

# MINUTES JANUARY 2021

## I. Opening – January 16, 2021

- A. Call to order at 3:00 pm  
 B. Open with Serenity Prayer  
 C. 12 Traditions read by – Amy T.  
 D. CCFAA Preamble read by – Valery P.  
 E. 7<sup>th</sup> Tradition -  
 F. Delegate Check-in/Group Announcements  
 G. Month Birthdays – 91 Years

## II. Preliminary Business:

- A. Delegate Check-in: Total Delegates = 57  
 B. Quorum met – Yes

Group Name	Delegate	Last Attended
11th Step Meditation Meeting	Mary F.	1/16/2021
12th Tradition Big Book	Spencer P.	11/21/2020
A Way Out Men's Group	Paul G.	1/16/2021
AA Unity Group- Thursday	Shelby G.	1/16/2021
Amor Y Acclon	Rae D.	5/16/2020
Artists, Writers, Musicians of AA	Scott R.	10/17/2020
Attitude Adjustment of Davis	Dean V.	1/16/2021
Auburn Fellowship	Cale T.	1/16/2021
BIPOC Service Committee	Kim W.	1/16/2021
By The Grace	Joanne T.	1/16/2021
Cameron Park Group	Tony J.	7/18/2020
Capital City Men's Group	David P.	1/16/2021
Cathedral Group	Nick O.	12/19/2020
Christian Valley 6:05	Frank K.	2/15/2020
Citrus Heights Group	Steve R.	1/16/2021
Colfax Fellowship	Evan C.	1/16/2021
Cordova Lunch Bunch	Brien O.	12/19/2020
Cordova Serenity Seekers	Bob	1/16/2021
Daily Attitude Adjustment-Fair Oaks	Russ H.	1/16/2021
Daily Direction AA Group	Gilda O.	1/16/2021
Davis Hope Group	Alexis M.	7/18/2020
Davis Young Peoples	Ryan M.	1/16/2021
Destiny Group	Catherine T.	8/15/2020
Downtown Young People's	Ashley C.	1/16/2021
Dry Dock	Kimberly C.	2/15/2020
East Yolo Fellowship	Barbara E.	1/16/2021
Eldorado Hills Group	Tony J.	1/16/2021
Elk Grove Fellowship	Rick W.	1/16/2021
Esparto Fellowship	Rae D.	11/21/2020
Fair Oaks Beginners	Tamara J.	10/17/2020
Fair Oaks Village	Mike K.	1/16/2021
Fireside Book Study	Chris K.	9/19/2020
Folsom Big Book	Alex H.	1/16/2021
Folsom Saturday AM Group	Caria H.	1/16/2021
Folsom Way of Life	Carrie M.	12/19/2020
Folsom Wednesday Night Group	Amy T.	1/16/2021
Freedom Group	Jennifer M.	1/16/2021
Girls Night Out	Annie T.	1/16/2021
Greenhaven Group	Pamela L.	1/16/2021
Group One	Jason S.	1/16/2021
Group Three	Judy B.	1/16/2021
Happy Hour Group of AA	John A.	1/18/2020
Jaywalkers Group	George M.	2/15/2020
Kiefer Men's Book Study	Marlo G.	12/19/2021
Kies, As Bill Sees It, Womens Group	Garnet H.	12/19/2021
Lavender Heights Y.P.	Armando R.	1/16/2021
Lunacy Commission	Dave M.	12/19/2020
Midtown Solutions	Courbet A.	1/16/2021
MnnYPAA	Armando R.	1/16/2021
Natomas Group	Gilbert C.	2/15/2020

Group Name	Delegate	Last Attended
Newcastle Big Book Group	Teague S.	1/16/2021
North Hall Group	Tom M.	1/16/2021
North Sacramento Group	Dominic C.	2/15/2020
Number One Offenders	Bill O.	4/18/2020
Oak Park Fellowship	Cheryl O.	1/16/2021
Oak Tree Fellowship	Linda M.	1/16/2021
Parking Lot Meeting	Dave S.	8/15/2020
Phoenix Fellowship	Shelby C.	6/20/2020
PLAYPAA	MaryJane P.	9/19/2020
Precisely How we have Recovered	Renee C.	1/16/2021
Primary Purpose 2020	Alice A.	12/19/2021
Primordial Ooze Men's Book Study	Robert F.	1/16/2021
Rio Linda Fellowship	Wendy J.	1/16/2021
RockIn Fellowship	Kara R.	12/19/2021
RockIn Racetrack	Daniel	10/17/2021
Roseville Eastside	Dan B.	1/16/2021
Roseville Fifth Street Fellowship	Mary J.	1/16/2021
Roseville Tuesday Night Group	Steve B.	1/16/2021
Round Table	Anthony P.	8/15/2020
SACYPAA	Al E.	12/19/2020
Saturday Morning Womens Reflections	Dorothy S	12/19/2020
Second Chance	Michael G.	7/18/2020
Serenity Book and Study Group	Alane H.	1/16/2021
Sharing and Caring Group	Kathy J.	1/16/2021
Sixty Minute Solution	Mason G.	11/21/2020
Southport Serenity	Diana L.	12/19/2020
Speak Easy	Troy H.	1/16/2021
Sunset Happy Hour Women's Group	Nancy V.	1/16/2021
Sunset Saturday	Michèle V.	1/16/2021
Tahoe Park Group	Ted M.	1/16/2021
The Best is Yet to Come	Robert M.	1/16/2021
Three Legacies Group	Thomas R.	2/15/2020
Thursday Morning Book Study	Vickie H.	9/19/2020
Thursday Night Men's Group	David B.	12/19/2020
Traditional Group	Wendy J.	1/16/2021
Tuesday Cordova KISS Group	Shella S.	1/16/2021
Tuesday Midtown	Juniper	10/17/2020
Tuesday Night Beginners	Dean B.	1/16/2021
We Care	Michelle V.	1/16/2021
What a Concept!	Holly J.	8/15/2020
What a Way to Start a Weekend	Valery P.	1/16/2021
White Flag Men's Group	Brian B.	1/16/2021
Wholesale Miracles	Katie	10/17/2020
Willing Women	Joyce M.	1/16/2021
Women for Women	Linda J.	1/16/2021
Women'S Saturday 3pm	Sarah W.	12/19/2021
Woodland Group	Veronica R.	1/16/2021
Woodland Online Group	Gonzalo M.	1/16/2021
Woodland Traditional Group	Jeanne S.	10/17/2020
Young People of Color in AA	Kimberly W.	1/16/2021

## C. Attending Elected Positions

Position	Name	Attendance
CCFAA Chair	John E.	Present
Assistant Chair	Veronica R.	Present
Treasurer	Pat Y.	Present
Recording Secretary	Jason S.	Present
TeleService Chair	Evan C.	Present
By Laws & Procedures Chair	Vacant	
PI/CPC Chair	Courbet A.	Present
H&I Liaison	Paul G.	Present

Position	Name	Attendance
Special Events	Robert F.	Present
NCCAA Liaison	Catherine T.	Absent
B-Day/Faithful Fiver	Kimberly W.	Present
OOB Chair	Eric L.	Present
OOB Member	Mary J.	Present
OOB Member	Steve R.	Present
OOB Member	Russ H.	Present
Picnic Chair	Dalene-Marie	Absent
Office Manager	Robin T	Present

# MINUTES JANUARY 2021

## D. New Delegates

Group Name	Delegate
AA Unity Group	Shelby G.
AA Unity Group	Betty K. (alt)
Auburn Fellowship	Cale T.
Capital City Men's	David P.
Folsom Saturday Morning	Carla H.

Group Name	Delegate
Greenhaven	Pamela L.
Lavender Heights YP	Armando R.
Midtown Solutions	Courbet A
Midtown Solutions	Chelsea S.(al
North Hall	Tom M.

Group Name	Delegate
Oak Tree	Linda M.
Rio Linda Fellowship	Wendy J.
Serenity Book & Step Stu	Alane H.
The Best is Yet to Come	Jim W.
What a Way to Start a We	Valery P.
White Flag Men's Group	Brian B.

## E. Visitors

Kim M – District 24 Rep and Carlos A.

## III. Approval of Minutes

Motion to Accept Minutes from December 2020 - Approved

## IV. Trusted Servant Reports

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

I attended the OOC Meeting Tuesday evening, January 12, 2021. A quorum was determined with our two new OOC members in attendance, Mary J and Eric L. Eric was elected OOC Chair for the 2021 session, and you will be hearing more from him in a few minutes. I want to welcome all of the new officers and Chairs elected to the 2021 CCFAA and thank you for your service.

In our Old Business today, we will have another call out for the Bylaws and Operating Procedures Chair that was not elected at November's vote. We will also be having the vote on the new Bylaws that are under consideration. We will conduct the vote with the Poll feature of our Zoom meeting, Yes to accept and No to not accept, and the adoption of the By Laws will be accepted with a 2/3 vote by the eligible Delegates. If we accept the new By Laws, the By Laws and Operating Procedures Chair will then be able to work on bringing our Operating Procedures up to date to match the new By Laws. If we don't accept the new By Laws, the BYLOPS Chair will be re-drafting, re-submitting, re-discussing, and we will then re-vote over another 3 month presentation of the new submission of By Laws.

We are still trying to form an Ad Hoc committee for the By The Way monthly creation. Please direct any interest you may have to our office staff at central.office@aaasacramento.org and you will be pointed in the right direction.

Please continue encouraging your group members to make those basket and Venmo payments so that your Treasurers can make contributions according to your group conscious splits. One of our goals for 2021 is to be self-supporting through our own contributions and to get our Prudent Reserve back to a four months supply.

I would also like to ask all of you Delegates to take the message back to your groups to please consider support of NCAC (Northern California Accessibility Committee). This group helps people with disabilities to get to meetings via ride-shares, as well as lining up interpreters at meetings for deaf members of AA. Their budget needs help and can be found at [www.norcalaccess.org](http://www.norcalaccess.org) and individual contributions as well as group contributions are welcomed.

Also, please ask your groups to support Grapevine/La Vina with on hand pamphlets, subscriptions both by mail and email, and with contributions to Carry The Message which creates availability of subscriptions for those that can't afford it. Grapevine and NCAC are both ways to be of great service to those that are in need of our love and support. Thank you.

I look forward to working with all of you throughout 2021!

### ➤ Assistant Chair/CNIA Liaison – Veronica R.

New Groups:

- **The How and The Why of it Men's Group** – Lincoln – Currently meeting on Zoom: 814 5955 5071 PW: BigBook62 - Wednesday 7pm, Open Men's Book Study
- **Rescue Men's Stag** – Rescue – Rescue Community Center, 4180 Green Valley Rd, Rescue – Tuesday 6pm, Closed 1 hour Men's
- **The Get Down** – Carmichael – Currently meeting on Zoom: 695 270 4119 PW: 1234 – Monday 6:30pm, Open 1 hour Book Study

As was reported last month, the rescheduled CNIA Area 07 Planning Meeting was held on December 12 instead of the usual 3<sup>rd</sup> Saturday of the month so it would not interfere with the Western US/Canada Regional Forum which was held on December 19<sup>th</sup>.

The CNIA Area 07 Winter Assembly is being held on January 16 via Zoom from 9:30 am to 8:00 p.m. In addition to the usual reports, there will be a report on the Area Inventory and a Mock Conference activity. During the Mock Conference, participants will be divided into "committees" to discuss the Conference topics. This will help prepare GSRs and other attendees for the final discussion of the Conference topics at the Pre-Conference Assembly (April 10-11, 2021). There will be a Mock Conference report session 6:00 – 7:30 if you're interested in a summary (or you can wait until I tell you about it next month).

### Upcoming CNIA 2021 Assembly Events:

- Area Committee Meeting – February 20 (Zoom)
- PRASSA (Pacific Region of Alcoholics Anonymous Service Assembly) – March 5-7 (Zoom). Register at <https://www.praasa.org/home>. It is being hosted by CCAA Area 58. This is a wonderful opportunity to promote unity and

## MINUTES JANUARY 2021

share in the exchange of ideas about service and other relevant AA topics with others across the region. It is especially accessible this year because it is being held on Zoom.

- Area Committee Meeting – March 20 (East Yolo Fellowship; tentative location; maybe Zoom)
- Pre-Conference Assembly – April 10-21 (Lemoore, District 49; tentative location; maybe Zoom)
- General Service Conference – April 18-24 (Virtual)
- Post-Conference Assembly – May 15-16 (Redding – District 11)

For more events, visit the CNIA website <https://cnia.org/> or ask me.

### Planned Assemblies for 2022:

- Winter Assembly – Jan 15-16 (Sonora/Jamestown – District 33)
- PRASSA – March 4-6 (Portland, Oregon – Area 58)
- Pre-Conference Assembly – April 9-10 (Auburn – District 21)
- General Service Conference – April 24-30 (New York)
- Post-Conference Assembly – May 21-22 (Placerville – District 22)
- Mini-PRASSA – October 14-16 (Marysville/Yuba City – District 19)

### Other CNIA Events:

- Pl/CPC Workshop on January 23, 10- noon (Zoom)
- Accessibility Committee on January 23, 1:00 pm (Zoom)

**A big THANK YOU to Pierre for his wonderful service over the past year and for showing me the ropes!**

### ➤ Office Operations Committee Chair Report – Eric L.

OO met 1/12/21 with full attendance. New Chair, Eric L, was elected. Our new office manager, Robin T, gave a thorough report, including status of some literature that is backordered at GSO. No office issues were brought to the OOC. We were given a few suggested topics to add to future OOC agendas. Treasurer Pat Y presented a question about vacation accrual and payout for employees that are terminating and may need to update some accounting as a result. BLOPS committee will have a new chair at the CCFAA Delegates meeting on Jan 16 2021. We discussed the possibility of a picnic in Summer 2021, and will request the picnic chair to prepare a budget as a contingency.

Everyone on the committee is happy to be serving the fellowship in this capacity. If you have any questions or issues to bring to the Office Operating Committee, please feel free to contact me and I'll bring it to the committee for you.

### ➤ Office Manager's Report – Robin T.

1. Happy New Year! Welcome to 2021 and to all new Trusted Servants.
2. The Operating expense estimate in connection with our lease has increased 1.57% for a total of \$18. This will reflect in our monthly rent payment.
3. Open enrollment starts January 15<sup>th</sup> for group Insurance and will be available online at [aasacramento.org](http://aasacramento.org) under the resources tab. The enrollment period for 2021 is January 15<sup>th</sup> thru March 31<sup>st</sup>. Any questions, please call 916-454-1771 Monday thru Friday 9am-2pm.
4. A.A.W.S. is experiencing higher levels than anticipated in the purchase of B-1's and B-2's resulting in backorders. Items will ship when they are back in stock.

#### Delivery of the out-of-stock titles to the warehouse stand as follows:

- B-1 (Hardcover BB) by *January 14, 2021*
  - B-2 (Hardcover 12x12) by *February 2, 2021*
  - B-16 (Large Print BB, unabridged) by *January 22, 2021*
5. All Payroll & Sales Tax, Deposits, Returns and Reports will be completed by January 31, 2021
  6. Updated EDD Payroll Deduction Rate
  7. Filed a SI-100 form with Secretary of State, updating New Corporate Officers
  8. State Compensation Insurance policy will be renewed by the due date
  9. 4th Quarter/Year End Inventory will be performed on Sunday, February 28, 2021

Thank you so much for the warm welcome I have received. I am truly humbled and grateful for this opportunity to serve as your Office Manager. The years that I have spent at the Central Office volunteering and working as the Office Assistant have been rewarding and very special to me. To be able to continue my work here and making 12 step work possible is nothing short of exciting.

Thank you again, I look forward to the upcoming year. 2021 will be challenging but together we will succeed and flourish.

### ➤ Webmaster – Pete B.

#### New Business:

- We have a new Webmaster = Teague S.
- Weekly Wed. Meeting - Webmaster transition over the next several months
- 1/6/21 - Met with CCF Office Team (Robin and Jason) for introduction of Teague, review transition timeline & open Web priority issues.
- Open Web Priorities:

# MINUTES JANUARY 2021

- Backup/Restore on Test Site
- Backup/Restore on Prod Site
- Proper Site Defense
- Reskin Site

## • CCF Tech Committee - Updates Q1 2021

The Intergroup Tech Committee identifies, researches, recommends, and implements ways to use technology in A . A . service, mostly in support of our Central Office and other Intergroup service committees, but also to share with the wider A . A . community .

### Old Business:

- Continue to insure CCF Website 12 Step meeting List Backups 2x weekly
- CCFAA Google Analytics Error - My apologies. I incorrectly disabled a WordPress plugin impacting our Google Analytics Data collection from 11/25/20 thru 12/6/20. This (lack of analytics data) represents a 19% decrease (6 days divided by 31 days) in data collection. This only impacted data analytics.

Questions please send to [webmaster@aaasacramento.org](mailto:webmaster@aaasacramento.org)

## ➤ Treasurer's Report – Pat Y.

### Financial Statement Commentary & Analysis

- Sales of AAWS literature, in house publications, and medallions are budgeted for the month of December to be \$11,708, the actual sales of these items was \$4,607. 37.8% of Budget. Year to date is 45.3% of budget.
- Group contributions were budgeted at \$10,000. The actual contributions were \$401. \$401 above budget for the month of December 2020. Year to date is 88.9% of Budget.
- Other sources of revenue - Birthday contributions, Office services revenue and faithful fivers were budgeted at \$2,050 and the actual was \$3,047 – 148.6% above budget.
- December operating expenses were \$15,247 and below budget guideline by 7%.
- December 2020 Net Income is \$1,159 and the Year to date Net Loss is \$20,809

### CASH ACCOUNT BALANCES Per Bank Statement

NAME OF ACCOUNT	BALANCE December 1, 2020	December ADDITIONS/ DEPOSITS	December Transfers	December CHECKS/ CHARGES	BALANCE December 31, 2020
SAVINGS ACCOUNT (1)	\$35,768.86	\$0.85	(\$6,000.00)	\$0.00	\$29,769.71
CHECKING ACCOUNT (2)	\$14,438.00	\$18,937.01	\$6,000.00	\$20,284.99	\$19,090.02
TOTAL	\$50,206.86	\$18,937.86	\$0.00	\$20,284.99	\$48,859.73

### (1) Savings Account contains the Prudent Reserve Funds

Currently, CCFA has 1.79 months Prudent Reserve in our Savings Account

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

The Operating account should have one month of operating expenses which is \$16,740. As of December 31 there is a overage of \$2,350.

As of December 15, 2020 the operations checkbook had a bank balance of \$10,575 and it was approved by the OOC to transfer \$6,000 from the Prudent Reserve (Savings Account) to the Operating Account for payment of Expenses, needed to operate CCF.

We are not requesting required delegate approval to transfer funds back to the Prudent Reserve because there are expenses (Accrued vacation) of \$3,600 (approx) required to be paid out over and above our monthly operating expenses. Additionally, January and February sales and contributions are historically low.

Per Operating Procedures Paragraph 8.7.4 *One month's expenses should be maintained in the operations checkbook.*

**In Summary..... Your continued support is most appreciated.**

## ➤ Teleservice Chairperson's Report – Evan C.

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

Shift Calls December (as of 1/13/21)		
Teleservice	Dec-20	YTD
12 Step	66	555
Meeting/Info	160	2,268
Totals	226	2,823

Shift Call Numbers: 2020	
Teleservice	2020 YTD
12 Step	555
Meeting/Info	2,268
Totals	2,823

Shift Call Numbers: 2019	
Teleservice	2019 YTD
12 Step	514
Meeting/Info	2,311
Totals	2,825

### New Business:

- We are in need of Bi Lingual Teleservice Volunteers
  - All shifts are currently filled.
  - New Chair, Evan C. Welcome! Co-Chair transition has been delayed due to technical difficulties. Welcome and best wishes for 2021!

# MINUTES JANUARY 2021

## Old Business:

- We are now receiving calls for the Western Slope District 22 and are currently working to build a 12th step list to better support the El Dorado County area.
- 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

## Next CFAA Holiday Closure. Teleservice will cover these days :

On-going daytime shift coverage

## Regular Business:

Current Teleservice Potential Volunteer Count	= 68
Current Teleservice Volunteer Count	= 51
Break out (40) Shift + (7) Shift Coord + (1) Orientation + (1) Co Chair + (1) Chair + (1) 12 Step Coordinator + (1) Special Needs Coordinator	
Current Teleservice Substitute Count	= 82
Current Teleservice 12 Step Count	= 134
<b>Volunteer Position #</b>	<b>= 335</b>

**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 – Vacant

No report

## ➤ PI/CPC Chair – Courbet A.

For new members, PI stands for Public Information and CPC stands for Cooperation with Professional Community. There is a PI Workbook order M-27 and a CPC Workbook order M-41. The PICPC committee purchased Big Books and is in the process of delivering them to all the libraries in Sacramento County.

Inside the PI workbook on page 7, there are Suggested PI Committee Goals:

1. Be sure every public library has at least one conference approved book.
2. Let the fellowship know how to reach out to the hearing impaired.
3. Place a literature rack in every
  - a. High School
  - b. College
  - c. Police Station
  - d. Library and
  - e. Hospital
4. Send a letter to High Schools offering AA Literature and AA videos for young people and/or a presentation on AA.
5. Send a letter to:
  - a. Convalescent Homes
  - b. Rest Homes
  - c. Senior Centers...
6. List open AA Meetings in the Newspapers.
7. Place a small announcement in every district Newspaper around the holidays.
8. Work with the newspapers – (maintaining) Anonymity and Traditions – to generate interest in our fellowship.
9. Respond to speaking requests at Non-AA meetings
10. Place Public Service Announcements with Radio and Television Stations.
11. Put meetings schedules behind front desks at every Hotel, Motel and B & B's.
12. Participate in District and State AA Seminars and conventions.
13. Fight apathy within the Fellowship, Find a Co-Chair and Interested People in order to achieve all the above.

## ➤ Birthday Club/Faithful Fivers – Kimberly W.

Nothing to report at this time

## ➤ Special Events Chair – Robert F.

Nothing to report at this time.

However, a temperature check of society in March will be a requirement to see if we can move forward with further planning a May Anniversary Party, meeting all issues safely. Any thoughts are welcome.

## ➤ Picnic Chairperson's Report – Dalene-Marie P.

No Report

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

## MINUTES JANUARY 2021

### ➤ Hospitals & Institutions – Paul G.

The H & I Committee meets every third Thursday of the month on Zoom at 6pm. Meeting ID 943-591-4009

### ➤ NCCAA Liaison – Catherine T.

Due to Covid-19 all 2021 conferences have been cancelled. The next NCCAA conference is scheduled for March 2022 in San Jose

### VI. Old Business

- Elections of a ByLaws and Operating Procedures Chairperson for 2021:  
After 2 rounds of voting and a motion to go to the hat Mike K was elected as BLOPS Chair
- Vote on Acceptance of new draft of Bylaws for January vote by Delegates:  
Motion to approve New ByLaws – 41 Yes Votes, zero No Votes, 15 abstain votes - Approved

### VII. New Business

### VIII. Closing

The next meeting will start at 3:00pm and will be held on Zoom, Meeting ID: 929 9218 9084 – Passcode: 912051 on Saturday February 20<sup>th</sup>, 2021. The meeting closed at 4:29pm with the “I am Responsible” Declaration.

Respectfully submitted by *Jason S.*, CCFAA Recording Secretary