WCO Meeting Minutes 6/6/2022

Open 7pm with serenity prayer

- Attendees: Joe S (WCO Chair), Andrew W (WCO PI Chair), Jeff D, Jeff M, Scott C, Mark L, Clayton D, Dylan M
- Minutes from 5/2/22
    - Motion by – Andrew W, second by – Jeff M. Passed.
- Treasurer's Report, (Mark L):
    - Beg Balance: $10,393.66
        - Monthly Deposits: $ 383.62
        - Monthly Withdrawals: $ 445.99
        - Ending balance: $ 10,331.29
        - Prudent Reserve: $ 1,800
        - Liabilities: $ 603.45
        - Available Balance: $ 7,927.84
        - Motion to accept by – Jeff M , Second by – Scott C. Passed.
- Chair Report, (Joe)
    - Attempted to reach out to Susan who is interested in our Correction Committee Chair position. We have yet to connect but will continue to try. I am looking for someone that my be interested in the Chair position for September elections, haven't found anyone yet but still looking.
- Board Report, (Mark L):
    - The Office Search Ad Hoc Committee was considering an office that was 2 miles from our current location, off Canyon Road in Washington County. Everything looked great except for one concern we had about the lease agreement. The lease agreement included a Guaranty clause which could be problematic for us since it basically calls for someone to be a co-signer. I started to investigate how we could extend the protection of the corporation to the Guarantor, but before we could figure it all out, someone else leased the office. As I indicated before, we must act quickly when evaluating offices since they get snatched up quickly in our price range. Our current lease and our previous lease did not have a Guaranty clause. So, hopefully we will not encounter this again since it can complicate our lease and possibly affect what we pay for our general liability insurance. And it is also possible that we simply cannot provide a Guarantor for leases that have Guaranty clauses. This property also offered a better rent if we were to do a 2-year lease. Since we are currently authorized to seek a month-to-month or 1-year lease, I would like to make a motion during new business to allow us to also consider a 2-year lease. Thanks to Clayton for referring a relator to us. We also can use more help in our office search. Feel free to email us at info@westsidecentraloffice.com to learn how you can help. Our next business meeting is scheduled for July 4th. Since that is a national holiday, I would like to entertain a motion in New Business to reschedule it. AAWS continues to sell out of literature due to supply chain shortages. Unfortunately, some of these shortages are affecting us too. For example, we have 5 large print 12x12s on back order since March. The latest estimate is that the large print 12x12s will become available again in September.
- IT Report, (Mark L):

    - Our hotline received 52 calls and consumed 51/300 prepaid minutes during the last billing cycle. Our website in May had 2,264 visitors who viewed 8,228 web pages or 265 web pages per day on average.

- Finance Report, (Mark L):
    - Nothing to report.
- CPC, (Scott):
    - 1. Traci L. at Tuality Hospital in Beaverton and I have been working to get A.A into the hospital. Mark placed a book and pamphlet order and I have received the soft cover Big Books in Spanish and English and will be verifying the pamphlets tonight, there are a lot between Spanish and English. Hard cover Big Books are on back order and will be ordered as soon as available. We also spoke about the AA Support Volunteer program in the hospital and she is waiting for feedback from the hospital administration. They are still nervous from the COVID rise but receptive to the idea. Meetings from outside the hospital are on hold for the same reasons but also well received. Traci will contact Dawn when the change takes place.
    - 2. I spoke with Lynne G. from PAI about taking over the Portland Providence AA Support Volunteers program. She is bringing this to the PAI Board meeting tonight and will let me know the outcome. Lynne was very positive about it, however, hesitant as PAI has been hesitant on taking on new responsibilities until they are meeting in-person again, tonight, and have a chance to recruit some open positions from the Zoom area.
- PI, (Andrew):
    - Joe and I held a training on May 30th last week, to increase our number of trained volunteers for the AA Support Call Program. We had 3 attendees, and while the number is disappointing, they were all women which we are in dire need of. We had a total of 4 requests from patients wanting to speak to an AA member, which is lower than normal. We are also still awaiting instructions from the hospital as we are supposed to be going back to in person visits, however we are not going to get rid of phone calls as some patients may feel more comfortable.
- Announcement Related to Open Committees:
    - Co-Chair, Treasurer, 12 Step Call Chair, AA Hotline Chair, Treatment Facilities Chair,Corrections Chair, Newsletter Chair, Activities Chair, Outreach Chair, Office Volunteer Chair
        - **Please** bring these open service positions back to your groups, sponsees and fellows.
- AA Announcements:
    - None
- Old Business:
    - Elections:
        - **Open Positions**: Co-Chair, Treasurer, 12 Step Call Chair, AA Hotline Chair, Treatment Facilities Chair,Corrections Chair, Newsletter Chair, Activities Chair, Outreach Chair, Office Volunteer Chair
        - **Please** bring these open service positions back to your groups, sponsees and fellows.
- New Business:

- Motion: Reschedule the July 4, 2022 WCO Business Meeting for the third Monday, July 18, 2022 from 7pm-8pm.
    - Current Practice: We normally hold our business meeting on the first Monday of the month except in September due to the Labor Day Holiday which occurs on the first Monday in September. In September, we hold the WCO business meeting on the third Monday so those who also attend the Portland Area Intergroup (PAI) business meeting can still attend both business meetings. The PAI business meeting is held on the second Monday of the month.
    - Intent and Purpose: Since the July 2022 business meeting is scheduled on the same day as a National Holiday, this motion requests that we reschedule it to the third Monday in July (July 18th) at the usual time (7pm-8pm)
    - Budgetary Impact: None
    - Motion by Mark L; Second by Jeff M. Deemed urgent/administrative. PASSED.
- Motion: Allow the Office Search Committee to consider an office that comes with a 2-year lease.
    - Current Practice: When we formed the Office Search Ad Hoc Committee in April 2022, WCO authorized the Ad Hoc Committee to consider a month-to-month lease or a 1-year lease.
    - Intent and Purpose: Allow the Ad Hoc Committee to consider a month-to-month, 1-year, or 2-year lease when searching for a new office space for WCO.
    - Position Statement: After encountering an office that offered a better rent with a 2-year lease, the Ad Hoc Committee would like to be able to consider a 2-year lease. Moreover, the Finance Committee believes WCO will now be able to sustain a financial level that could buy out a 2-year lease if WCO had to break the lease for whatever reason. Therefore, the Finance Committee recommends that we consider a month-to-month, 1-year, or 2-year lease.
    - Budgetary Impact: None
    - Motion by Mark L; Second by Jeff M. Deemed urgent/administrative. PASSED.

- Discussion/Questions:
    - None
- Motion to close by – Dylan M, second by – Scott C. PASSED.