ 20.00	
12th Step Call Committee***	$ 20.00	
Area 58 Assemblies	$ 300.00	$ 200.00
Literature Inventory Purchases	$ 3,500.00	$ 4,000.00
Literature (expenses, miscellaneous)	$ 25.00	$ 50.00
Literature (Meeting Schedules)	$ 300.00	
Activities***	$ 50.00	
Finance Committee	$ 20.00	
Office Volunteer Chair***	$ 20.00	
Office Improvement	$ 200.00	
Total	**$ 8,739.72**	$ 8,989.49

** Income estimates are based on 2018 averages through 10/31/18.
*** This line item represents seed money for an open service position.
**** $20 to DOJ and $50 to SOS
***** Rent 12/18 - 11/31/19 is estimated at $262.50/month and increasing to $276.22/month on 12/1
Prudent Reserve for 2019 is estimated at $787.50, representing 3 months rent @ $262.50/mo.
Submitted to by Finance Committee on 11/5/2018

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- Budget to be voted on at the December WCO meeting.

- Phone service:
    - No report - vacant
- Announcements related to open committees:
    - Activities - Voting poll on facebook. What kind of workshops would people be interested in? There appears to be interest in hosting a sponsorship workshop.
        - Carla M has volunteered to help host an activity and is looking for volunteers.
        - Potentially looking into another venue?
- 7th tradition basket passed
- AA Anouncements
    - PNC fundraising. Conference is being held out by the airport. 6/21-6/23. Contact Renee on facebook group.
    - Tigard Recovery Men's treatment - looking for volunteers for Wednesdays at 7pm.
- Old Business:
    - Elections:
    - Co-chair: open
    - Recording secretary: Charity voted in
    - PI chair: open
    - CPC chair: Jeremy
    - Activities chair: open
    - Hotline chair: open
    - Corrections chair: open
    - Outreach chair: Bailey
    - Treatment chair: open
    - Newsletter chair: open
    - Office Volunteer chair: open

    - 2019 Proposed Budget
        - Mark: Rent is actually going to be $262.50 (no longer "estimated"), no changes have been submitted. There is placeholder money for those positions.
        - Motion by Tracy, second Alan. Passes.

- New Business:
    - Motion by Alan, second Renee: donate 6 Big books to Tigard Recovery Center.
        - Bill: some meetings do a second 7th tradition passing to support PI/CPC, this could be a way to support literature donations to this meeting
        - Passes
    - Motion to close: Bill, Alan, second. Passes