**WCO Meeting Minutes 12/04/2023**

**Open 7pm with Serenity Prayer**

1. Attendees: Andrew W. (WCO Chair), Jeff M. (D31 Liaison), Mark L (WCO IT Chair, President, Finance Chair), Scott C. (WCO Rec. Sec., Outreach Chair), Dylan M. (Frog Pond Liaison), Paul V. (Men's Serenity WCO Liaison), Taylor W. (D23 WCO Liaison), Jeromie (Straight Talk WCO/Intergroup Liaison), Mark M. (D37 WCO Liaison), Chris H. Area 58 TF Chair), Curtis F. (New Beginnings, New District 31 Liaison to WCO)

2. Minutes from 09/18/2023:

   - Motion to Accept: Scott, 2nd, Jeff M.: Passed.

3. Treasurer's Report, (Mark L):

   - Beg Balance: $13,324.13
   - Monthly Deposits: $ 384.63
   - Monthly Withdrawals: $ 346.40
   - Ending balance: $ 13,362.36
   - Prudent Reserve: $ 1,800.00
   - Liabilities: $ ($243.58)
   - Cash Balance: $ 11,318.78
   - Motion to Accept: Motion by Jeff, 2nd by Scott – Passed

4. Chair Report, (Andrew W):

   I hope everyone had a great November and Thanksgiving.

   We again only had one request this month for the AA Support Call program. Joe and I have not spoken with Ryan recently but we will soon, most likely after the holidays. I am still awaiting some responses for the best dates in the new year to hold trainings for our volunteers. More to come on that soon.

   ⇒ **We need 12 Step Volunteers to get back to in-person/hospital visits. Currently we have @ 7 active male and 2 active female volunteers.**
   ⇒ **2 Trainings expected for January.**

   Thank you,
   Andrew W., WCO Chair

5. Board Report, (Mark L):

   - Welcome everyone to tonight's WCO business meeting. I hope everyone had a great Thanksgiving!

- We had slow month, so not much to report from the Board.
- On a personal level, I was home bound for a lot of November due to the Portland Teacher's Strike. So, I could not get out to check out any office spaces this past month. I hope to see one or two this month.
- As I reported last month, it appears the sale of our office location is moving forward. It's now estimated that we will have to vacate our office location this Spring.
- If you're interested in helping us with the new office location search or you have a lead on a small office within a 10-mile radius of our current location, let me know. You can contact me at info@westsidecentraloffice.com.

6. IT Report, (Mark L):

    - We saw a nice bump in website traffic in November compared to October.
    - We had 2,382 visitors who viewed 8,063 web pages or 269 web pages per day on average. This is up from 240 web pages per day on average in October.

7. Hotline, (Mark L.):
    - Our hotline received 49 calls and consumed 80/300 prepaid minutes during the last billing cycle.

8. Finance Report, (Mark L):

    - Discussion and vote on 2024 budget during old business:

9. Outreach (vacant):

10. 12 Step Call Chair (Clayton D.):

    - We haven't had that many hotline 12 step call requests in the last month, just a few, whereas we had more during September. We had only a couple hospital requests in November as well, so a bit of a slow season. It might pick up with the holidays coming up. We've had three people sign up to volunteer since beginning of October. I continue to try to get the word out about our need for volunteers and WCO's open positions.

11. Announcement Related to Open Committees:

12. Co-Chair, Treasurer, 12 Step Call Chair, AA Hotline Chair, Treatment Facilities Chair, Corrections Chair, Newsletter Chair, Activities Chair, Office Volunteer Chair, PI Committee, CPC Committee.

13. **<u>Please</u> bring these open service positions back to your groups, sponsee's, and AA Fellows.**

14. Chris H, Area 58 Treatment Chair:

    Scan the QR Code to get more info on "Bridging the Gap" Service from the AA Member exiting treatment into the AA communities. The 1st 24hrs out of treatment is critical to success in AA and we would love to see all the help Treatment Committee can get!

WCO website link to get involved: https://westsidecentraloffice.com/service/bridging-the-gap-committee

15. 7th Tradition Break:

- When we observe the 7th Tradition in our meeting, you can use the following link to make an online contribution to WCO:
- https://checkout.square.site/pay/3c2b1e44bdd24354b66bb270a7eda83b

16. AA Announcements:

- Oregon Area 58 March 2024 Quarterly Assembly

  Klamath Falls, details TBA
  Check the OR Area 58 Website for updated information, here:
  https://www.aa-oregon.org/assembly-information/

- WCO Twelfth Step Call Committee needs volunteers for the Hotline.
  - Female AAs are in great need!
  - Signup here: https://westsidecentraloffice.com/service/twelfth-step-calls

- Oregon CPC PI Monthly Meeting

  Join Zoom Meeting
  https://zoom.us/j/97712923509?pwd=TC9RZmd6UytUSVlZbDJPc2RWTEpaQT09
  Meeting ID: 977 1292 3509
  Passcode: 638922
  One tap mobile
  +12532158782,,97712923509# US (Tacoma)
  +13462487799,,97712923509# US (Houston)
  Dial by your location
  +1 253 215 8782 US (Tacoma)
  +1 346 248 7799 US (Houston)
  +1 669 900 6833 US (San Jose)
  +1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
Find your local number:

Meeting ID: 977 1292 3509
https://zoom.us/u/avnKGo4DM

17. Old Business:

- OPEN Positions:
  - Co-Chair, Treasurer, AA Hotline Chair, Treatment Facilities Chair, Corrections Chair, Newsletter Chair, Activities Chair, Office Volunteer Chair, PI Chair, CPC Chair.
  - **Please** bring these open service positions back to your groups, sponsee's and fellows.
  - Elections: WCO AA Hotline Chair
    - Jeff M.: Passed

    WCO thanks you, Jeff. We appreciate your Service and commitment to WCO!
- WCO Budget Approval (budget next page):
  - Motion to Vote: **Dylan, 2nd Jeff M.**
  - Urgent/Administrative: **YES**
  - Vote: **Passed Unanomously**

WESTSIDE CENTRAL OFFICE - PROPOSED BUDGET FOR 2024

| **INCOME ESTIMATES**** | **2024 Budget** | **2023 Budget** |
|---|---|---|
| Literature Sales | $ 2,136.00 | |
| Group Contributions | $ 7,896.00 | |
| Member Contributions | $ 914.00 | |
| Total | **$ 10,946.00** | |

| **EXPENSES** | | |
|---|---|---|
| P.O. Box | $ 200.00 | $ 190.00 |
| Rent for office***** | $ 6,000.00 | $ 5,400.00 |
| Phone Service | $ 150.00 | $ 150.00 |
| Web & E-mail | $ 600.00 | $ 500.00 |
| Insurance | $ 350.00 | $ 350.00 |
| Licenses & Gov't Fees**** | $ 70.00 | $ 70.00 |
| Chair | $ 20.00 | $ 20.00 |
| Co-Chair | $0.00 | $0.00 |
| Secretary | $0.00 | $0.00 |
| Treasurer*** | $ 20.00 | $ 20.00 |
| Outreach Committee*** | $ 20.00 | $ 50.00 |
| PI Committee*** | $ 20.00 | $ 20.00 |
| CPC Committee*** | $ 20.00 | $ 20.00 |
| TF Committee*** | $ 20.00 | $ 20.00 |
| Corrections Committee*** | $ 20.00 | $ 20.00 |
| Newsletter Committee | $0.00 | $0.00 |
| Hotline Committee | $0.00 | $0.00 |
| 12th Step Call Committee | $ 30.00 | $ 30.00 |
| Area 58 Assemblies | $0.00 | $0.00 |
| Literature Inventory Purchases | $ 2,000.00 | $ 1,500.00 |
| Literature (expenses, miscellaneous) | $ 25.00 | $ 25.00 |
| Literature (Meeting Schedules) | $ 150.00 | $ 150.00 |
| Activities*** | $ 20.00 | $ 20.00 |
| Finance Committee | $0.00 | $0.00 |
| Office Volunteer Chair | $0.00 | $0.00 |
| Video Conferencing (Zoom) | $ 180.00 | $ 180.00 |
| Office Improvement | $ 500.00 | $ 410.00 |
| Literature to sell at PNC | $0.00 | $500.00 |
| Literature for A.A. Support Call Committee | $ 500.00 | $500.00 |
| Total | **$ 10,915.00** | **$ 10,145.00** |

** Income estimates are based on 2023 averages 1/1/23 - 10/31/23.
*** This line item represents seed money for an open service position.
**** $20 to DOJ and $50 to SOS
***** Rent based on estimated $500/month due to possible move
Prudent Reserve is $2400 representing around 3 months of expenses
Proposed at the 11/6/2023 WCO Business Meeting

18. New Business:
    - 
19. Discussion/Questions:
    - No Discussion questions.

Motion to close: Motion by Dylan, 2nd by Jeff M – PASSED.

Responsibility Statement