

# Central Office (CO) Representatives (COR) Meeting

12/8/19

Board of Directors X = present

X Chair, Bonnie N	X Vice-Chair, Joan S
X Treasurer, Janice E	X Secretary, Leonard L
Literature, Gil M	Communications, Jeff L
X Member at Large, Andrea W	

Staff X = present

Office Manager, Scott L	Volunteer Coordinator, Joe R + Major
X Newsletter Editor, Judy G	Call Forwarding Coord Craig A + Chad W
District 22 Liaison, Joan S.	Dist. 22 Convention Liaison, Rob R

## **COR's present:**

Dick B, Mesa Group AG  
Karen D, Saturday Women's Group, MB  
Karen L, Saturday Women's Group, MB  
Kimberly L, Pioneer Group SL  
Lisa S, Fredericks Friday Speaker SL  
Lori O, Liv-in The Steps LO  
Mami S, Women's Bif Book Study  
Margo R, Village Group, OC  
Paul L, Sunday Evening Rap LGBT  
Jim L, Guest

8:45am Bonnie N called meeting to order, followed by the Serenity Prayer and reading of the 1<sup>st</sup>. Tradition with introductions following.

## **Reports from Officers and Staff:**

**Secretary's Report:** Leonard L introduced the December Minutes. After a brief discussion there was a motion to approve them by Joan with a second by Lisa. They were approved unanimously.

**Chair's Report:** Bonnie reported that the Board reassigned some of their duties for 2020. New duties are Bonnie is now Chair, Joan is the Vice Chair, Janice Treasurer, Leonard Secretary and Andrea as the Member at Large. Remaining in their former positions are Gil, Literature and Jeff at Communications. Bonnie indicated that we have been formerly notified that our office lease is not renewed and we are working on the end of February to be in a new location. Not a firm date, but a date none the less. We are looking for 400 sq. ft. of space, access to a bathroom with available parking in the SLO area. Please let our Office Manager, Scott know if you are aware of something you think will be a good fit at (560) 382-5883. Our budget is \$1,000.

Bonnie also noted that Archie, a long time office volunteer, passed away. The Mesa Group is planning a gathering of friends at 1:30 following their Saturday noon meeting on February 1<sup>st</sup>. BBQ and pot luck.

**Vice Chair:** Joan said she is looking forward to attending her first District 22 meeting this year and will be reporting next month.

**Treasurer's Report:** Janice reported that the group donations received for the year 2019 totaled \$24,648.15 as compared to \$22,876.37 for 2018. We had \$4,417.06 in checking, \$100 in Petty Cash and a Prudent Reserve of \$15,958.38.

Our year end Balance Sheet is attached with a comparison to last year for your information.

Bonnie noted that the Officers able to sign on the Checking and Savings Accounts will be changed.

Leonard will be dropped and Janice added. Those now signing will be Bonnie, Janice and Jeff.

Bonnie reported that we have received a notice from the State Tax Franchise Board that our "non profit" status is current.

Margo said her Oceano Village Group had sent in a donation that was not noted on the Group Summary.

Bonnie said she would check her records and asked Margo to check with her treasure to look for a canceled check.

A motion to approve the report was made by Joan with a second from Kimberly. They were approved unanimously.

**Communications Chair Report:** Jeff L was out of town and Judy the Nameless News Letter editor requested a discussion on printing the news letter monthly in lieu of every second month. She pointed out that with a monthly printing the activities would be current where now, during the second month of the NNS printing it has become rather dated. On the negative side, there would be an increased printing cost. She has noticed that since posting the NNL to the web, the demand for the printed version has gone down and we could reduce the number produced. She also is interested in adding District 22 information in the news letter.

A suggestion was made to try the monthly printing with reduced printing to determine cost and bring this information back to the group in a few months.

**Office Manager:** Bonnie reporting for Scott said every thing is fine at the office and he is busily following leads, working with Realtor's and searching for a new office location.

**Volunteer Coordinator:** Joe said that we are looking for a permanent replacement for Archie's shift which is for the 3<sup>rd</sup>. and 4<sup>th</sup>. Wednesday, 12 to 3 each month, Call or text Joe at (323) 810-3176 if you are interested.

**Call Forwarding Coordinator:** Bonnie said that Bob R. informed her Chad & Craig were working together to chair this position.

#### **Old Business:**

Bonnie reported that we are deferring any action on using our website providers option of sending reminders to our Office Volunteers of their upcoming office shifts until until we have our office location costs determined. COR's will be kept apprised of the situation(s).

#### **New Business:**

We are still working on the 2020 budget. If the COR's have items that they would like to add, contact Bonnie or Janice at the Central Office (805) 541-3211. The Board will review the 2020 budget next month and it will be presented at the February COR meeting.

Bonnie noted that Yvonne L. has volunteered to update the 12-Step Volunteer List for the office reference referral book. Those interested in being added to the list can use a form on the web site.

#### **COR Discussion:**

Dick B asked how the 12-Step program at the office worked. Ans. When a person calls the office asking for help the office volunteer determines the individuals need, name, their area of the county and phone number. The office then using the names on the list within the region of the caller attempts to find some one that will call the person asking for help. The 12-Step volunteer might just talk to person on the phone, or arrange to meet with them. Perhaps at a meeting where they can be introduced.

Having no other items to discuss, motion to adjourn by Joan, second by Andrea, all in favor. The meeting was closed at 9:45am with the Responsibility Declaration. *Attached: Year End Balance Sheet and Group Contributions Summary*