WCO Meeting Minutes 12/2/2024 (Amended 1/6/2025)

Open 7pm with Serenity Prayer

- **Attendees:** Andrew W. (**Interim** WCO Chair), Mark L. (Bd. Pres., **Interim** Treasurer, **Interim** IT, **Interim** Finance Chair), Jeff M. (WCO Hotline Chair/Board VP), 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), Dylan (Frog Pong Liaison), Joe S. (Visitor), Roger N (DCM D31), Todd N (Sunrise Session), Lindsey (Grapevine Group IG Liaison), Curtis F (D31 WCO Liaison), Dave R. (Men's Serenity Group Liaison).
- **Minutes from 8/5/2024:**
  - Motion Paul, 2nd Joe
  - Passed by Poll Vote.
- **Interim Treasurer's Report, (Mark L):**
  - The Numbers:
    - Beg Balance: $13,862.48
    - Monthly Deposits: $495.05
    - Monthly Withdrawals: $976.80
    - Ending balance: $13,380.73
    - Prudent Reserve: $2,400.00
    - Liabilities: ($0.00)
    - Less budget not yet spent ($1580.84)
    - **Cash Balance: $9,399.89**
    - Motion to Accept: Motion by Jeff M, 2nd by Lindsey – Passed
    - What does WCO do with cash balances? Does WCO disperse as Groups do? (Heidi H)
      - WCO uses the cash balance for activities within the area WCO services such is the Little Library fund we did this summer.
- **Interim WCO Chair Report, (Andrew W):**

  Hi Everyone,

  This past month has been great. I got a chance to share what is going on at WCO at the Oregon Area Assembly, which went well.

  We received an in-person patient request from Providence St. Vincent's which we were able to fulfill with two volunteers. That is always a win as it can be challenging to find people available to make a visit on such short notice as these usually are.

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

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

- **Board President Report, (Mark L):**
  Welcome everyone to tonight's business meeting. I am Mark, your WCO President.
  - November was a busy month for me. I did a lot of IT related tasks and we had a few more, than usual, literature sales.
  - The IT tasks included setting up Google Workspace for our organization. All trusted servants now have an email address with a westsidecentraloffice.com domain that can easily be passed onto their successor when they rotate out. Most of our productivity tools and services are moved over to Google Workspace. Our website forms and calendar events are still managed by westsidecentraloffice@gmail.com. We will probably migrate those to a Google Workspace account in the future. Fortunately, I figured out how to send an email alert to a committee chair when someone fills out a form on our website. Prior to this change, only westsidecentraloffice@gmail.com was receiving alerts when someone signs up to volunteer for a particular service committee.
  - The other IT task was adding the Gladstone and Oregon City meetings to our online meeting schedule. These meetings are now a part of our meeting schedule. I sent an email to the DCM of District 15 giving them the heads up that these meetings are now listed in our meeting schedule. We will probably also reach out to individuals listed in the Area 58 roster as Group Contacts as well.
  - The release of the Plain Language Big Book led to a higher than usual number of literature sales in November. We have about 23 copies at $11.00/each left as of this writing. AAWS sold out of this book within a week of its release. They hope to have more copies soon. If you would like to buy it from us, make an appointment by visiting https://westsidecentraloffice.com/literature or emailing info@westsidecentraloffice.com.

- **Interim IT Chair Report, (Mark L):**
  - Our hotline received 43 calls and consumed 6/300 pepaid minutes during the period of October 16th through November 15th. This is the lowest number of minutes used ever. 42/43 calls received during this time, elected to leave a message instead of wait for the next available volunteer. That is the reason for the low number of minutes used during this time.
  - Our hotline received approximately 1900 users who viewed 8800 web pages or 293 web pages per day on average. The total number of users is a 19% increase over last month. The number of views was up 22% compared to last month as well.

- **Interim Finance Chair Report, (Mark L):**
- We will discuss and hopefully vote on the 2025 Proposed Budget during Old Business.
  - You can email me at info@westisdecentraloffice.com if you have any questions on it between now and next month's business meeting.
- **Ad Hoc Committee Report**
  - Nothing to report.
- **Outreach (vacant):**
- **Interim 12 Step Call Chair (Clayton D.):**
  - No Hotline call requests over the last month.
  - List of volunteers is good.
  - **Volunteer submission form in at the URL below:**

  https://westsidecentraloffice.com/service/twelfth-step-calls
- **AA Hotline Chair, (Jeff M.):**
  - Fewer 12th Step calls this month.
  - Regular calls for AA ride service.
  - Lots of hang up calls.
  - Couple of people registering for Hotline Volunteers.
  - **Always need volunteers at the link below:**

  https://westsidecentraloffice.com/service/a-a-hotline
- **Interim Newsletter Chair (Dawn W.):**
  - November 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.
- **Announcement Related to Open Committees:**
  - Treatment Facilities Chair, Corrections Chair, Activities Chair, PI Chair, CPC Chair,
  - **Please bring these open service positions back to your groups, sponsee's, and AA Fellows.**
- **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
- **AA Announcements:**
  - **Area 58 November Quarterly Assembly**
    March 14, 15, 16
    Hosted on Zoom

Registration link:
https://www.aa-oregon.org/register-mar/

- 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

  - **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

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

- **2025 Budget Proposal:**

WESTSIDE CENTRAL OFFICE - PROPOSED 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	$ 630.00	$ 600.00	Wordfence increased by $30.0(
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	$500.00	
Total	**$ 9,185.00**	**$ 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 12/2/2024
WCO Business Meeting

Motion to Vote for Approval: Motion Todd N., 2nd Paul V. – PASSE/APPROVED

- **New Business:**
  - **Dave R. will Take over as D31 Liaison.**

- **Discussion/Questions:**

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

Responsibility Statement