

Central California Fellowship of Alcoholics Anonymous

The By The Way



7500 14th Ave., Suite 27 Sacramento CA 95820
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FEBRUARY 2008

CCFAA Delegate's Meeting Minutes – January 19, 2008 (Darlene O. Recording Secretary)

I Opening

- A. Call to Order at 3:00 pm
- B. Open with Serenity Prayer
- C. Traditions Read by Lee
- D. 7th Tradition, Ray \$83.00
- E. Delegate Check-in/Group Announcements
- F. Birthday Total Years – 119

II Preliminary Business:

- A. Delegate and visitor Check-in: total delegates= 50

<u>Group Name</u>	<u>Delegate Name</u>	<u>Last attended</u>
ACYFAA	Absent	10/20/07
Action Gets It Going	Nancy Mc.	1/19/08
Auburn Beginner's Group	Absent	12/15/07
Auburn Wed Night Y P's Group	Patricia P.	1/19/08
Auburn Women's Step Study Group	Trish P.	1/19/08
Big Book Basics	Absent	03/18/07
Big Book Uncovered	Absent	01/20/07
Bridgestone	Absent	07/21/07
By The Grace	Cheryl W.	1/19/08
Cameron Park Group	Absent	10/20/07
Capital City Men's Group	Absent	02/17/07
Citrus Heights Group	Absent	12/15/07
Come As You Are Group	Absent	12/15/07
Cordova Friday Night Group	Absent	04/21/07
Cordova Lunch Bunch	Absent	02/17/07
Cordova Serenity Seekers	Absent	12/15/07
Daily Attitude Adjustment- Fair Oaks	Absent	12/15/07
Destiny Group	Mike McF.	1/19/08
Downtown Young People's	Vanessa P.	1/19/08
East Yolo FWP	Rick C.	1/19/08
Elk Grove FWP	Greg A.	1/19/08
Elk Grove Group	Robert S.	1/19/08
Flying Blind Big Book Step Study Group	Absent	02/17/07
Folsom Big Book	Melissa A.	1/19/08
Folsom Friday Night Group	Lee P.	1/19/08
Folsom Saturday Morning Group	Tricia C.	1/19/08
Folsom Way Of Life	Mary R.	1/19/08
Freedom From Bondage (temp suspend)	Absent	12/15/07
Free Our Minds	Absent	12/15/07
Friday Night Family Group Of AA	Aaron P.	1/19/08
Galt Fellowship	Robert Y.	1/19/08
Gibbons Noon	James S.	1/19/08
Greenhaven Group	Pamela L.	1/19/08
Group one	Russ C.	1/19/08
Group Three	Leslie M.	1/19/08
Hope & Serenity Spkr Mtg	Cliff O.	1/19/08
Jackson Rancheria Fellowship	Absent	04/21/07
Keep It Simple	Richard K.	1/19/08
Mad @ Kenneth Group	Frank D.	1/19/08
Midtown Solutions	Bill L.	1/19/08
Miracles Do Happen	Absent	03/17/07
Monday PM Women Group	Maurine B.	1/19/08

<u>Group Name</u>	<u>Delegate Name</u>	<u>Last attended</u>
Natomas Group	Christine H.	1/19/08
Never On Tuesday	Absent	04/21/07
New Hope Group	Michael K.	1/19/08
North Hall Group	Absent	10/20/07
North Highlands Fireside Group	Melanie H.	1/19/08
North Sacramento Group	Dyana Z.	1/19/08
Oak Park Fellowship	Kevin	1/19/08
Oak Tree Group	Scott B.	1/19/08
Orangevale Open Group	Mike H.	1/19/08
Other Meeting, The	Absent	06/16/07
Primary Purpose Group	Absent	08/18/07
Rebellion Dogs	Absent	12/15/07
Recovery Plain and Simple	Jeffery N.	1/19/08
Rio Linda Fellowship	Ted E.	1/19/08
Roseville 12&12 Book study	Absent	03/17/07
Roseville 5th Tradition Group	Absent	03/17/07
Roseville Fifth Street Fellowship	Greg	1/19/08
Roseville Tuesday Night Group	June M.	1/19/08
Saturday Morning Reflections	Absent	10/20/07
Serenity Book And Study Group	Absent	12/15/07
Serna Village AA	Absent	02/17/07
Sharing And Caring Group	Michael S.	1/19/08
Simply AA	Karen Y.	1/19/08
Sisters in Sobriety	Miranda B.	1/19/08
Sixty Minute Solution	Matt N.	1/19/08
Solutions Weekend Group	June M.	1/19/08
Southport Serenity	Deborah D.	1/19/08
Spring Fling Group	Darlene O.	1/19/08
Sunday Morning Serenity group	Absent	09/15/07
Too Young Group	Absent	09/15/07
Thank God It's Smoke Free Men's	John A.	1/19/08
The Welcome Group	Richard W.	1/19/08
Traditional Group	Ida L.	1/19/08
Twelve Bridges Destiny	Absent	02/17/07
Twelve Bridges Step Study	Absent	04/21/07
What A Way Women's Weekend Grp	Cathy K.	1/19/08
White Flag Men's Group	Absent	12/15/07
Women For Women Fair Oaks Group	Shirley R.	1/19/08
Woman To Woman Conference	Absent	03/17/07
Women's Ace It Group	Absent	12/15/07
Woodland Group	Absent	08/18/07
Working The Steps	Absent	04/21/07

B. Quorum: Met

C. Attending Elected Positions:

CCFAA Chairperson: Steve B. Present	Tele-Service Chair: Devin G. Present	Asst. Chairperson: John Q. Present
Recording Secretary: Darlene O. Present	OOO Chairperson: Mike K. Present	Treasurer: Ray L. Present
OOO Member: Lee P. Present	PI/CPC David C. Absent	OOO Member: Terry S. Absent
By Laws & Procedures Chair: Bill D. Present	OOO Member: Brian B. Present	NCAA Delegate: June M. Present
Special Needs Chair: Karen Y. Present	H&I: Kimberly F. Present	Birthday Chair: Dianne H. Present

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III Approval of Minutes – December minutes read. Motion to accept with corrections - Motion passes.

IV Approval of New groups: More Will Be Revealed, Saturday at 8:00am Open, 1 Hour, No Smoking. 27074 Potwin Road, The Cottage at the Unitarian Church, Davis.

V Reports of Trusted Servants:

A. CCFAA Chairperson – Steve B.: Glad to say we are starting the New Year off with a bang. As most of you know the central office manger has given notice and moved since last we met. So we are accepting applications for a new manager and on Thursday January 10th we held a special meeting at the office to appoint a hiring committee which is currently reviewing applications. Currently Frank is serving as the interim manager. Earlier in the month I directed an email out to all the current delegates asking you to spread the word this office manager position is open and we are still accepting applications at this time. If you did not receive that email please update your contact information on the check in list.

The central office building lease will be up in a few months, we are open to seeing other sites that might meet our needs. Central Office has been in its current location for a long time but this is a good market to review our options and we are asking for substantial revisions and remodeling just to meet codes for our current space. If you have an idea of a lease opportunity please forward that to myself or the central office with details on address and monthly rent, etc.

Lastly I would like to welcome all new delegates and officers and I look forward to working with you in the year ahead. Please don't hesitate to ask for assistance, we are all here to help.

Yours in service, Steve B.

B. Office Operations Committee Chairperson – Mike K: 15 January 2008

Attending were as follows: Bill D., Terry S., John Q., Lee P, Brian B., Ray L., Mike K., Steve H., and Frank D.

Office Manager's Report:

- 1) The office heating system failed earlier this month, much to the discomfort of the trusted servants. Repairs were made, at a minimal cost to CCFAA, by August F. Thanks Augie!
- 2) The "Faithful Fiver" program, previously introduced to the Delegates, is ready to be implemented by the Central Office.
- 3) The Central Office is in receipt of seven (7) applications for the position of CCFAA Office Manager.

The remainder of the meeting dealt with the process of hiring a new Office Manager.

C. Assistant Chairperson/CNIA Liaison – John Q.

1. CNIA assembly out of area this month so I did not attend meeting.
2. 14 new delegates this meeting.: Welcome New delegates; Rick C. East Yolo; Pamela L. Greenhaven; Glenn T. Attitude Adjustment; Kathy K. What A Way To Start A Weekend; John W. Spiritually Speaking; Mike O. North Auburn Group; Vanessa P. Downtown Young Peoples; Ida L. Traditional; Greg B. 5th Street Fellowship; Ted E. Rio Linda; Robert Y. Galt Fellowship; Robie W. – Beginners Group; Melissa A. – Folsom Big Book Study – Monday; Matt N. – 60 Minute Solution; Dean G. – Capital City Men's Group Justin . - More Will Be Revealed.
3. I have agreed to chair the special committee for the "Faithful Fivers" program.

D. Treasurer – Ray L. Dec. 2007 & 2007 Overall

- **Income** for 2008 was below budget due primarily to Group Contributions under budget by roughly 10%, \$10,000. Literature sales were also down slightly for the year.
- The above decreases were somewhat offset by increased Individual Anonymous & Birthday contributions and increased 2007 Picnic revenue. An additional \$4,900 combined.
- Gross income (after literature expenses) for the year was \$135,404.26 versus \$141,740 budgeted.
- **Expense** Insurance costs were under budget by \$800 due to a reduced General Liability policy cost
- Professional fees were under budget by \$1,500 due to reduced Accounting fees.
- Payroll expenses were under budget by \$4,800 due to reduced hours by part-time staff.
- Other committee cost were under by \$1,100 overall
- Expenses for the year were \$134,517.22 versus \$141,740 budgeted.
- Resulting Net Income for the year was \$907.04

For January 2008 Group contributions are very strong, please continue to encourage that with your groups.

The office staff and the OOC are looking at ways to increase revenue and reduce expenses.

E. By Laws Chairperson – Bill D.

No committee meeting was held this month for the following reasons:

1. I am still looking for committee members. I have two names of people who have volunteered but I need a few more. If there is anyone interested, please give me your name and phone number so I can contact you.
2. Due to the office manager's position needing to be filled I felt it would not be a good idea to introduce new proposals at this time. Also, I would like to ask for input from this body if there is something they feel should be changed in the By Laws or Operating Procedures.

F. CCFAA-PI/CPC – Davey, Absent, no report

G. Special Needs Chairperson – Karen Y. Only one call concerning member who can sign (American Sign)

H. Birthday Club – Diane H.

1. Please promote at your home groups with the suggestion to add to your group announcements and birthday meetings, if possible. This will help Central Office due to decreased group contributions.
2. Please have your group's literature person pick up Birthday Club pamphlets while at Central Office to buy literature.
3. By the Way – Are you a member of the Birthday Club?

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VI Reports Special Committees, Delegates, Liaison & Invited Guests

- A. Hospitals & Institutions –: Kimberly Absent
- B. Teleservice Chair Report: Devin G.

TELESERVICE ACTIVITY REPORT November 2007		
Telephone Service	Dec	YTD
12 STEP Calls	36	696
MEETINGS/ INFO Calls	624	6,711
TOTAL CALLS	660	7,407

- Open Shifts: None
- Substitute List : 1/19/08: Volunteers – 38 Special Needs – None
- 12-Step List: 1/19/08: Volunteers – 43 Men/51 Women Special Needs – Spanish Speakers – 2
- Waiting List: Volunteers - 6 Special Needs - None
- Teleservice Workshop – January 26th, 3PM at Traditional Group
- To make yourself available for an open shift or place your name on the shift waiting list, Please call Devin 869-1881, Lynn S. 534-5692, or Central Office, 454-1771.
- Sobriety requirements for shift volunteers and 12 Step list is 6 months. Shift Coordinators – 1 year
"Volunteers are unpaid, not because they are worthless, but because they are priceless"

VII Old Business:

A. **Faithful Fivers:** Faithful Fivers is program is ready and in place in an effort to generate revenue for the Central Office. In this way we don't have to further burden groups. Donations are tax deductible. Motion to begin the program approved and passed. John Q appointed Faithful Fivers Ad-Hoc Committee chair.

B. **Bylaws/Operating Procedure Amendments: 2 new proposals**

a. **DISCUSS Proposal 07:14**

CURRENT:

9.7 OFFICE MANAGER ABSENCE:

- 9.7.1 If the Office Manager is absent due to illness or vacation, the Administrative Committee (OOC) may appoint a temporary Office Manager, keeping in mind the qualifications as set forth in Section X Paragraph 10.1 through 10.11 of these Operating Procedures. (Rev. 11/93; 7/96)

PROPOSAL:

9.7 OFFICE MANAGER ABSENCE:

- 9.7.1 If the Office Manager is absent due to illness, vacation, jury Duty or court witness the Administrative Committee (OOC) may appoint a temporary Office Manager, keeping in mind the qualifications as set forth in Section X Paragraph 10.1 through 10.11 of these Operating Procedures. (Rev. 11/93; 7/96)

REASON:

There are no guidelines covering the Office Manager for these civic duties. This is an extract from the Employees Handbook.

b. **Introduce Proposal 07:15**

CURRENT:

9.6 JURY DUTY AND COURT WITNESS: There are no provisions for these responsibilities.

PROPOSAL:

9.6 JURY DUTY AND COURT WITNESS:

- 9.6.1 If the Office Manager is summoned for jury duty, or is subpoenaed As a Witness, arrangements must be made immediately with the Office Operations Committee (OOC).
- 9.6.2 Office Manager summoned for jury duty will receive their regular pay (less any jury duty compensation paid by the court) for a jury duty not to Exceed (10) calendar days.
- 9.6.3 Office Manager shall be paid for their regular scheduled workdays only
- 9.6.4 Office Manager subpoenaed as a witness will be paid for time to one (1) day, less any witness fees received.
- 9.6.5 Immediately upon being excused from jury duty or completing their Testimony, the Office Manager shall report their availability to the Office Operations Committee (OOC)

CONCERN:

1. The Office Staff should not suffer the loss of their salary because they are performing their civic duties.
2. In the pass OOC has dealt with this problem in a confessed manor hoping they where doing the right thing
3. This was approved for the Employees Handbook in 2006.

VIII New Business:

- A. **Picnic Chair:** To be elected at February meeting.
- B. **Proposal submissions protocol** reviewed and explained to the delegates.

IX Closing

- The next meeting is Feb 15, 2008, New Delegates @ 2:00, Regular Meeting @ 3:00 PM @ Traditional Group.
- Motion to close, seconded motion passes to close the meeting.
- The meeting closed at 5:00 p.m. with The Lord's Prayer.

Respectfully submitted, Darlene O.