

**AGENDA**  
**Central California Fellowship of AA Delegate's Meeting**

- 1. Opening - (5 Mins)**
  - a. Call to order at 3 PM, Moment of Silence, Serenity Prayer.
  - b. Reading of: i. Twelve Traditions; ii. CCFAA Preamble
  
- 2. Delegate and Visitors check-in (7<sup>th</sup> tradition reminder) – (10 Mins)**
  - a. Each person identifies themselves, their position, and shares group announcements.
  - b. Count the Quorum Requirements – Recording Secretary. Total Count \_\_\_\_\_.
  - c. Any other visitors? Welcome! (Do you have a brief announcement?)
  
- 3. Sobriety Birthdays for June**
  
- 4. Review of last month's report as outlined in the By-The-Way. Motion to accept?**
  
- 5. Reports of Trusted Servants:**
  - a. CCFAA Chairperson: JohnE (5 mins)
  - b. Assistant Chairperson/CNIA Liaison: Pierre Del P (5 mins)
  - c. Office Operations Committee Chairperson: Steve R (5 mins)
  - d. Treasurer: Pat Y (5 mins)
  - e. Teleservice Chairperson: Garrett (5 mins)
  - f. Bylaws and Operating Procedures Chairperson: Paul G (5 mins)
  - g. PI/CPC Chairperson: Bill O (5 mins)
  - h. Birthday Club/Faithful Fivers Chairperson: Kathy J (5 mins)
  - i. Special Events Chairperson: Dennis Y (5 mins)
  - j. CCFAA Picnic Chairperson: Vicki H (5 mins)
  
- 6. Other reports: Special Committees, Delegates, Liaisons and Invited Guests –**
  - a. Hospitals and Institutions Liaison: Paul G (5 mins)
  - b. NCCAA Delegate: Catherine T (5 mins)
  
- 7. Old Business –**
  - a. PPP non profit loan of \$21,875.00, keep it or not. Short discussion and vote via Zoom poll.
  
- 8. New Business –**
  - a.
  
- 9. Closing (No later than 5 PM; Close with the Responsibility Pledge: I Am Responsible)**

Present issues to CCFAA Chairperson JohnE; 916-225-0209; jellis2003@yahoo.com. Issues may have been covered in past meetings or may not be an issue for delegate's meeting. The chairperson will add them to the next delegate meeting agenda when appropriate. Thank you.

I. Opening – May 16, 2020

- A. Call to order at 3:00 pm
- B. Open with Serenity Prayer
- C. 12 Traditions read by – Vickie H.
- D. CCFAA Preamble read by – Robert F.
- E. 7<sup>th</sup> Tradition -
- F. Delegate Check-in/Group Announcements
- G. Month Birthdays – 180 years

II. Preliminary Business:

A. Delegate Check-in: Total Delegates = 50

B. Quorum met – Yes

Group Name	Delegate	Last Attended
12th Tradition Big Book	Jill J.	5/16/2020
AA Unity Group- Thursday	Joyce W.	5/16/2020
Amor Y Accion	Rae D.	5/16/2020
Attitude Adjustment of Davis	Dean V.	5/16/2020
Auburn Fellowship	Teresa M.	4/18/2020
Babes in Recovery	Monavon M.	2/15/2020
By The Grace	Ruth C.	2/15/2020
Cameron Park Group	Tony J.	1/18/2020
Capital City Men's Group	Keven H.	5/16/2020
Cathedral Group	Nick O.	5/16/2020
Cenacle group	Toni E.	9/21/2019
Christian Valley 6:05	Frank K.	2/15/2020
Citrus Heights Group	Linda M.	5/16/2020
Coffax Fellowship	JT L.	2/15/2020
Cordova Lunch Bunch	Mike L.	5/16/2020
Cordova Serenity Seekers	Bob	2/15/2020
Daily Attitude Adjustment-Fair Oaks	Russ H.	5/16/2020
Daily Direction AA Group	Gilda O.	5/16/2020
Davis Hope Group	Alexis M.	10/19/2019
Davis Young Peoples	Ryan M.	5/16/2020
Destiny Group	Barbara B.	1/18/2020
Downtown Young People's	Dan F.	4/18/2020
Dry Deck	Kimberly C.	2/15/2020
East Yolo Fellowship	Shari P.	5/16/2020
Elk Grove Fellowship	Rick W.	1/18/2020
Esparto Fellowship	Matt B.	2/15/2020
Fair Oaks Beginners	Tamara J.	4/18/2020
Fair Oaks Village	Mike K.	5/16/2020
Fireside Book Study	Chris K.	5/16/2020
Folsom Big Book	Alex H.	12/21/2019
Folsom Friday Night	Chris F.	12/21/2019
Folsom Saturday AM Group	Lisa M.	4/18/2020
Folsom Way of Life	Sean McN.	8/17/2019
Freedom Group	Joel B.	1/18/2020
Gait Fellowship	Sol	9/21/2019
Girls Night Out	Annie T.	5/16/2020
Good for Nothing Men's	Jimmy S.	6/15/2019
Greenhaven Group	Eric L.	5/16/2020
Group One	Jan V.	5/16/2020
Group Three	Judy B.	5/16/2020
Happy Hour Group of AA	John A.	1/18/2020
Into Actio-Citrus Heights	Ron C.	12/21/2019
Jaywalkers Group	George M.	2/15/2020
Language of the Heart Women	Bridget C.	12/21/2019
Last House on the Block	Irene B.	9/21/2019
Lavender Heights Y.P.	Judah J.	2/15/2020

Group Name	Delegate	Last Attended
Lunacy Commission	Dave M.	5/16/2020
Mather New Beginnings	Jessica P.	8/17/2019
Midtown Solutions	Nate S.	1/18/2020
MnnYFAA	Marci D.	5/16/2020
Mommies and Me (women)	Courbet A.	2/15/2020
Natomas Group	Gilbert C.	2/15/2020
North Hall Group	Beth M.	2/15/2020
North Sacramento Group	Dominic C.	2/15/2020
Number One Offenders	Bill O.	4/18/2020
Oak Park Fellowship	Liz E.	5/16/2020
Oak Tree Fellowship	Matt E.	5/16/2020
PLAYPAA	Jennie R.	8/17/2019
Precisely How we have Recovered	Leslie Mc.	5/16/2020
Primordial Ooze Men's Book Study	Robert F.	5/16/2020
Rio Linda Fellowship	Dayton B.	2/15/2020
Rocklin Fellowship	Kara R.	5/16/2020
Rocklin Racetrack Group	Angelica M.	8/17/2019
Roseville Eastside	Matt B.	5/16/2020
Roseville Fifth Street Fellowship	Laura B.	5/16/2020
Roseville Tuesday Night Group	Rick W.	5/16/2020
Round Table	Anthony P.	1/18/2020
SACYPAA	Al E.	5/16/2020
Saturday Morning womens Reflections	Dorothy S.	5/16/2020
Second Chance	Michael G.	1/18/2020
Sense of Belonging	Coral R.	8/17/2019
Serenity Book and Study Group	Loretta C.	5/16/2020
Sharing and Caring Group	Kathy J.	5/16/2020
Sixty Minute Solution	Pamela B.	5/16/2020
Southport Serenity	Dave L.	5/16/2020
Sunday Morning Serenity	Peggy J.	9/21/2019
Sunset Saturday	Michele V.	2/15/2020
The "Know" Good Group	Lara C.	1/18/2020
The Anchor	Nancy B.	12/21/2019
The Best is Yet to Come	Robert M.	5/16/2020
Three Legacies Group	Thomas R.	2/15/2020
Thursday Night Men's Group	David S.	5/16/2020
Traditional Group	Beth R.	5/16/2020
Triangle Group	Katie R.	8/15/2019
Tuesday Cordova Kiss Group	Dale	9/21/2019
Tuesday Night Beginners	Dean B.	5/16/2020
What a Concept!	Holly J.	2/15/2020
What a Way to Start a Weekend	Valeria H.	5/16/2020
White Flag Men's Group	Garrett N.	4/18/2020
Willing Women	Diorah B.	5/16/2020
Women for Women	Linda J.	5/16/2020
Woodland Group	Jeanne S.	5/16/2020
Woodland Traditional Group	Jeanne S.	5/16/2020

C. Attending Elected Positions

Position	Name	Attendance
CCFAA Chair	John E.	Present
Assistant Chair	Pierre D.	Present
Treasurer	Pat Y.	Present
Recording Secretary	Jason S.	Present
TeleService Chair	Garrett N.	Present
By Laws & Procedures Chair	Paul G.	Absent
PI/CPC Chair	Bill O.	Absent
H&I Liaison	Paul G.	Present

Position	Name	Attendance
Special Events	Dennis Y.	Present
NCCAA Liaison	Katherine T.	Present
B-Day/Faithful Fiver	Kathy J.	Present
OOB Chair	Steve S.	Present
OOB Member	Mike K.	Present
OOB Member	Al E.	Present
OOB Member	Russ H.	Present
Picnic Chair	Vickie H.	Present

D. New Delegates

Group Name	Delegate
Saturday Morning Women's Reflections	Dorothy S.
Daily Attitude Adj.	Shaun L.

#### E. Visitors

Betty – AA Unity, Debbie – Slowbriety Sisters, Cindy C. – Motherlode FWP

### III. Approval of Minutes

Motion to Accept Minutes from April 2020 - Approved

### IV. Trusted Servant Reports

#### • CCFAA Chairperson's Report – John E.

- Hello to all our Trusted Servants, and welcome to our second Zoom online meeting of the CCFAA. I was in attendance at the Zoom meeting for the OOC this past Tuesday evening, we had a full Quorum, and the office manager Rae was in attendance with us. Despite the quarantine, our office has been very busy with website issues, By-The-Way mailings, meetings with the Northern California Central Office Managers to compare notes and best practices, Teleservice has been very active, 24/7 online orders, 9am – 5 pm M-F curbside pickups of merchandise, taking care of bills, taxes and banking items, and all the other tasks that it takes to keep an organization running.

- While we are meeting online, we have info that needs to go out to our Delegates, but our email list is not complete. Please let Central Office know at [specialworker@aasacramento.org](mailto:specialworker@aasacramento.org)

**Your Email:**

**Your Name:**

**Name of Your Group:**

This will help in getting agenda, reports, flyers and items out to you as efficiently as possible. The committee Chairs are submitting reports to Central Office prior to the meeting, so please email the office and request a copy for your perusal prior to the meeting.

- The contributions to the Central Office have been declining, so please continue to urge your groups to get their contributions to us. This issue has led us to a topic that will be presented later in the meeting under New Business. Thank you for letting me be of service.

“Attraction rather than Promotion”

JohnE Chair, CCFAA

#### • Assistant Chair/CNIA Liaison – Pierre D.

This month our CNIA Delegate, Tom A. will be participating in the 5 day General Service Conference (GSC) scheduled for May 16th-20. The GSC will be held over a virtual platform for 6 hours per day. All delegates will be able to see each other, will be able to perform work, vote, and carry out their responsibilities with each of their assigned committees. Tom has been appointed to the Finance Committee and thus will be in a great position to report to us on the financial condition of AA following the Conference.

The Pre Conference Assembly held last month was a huge success. We had over 7 hours of sharing with our Delegate on the Panel 70 GSC Agenda Topics. With the disruption of COVID-19 shutdown, many groups did not have enough time to form a group conscience on this year's agenda topics. To accommodate those groups who were unable to present comments on April 4th a second sharing session on Panel 70 Agenda Topics was held on May 9th from 9:00am-3:00pm.

CNIA 07 is holding a Zoom Area Committee Meeting today Saturday, May 16th beginning at 10:00am. While our Delegate will not be in attendance, regular DCM and Area Officer reports will be presented.

Respectfully,

Pierre D.

#### • Office Operations Committee Chair Report – Steve R.

All board members attended the 5/12/20 OOC Meeting.

- CCFAA Chair John E will make reports available on line. Review of these reports is extremely important as the times require extra effort on all our parts.
- As the reports reflect the issues currently needing attention are many and varied. I must extend a strong note of gratitude for the diligence and effort being expended on this fellowships behalf.
- We are in need of a Web Master. Any suggestions or referrals will be helpful.
- The transition to physical meeting locations being researched, as information is received.
- Our expenses for operations has not stopped. Contribution vehicles such as Pay-Pal, Venmo and checks are encouraged.

May all be safe in these unique times.

Thank You in service

Steven R.

#### • Office Manager's Report – Rae W.

- Two of our regular volunteers are helping by answering the business line remotely. Teleservice continues to answer hotline calls 24/7.
- We are maintaining the Virtual Meeting Finder on our website.
- The May BTW has been delivered to the W. Sac bulk mail unit. We are working on the June newsletter for mailing. We are reviewing options to distribute flyers and BTW via email for June.

- Best Practices for Digital 7<sup>th</sup> Tradition are available on the Virtual Meetings tabs to help those who would like to pass a “Virtual Basket” at their online meeting.
  - Although our website is opened 24/7, the office hours for processing requests is still 9am to 5pm weekdays. Emails and orders are not processed on weekends.
  - Our online store (aasacramento.org) is open and you can continue to place your orders for curbside pick-up by appointment or have your order shipped. The Payment Processing Gateway, on our website was completed on 5/15.
  - Setup of PayPal and Venmo are Complete. Contributions can be sent via Venmo to: @CCFAA. Both PayPal and Venmo Contribution links are planned to be added to website by 5/18.
  - Payroll, Sales Tax, and Returns were filed by the April 28 deadline. The Sales Tax payment due date was extended to July 31 so we will take advantage of that extension.
  - The SF/Marin Intergroup office hosted a virtual training in HelpChat that was attended by Robin T., Jason S and the Office Manager. We will work on adding this feature to the website after we have completed the store changes and payment processing gateway is live and operational
  - The Sacramento Central Office hosted the Northern California Central Office Managers (NCCOM) Virtual Workshop on Friday, May 1. The Area 06 Delegate, Teddy W. and Area 07 Delegate, Tom A. joined us ( 9 Offices in attendance)to discuss some of the Conference Agenda Items
    - We gave feedback on the Pie Chart pamphlet (F-3, Where Money & Spirituality Mix).
    - Changes to AAWS literature went into effect on April 15<sup>th</sup>. There is no across-the-board price increases. Instead, AAWS has normalized prices for all of its titles. For example, the Big Book in all of its iterations will be \$9.50. What that means for CCFAA is that our inventory on hand will be adjusted to the new AAWS retail price.
    - We talked about having good communications between Central Offices and the Area by having a Liaison.
  - Eight of the Nine Central Offices reported strong prudent reserves and the continuing flow of group contributions with individual contributions outpacing group 7<sup>th</sup> tradition since the start of the stay-at-home order. Mostly all of the virtual meetings are passing a virtual basket.
- **Treasurer’s Report – Pat Y.**
- Since we are in an unprecedented and unusual time a comparison to the prior year is not applicable, but I am attempting to keep everyone informed as to our current state of financial affairs.
  - Sales of AAWS literature, in house publications and medallions are budgeted for the month of April to be \$11,708, the actual sales of these items was \$983. 8.3% of Budget
  - Group contributions were budgeted at \$10,000. The actual contributions were \$5,024. 50% of Budget  
Other sources of revenue - Birthday contributions, Office services revenue and faithful fivers were budgeted at \$2,050 and actual was \$2,680 - a positive 30%
  - April operating expense were \$15,936 and within budget guidelines.  
Employee Wages are paid to May 15, 2020  
Accounts payable - \$2,482  
Sales tax payable - \$2,628 - payment deferred to July 2020  
Accounts Receivable - \$1,913  
Inventory - \$37,989 - Well stock for books and chips - 3 month supply  
Prudent Reserve = 4 months operating expenses - currently reduced to 3.2 months

NAME OF ACCOUNT	BALANCE April 1, 2020	APRIL ADDITIONS/ DEPOSITS	APRIL CHECKS/ CHARGES	BALANCE APRIL 30, 2020
SAVINGS ACCOUNT	\$35,759.37	\$1.51	\$0.00	\$35,760.88
CHECKING ACCOUNT	\$21,282.81	\$11,216.98	\$16,013.1	\$16,486.63
<b>TOTAL</b>	<b>\$57,042.18</b>	<b>\$11,218.49</b>	<b>\$16,013.1</b>	<b>\$52,247.51</b>

- Thank everyone for their support of our central office and hope all the delegates will continue to let their groups know the message that is carried by our central office and the need to keep up the financial support even in these precarious times.
- Merchandise can be purchased and the orders are processed through our trusted staff.
- Contributions can be made directly to Central office by both the groups and individuals and are always most appreciated.

Respectfully Submitted,  
Pat Y, Treasurer

- **Teleservice Chairperson’s Report – Garrett N., Presented by Julie C.**  
Website: <http://aasacramento.org/service-opportunities/teleservice/>  
Shift Call Numbers: April (as of 5/9/20)

Shift Calls December (as of 5/09/20)		
Teleservice	Apr-20	YTD
12 Step	61	166
Meeting/Info	185	724
Totals	246	890

**New Business:**

- We've had the line 24/7 since Tuesday, March 17th. We've had lots of support from new volunteers and substitutes looking to be of service while at home. Daytime shifts are filled through Mid-May.
- Canceled: Teleservice Workshop on Sunday, May 17, 2020 at Roseville Tuesday Night Group @ 2p-3:30p. Zoom meeting instead on May 24<sup>th</sup> at 3:00p
  - Meeting ID: 979 9304 2662
  - Meeting Password: CCFAA
- Teleservice has folded in District 17. We are expanding our pool of TS candidates as well as our reach offering teleservice assistance to a wider group of callers.
- We are in need of Bi Lingual Teleservice Volunteers
- We currently have 1 open shift.

**Old Business:**

- We are working to help callers get on the CCF website to find Zoom meetings; emphasizing the importance of 12th step calls for newcomers right now. We need a list of people comfortable using Zoom who can help callers (Zoom support line).
- Welcome Jen A. as 12th Step Coordinator. Jen is working closely with Garrett, Julie and AI to update our 12th step list and orient new volunteers to be on the 12th step list.
- Always in need dedicated volunteers to provide 12 Step Work
- Continuing to work with Special Needs (take a meeting to Home and Hospital) to increase volunteer base
- 52 potential volunteers in queue

**Next CCFAA Holiday Closure. Teleservice will cover these days:**

Ongoing daytime shift coverage

**Regular Business:**

Current Teleservice Potential Volunteer Count = 52  
 Current Teleservice Volunteer Count = 39  
 Break out (32) Shift + (7) Shift Coord + (1) Orientation + (1) Co Chair + (1) Chair  
 Current Teleservice Substitute Count = 79  
 Current Teleservice 12 Step Count = 132  
 Volunteer Position # = 302

**We send updates bi-weekly on Sunday:** These bi-weekly updates include Updated Teleservice (TS) Flyer, Shift, Sub and 12 Step Lists. CCFAA Teleservice Web page is updated with open shifts.

**Weekly Meetings with Chair + Co Chair as check in and review**

**Monthly Meetings with Chair, Co-Chair & 12th Step/Orientation Coordinator**

● **By Laws & Procedures Chairperson's Report – Paul G.**

The revision of the By-Laws is moving forward and at present, I am at page 27 of 45. It has provided unique challenges in setting up language of document to meet our current organizational structure. It is hoped that by early next Month the committee will review the draft. In addition, it is planned to have the document in the hands of the OOC by their June Meeting. Pending this review and suggested changes I would envision presentation of a proposed draft By-Laws to the delegates by July or August meeting at the latest.

Respectfully submitted.

Paul G, BLOPS Chair

● **PI/CPC Chair – Bill O.**

Due to Covid-19, nothing to report at this time

● **Birthday Club/Faithful Fivers – Kathy J.**

Nothing to report at this time

● **Special Events Chair – Dennis Y.**

Dear delegates, it is sad for me to announce that there will be no large gatherings of more than 10 in public places, so for now there are No Events planned.

On a lighter note, Vickie, Picnic Chairperson, will work with me. If either of us can think of a plan for a fundraiser, or something like that.

Stay safe,  
 Dennis

- **Picnic Chairperson's Report – Vickie H.**

On Saturday May 9, the Picnic Committee held a virtual meeting to talk about whether to move forward with this year's picnic. All of the 17 teams leads for concessions and events usually held at the picnic were invited to attend. There were 10 who attended the meeting and represented a good cross section of those who were very familiar and engaged at past picnics, as well as representatives who were new to some of the service positions.

As we went around the room expressing our individual thoughts about this year's picnic, it soon became evident that no one thought it was a good idea to move forward. Concerns ranged across the board from social responsibility to, liability to hygiene, to logistics and spacing. Further, a picnic gathering would be considered a stage 4 event under the Governor's re-opening plan which could be months off.

We also talked briefly about the possibility of postponing the Picnic until later in the year, but it was the group conscience that many of the same factors and unknowns would still apply.

It was a unanimous group conscience that the CCFAA picnic be cancelled for this year.

The next topic of discussion is whether we should consider an alternative fundraising event for Central Office. While the group was favorably disposed to the idea, we felt this would be more in the purview of the Special Events Coordinator. So while there will be no picnic in 2020, we stand willing to help.

Vickie H

#### **V. Reports – Special Committees, Delegates, Liaisons & Invited Guests**

- **Hospitals & Institutions – Paul G.**

Due to Covid-19, nothing to report

- **NCCAA Liaison – Catherine T.**

- The NCCAA Steering Committee meeting on May 31, 2020 has been modified to Zoom. I will be attending that meeting and reporting on it in June. Zoom details will be coming out shortly if anyone is interested, they can contact me. In addition to regular NCCAA business there are two key issues that will be discussed:

- **Election for NCCAA Chairperson.** We were scheduled to have elections at the San Jose Conference which has been cancelled. We will be deciding to have "virtual" elections or postpone until our next live conference. (Shaun is willing to continue as Chair until this is resolved).

- **San Jose** As everyone knows, we postponed San Jose (March 2020 until Sept. 25-27, 2020). Shaun G. our chairperson has been in contact with Holiday Inn San Jose. According to Holiday Inn, their guidelines are to host conferences in September. We did have to pay \$1,875.00 for deposit and \$5,000 for conference facilities.

The following is NCCAA future schedule reported by Shaun, Chairperson NCCAA,

San Jose– March 13, 14, 15 2020 (Postponed)

Modesto– May 29, 30, 31 2020 (Postponed)

San Jose– September 25, 26, 27, 2020

Lodi– October 9, 10, 11, (Cancelled)

Modesto— March 12, 13, 14 2021

San Ramon— June 4, 5, 6 2021

Rocklin— October 8, 9, 10 2021

Thank you for this opportunity for Service,  
Catherine T.

#### **VI. Old Business**

None

#### **VII. New Business**

##### **Payroll Protection Plan Report**

May 13, 2020

The OOC task our Office Manager to research the Payroll Protection Plan to see if we qualified for a payment. The By-Laws Chairman researched California law, our by-laws, operating procedures, AA principles. and traditions to give members information to make an informed decision on this matter. . In doing research, New York was consulted to find their thoughts on this matter. Please keep in mind New York never tells a group what they ought to do.

The results of these activities is that we have \$ 21,875.00 dollars from the PPP sitting in the bank that at least 75 percent of the PPP loan must be used to fund payroll and employee benefits costs. The remaining 25 percent can be spent on mortgage interest, rent, lease, and or utilities. Keep in mind this is a loan at 1% interest after 2 years, potentially with a balloon payment vs. monthly payments..

New York gave the following hints at the issues they felt we should look at: Tradition Seven should obviously be considered here. So should Tradition Four in terms of autonomy, and Tradition Three and Tradition Five focus on the importance of making sure A.A. is available to all who need it and fulfilling our primary purpose of carrying A.A.'s message to the alcoholic who still suffers - it is not possible if an office must close its doors.

"According to Bill, "The answer is simple enough, Every single AA service is designed to make more and better twelfth step work possible, whether it be a group meeting place, a central or intergroup office... or the world service headquarters..

Thought not costly, these service agencies are essential to our expansion—to our survival as a Fellowship. Their costs are a collective obligation that rests squarely upon all of us. Our support of services actually amounts to recognition of

our part that AA must everywhere function in full strength--and that, under our Tradition of self-support; we are all going to foot the bill."

The PPP program is a loan guaranteed by the federal government. These funds belong to the people of the country as a whole. Our government intended to keep the country solvent during the pandemic and are therefore keeping the staff of certain companies from collecting unemployment during this period of time. By participating in this program, we are in essence being part of society during this unprecedented situation.

Another point that might be considered this is not a gift of money, as it required a payback with interest if certain conditions are not met.

This situation is defiantly a borderline gray area and we have 60 days to decide do we keep the funds or send them back. Should we send them the funds back there would no further obligation. If we keep the funds, we need to spend them for their intended purpose. It is incumbent on each member group to give us their group conscious by our next member meeting so that we can take the appropriate action.

It also might help to understand that we have another couple of months of funding and the office would have to close. Without the picnic and other funding we have come to depend in the situation is in the hands of the members.

Sincerely, Paul G., BLOPS Chair

In our precarious current times dealing with Covid-19, our Central Office is experiencing significant financial hardship - decreased contributions and retail sales. However, the important work of helping our fellow alcoholics has not decreased but increased.

On March 27, 2020, the President signed the Coronavirus Aid, Relief, and Economic Security Act (the CARES Act or the Act) to provide emergency assistance for businesses affected by the coronavirus pandemic.

The Payroll Protection Act is a program intended to provide American small business with eight weeks of cash-flow assistance.

The "means or vehicle" to help CCFA is under the Paycheck Protection Program administered by the Small Business Administration. It is a loan in the amount of \$21,875 to be used to cover our payroll. We will not have a payment on this loan for 6 months. The interest rate is 1%. This loan "can be" 100% forgiven if we show it was used for maintaining employees at their current salary level for a period of 8 weeks between the date the loan (May 4) and June 30, 2020.

When employees are retained and not furloughed or laid off, they are no longer a burden on the unemployment system and the employer (CCFA) is able to keep the employees employed and organizations viable.

The government's cost for unemployment insurance is greater than the loan forgiveness. This program is designed to be a "win-win" for both the economy and the organization

Pat Y., Treasurer

#### **VIII. Closing**

The next meeting will start at 3:00pm and will be held on Zoom, Meeting ID: 924 300 378 – Password: 9960 – Telephone call in number 669-900-6833, on Saturday June 20<sup>th</sup>, 2020. The meeting closed at 4:31pm, with the "I am Responsible" Declaration. Respectfully submitted by Jason S., CCFAA Recording Secretary

## Report for CCFAA [centraloffice@aasacramento.org](mailto:centraloffice@aasacramento.org)

Name: JohnE

Position: Chair

Date: 6/20/20

Email and phone: [jellis2003@yahoo.com](mailto:jellis2003@yahoo.com) 916-225-0209

Hello to all our Trusted Servants, and welcome to our July Zoom online meeting of the CCFAA. I was in attendance at the Zoom meeting for the OOC this past Tuesday evening and we had a full Quorum. We discussed website issues and we potentially have a line on a webmaster to take over for Pete. A reminder to all Delegates and Meetings, we are still taking online orders 24/7 for books, pamphlets, chips and other items, and you can then make an appointment for a 9am – 5 pm M-F curbside pickup of your order. The office manager's full report will be published in the next copy of the By-The-Way.

We need to keep encouraging our groups to make contributions to the Central Office.

While we are meeting online, we have info that needs to go out to our Delegates, but our email list is still not complete. Please let Central Office know at [specialworker@aasacramento.org](mailto:specialworker@aasacramento.org)

**Your Email:      Your Name:      Name of Your Group:**

This will help in getting agenda, reports, flyers, notices and other items out to you as efficiently as possible. The Committee Chairs are submitting reports to Central Office prior to the meeting, so please email the office and request a copy for your perusal prior to the meeting. The OOC committee has determined that we will continue to have Zoom meetings for the OOC and for the CCFAA for the foreseeable future to ensure the health and well being of all of our members.

We will be having a vote today via Zoom polling on whether or not to keep the PPP loan money of \$21,875.00 that we have received from the Federal Government. This vote will be a yes/no/abstain format, and you have previously received the information to take to your groups for a group conscience enabling you as a Delegate to cast a vote for your meeting. I know there is a lot of debate for and against, and that was the purpose of you taking the information to your group to get a consensus. With that in mind, we are not here today to debate to try to influence each other's Delegate vote, that should have been determined by each of you prior to coming to this meeting. So we will have a limited discussion prior to the vote, or we could end up in this meeting for hours on end. I will recognize and hear from five Delegates for keeping the money, and from five Delegates for sending the money back. Please use your "reactions" feature at the bottom of the screen to indicate Thumbs Up as For Keeping The Money, and the Hand Clap as Against Keeping The Money, and I will randomly call on five



of each of you for a two minute presentation of your position. Then I will present the poll, we will be able to cast our votes, I will end the poll and then share the results. A printed copy of the poll will be sent to the Recording Secretary for our records. Please keep in mind that this is a one step at a time process, so conversations such as paying back the loan, fund raising in lieu of the funds, etc., will be conducted at a later time after this vote of "do we keep the money, or not". You will also be able to Abstain from the vote if you wish. If you are a new Delegate that has been confirmed to the membership as of today, per our Operating Procedures Article 6.2, you will not be eligible to vote on issues until next month's meeting. Under Article 11.9, the Chair, myself, the Assistant Chair, Pierre, the Treasurer, Pat, and the Recording Secretary, Jason, are not eligible to vote because we have given up our position as Delegate in order to take on these positions. This is a simple majority rules Group Conscience poll, so in the event of a tie, under Article 14.2.19 of our By-Laws, I will cast the deciding vote. It has always been a tradition of the CCFAA that even though you may be a Delegate of more than one group, you only have one vote to cast. By virtue of the Poll on the Zoom format, this will automatically take place as each of you will only be able to vote once for the Poll. The Poll will not be Anonymous so that in the event we need to check a roll call of Delegates against eligible voting members, we will be able to do so. This will only happen in the event of a close vote. Thank you to all of the Delegates that are participating in this Group Conscience, and I respectfully request that whatever the outcome of the vote on this important matter, we all be satisfied with the results as having accomplished the Traditions of our AA family in the best way that we have available to us. Now on to our Position and Committee reports, and then we will get to the Poll.  
One Day At A Time, and One Thing At A Time

Thank you for letting me be of service.

JohnE  
Chair, CCFAA

To: CCF Delegates  
From: Pierre D.  
Assistant Chair

Date: 6/20/2020

As reported last month our CNIA Delegate, Tom A. participated in the 5 day General Service Conference (GSC) held via Zoom on May 16th-20. The monthly Area 07 Area Virtual Committee Meeting AND Post Conference Virtual Assembly is being held today 6/20/2020 from 10 AM - 8 PM. The morning session is being devoted to Area Committee matters and receiving reports from DCMs and Committee Chairs.

The Post Conference Virtual Assembly portion of today's meeting will include the Area 07 Delegate's Report from 12:45 - 3 PM followed by two Panel and some Roundtable discussions. The Virtual Assembly session will end with a BYO Ice Cream Social/Speaker Meeting with Madeleine P. Past Pacific Regional Trustee as the Speaker. The whole day promises to be an informative fun time for all who are able to attend.

CNIA 07 will hold it's next Virtual Area Committee Meeting via Zoom on Saturday, July 8 16th beginning at 10:00am.

Respectfully,

Pierre D.

## **OOC Chair Report June**

All board members attended the 6/16/20 OOC Meeting.

- The central office is running well with changes that have been implemented due to Covid 19. On line access clarifies all the options for utilization and assistance by phone as well.
- The reports you will receive and discuss today are derived from a great deal of research by the central office staff, OOC board members and members at large as well. The reopening suggestions are for safety of our membership, friends, and families.
- We are experiencing fiscal challenges as well and all contributions are appreciated.

Much thanks to all in service and keeping our fellowship on track.

Yours in service

Steven Ritts

Manager's Report  
June 16, 2020

1. The payment processing gateway is now active on the website. There are three payment type that we are using: (1) Authorize.net for all credit cards through our B of A merchant services, (2) Paypal and (3) Venmo for digital contributions.
2. Office operations continue in office and remotely as necessary. Since the Stay-in-Place order was instituted, Central Office has continued to provide the normal group services layered with new tasks made necessary by the Covid-19 orders. The newsletter continues to be published, meeting information is posted to the website and sales of literature and medallions continues via the online store with pick-up and shipping options. Our email volume is extremely high.
3. Central Office services registered groups/meetings in eight (8) counties. We have contacted the Public Health entities in each county to get detailed information on the re-opening of face-to-face meetings. We are in the process of uploading that information to the website. We started with Sacramento County where the bulk of our meetings are located. Colusa, Yuba and Sutter counties have also been added. The rest will be added in the coming week.
4. We are asking each group to submit the signed county protocol document to Central Office. Physical meetings will be added to the schedule as the documents are received. Those meeting that have already opened are being asked to complete the documents and return them to Central Office to keep their meetings listed in the schedule. Please visit the website at: <https://aasacramento.org> for guidelines and suggestions for re-opening safely and in accordance with your specific county protocols.
5. We will continue to list virtual meetings as physical meetings re-open.
6. The office will remain closed to the public because social distancing cannot occur in accordance with the re-opening guidelines. Curbside pickup is available by appointment. The staff and volunteers are all in the at-risk category because of age and/or health conditions. The daytime hotline is being answered by Teleservice volunteers and the business line is being answered remotely by staff and volunteers. The newsletter and flyer prep and delivery to bulk mail unit is being done by staff.
7. Mark C., a professional web developer, inquired about the webmaster position and offered his services to help us with activating and migrating our email server to Google G Suite for NonProfits. Thank you, Mark.
8. We are migrating to G Suite to improve our methods of communications with the groups. It is our hope to give each group an email account [@aasacramento.org](mailto:@aasacramento.org) so that we can maintain a better method of contacting the members with important information.
9. We could not do all that we are being tasked to do without the help of Jason S., Ron H., Cindy F. Diorah B. and Carlos A. We are grateful for your time and service.

Stay safe. Be well. –Rae W.

**CENTRAL CALIFORNIA FELLOWSHIP OF ALCOHOLICS ANONYMOUS  
TREASURER'S REPORT  
May 31, 2020**

Since we are in an unprecedented and unusual time a comparison to the prior year is not applicable,  
but I am attempting to keep everyone informed as to our current state of financial affairs.

Sales of AAWS literature, in house publications and medallions are budgeted for the month of May to be \$1,708, the actual sales of these items was \$1,540 13.2% of Budget

Group contributions were budgeted at \$10,000. The actual contributions were \$3,827. 38% of Budget

Other sources of revenue- Birthday contributions, Office services revenue and faithful fivers were budgeted at \$2,050 and actual was \$3,435 - a positive 67%

May operating expense were \$13,820 and below budget guidelines by 17.4%

Employee Wages are paid to June 15, 2020 Accounts payable - \$339  
Sales tax payable - \$127 Accounts Receivable - \$1,690  
Inventory - \$37,161 - Well stocked for books and chips - at current rate of sales a 3 year supply

Prudent Reserve = 4 months operating expenses - With PPP loan  
the Prudent reserve is intact Without the PPP  
loan the Prudent reserve is at 2.77 months

NAME OF ACCOUNT	BALANCE	May	PPP Loan	May	May 31, 2020
	May 1, 2020	ADDITIONS/ DEPOSITS		CHECKS/ CHARGES	
SAVINGS ACCOUNT	\$35,760.88	\$1.51		\$0.00	\$35,762.39
CHECKING ACCOUNT	\$16,486.63	\$10,347.09	\$21,875.00	\$16,536.91	\$32,171.81
<b>TOTAL</b>	<b>\$52,247.51</b>	<b>\$10,348.60</b>	<b>\$21,875.00</b>	<b>\$16,536.91</b>	<b>\$67,934.20</b>

Thanks to everyone for their support of our central office and hope all the delegates will continue to let their groups know the message that is carried by our central office and the need to keep up the financial support even in these precarious times.

Respectfully submitted,  
PatY  
Treasurer

CCFAA  
Profit & Loss YTD Comparison  
May 2020

	May 20	Jan- May 20	Prorate Budget	\$ Change	Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4020 · Literature Sales	746.16	19,738.16	33333.30	-13,595.14	80000.00
4025 · In-House Publication Sales	207.23	3,646.51	6458.30	-2,811.79	15500.00
4035 · Medallion Sales	586.20	10,233.38	18750.00	-8,516.62	45000.00
4100 · Group Contributions	3,827.63	35,560.55	50000.00	-14,439.45	120000.00
4110 · Anonymous Contribution	226.98	1,245.16	833.30	411.86	2000.00
4120 · Birthday Contributions	86.00	555.00	875.00	-320.00	2100.00
4125 · Office services revenue	243.26	6,412.30	5208.30	1,204.00	12500.00
4130 · Faithful Fivers	2,876.00	7,984.72	4166.65	3,818.07	10000.00
4440 · Interest Income	1.51	7.34	8.30	-0.96	20.00
4450 · Miscellaneous	2.06	132.65	83.30	49.35	200.00
4460 · Picnic Revenue	0.00	82.00	5000.00	-4,918.00	12000.00
4480 · Special Events Revenue					
4480 · Special Events Revenue	0.00	0.00			
4482 · Anniversary Event	0.00	0.00			
<b>Total 4480 · Special Events Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>833.30</b>	<b>-833.30</b>	<b>2000.00</b>
<b>Total Income</b>	<b>8,803.03</b>	<b>85,597.77</b>	<b>125549.75</b>	<b>-39,951.98</b>	<b>301320.00</b>
<b>Cost of Goods Sold</b>					
5000 · Literature Costs					
5010 · Cost of AAWS literature sold	519.20	14,733.14	26666.65	-11,933.51	64000.00
5015 · Other Literature	22.69	1,003.67	1458.30	-454.63	3500.00
5025 · In-House Publication					
5030 · Paper Stock and Staples	0.00	1,372.29	1666.65	-294.36	4000.00
5035 · Printing Equipment	1,091.40	5,427.06	5500.00	-72.94	13200.00
5040 · Copy Costs	0.00	923.40	750.00	173.40	1800.00
<b>Total 5025 · In-House Publication</b>	<b>1,091.40</b>	<b>7,722.75</b>	<b>7916.65</b>	<b>-193.90</b>	<b>19000.00</b>
5000 · Literature Costs - Other	0.00	-0.01	312.50	-312.51	750.00
<b>Total 5000 · Literature Costs</b>	<b>1,633.29</b>	<b>23,459.55</b>	<b>36,354.10</b>	<b>-12,894.55</b>	<b>87250.00</b>
5050 · Medallion Costs	204.24	3,617.46	5500.00	-1,882.54	13200.00
<b>Total COGS</b>	<b>1,837.53</b>	<b>27,077.01</b>	<b>41854.10</b>	<b>-14,777.09</b>	<b>100450.00</b>
<b>Gross Profit</b>	<b>6,965.50</b>	<b>58,520.76</b>	<b>83695.65</b>	<b>-25,174.89</b>	<b>200870.00</b>
<b>Expense</b>					
Equipment Expense	-188.75	1,056.13	1791.65	-735.52	4300.00
Insurance	571.97	1,450.37	1843.70	-393.33	4425.00
Meetings/Conference Expense	0.00	15.80	1166.55	-1,150.75	2800.00
Office Expense	2,495.26	13,058.97	13812.40	-753.43	33150.00
Professional Fees	36.00	380.00	2989.50	-2,609.50	7175.00
Utilities	483.43	2,981.85	4041.65	-1,059.80	9700.00
5400 · Payroll Expenses	10,283.89	51,851.59	52977.00	-1,125.41	127145.00
5690 · Bank Charges	138.29	1,180.74	1187.40	-6.66	2850.00
5900 · Special Events	0.00	0.00	833.30	-833.30	2000.00
6200 · Other Committees					
5990 · Picnic Committee	0.00	0.00	2708.30	-2,708.30	6500.00
6210 · PI/CPC	0.00	93.98	145.80	-51.82	350.00
6220 · Special Needs Committee	0.00	0.00	62.50	-62.50	150.00
6230 · Teleservice Committee	0.00	48.00	135.40	-87.40	325.00
6200 · Other Committees - Other	0.00	0.00			0.00
<b>Total 6200 · Other Committee</b>	<b>0.00</b>	<b>141.98</b>	<b>3052.00</b>	<b>-2,910.02</b>	<b>7325.00</b>
66900 · Reconciliation Discrepancies	0.00	-3.57			
<b>Total Expense</b>	<b>13,820.09</b>	<b>72,113.86</b>	<b>83695.15</b>	<b>-11,581.29</b>	<b>200870.00</b>
<b>Net Ordinary Income</b>	<b>-6,854.59</b>	<b>-13,593.10</b>	<b>0.50</b>	<b>-13,593.60</b>	<b>0.00</b>
<b>Net Income</b>	<b>-6,854.59</b>	<b>-13,593.10</b>	<b>0.50</b>	<b>-13,593.60</b>	<b>0.00</b>

Monthly TeleService Report to Delegates for the month of: **June 2020**

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**Submitted by:** Garrett N. - TeleService Chair & Julie C. - TeleService Asst. Chair

**Date submitted:** 6/14/20

**Website:** <http://aasacramento.org/service-opportunities/teleservice/>

**Shift Call Numbers: May (as of 6/14/20)**

12 Step	=	34	YTD	200
<u>Info</u>	=	<u>165</u>		<u>889</u>
Total	=	199		1089

**New Business:**

- **We've had the line 24/7 since Tuesday, March 17th. We've had lots of support from new volunteers and substitutes looking to be of service while at home. Daytime shifts are filled.**
- Teleservice has folded in District 17. We are expanding our pool of TS candidates as well as our reach offering teleservice assistance to a wider group of callers.
- We are in need of Bi Lingual Teleservice Volunteers
- We currently have 1 open shift - will be filled soon.

**Old Business:**

- **Cancelled: Teleservice Workshop on Sunday, May 17, 2020 at Roseville Tuesday Night Group @ 2p-3:30p. Instead we help a Zoom meeting on May 24th at 3:00 pm. A few new volunteers signed up and it was a great forum for sharing questions and concerns.**
- We are working to help callers get on the CCF website to find Zoom meetings; emphasizing the importance of 12th step calls for newcomers right now. We need a list of people comfortable using Zoom who can help callers (Zoom support line).
- Always in need dedicated volunteers to provide 12 Step Work
- Continuing to work with Special Needs (take a meeting to Home and Hospital) to increase volunteer base
- 66 potential volunteers in queue

**Next CCFAA Holiday Closure. Teleservice will cover these days:**

On-going daytime shift coverage

**Regular Business:**

Current Teleservice Potential Volunteer Count = 66

Current Teleservice Volunteer Count = 49

*Break out (37) Shift + (7) Shift Coord + (1) Orientation + (1) Co Chair + (1) Chair + (1) 12 Step Coordinator + (1) Special Needs Coordinator*

Current Teleservice Substitute Count = 80

Current Teleservice 12 Step Count = 134

**Volunteer Position # = 329**

**We send updates bi-weekly on Sunday:** These bi-weekly updates include Updated Teleservice (TS) Flyer, Shift, Sub and 12 Step Lists. CCFAA Teleservice Web page is updated with open shifts.

**Weekly Meetings with Chair + Co Chair as check in and review**

**Monthly Meetings with Chair, Co-Chair, 12th Step Coordinator & Orientation Coordinator**

**Payroll Protection Plan Report**  
**June 16, 2020**

**The BLOPS Committee has the first draft of the bylaws submitted to the members of the OOC for their comment and feedback. The document is 35 pages and includes all of the requirements from the California Corporations Code that apply to CCFAA. Optimistically it will take one to two months for the OOC to review and suggest changes to the contents of the document. The revised draft will be then presented to the delegates for review and discussion. The process of review and approvals could take another three to four months.**

Sincerely, Paul G., BLOPS Chair



**June 2020**

**Birthday/Faithful Fiver Chair Report**

I've been thinking and I would like to announce: I am willing to travel throughout Sacramento County and dispense the two pamphlets concerning the Birthday Club, Faithful Fivers, In Memoriam, and The By The Way Newsletter subscription. At any Group's Business Meeting, I would like make myself available to give a brief presentation during their "new business".

Please email me at [Kmrjohnson1@gmail.com](mailto:Kmrjohnson1@gmail.com) if you're interested in a visit and/or pamphlets. I can do this in person/and on zoom.

Thank you for letting me be of service.

Kathleen J.

## Special Events Chair, Report

June, 2020

Dennis Young, Chairperson

Good day,

Due to the “distancing” requirements, between participants at all “events” it has been impossible for us to have our largest fund raiser event, The Central Office’s 66<sup>th</sup> Anniversary, Speaker Meeting, in May of 2020.

St. Marks Church “Mac Murdo Hall “ St Marks Way in Sacramento, has hosted the event in years past and still seems like a good bargain, as everyone is familiar with the location and their pricing for space rental is very favorable, however, this year nothing is as usual – and hosting 150 people is a problem.

When and if, we are returned to some resemblance of normal, St. Marks Church will be eager to assist in any way, but mean time, it has been suggested to me that we need a fundraiser dinner party of sorts, since restaurants are opening up with proper distancing.

Something like “Spit & Larder” in Sacramento or “McCormick & Schmick’s” in Roseville, let’s say we seat 10 or 12 people at a time for \$150 dollars a ticket \$50 dollars for dinner and \$100 dollars to central Office.

Preferably a place with a PDR (private dining room) and there could be a 10/20 minute speaker after dinner.

Whether the Central Office can afford to stay open, or if we must lay-off for a month or two, will be influenced with the vote taken today regarding the PPP (paycheck protection program) I do not have anything to write that may influence a decision either way, I have voted and the rep for that group will vote today.

When anyone, anywhere, reaches out for help, I want the hand of AA always to be there.

Sincerely,

*Dennis Young*

# CCFAA 2020 PICNIC CHAIR REPORT

JUNE 2020

VICKIE H, CHAIR

With the decision to cancel CCFAA'S 2020 picnic having been made, I set out to notify our outside vendors and to recover, what would usually be non-refundable deposits, we had on hand with them.

I'm pleased to report that, each vendor cancelled our reservations and waived the non-refundable clause in our contracts, due to the uncertainties surrounding COVID 19 restrictions we are all facing. We have or soon will have received full refunds as follows:

Elk Grove Community Services District – Park	\$ 402
Elk Grove Community Services District – Softball field	\$ 348
United Party Rentals – Tables and Chairs	<u>\$ 630</u>
	\$1,380

While clearly it would be more fun to be in the full swing of planning for this year's picnic, it's a relief to see these funds come back into Central Office and to know that we didn't lose any financial resources to an event we won't be able to enjoy this year.

Thank you for letting me be of service.

Vickie H