

I. Opening – July 18, 2020

- A. Call to order at 3:00 pm
- B. Open with Serenity Prayer
- C. 12 Traditions read by – Bob B.
- D. CCFAA Preamble read by – Carrie M.
- E. 7<sup>th</sup> Tradition -
- F. Delegate Check-in/Group Announcements
- G. Month Birthdays – 56

II. Preliminary Business:

- A. Delegate Check-in: Total Delegates = 56
- B. Quorum met – Yes/No

Group Name	Delegate	Last Attended
11th Step Meditation Meeting	Mary F.	7/18/2020
12th Tradition Big Book	Spencer P.	7/18/2020
A Way Out Men's Group	Paul G.	7/18/2020
AA Unky Group- Thursday	Joyce W.	7/18/2020
Amor Y Acclon	Rae D.	5/16/2020
Attitude Adjustment of Davis	Dean V.	7/18/2020
Auburn Fellowship	Bob B.	7/18/2020
Babes in Recovery	Monavon M.	2/15/2020
By The Grace	Amy T.	7/18/2020
Cameron Park Group	Tony J.	7/18/2020
Capital City Men's Group	Keven H.	7/18/2020
Cathedral Group	Nick O.	7/18/2020
Christian Valley 6:05	Frank K.	2/15/2020
Citrus Heights Group	Steve R.	7/18/2020
Colfax Fellowship	Evan C.	6/20/2020
Cordova Lunch Bunch	Mike L.	7/18/2020
Cordova Serenity Seekers	Bob	6/20/2020
Daily Attitude Adjustment-Fair Oaks	Russ H.	7/18/2020
Daily Direction AA Group	Gilda O.	6/20/2020
Davis Hope Group	Alexis M.	7/18/2020
Davis Young Peoples	Ryan M.	7/18/2020
Destiny Group	Barbara B.	7/18/2020
Downtown Young People's	Dan F.	4/18/2020
Dry Dock	Kimberly C.	2/15/2020
East Yolo Fellowship	Sharl P.	7/18/2020
Eldorado Hills Group	Tony J.	7/18/2020
Elk Grove Fellowship	Rick W.	7/18/2020
Eparto Fellowship	Rae D.	7/18/2020
Fair Oaks Beginners	Tamara J.	7/18/2020
Fair Oaks Village	Mike K.	7/18/2020
Fireside Book Study	Chris K.	7/18/2020
Folsom Big Book	Alex H.	7/18/2020
Folsom Friday Night	Chris F.	12/21/2019
Folsom Saturday AM Group	Lisa M.	7/18/2020
Folsom Way of Life	Carrie M.	7/18/2020
Folsom Wednesday Night Group	Amy T.	7/18/2020
Freedom Group	Joel B.	1/18/2020
Galt Fellowship	Sol	9/21/2019
Girls Night Out	Annie T.	7/18/2020
Greenhaven Group	Eric L.	7/18/2020
Group One	Jen V.	6/20/2020
Group Three	Judy B.	7/18/2020
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.	7/18/2020
Mather New Beginnings	Jessica P.	8/17/2019
Midtown Solutions	Nate S.	7/18/2020
MnnYPAA	Marcl D.	6/20/2020
Mommies and Me (women)	Courbet A.	7/18/2020
Natomas Group	Gilbert C.	2/15/2020
North Hall Group	Shawn H.	7/18/2020
North Sacramento Group	Dominic C.	2/15/2020
Number One Offenders	Bill O.	4/18/2020
Oak Park Fellowship	Liz G.	6/20/2020
Oak Tree Fellowship	Vickie H.	7/18/2020
Phoenix Fellowship	Shelby C.	6/20/2020
PLAYPAA	Jennie R.	8/17/2019
Precisely How we have Recovered	Renee C.	7/18/2020
Primordial Ooze Men's Book Study	Robert F.	7/18/2020
Rio Linda Fellowship	Dayton B.	6/20/2020
Rocklin Fellowship	Kara R.	7/18/2020
Rocklin Racetrack Group	Angelca M.	8/17/2019
Roseville Eastside	Matt B.	5/16/2020
Roseville Fifth Street Fellowship	Laura B.	7/18/2020
Roseville Tuesday Night Group	Rick W.	7/18/2020
Round Table	Anthony P.	1/18/2020
SACYPAA	Al E.	7/18/2020
Saturday Morning womens Reflections	Dorothy S	7/18/2020
Second Chance	Michael G.	7/18/2020
Sense of Belonging	Coral R.	8/17/2019
Serenity Book and Study Group	Loretta C.	7/18/2020
Sharing and Caring Group	Kathy J.	7/18/2020
Sbxy Minute Solution	Pamela B.	7/18/2020
Southport Serenity	David L.	7/18/2020
Sunday Moring Serenity	Peggy J.	9/21/2019
Sunset Saturday	Michele V.	7/18/2020
The "Know" Good Group	Lara C.	1/18/2020
The Anchor	Nancy B.	12/21/2019
The Best is Yet to Come	Robert M.	7/18/2020
Three Legacies Group	Thomas R.	2/15/2020
Thursday Morning Book Study	Thickie H.	7/18/2020
Thursday Night Men's Group	David B.	6/20/2020
Traditional Group	Beth R.	7/18/2020
Tuesday Cordova KISS Group	Shella S.	7/18/2020
Tuesday Night Beginners	Dean B.	7/18/2020
What a Concept!	Holly J.	2/15/2020
What a Way to Start a Weekend	Valerie H.	7/18/2020
White Flag Men's Group	Nick L.	7/18/2020
Willing Women	Joyce M.	7/18/2020
Women for Women	Linda J.	7/18/2020
Woodland Group	Veronica R.	7/18/2020
Woodland Traditional Group	Jeanne S.	7/18/2020

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.	Present
B-Day/Faithful Fiver	Kathy J.	Present
OOO Chair	Steve S.	Present
OOO Member	Mike K.	Present
OOO Member	Al E.	Present
OOO Member	Russ H.	Present
Picnic Chair	Vickie H.	Present

D. New Delegates

Group Name	Delegate
12th Traditions Big Book	Spencer P.
North Hall	Shawn T.

E. Visitors

Kim M. – District 24 Liaison

**Approval of Minutes**

Motion to Accept Minutes as amended from June 2020 - Approved

**Trusted Servant Reports****➤ CCFAA Chairperson's Report – John E.**

- 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.

**➤ Assistant Chair/CNIA Liaison – Pierre D.**

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 E-Services 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 18<sup>th</sup> 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.

**➤ Office Operations Committee Chair Report – Steve R.**

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

- The office is functioning with full consideration for members and AA supplies availability. Curbside 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

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

- 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.
- 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](http://aasacramento.org) and arrange for pickup or shipping.
- 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.
- 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](mailto:centraloffice@aasacramento.org) to have your meeting listed in our schedule and on our website.
- We will continue to list virtual and physical meetings as they are re-opened.

- We completed the mail migration to G Suite with the major assistance of Mark C. Thank you Mark!
  - Second Quarter Payroll and Sales tax deposits and payments will be completed by the July 31 deadline.
  - 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.
  - 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!
  - 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.

➤ **Treasurer's Report – Pat Y.**

**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 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 budgeted 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 1, 2020	JUNE ADDITIONS/ DEPOSITS	JUNE CHECKS/ CHARGES	BALANCE 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 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 expenses 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 a precarious financial position. Your continued support is most appreciated.

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

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

Shift Calls June(as of 7/15/20)		
Teleservice	Jun-20	YTD
12 Step	45	245
Meeting/Info	206	1,095
<b>Totals</b>	<b>251</b>	<b>1,340</b>

**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
<b>Volunteer Position #</b>	<b>= 338</b>

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

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.

➤ **PI/CPC Chair – Bill O.**

No Report

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

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 [bdayfser@aasacramento.org](mailto:bdayfser@aasacramento.org) if you're interested in a visit and/or in need of pamphlets. I can do this in person/and on zoom.

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

Nothing to Report

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

Nothing to Report

**Reports – Special Committees, Delegates, Liaisons & Invited Guests**➤ **Hospitals & Institutions – Paul G.**

Nothing to Report

➤ **NCCAA Liaison – Catherine T.**

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, 2021**
- 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.

#### Old Business

None

#### New Business

- Motion to repay PPP Loan, proposed by Lise M. of Folsom Saturday Morning Group. Motion seconded and voted to move forward.  
Motion Reads As - *The full amount of the PPP loan of \$21,875 should be repaid in full, whether or not the funds are used in a manner that qualifies for loan forgiveness.*
- Election of new PI/CPC Chair - Courbet A made herself available for and was approved by the Delegate Body as the new PI/CPC Chair

#### 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 August 15<sup>th</sup>, 2020. The meeting closed at 4:45pm with the “I am Responsible” Declaration. Respectfully submitted by Jason S., CCFAA Recording Secretary

Thank you to the following people for the contribution of materials and time to redo the Bathroom Floor at Central Office.

Brandon B., Mike T., Ralph P., Paul S., Jeff S., and Mike K.

THANK YOU!!!!

## WORDSMITHY

- vigorous-  
(vig-ur-us)

Active in mind and body

Twelve & Twelve page - 77

