

## Central Office Representative (COR) Meeting Minutes

Weds, June 9, 2019

### 2019 Board of Directors X = present

X Chair, Leonard L  
X Treasurer, Bonnie N  
Literature Chair, Gil M  
X Member-at-Large, Joan S

Vice-Chair, VACANT  
X Secretary, Andrea W  
X Communications Chair, Jeffrey L

### Staff

Office Manager, Scott L  
Newsletter Editor, Judy G  
District 22 Liaison, OPEN  
District 22 Convention Liaison, Bob R

Volunteer Coordinator, Joe R  
Webmaster, Bob R  
X Call Forwarding Coordinator, Sharon H

### COR's present:

David C, 5 Cities, AG  
Dick B, Mesa Group AG  
Margo R, Serenity Group, AG + Village Group, OC  
Marni S, Women's Big Book Study, CA  
Rachel E, SLOYPAA  
John L, Open Door, LO  
Tony T, Fredericks Friday Speaker, SL  
Kimberly L, Pioneer Group, SL  
Zach L, Sunday Eve Rap Group, SL

8:45am, Leonard L called meeting to order, followed by the Serenity Prayer and reading of the 6<sup>th</sup> Tradition.

### Reports from Officers and Staff:

**Secretary's Report:** Andrea W did not receive any suggested changes. Motion to approve by Joan S, second by Jeff L, approved unanimously. Per the approval of the CORs, Andrea secured the D+O insurance for board members. The cost per year is \$737 for \$1M and was less than 50% of the approved amount of \$1500. We will need to review our bylaws and see if they will suffice as an Employee Handbook. We have access to ThinkHR for templates.

**Treasurer's Report:** Bonnie N reported that group donations received for Jan - May totaled \$12748.40, which is \$1019.24 higher than that period last year. \$370 in birthday contributions were received, which represents 370 years of sobriety. Prudent Reserve is \$15,892.01 and Petty Cash is \$100.00. Motion to approve Kimberly L, second Joan S, approved unanimously. Rachel asked for clarification on what a birthday contribution is. It was explained that members send a contribution to CCCOI of \$1 for every year that they have been sober. Andrea mentioned that in the Bay Area, members could send a donation to Central Office on behalf of other members' birthdays and that their contribution would be published in the local newsletter. There was discussion about adding a line to the birthday envelopes the next time that they are printed so that this can be included. Do we want to add this information to the NNL? Bonnie will complete Form 5600 by 6/10/19.

**Member at Large Report:** Joan S branched out, attended Sun noon Book Study and was well received. She took newcomer packets, birthday envelopes and mentioned the Meeting Guide app. She will continue to attend other meetings.

**Chair's Report:** Leonard L reported that there are office (Mon + Fri) and call forwarding volunteer vacancies. The volunteer coordinator needs people who are committed to their 3-hour shifts. Bonnie disseminated flyers about volunteer openings. Back-up volunteers are also needed. There is a 6-month sobriety requirement for volunteers. The Vice-Chair position is vacant. He talked with Tom who is a CPA about joining the board and is awaiting an update. There is a 2-year sobriety requirement and he requested that CORs announce opening at their meetings.

**Literature Report:** Gil M emailed the following report:  
Hello,

I will not be able to make the next board meeting or the COR meeting, so wanted to give you an update for the Literature Chair:

Received and confirmed the recent literature order today (5-31-19), which included 100 Big Books (2 boxes in closet)!

In addition to the Big Books, we also received 10 copies of the new book "Our Great Responsibility", which is a selection of Bill W's General Service talks from 1951-1970 (also ordered 5 copies in Spanish). I am going to take a couple copies to the Saturday night South County Speaker meeting and make a general announcement about the new books and ask for suggestions of any literature that the fellowship feels we should be ordering.

Also included in the last order were a few copies of the current Service Manual (regular, large print, and Spanish, 5 each). Leonard had requested one and it is in his inbox at Central Office.

I'm planning to make the next Literature order early next week, as we are low on pamphlets for the newcomer packets. I received a request for pamphlets from Sharon for the newcomer packets, and will be ordering extras of the following with the next literature order:

M-2: Wallet Cards  
P-1: This is AA  
P-24: A newcomer asks  
P-36: Is AA for me  
F-1: AA at a glance

Also included was a request for F-101, but I think F-1 was the intended pamphlet. We have a lot of the F-1's (AA at a Glance) in the pamphlet rack, but I could not find a pamphlet for F-101 in the online store.

I received a request for a new AA pamphlet, "The 'God' Word, Agnostic and Atheist Members in AA" (P-86) and will be including this in the next literature order.

Will also be ordering some copies of 12x12's that are starting to get low and also some large print Big Books.

I'd also like to point out that we have a very large selection of Spanish literature. Not sure if the Spanish speaking meetings are aware of what we have at the Central Office.

If there are any requests, please let me know!

Thank You, Gil Martinelli Literature Chair

**Communications Chair Report:** Jeff L reported that he and Bob R worked to align the 330 meetings in the printed directory with the online directory. The printed meeting directories are at the printer and will be available mid-week. He thanked CORs for sending in meeting updates to sloaa.org. He inquired about the status of the secretary's handbook and asked for review so that it can be sent to print 500 copies, which will cost \$145. The handbook gives secretaries suggestions on how to run a successful meeting. One per meeting will be provided free of charge to each group and they will be available to the CORs at the monthly meeting and at Central Office. The July/Aug NNL needs stories. The safety in AA card is available free at Central Office.

**Call Forwarding:** Sharon H reported that she has a full staff and is that more office volunteers positions being filled makes it easier for the call forwarding staff. Newcomer packets are available and she needs more meeting directories.

**Discussion/COR Reports:**

Margo R reported that the outgoing secretary meets with the incoming secretary for continuity of the meeting and to review the secretary responsibilities. The Secretary Handbook is inserted in the secretary binder.

Margo R attended the assembly in Simi Valley on May 19 and gave a report. She will be reimbursed by CCCOI for round-trip mileage of 305.4 miles x 38 cents per mile = \$116.05. There was discussion as to whether continuing to send her to the assemblies was prudent as Margo requested mileage, lodging and meal reimbursement. Since these items are not approved in the budget, it appears that she may not be well suited to attend assemblies in the future. Judy G is unable to attend as well.

9:55am, Motion to adjourn by Joan S, seconded by Jeff L, unanimously approved. Meeting closed with the Responsibility Declaration.

Respectfully submitted,  
Andrea W  
Secretary