

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 (7th 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 July**

- 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.

- 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 – June 20, 2020

- A. Call to order at 3:00 pm
 B. Open with Serenity Prayer
 C. 12 Traditions read by - David L.
 D. CCFAA Preamble read by – John E.
 E. 7th Tradition -
 F. Delegate Check-in/Group Announcements
 G. Month Birthdays – 81 years

II. Preliminary Business:

- A. Delegate Check-in: Total Delegates = 59
 B. Quorum met – Yes

Group Name	Delegate	Last Attended
11th Step Meditation Meeting	Mary F	6/20/2020
12th Tradition Big Book	Jill J.	6/20/2020
A Way Out Men's Group	Paul G.	6/20/2020
AA Unity Group- Thursday	Joyce W.	6/20/2020
Amor Y Accion	Rae D.	5/16/2020
Attitude Adjustment of Davis	Dean V.	6/20/2020
Auburn Fellowship	Bob B.	6/20/2020
Babes in Recovery	Monavon M.	2/18/2020
By The Grace	Ruth C.	6/20/2020
Cameron Park Group	Tony J.	6/20/2020
Capital City Men's Group	Keven H.	6/20/2020
Cathedral Group	Nick O.	5/16/2020
Cenacle group	Toni E.	9/21/2019
Christian Valley 6:05	Frank K.	2/16/2020
Citrus Heights Group	Steve R.	6/20/2020
Colfax Fellowship	Evan C.	6/20/2020
Cordova Lunch Bunch	Mike L.	6/20/2020
Cordova Serenity Seekers	Bob	6/20/2020
Daily Attitude Adjustment-Fair Oaks	Russ H.	6/20/2020
Daily Direction AA Group	Gilda O.	6/20/2020
Davis Hope Group	Alexis M.	10/19/2019
Davis Young Peoples	Ryan M.	6/20/2020
Destiny Group	Barbara B.	1/18/2020
Downtown Young People's	Dan F.	4/18/2020
Dry Dock	Kimberly C.	2/16/2020
East Yale Fellowship	Shari P.	6/20/2020
Eldorado Hills Group	Tony J.	6/20/2020
Elk Grove Fellowship	Rick W.	6/20/2020
Esparto Fellowship	Rae D.	6/20/2020
Fair Oaks Beginners	Tamara J.	6/20/2020
Fair Oaks Village	Mike K.	6/20/2020
Firaside Book Study	Chris K.	6/20/2020
Folsom Big Book	Alex H.	6/20/2020
Folsom Friday Night	Chris F.	12/21/2019
Folsom Saturday AM Group	Lisa M.	6/20/2020
Folsom Way of Life	Carrie M.	6/20/2020
Folsom Wednesday Night Group	Amy T.	6/20/2020
Freedom Group	Joel B.	1/16/2020
Galt Fellowship	Sol	9/21/2019
Girls Night Out	Annie T.	6/20/2020
Greenhaven Group	Eric L.	6/20/2020
Group One	Jen V.	6/20/2020
Group Three	Judy B.	6/20/2020
Happy Hour Group of AA	John A.	1/16/2020
Into Actio-Citrus Heights	Ren C.	12/21/2019
Jaywalkers Group	George M.	2/18/2020
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.	2/16/2020

Group Name	Delegate	Last Attended
Lunacy Commission	Dave M.	6/20/2020
Mather New Beginnings	Jessica P.	6/17/2019
Midtown Solutions	Nate S.	6/20/2020
MnnYPAA	Marci D.	6/20/2020
Mommies and Me (women)	Courbet A.	6/20/2020
Natomas Group	Gilbert C.	2/16/2020
North Hall Group	Beth M.	2/16/2020
North Sacramento Group	Dominic C.	2/16/2020
Number One Offenders	Bill O.	4/18/2020
Oak Park Fellowship	Liz G.	6/20/2020
Oak Tree Fellowship	Vickie H.	6/20/2020
Phoenix Fellowship	Shelby C.	6/20/2020
PLAYPAA	Jennie R.	6/17/2019
Precisely How we have Recovered	Renee C.	6/20/2020
Primordial Ooze Men's Book Study	Robert F.	6/20/2020
Rio Linda Fellowship	Dayton B.	6/20/2020
Rocklin Fellowship	Kara R.	5/16/2020
Rocklin Racetrack Group	Angelica M.	6/17/2019
Roseville Eastside	Matt B.	5/16/2020
Roseville Fifth Street Fellowship	Laura B.	6/20/2020
Roseville Tuesday Night Group	Rick W.	5/16/2020
Round Table	Anthony P.	1/18/2020
SACYFAA	Al E.	6/20/2020
Saturday Morning womens Reflections	Dorothy S.	6/20/2020
Second Chance	Michael G.	1/18/2020
Sense of Belonging	Coral K.	6/17/2019
Serenity Book and Study Group	Leretta C.	6/20/2020
Sharing and Caring Group	Kathy J.	6/20/2020
Sixty Minute Solution	Pamela B.	6/20/2020
Southport Serenity	Dave L.	6/20/2020
Sunday Morning Serenity	Peggy J.	9/21/2019
Sunset Saturday	Michela V.	6/20/2020
The "Know" Good Group	Lara C.	1/18/2020
The Anchor	Nancy B.	12/21/2019
The Best is Yet to Come	Robert M.	6/20/2020
Three Legacies Group	Thomas R.	2/16/2020
Thursday Morning Book Study	Vickie H.	6/20/2020
Thursday Night Men's Group	David B.	6/20/2020
Traditional Group	Beth R.	6/20/2020
Triangle Group	Katie R.	6/15/2019
Tuesday Cordova KISS Group	Shella S.	6/20/2020
Tuesday Night Beginners	Dean B.	6/20/2020
What a Concept!	Holly J.	2/16/2020
What a Way to Start a Weekend	Valerie H.	6/20/2020
White Flag Men's Group	Garrett H.	6/20/2020
Willing Women	Joyce M.	6/20/2020
Women for Women	Linda J.	6/20/2020
Woodland Group	Veronica R.	6/20/2020
Woodland Traditional Group	Jeanne S.	6/20/2020

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.	Present
PI/CPC Chair	Bill O.	Absent
H&I Liaison	Paul G.	Present

Position	Name	Attendance
Special Events	Dennis Y.	Present
NCCAA Liaison	Katherine T.	Absent
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
11th Step Meditation	Mary F.
Auburn Fellowship	Bob B.
Folsom Way of Life	Carrie M.
Phoenix Fellowship	Shelby C.

E. Visitors

No Visitors

III. Approval of Minutes

Motion to Accept Minutes from May 2020 - Approved

IV. Trusted Servant Reports

• CCFAA Chairperson's Report – John E.

- Hello to all our Trusted Servants, and welcome to our June 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@aaasacramento.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

• Assistant Chair/CNIA Liaison – Pierre D.

- 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 16th beginning at 10:00am.

• Office Operations Committee Chair Report – Steve R.

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.

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

- 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.
 - 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.
 - 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.
 - 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.
 - We will continue to list virtual meetings as physical meetings re-open.
 - 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.
 - 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 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. Dlorah B. and Carlos A. We are grateful for your time and service.

• **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 May to be \$11,708, 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 operation expenses – With PPP loan Prudent Reserve is intact

Without the PPP loan the Prudent Reserve is at 2.77 months.

NAME OF ACCOUNT	BALANCE	May		May	
	May 1, 2020	ADDITIONS/ DEPOSITS/	PPP Loan	CHECKS/ CHARGES/	May 31, 2020
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
TOTAL	\$52,247.51	\$10,348.60	\$21,875.00	\$16,536.91	\$67,934.20

Thanks to everyone for their support of our Central Office and hope all the delegates will 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.

• **Teleservice Chairperson's Report – Garrett N.**

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

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

Shift Calls MAY(as of 6/14/20)		
Teleservice	May-20	YTD
12 Step	34	200
Meeting/Info	165	889
Totals	199	1,089

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 CFAA 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. CFAA 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

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

- 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 CFAA. 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.

• **PI/CPC Chair – Bill O.**

Absent – No Report

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

- 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 if you're interested in a visit and/or pamphlets. I can do this in person/and on zoom.

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

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 66th 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.

• **Picnic Chairperson’s Report – Vickie H.**

• 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	\$ 630
	\$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.

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

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

H&I still not meeting Sac County Jails notified us they are opening on June 25th for NA and AA meetings. H&I will start meeting again July 16th on Zoom. Info will come to members from Ashely S.

• **NCCAA Liaison – Catherine T.**

Absent – No Report

VI. Old Business

Discussion and Vote on Acceptance of \$21,875 PPP loan

Motion Approved – 29 - Yes, 24 - No, 5 - abstained

VII. New Business

None

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 July 18th, 2020. The meeting closed at 5:10pm.

Respectfully submitted by Jason S., CCFAA Recording Secretary

Report for CCFAA centraloffice@aacramento.org

Name: JohnE

Position: Chair

Date: 7/18/20

Email and phone: jellis2003@yahoo.com 916-225-0209

This past Tuesday I was in attendance at the monthly OOC meeting, and we had a full quorum with all members in attendance. The office manager's report will be in the next By-The-Way, but some of the highlights are the completion of the secure processing gateway for credit cards with Bank Of America merchant services, Paypal and Venmo for digital contributions. Please encourage your groups to get their contributions to us to support Central Office functions.

Different counties are still going through different opening/closing protocols, so please let the office know the status of your group, and please get your email addresses to us if you haven't done so yet.

The updated By-Laws are getting close to being finished and we will update you on that progress as it happens.

The OOC and the Delegate meetings will continue on Zoom for the foreseeable future. We had some volunteers supply materials and fix our office bathroom, and we want to give a big thanks to our OOC member Mike K. who coordinated that effort, thank you Mike. Our AC unit is working, but the heater portion has a problem and bids are being taken for a fix that we will schedule sometime around September or October. We will keep you posted on the details of that expenditure.

The office will be working on the 2021 budget for a September presentation, and now let's get to the rest of the officer reports.

Thank you for letting me be of service.

JohnE

Chair, CCFAA

To: CCF Delegates
From: Pierre D.
Assistant Chair

Date: 7/18/2020

As reported last month our CNIA Delegate, Tom A. reported on the Virtual General Service Conference at the Virtual Post Conference Assembly held on 6/20/2020. All in all the Post Conference Assembly was a huge success even though it had to be conducted virtually. It was a full day of information sharing and virtual fellowship capped off with a BYO Ice Cream Social/Speaker Meeting with Madeleine P. Past Regional Trustee as the Speaker. Tom has also held a number of Zoom meetings with various groups in Area 07 to bring the results of the GSC to as many people in our Area as possible. Tom, Claudio B. as the Alternate Delegate and the Area's EServices Committee have done a terrific job in helping to make this unsettled time feel as normal as possible.

CNIA 07 is holding its next Virtual Area Committee Meeting via Zoom today, July 18th beginning at 10:00am.

Following the General Service Conference and Post Conference Assembly, the focus of the GSRs and other Trusted Servants in our Area seems to be to try and recapture the sense of purpose we all had before the Pandemic and the COVID 19 restrictions were put in place. In other words, how to get back to a feeling of normalcy. Throughout the Area, groups are trying various approaches to accomplishing this with varying degrees of success. The big question facing all of us is when do we resume face-to-face meetings and when we do, what will become of our Zoom meetings that have filled in so well during this time of restrictions. We shall see.

Respectfully,

Pierre D.

OOO Chair Report July

OOO meeting of 7/14/20 had all members in attendance.

The office is functioning with full consideration for members and AA supplies availability. Curb-side pick-up and mail orders all active. A special thanks to Office manager and staff for continued service in light of current events.

Receiving suggestions for revenue raising ideas in this lean financial environment.

A special thanks to Mike K. and associates for remodel of Central Office Rest rooms including new flooring at no cost to CCFAA.

All committees are fulfilling their commitments and we are extremely grateful for all of their continuing progress.

2021 budget is being discussed.

Please review all of the reports made available by committees

Thank You In Service

Steven Ritts.

Manager's Report
July 14, 2020

1. The payment processing gateway is on the website and we are receiving payments and contributions. There are three payment types 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. The Office is closed to the Public, but we are opened for curbside pickup by appointment. Place your order on our web store at aasacramento.org and arrange for pickup or shipping.
3. We are reviewing the State Public Health Order issued July 13, 2020 and will update the online information as necessary for our 9-county area. Much thanks to our Webmaster Pete B. who was instrumental in helping us get the protocol and guidelines on the website in a timely manner.
4. Please visit the website at: <https://aasacramento.org> for guidelines and suggestions for re-opening safely and in accordance with your specific-county protocols. It is suggested that each meeting pay close attention to the county requirements and complete and keep copies of the documentation with the copy of the email from the county health department on hand during all meetings. Please submit a copy of the completed county protocol form or your written Prevention Plan to centraloffice@aasacramento.org to have your meeting listed in our schedule and on our website.
5. We will continue to list virtual and physical meetings as they are re-opened.
6. We completed the mail migration to G Suite with the major assistance of Mark C. Thank you Mark!
7. Second Quarter Payroll and Sales tax deposits and payments will be completed by the July 31 deadline.
8. In the coming weeks the office will be contacting the groups to assist with the assigning of an email account @aasacramento.org. We are trying to streamline communications with the groups and meetings during this unprecedented time.
9. Our bathroom floor needed replacing and I want to acknowledge the contribution of materials and time by Brandon B., Mike T., Ralph P., Paul S., Jeff S. and Mike K. We're lookin' good!
10. We could not do all that we are being tasked to do without the help of Jason S., Ron H., Cindy F. Dlorah B. and Carlos A. We are grateful for your time and service.
Stay safe. Be well. –Rae W.

BALANCE SHEET - CONDENSED
As of June 30, 2020

ASSETS

Cash in Savings	\$35,764
Cash in Checking	29,062
Cash on Hand	250
Accounts Receivable	1,268
Inventory	35,031
Other Current Assets	5,105
Total Current Assets	<u>106,480</u>
Fixed Assets	1,469
Total Assets	<u><u>\$107,949</u></u>

LIABILITIES & EQUITY

Accounts Payable	\$339
Payroll & Sales Tax Payable	2,896
PPP Loan	21,875
Total Current Liabilities	<u>25,110</u>
Equity	<u>82,839</u>
Total Liabilities & Equity	<u><u>\$107,949</u></u>

PROFIT & LOSS - CONDENSED

Month of June 30, 2020 and SIX MONTHS ENDED June 30, 2020

INCOME	Month	YTD
Literature & Medallions	\$3,132	\$36,750
Group Contributions	6,030	41,590
Other	3,308	19,726
Total Income	<u>12,470</u>	<u>98,067</u>
Cost of Good Sold	3,221	30,298
Gross Profit	<u>9,249</u>	<u>67,769</u>
Expenses		
Equipment	0	1,056
Insurance	79	1,545
Office Expense	2,714	15,773
Professional Fees	636	1,016
Utilities	632	3,614
Payroll	10,649	62,500
Committees	0	142
Bank charges	133	1,313
Total expenses	<u>14,843</u>	<u>86,959</u>
NET LOSS	<u><u>(\$5,594)</u></u>	<u><u>(\$19,190)</u></u>

Financial Statement Commentary & Analysis

Sales of AAWS literature, in house publications, and medallions are budgeted for the month of June to be \$11,708, the actual sales of these items was \$3,132 26.7% of Budget.

Group contributions were budgeted at \$10,000. The actual contributions were \$6,030. 60% of Budget.

Other sources of revenue - Birthday contributions, Office services revenue and faithful fivers were budget at \$2,050 and the actual was \$3,308 - a positive 61%

June operating expenses were \$14,842 and below budget guideline by 11.3%

CASH ACCOUNT BALANCES

NAME OF ACCOUNT	BALANCE	June	June	BALANCE
	June 1, 2020	ADDITIONS/ DEPOSITS	CHECKS/ CHARGES	June 30, 2020
SAVINGS ACCOUNT (1)	\$35,762.39	\$1.47	\$0.00	\$35,763.86
CHECKING ACCOUNT (2)	\$32,171.81	\$14,070.97	\$17,180.70	\$29,062.08
TOTAL	\$67,934.20	\$14,072.44	\$17,180.70	\$64,825.94

(1) Savings Account contains the Prudent Reserve Funds

Per our Operating Procedures

8.7.4. Prudent reserve: The purpose of the prudent reserve is to ensure our ability to withstand and react to a difficult a financial situation. Experience has taught us a prudent reserve is four months average operating expenses of the Central Office for the preceding twelve months. It should be kept in a "money management" fund where it is accessible while earning interest. One month's expenses should be maintained in the operations checkbook

To adhere to our Operating Procedures - CCFA established an interest bearing Savings Account This Savings account contains our Prudent Reserve and was opened in March 2018.

Operating expense are estimated to be \$16,000 per month.

There should be an additional \$28,236 in this account to comply with our operating procedures.

However, there is no responsible or feasible means to add funds during this pandemic.

Currently, CCFA has 2.24 months in our Savings Account

(2) Checking Account is the Operating Account (General Fund)

Per Operating Procedures

8.7.5. General Account Fund: The General Account Fund is for the payment of expenses needed to Operate CCF. These funds come from volunteer AA group contributions, individual contributions, and special program events. Excess funds in the General Account may be transferred to the prudent reserve with delegate approval.

The CCFA operating account has \$29,062 which translates to 1.8 months of operating expenses. To request delegate approval to transfer \$13,062 to the Savings to increase the Prudent Reserve would be imprudent as the cash is shrinking.

In Summary.....

CCFA is in precarious financial position. Your continued support is most appreciated.

Respectfully submitted,
Pat Y
Treasurer

CCFAA
Profit & Loss YTD Comparison
June 2020

	Jun 20	Jan- Jun 20	Prorate Budget	\$ Change	Budget
Ordinary Income/Expense					
Income					
4020 · Literature Sales	2,276.06	22,014.22	39999.96	-17,985.74	80000.00
4025 · In-House Publication Sales	155.68	3,802.19	7749.96	-3,947.77	15500.00
4035 · Medallion Sales	700.04	10,933.42	22500.00	-11,566.58	45000.00
4100 · Group Contributions	6,029.73	41,590.28	60000.00	-18,409.72	120000.00
4110 · Anonymous Contribution	564.00	1,809.16	999.96	809.20	2000.00
4120 · Birthday Contributions	111.00	666.00	1050.00	-384.00	2100.00
4125 · Office services revenue	381.41	6,793.71	6249.96	543.75	12500.00
4130 · Faithful Fivers	2,248.00	10,232.72	4999.98	5,232.74	10000.00
4440 · Interest Income	1.47	8.81	9.96	-1.15	20.00
4450 · Miscellaneous	2.16	134.81	99.96	34.85	200.00
4460 · Picnic Revenue	0.00	82.00	6000.00	-5,918.00	12000.00
4480 · Special Events Revenue					
4480 · Special Events Revenue	0.00	0.00			
4482 · Anniversary Event	0.00	0.00			
Total 4480 · Special Events Revenue	0.00	0.00	999.96	-999.96	2000.00
Total Income	12,469.55	98,067.32	150659.70	-52,592.38	301320.00
Cost of Goods Sold					
5000 · Literature Costs					
5010 · Cost of AAWS literature sold	1,846.42	16,579.56	31999.98	-15,420.42	64000.00
5015 · Other Literature	46.43	1,050.10	1749.96	-699.86	3500.00
5025 · In-House Publication					
5030 · Paper Stock and Staples	0.00	1,372.29	1999.98	-627.69	4000.00
5035 · Printing Equipment	1,091.40	6,518.46	6600.00	-81.54	13200.00
5040 · Copy Costs	0.00	923.40	900.00	23.40	1800.00
Total 5025 · In-House Publication	1,091.40	8,814.15	9499.98	-685.83	19000.00
5000 · Literature Costs - Other	0.00	-0.01	375.00	-375.01	750.00
Total 5000 · Literature Costs	2,984.25	26,443.80	43,624.92	-17,181.12	87250.00
5050 · Medallion Costs	237.02	3,854.48	6600.00	-2,745.52	13200.00
Total COGS	3,221.27	30,298.28	50224.92	-19,926.64	100450.00
Gross Profit	9,248.28	67,769.04	100434.78	-32,665.74	200870.00
Expense					
Equipment Expense	0.00	1,056.13	2149.98	-1,093.85	4300.00
Insurance	78.85	1,529.22	2212.44	-683.22	4425.00
Meetings/Conference Expense	0.00	15.80	1399.86	-1,384.06	2800.00
Office Expense	2,714.25	15,773.22	16574.88	-801.66	33150.00
Professional Fees	636.00	1,016.00	3587.40	-2,571.40	7175.00
Utilities	631.81	3,613.66	4849.98	-1,236.32	9700.00
5400 · Payroll Expenses	10,649.26	62,500.85	63572.40	-1,071.55	127145.00
5690 · Bank Charges	132.56	1,313.30	1424.88	-111.58	2850.00
5900 · Special Events	0.00	0.00	999.96	-999.96	2000.00
6200 · Other Committees					
5990 · Picnic Committee	0.00	0.00	3249.96	-3,249.96	6500.00
6210 · PI/CPC	0.00	93.98	174.96	-80.98	350.00
6220 · Special Needs Committee	0.00	0.00	75.00	-75.00	150.00
6230 · Teleservice Committee	0.00	48.00	162.48	-114.48	325.00
6200 · Other Committees - Other	0.00	0.00			0.00
Total 6200 · Other Committee	0.00	141.98	3662.40	-3,520.42	7325.00
66900 · Reconciliation Discrepancies	0.00	-3.57			
Total Expense	14,842.73	86,956.59	100434.18	-13,477.59	200870.00
Net Ordinary Income	-5,594.45	-19,187.55	0.60	-19,188.15	0.00
Net Income	-5,594.45	-19,187.55	0.60	-19,188.15	0.00

CCFAA
Balance Sheet Prev Year Comparison
As of June 30, 2020

	<u>Jun 30, 20</u>	<u>Jun 30, 19</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
BUSINESS ADVANTAGE SAVINGS	35,763.86	35,746.03	17.83	0.05%
001062 · Operations Account	29,062.08	25,889.25	3,172.83	12.26%
1065 · Cash Drawer	250.00	150.00	100.00	66.67%
Total Checking/Savings	<u>65,075.94</u>	<u>61,785.28</u>	<u>3,290.66</u>	<u>5.33%</u>
Accounts Receivable				
1200 · Accounts Receivable	1,268.35	4,620.18	-3,351.83	-72.55%
Total Accounts Receivable	<u>1,268.35</u>	<u>4,620.18</u>	<u>-3,351.83</u>	<u>-72.55%</u>
Other Current Assets				
1070 · PrePaid Expense-Picnic	0.00	1,321.10	-1,321.10	-100.0%
1072 · Security Deposits	4,012.61	4,012.61	0.00	0.0%
1075 · Advance Payments	1,091.40	2,123.78	-1,032.38	-48.61%
1500 · Inventory Asset	35,030.84	34,139.86	890.98	2.61%
Total Other Current Assets	<u>40,134.85</u>	<u>41,597.35</u>	<u>-1,462.50</u>	<u>-3.52%</u>
Total Current Assets	<u>106,479.14</u>	<u>108,002.81</u>	<u>-1,523.67</u>	<u>-1.41%</u>
Fixed Assets				
1810 · Leasehold Improvements	0.00	137.92	-137.92	-100.0%
1820 · Furniture & Equipment	20,360.75	20,360.75	0.00	0.0%
1825 · Acc. Depreciation-Furniture and	-18,891.29	-18,891.29	0.00	0.0%
1840 · Computer Software	2,752.02	2,752.02	0.00	0.0%
1845 · Acc. Depreciation-software	-2,752.02	-2,752.02	0.00	0.0%
Total Fixed Assets	<u>1,469.46</u>	<u>1,607.38</u>	<u>-137.92</u>	<u>-8.58%</u>
TOTAL ASSETS	<u><u>107,948.60</u></u>	<u><u>109,610.19</u></u>	<u><u>-1,661.59</u></u>	<u><u>-1.52%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2100 · Accounts Payable	339.08	308.08	31.00	10.06%
Total Accounts Payable	<u>339.08</u>	<u>308.08</u>	<u>31.00</u>	<u>10.06%</u>
Other Current Liabilities				
2200 · Payroll Liabilities	2,512.78	2,027.13	485.65	23.96%
2220 · Accrued Paid Time Off	0.00	1,927.03	-1,927.03	-100.0%
2300 · PPP Loan	21,875.00	0.00	21,875.00	100.0%
2310 · Sales Tax Payable	382.96	3,001.65	-2,618.69	-87.24%
Total Other Current Liabilities	<u>24,770.74</u>	<u>6,955.81</u>	<u>17,814.93</u>	<u>256.12%</u>
Total Current Liabilities	<u>25,109.82</u>	<u>7,263.89</u>	<u>17,845.93</u>	<u>245.68%</u>
Total Liabilities	<u>25,109.82</u>	<u>7,263.89</u>	<u>17,845.93</u>	<u>245.68%</u>
Equity				
3000 · Opening Bal Equity	105.90	89.90	16.00	17.8%
3300 · Unrestricted Fund Balance	61,710.25	61,710.25	0.00	0.0%
3600 · Retained Earnings	40,210.18	30,554.55	9,655.63	31.6%
3610 · Prior Period Adjustments	-19,187.55	9,991.60	-29,179.15	-292.04%
Net Income			0.00	0.0%
Total Equity	<u>82,838.78</u>	<u>102,346.30</u>	<u>-19,507.52</u>	<u>-19.06%</u>
TOTAL LIABILITIES & EQUITY	<u><u>107,948.60</u></u>	<u><u>109,610.19</u></u>	<u><u>-1,661.59</u></u>	<u><u>-1.52%</u></u>



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

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

Date submitted: 7/15/20

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

Shift Call Numbers: June (as of 7/15/20)

12 Step	=	45	YTD	245
<u>Info</u>	=	<u>206</u>		<u>1095</u>
Total	=	251		1340

New Business:

- **We welcomed a new Orientation Coordinator, Sarah K. this month. Sarah previously held a hotline shift and spent a year as Shift Coordinator. She's enthusiastic about welcoming our new volunteers and we're happy to have her on board.**
- 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
- All shifts are currently filled

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).
- 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
- 65 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	=	65
Current Teleservice Volunteer Count	=	52
<i>Break out (37) Shift + (7) Shift Coord + (1) Orientation + (1) Co Chair + (1) Chair + (1) 12 Step Coordinator + (1) Special Needs Coordinator</i>		
Current Teleservice Substitute Count	=	81
Current Teleservice 12 Step Count	=	140
Volunteer Position #	=	338

We send updates bi-weekly on Sunday: These bi-weekly updates include Updated Teleservice (TS) Flyer, Shift, Sub and 12 Step Lists. CCFAA Telservice 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

By-Laws Chair Report:

June 16, 2020

The BLOPS Committee has received comments from the members of the OOC. We are making changes based on their suggestions and will resubmit at next OOC meeting for their approval of draft. The document is 35 pages and includes all of the requirements from the California Corporations Code that apply to CCFAA. Optimistically the OOC approve the document with revisions at the August OOC meeting. The revised draft will be presented at the August delegates meeting for review and discussion. The process of review and approvals could take another three to four months. This process should allow groups to discuss and recommend changes before adoption. It is our hope to have the new bylaws in place prior to the next officer elections. It will then be time to review the operating procedures and bring them in line with the new bylaws.

Sincerely, Paul G., BLOPS Chair

July 2020

Birthday/Faithful Fiver Chair Report

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. I would be happy to give a brief presentation during any Group's Business Meeting.

Please email me at bdayf5er@asacramento.org if you're interested in a visit and/or in need of pamphlets. I can do this in person/and on zoom.

Thank you for letting me be of service.

Kathleen J.

Revised NCCAA Delegate Report

July 18, 2020

Hello CCFAA-

I attended the NCCAA Steering Committee meeting on May 31, 2020 which been modified to Zoom. There was discussion on forming subcommittees to generate more interest and attendance at the quarterly conventions. Also, a new chairperson was not elected, in fact there were no volunteers or suggestions on a replacement. 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).

The following is NCCAA future schedule reported by NCCAA Steering Committee:

Modesto- September 2020

San Ramon— June 4, 5, 6, 2021

Rocklin— October 8, 9, 10, 2020

In addition, the Steering Committee elected to create Sub-Committees to generate more interest and ideas for future conferences. If anyone is interested in being a part of any of these, please attend Zoom meetings. The newly created sub-committees are as follows:

Re-Opening Committee

Social Media Committee

Virtual Workshop

Future NCCAA Conferences Committees

If interested, the next Steering Committee meeting via Zoom is **Tomorrow July19, 2020 at 1:15pm.**

Meeting number “864 1040 6279”

Passcode: “NCCAA2020”

Finally, the website for NCCAA at <http://norcalaa.org/> was hacked with porn. The domain company is restoring it and updating, but all the info and dates are wrong. Do not rely on website for a couple weeks.

Most Sincerely in Service,

Catherine Tarantini

tarantinicatherine73@gmail.com or 916-270-5791