WCO Meeting Minutes 11/4/2024

Open 7pm with Serenity Prayer

1. **Attendees:** Andrew W. (**Interim** WCO Chair), Mark L. (Bd. Pres., **Interim** Treasurer, **Interim** IT, **Interim** Finance Chair), Jeff M. (WCO Hotline Chair), Scott C. (WCO Sec., Bd. Sec.), Clayton D (**Interim** WCO 12 Step Call Chair), Dawn W. (**Interim** WCO Newsletter Chair), Paul V. (Serenity Group), Heidi (Spiritual Experience, IG Liaison), Gary B (RAM WCO Liaison), Jeff H (D23 WCO Liaison), Cindy (IG Rep RAW), Dylan (Frog Pong Liaison), Curtis F. (D23 Liaison).
2. **Minutes from 8/5/2024:**
   - Motion Paul, 2nd Dawn
   - Passed by Poll Vote.
3. **Interim Treasurer's Report, (Mark L):**
   - The Numbers:
     - Beg Balance: $13,597.59
     - Monthly Deposits: $1,086.87
     - Monthly Withdrawals: $821.98
     - Ending balance: $13,862.48
     - Prudent Reserve: $2,400.00
     - Liabilities: ($0.00)
     - Less budget not yet spent ($2,557.61)
     - **Cash Balance: $8,904.87**
     - Motion to Accept: Motion by Dylan, 2nd by Jeff – Passed
4. **Interim WCO Chair Report, (Andrew W):**
   Hi Everyone,

   This past month has been very quiet. We have had no requests from patients for connections through the support call program. This is only the 2nd month this has ever happened, so not too concerned.

   We are looking for a Monthly Business Meeting, Chair. Simple Service commitment:
   - Run the meeting.
   - Share the last months work performed, if any.

   Please bring this to your Groups to help us fil the Chair position.

   Thank you for letting me be of service,
   Andrew W.

   - **We need 12 Step Volunteers to get back to in-person/hospital visits.**

5. **Board President Report, (Mark L):**

   Welcome everyone to tonight's business meeting. I am Mark, your WCO President.

   - Welcome everyone to tonight's WCO business meeting! We are glad you are here!
   - We had our Board meeting after last month's regular business meeting. We elected new officers. Congratulations to Scott who was elected to our Secretary of the Board, Jeff who was elected to Vice President, and yours truly (Mark) who was elected to President. Officer terms are one year, so we will hold another election for the current crop of Board members next year.
   - We also discussed adding Oregon City and Gladstone to our meeting schedule. We are in favor and plan to make a motion to add them during new business.
   - The big news is that the Plain Language Big Book was released on November 1st.
   - We received four requests for the Plain Language Big Book within the first couple of days of its release. We are in the process of ordering it. If you are interested in purchasing it, let me know tonight and I will be sure to include it in our order. I plan to place the order after tonight's WCO business meeting.

6. **Interim IT Chair Report, (Mark L):**
   - Our hotline received 52 calls and consumed 45/300 prepaid minutes during the last billing cycle.
   - Our website had approximately 1600 users who viewed 7500 web pages or 242 web pages per day on average.
   - We are also in the process of moving our email over to Google Workspace. Those who have a WCO email account should have received an email inviting them to create their Google Workspace account.
   - Please create your account soon so we can switch our email over to Google Workspace. I cannot make the switch until everyone creates their Google Workspace account.
   - I believe the link is only good for 24 hours, so I can resend the links after tonight's WCO business meeting if you did not create your account yet.

7. **Interim Finance Chair Report, (Mark L):**
   - Tonight, I am passing out a proposed budget for 2025. Please take this proposed budget back to your Group for discussion and be ready to vote on it at next month's business meeting.
   - You can also email me at info@westisdecentraloffice.com if you have any questions on it between now and next month's business meeting.
   - **2025 Budget Proposal:**

WESTSIDE CENTRAL OFFICE - PRPOSED BUDGET FOR 2025

INCOME ESTIMATES**	2025 Budget	2024 Budget
Literature Sales	$ 1,037.00	
Group Contributions	$ 6,661.00	
Member Contributions	$ 1,789.00	
Total	**$ 9,487.00**	
EXPENSES		
P.O. Box	$ 220.00	$ 200.00
Rent for office*****	$ 4,000.00	$ 4,000.00
Phone Service	$ 150.00	$ 150.00
Web & E-mail	$ 600.00	$ 600.00
Internet & WIFI	$ 720.00	$ 660.00
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	$ 20.00
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	$ 2,000.00
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	$ 500.00
Literature to sell at PNC	$0.00	$0.00
Literature for A.A. Support Call Committee	$0.00	$500.00
Total	**$ 9,155.00**	**$ 9,575.00**

** Income estimates are based on 2024 averages 1/1/24 - 10/31/24.
*** 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 11/4/2024 WCO Business Meeting

- **Please take this back to your Groups for discussion and proposed changes for the WCO Business Meeting in December.**

8. **Ad Hoc Committee Report**
   - Our Ad Hoc Committee that is distributing Big Books into the Free Mini Libraries runs through the end of the month. As of today, we still have 20 Soft Cover Big Books left. Ad Hoc Committee members should get a hold of me if you need more books for your mini libraries.

- There is time left to distribute some Big Books into mini libraries. If anyone is interested in participating, they can let me know by emailing me at info@westsidecentraloffice.com.
- Any left-over Big Books will be available for Hospitals.

9. **Outreach (vacant):**

10. **Interim 12 Step Call Chair (Clayton D.):**
    - 2 call requests in Oct, one from a male, another a female. Was able to get them linked to volunteers quickly.
    - I try to vary up who I ask to call requester back, so the same volunteers aren't being used all the time. And have a good list of people willing to do so.
    - Typically, have been getting more women than men requesting.
    - 12 step call chair position is open.
        - It's relatively easy, you just need to be available by email to link call requests with volunteers, ideally within 24 hours, usually by text.
        - Typically, we get 2-4 requests a month and then you need to maintain the volunteer list, which is easy and straightforward.
        - Attend trainings for volunteers, maybe 1-2 times a year max.
    - **Volunteer submission form in at the URL below:**

    https://westsidecentraloffice.com/service/twelfth-step-calls

11. **AA Hotline Chair, (Jeff M.):**
    - Status quo, running smoothly.
    - Regular calls for AA ride service.
    - **Always need volunteers at the link below:**

    https://westsidecentraloffice.com/service/a-a-hotline

12. **Interim Newsletter Chair (Dawn W.):**
    - October Newsletter is published! Please feel free to send Dawn and email with your submission to newsletter@westsidecentraloffice.com or from the WCO Website at https://westsidecentraloffice.com/newsletter.

    - Area 58 Assembly is coming up quickly and will get with the Area Newsletter Chair.

13. **Announcement Related to Open Committees:**
    - Chair, Co-Chair, Treasurer, Treatment Facilities Chair, Corrections Chair, Activities Chair, Office Volunteer Chair, PI Chair, CPC Chair, Outreach, 12-Step Call Chair, Newsletter Chair, IT Chair, Finance Chair.

    - **Please bring these open service positions back to your groups, sponsee's, and AA Fellows.**

14. **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

15. **AA Announcements:**
    - **Area 58 November Quarterly Assembly**
      November 15th, 16th, 17th
      Hosted by District 9
      Holiday Inn – Portland Airport – 8439 NE Columbia Ct, Portland, OR 97220
      Registration link:
      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

    - **CPC/PI Workshop**
      Presented by Area 58 and Portland Area Intergroup
      2pm – 4pm
      https://zoom.us/j/97712923509?pwd=TC9RZmd6UytUSVlZbDJPc2RWTEpaQT09
      Meeting ID: 977 1292 3509
      Passcode: 638922
      Meeting ID: 977 1292 3509
      https://zoom.us/u/avnKGo4DM

    - **Area 58 Treatment Committee:**
      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.

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

Treatment Center Volunteering

There are opportunities for everyone in **AA** at any stage in sobriety. Your story is wanted! People wanting to make a change are waiting to hear your "what it was like and what it's like now story". Please consider **sharing your message** and giving back which was so freely given to you!

Weekly Panel Meetings at:
Salvation Army Veterans-Family
14825 SW Farmington Road Beaverton, OR
Thursdays 4:00-5:00 pm

CPAH Affordable Housing
3333 SW 198th Ave
Aloha, OR
Thursdays 6:00-7:00 pm

Monthly panel meeting:

Solutions Group Northwest
3800 SW Cedar Hills Blvd
Unit 170
Beaverton, OR
Thursday night 6:00-7:30 pm

These panels are closed door invite only and if you'd like to participate please make contact to get your name on our call sheet to get you into our panel scheduling. (15-20 minute sharing each with 3-4 panelists men/women chairing together is the format).Fellowship members that wish to be more involved can also sign up for the treatment committee. Lots of opportunities for service.

Questions-Call/Text: Chad P (AA District 31 CTF) 503-729-8576

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16. **Old Business:**
    - **OPEN Positions:**
        - Chair, Co-Chair, Treasurer, Treatment Facilities Chair, Corrections Chair, Activities Chair, Office Volunteer Chair, PI Chair, CPC Chair, Outreach, 12-Step Call Chair, Newsletter Chair, IT Chair, Finance Chair.
        - **Please bring these open service positions back to your groups, sponsee's and fellows.**

17. **New Business:**

    To: WCO

    From: WCO Board of Directors

    Motion: Add Oregon City and Gladstone meetings to our online and printed meeting schedules.

    Current Practice: Neither Oregon City nor Gladstone meetings are in our meeting schedule. However, we received a request to add them. Moreover, we have one Oregon City Group participating at our business meeting, one Gladstone home group member holding a service position at WCO, and we regularly get hotline calls from individuals in Oregon City and Gladstone. Moreover, Oregon City is just across our service border and many members of Oregon City meetings attend West Linn meetings, which is in our service area, and vice versa.

Intent and Purpose: Add 13 meetings in Oregon City and Gladstone to our meeting schedules.

Budgetary Impact: None
Motion for Discussion: Dylan
Urgent/Administrative: Y
Motion to Accept as Submitted: **Pass**

18. **Discussion/Questions:**

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

Responsibility Statement