

# May 2021 Delegate Minutes

## I. Opening – May 15th, 2021

- A. Call to order at 3:00 pm
- B. Open with Serenity Prayer
- C. 12 Traditions read by – Ryan M.
- D. CFAA Preamble read by – Betty K.
- E. 7<sup>th</sup> Tradition -
- F. Delegate Check-in/Group Announcements
- G. Month Birthdays – 135 years

## II. Preliminary Business:

- A. Delegate Check-in: Total Delegates = 48
- B. Quorum met – Yes

Group Name	Delegate	Last Attended
11th Step Meditation Meeting	Mary F.	5/15/2021
12th Tradition Big Book	Ricky C	5/15/2021
A Way Out Men's Group	Paul G.	5/15/2021
AA Unity Group- Thursday	Betty K.	5/15/2021
Artists, Writers, Musicians of AA	Scott R.	10/17/2020
Attitude Adjustment of Davis	Dean V.	5/15/2021
Auburn Fellowship	Cale T.	3/20/2021
Babes in Recovery	Donean L.	5/15/2021
BIPOC Service Committee	Emiliano L.	4/17/2021
By The Grace	Joanne T.	5/15/2021
Cameron Park Group	Tony J.	4/17/2021
Capital City Men's Group	David P.	5/15/2021
Cathedral Group	Nick O.	2/20/2021
Citrus Heights Group	Steve R.	5/15/2021
Coffax Fellowship	Evan C.	4/17/2021
Cordova Lunch Bunch	Brien O.	12/19/2020
Cordova Serenity Seekers	Bob H.	5/15/2021
Daily Attitude Adjustment-Fair Oaks	Ellen G.	5/15/2021
Daily Direction AA Group	Gilda O.	4/17/2021
Davis Young Peoples	Ryan M.	5/15/2021
Dead Dog Discussion Meeting	Pat S.	10/17/2020
Destiny Group	Shari P.	5/15/2021
Downtown Young People's	Ashley C.	1/16/2021
East Yolo Fellowship	Barbara E.	4/17/2021
Eldorado Hills Group	Tony J.	5/15/2021
Elk Grove Fellowship	Rick W.	4/17/2021
Esparto Fellowship	Rae D.	5/15/2021
Fair Oaks Beginners	Tamara J.	10/17/2020
Fair Oaks Village	Mike K.	5/15/2021
Fireside Book Study	Chris K.	9/19/2020
Folsom Big Book	Alex H.	1/16/2021
Folsom Saturday AM Group	Carla H.	1/16/2021
Folsom Way of Life	Carrie M.	4/17/2021
Folsom Wednesday Night Group	Amy T.	4/17/2021
Freedom Group	Jennifer M.	3/20/2021
Gibbons Morning Meeting	Christina M.	5/15/2021
Gifts of Sobriety	Angela S.	4/17/2021
Girls Night Out	Annie T.	5/15/2021
Greenhaven Group	Pamela L.	4/17/2021
Group One	Jason S.	4/17/2021
Group None	Peter R.	5/15/2021
Group Three	Judy B.	5/15/2021
Into Action	Ron C.	3/20/2021
Into Action Online Grp Women's Mtg	Julie H.	5/15/2021
Kiefer Men's Book Study	Marlo G.	12/19/2020
Kiss, As Bill Sees It, Womens Group	Garnet H.	3/20/2021
Lavender Heights Y.P.	Armando R.	5/15/2021
Lunacy Commission	Dave M.	12/19/2020
Meditation Workshop	Kenneth K.	4/17/2021
Midtown Solutions	Courbet A.	5/15/2021
MnnYPAA	Armando R.	1/16/2021
New Light Fellowship	Tracie D.	3/20/2021
Newcastle Big Book Group	Teague S.	5/15/2021
North Hall Group	Tom M.	4/17/2021
North Highlands Fireside	Joe P.	5/15/2021

Group Name	Delegate	Last Attended
Number One Offenders	Katie R	5/15/2021
Oak Park Fellowship	Tiffany B.	4/17/2021
Oak Tree Fellowship	Linda M.	5/15/2021
Orangevale Came to Believe	Dewey S.	5/15/2021
Phoenix Fellowship	Shelby C.	6/20/2020
PLAYPAA	MaryJane P.	9/19/2020
Precisely How we have Recovered	Jimmie S.	5/15/2021
Primary Purpose 2020	Alice A.	12/19/2020
Primary Purpose Group - Nevada City	Lisette S.	3/20/2021
Primordial Ooze Men's Book Study	Robert F.	5/15/2021
Rescue Men's Stag	Tom A.	1/16/2021
Rio Linda Fellowship	Wendy J.	5/15/2021
Rocklin Fellowship	Dawn C.	5/15/2021
Rocklin Racetrack	Daniel	10/17/2021
Roseville Eastside	Matt B.	1/16/2021
Roseville Fifth Street Fellowship	Mary J.	5/15/2021
Roseville Tuesday Night Group	Steve B.	1/16/2021
Round Table	Anthony P.	8/15/2020
SACYPAA	Al E.	2/20/2021
Sacramento Steppers	Chyrell E.	4/17/2021
Saturday at the Park	Lee S.	3/20/2021
Saturday Morning Womens Reflections	Tracie D.	5/15/2021
Second Chance	Michael G.	7/18/2020
Serenity Book and Study Group	Alane H.	5/15/2021
Sharing and Caring Group	Kathy J.	5/15/2021
Sisters in Sobriety Orangvale	Kathy J.	5/15/2021
Sixty Minute Solution	Ricky C.	5/15/2021
Southport Serenity	Diana L.	5/15/2021
Speak Easy	Troy H.	1/16/2021
Sunriver Park Meeting	Jim D.	3/20/2021
Sunset Happy Hour Women's Group	Nancy V.	3/20/2021
Sunset Saturday	Michele V.	1/16/2021
Tahoe Park Group	Ted M.	4/17/2021
The Best is Yet to Come	Robert M.	5/15/2021
The How and the Why of It Men's Group	David S.	4/17/2021
The Get Down	Kyle C.	2/20/2021
Thursday Morning Book Study	Vickie H.	9/19/2020
Thursday Night Men's Group	David B.	5/15/2021
Traditional Group	Doug W.	4/17/2021
Triangle Group	Kevin H.	2/20/2021
Tuesday Cordova KISS Group	Shella S.	5/15/2021
Tuesday Midtown	Juniper	10/17/2020
Tuesday Night Beginners	Dean B.	5/15/2021
We Care	Michelle V.	1/16/2021
We Do Care	Shelle W.	5/15/2021
What a Concept!	Holly J.	8/15/2020
What a Way to Start a Weekend	Valery P.	5/15/2021
White Flag Men's Group	Brian B.	5/15/2021
Wholesale Miracles	Katie	10/17/2020
Willing Women	Joyce M.	4/17/2021
Women for Women	Linda J.	5/15/2021
Women's Saturday 3pm	Sarah W.	12/19/2020
Woodland Group	Jeanne S.	2/20/2021
Woodland Online Group	Gonzalo M.	4/17/2021
Woodland Traditional Group	Jeanne S.	10/17/2020
Young People of Color in AA	Nicole E.	4/17/2021

## C. Attending Elected Positions

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Position	Name	Attendance
Delegate Chair	John E.	Absent
Assistant Chair/Area Liaison	Veronica R.	Present
Treasurer	Pat Y.	Present
Recording Secretary	Jason S.	Present
Board Chair	Eric L.	Present
Director At Large	Russ H.	Present
Director At Large	Steve R.	Present
Director At Large	Mary J.	Present
Teleservice Chair	Evan C.	Present

Position	Name	Attendance
BLOPS Chair	Mike K.	Present
Birthday/Faithful Fiver Chair	Kimberly W.	Absent
PICPC Chair	Courbet A.	Present
Picnic Chair	Betty K.	Present
Special Events Chair	Robert F.	Present
NCCAA Delegate Liaison	Catherine T.	Absent
H & I Liaison	Paul G.	Present
Office Manager	Robin T.	Present
WebMaster	Teague S.	Present

### D. New Delegates

Group Name	Delegate
Into Action Online Women's	Julie H. - Alt
North Highlands Fireside	Joe P.
Sharing and Caring	Kathy J. - Alt

### E. Visitors None

## III. Approval of Minutes

Motion to Accept Minutes from April 2021

## IV. Trusted Servant Reports

### ➤ Delegate Chair's Report – John E., Present by Veronica R.

I attended the OOC Meeting Tuesday evening, May 11, 2021. There were 7 of 8 members present so a quorum was determined.

We want to encourage all of the Delegates here today to please take the message back to your groups thanking them for the contributions that have been made to CCFAA, and to please continue with their support. Our Treasurer's report will bring us up to date on where we stand financially. We are self-supporting by our own contributions!

I want to thank all of our Committee Officers for all of their hardwork, we will have several interesting reports today, so please pay attention. The By Laws and Operating Procedures Committee has been working hard on bringing our Operating Procedures up to date with our new By-Laws, and you should have all gotten a copy in your email. If you didn't, please contact Jason at Central Office and have him send you a copy.

We will soon have more clarity to bring to the Delegates about the Webmaster position, and the need to create a Tech Committee with its own group of volunteers. If you have any technical computer abilities, please help by being of service in this arena.

### ➤ Assistant Chair/CNIA Liaison's Report – Veronica R.

**The Post-Conference Assembly** for the California Northern Interior Area (CNIA 07) was held today. I was able to attend most of it until I had to leave for this CCF Delegates meeting. The purpose of the post-conference assembly is for our Area Delegate to share the results of the most recent General Service Conference. I will give you a full report about the Post-Conference Assembly at next month's meeting.

As for upcoming events, I plan to continue to attend the Area Committee Meetings. The next several ones are scheduled for June 19, July 17, and August 21. They will all be held virtually (Zoom).

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

**About the By The Way...** There are still openings on the By The Way Committee. If you'd like to help out, please join us! We meet the last Monday of each month at 6:30 pm via Zoom, but you can still help even if you are unavailable for that meeting. Feel free to call me or email [thebtw@aaasacramento.org](mailto:thebtw@aaasacramento.org). Also, we welcome contributions to the By The Way. The theme for each month is the step, tradition, and concept for the number of each month. For example, the theme for July is Step, Tradition, and Concept 7. Articles related to that are preferred, but feel free to submit anything you think By The Way readers would enjoy. Please submit to [centraloffice@aaasacramento.org](mailto:centraloffice@aaasacramento.org). Please submit by the 15<sup>th</sup> of each month.

A special thank you to the members of the BTW committee (Karina K, Tony J., and Pete B.) for all their hard work this month. If you liked that last issue of the By The Way, please let them know!

Finally, I'd also like to express my thanks to all the groups contributing to CCF. We still need to get our prudent reserve back to where it should be, and every contribution helps.

### ➤ Board Chair's Report – Eric L.

We met on 5/11/21 with a quorum. Our office manager, Robin T, provided her report and operational status, including plans to reopen the office to customers. We had a discussion about the current tax return and a letter received from the IRS regarding the 2019 tax return, which needed action immediately. We asked Robin to have our current tax preparer respond to the letter. Treasurer Pat Y presented her financial report, and gave us a very optimistic view of our finances. BLOPS committee chair Mike K submitted a draft of the Operational Procedures update, which we will review in the next month. Our picnic chairs attended

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to report on the status of their picnic investigation, which you will hear about when she reports at this meeting. Finally, we had a presentation from the IT Committee around including that committee as a full standing committee, which will be worked on with the By Laws and Operating Procedures Chair Mike K.

One very important aspect of our finances – in order for us to continue to operate, your group contributions are very important. Please continue to encourage your groups to contribute regularly to CCFAA and if you need any information on how to use the pie chart or any other 7<sup>th</sup> Tradition resources, please let us know. We're here to serve you and your groups.

For our delegates, we are here to support our office staff on the business and immediate financial issues of the business office so that you and your groups can continue to get the resources that you want and need from the office in the form of AA approved literature, meeting schedules, newsletters, telephone resources, website access and content, and keeping the lights on so that your recovery and the recovery of others is furthered. If there are any concerns or wishes that you have of our business office, please never hesitate to contact me or anyone else on the Board listed below, and we'll get the issue or concern addressed for you.

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

- The Business Office will be open for walk-in customers June 1<sup>st</sup>, 9am-5pm Monday-Friday. We are customizing and arranging the front lobby to allow for a waiting area. One customer will shop in the Bookstore at a time, with one customer waiting in the lobby. This in accordance with County Guidelines for customer occupancy. These restrictions will be in place until the Governor lifts restrictions.
- You will be able to continue to place your orders through our online store ([aasacramento.org/store/](https://aasacramento.org/store/)) for curbside pick-up by appointment Monday-Friday 9am-5pm or have your order shipped. We accept payments by credit card and PayPal.
- 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.
- We are maintaining the Virtual and Physical Meeting Finder on our website. To list your group's In-Person meeting, please submit your county's Appendix A when sending in updates. You can find your county's Appendix A at [aasacramento.org/re-opening-guidelines/](https://aasacramento.org/re-opening-guidelines/)
- There are opportunities to be of service at the Business Office. We are looking for volunteers to work in our Bookstore. Also, the office is in need of a Volunteer Coordinator. We have morning and afternoon shifts available or you could be on the substitute list as a fill-in. Give us a call at 916-454-1771 to find out all the details or sign-up online at [aasacramento.org](https://aasacramento.org).
- We appreciate all of your financial support during these challenging times. Thank you to all the groups, fellowships and members who have sent in contributions this year!!! If you would like to send in a contribution, contributions can be sent via Venmo or PayPal to: @CCFAA
- Payroll, Sales Tax, and Returns were filed by the April 30<sup>th</sup> deadline.

### ➤ Webmaster's Report – Teague S.

#### New Business:

- Our Cloudflare account, which acts as a front-end to our [aasacramento.org](https://aasacramento.org) website to provide a first layer of security from malicious web traffic, has been upgraded to a more advanced tier of service. This provides us better defensive tools should another flood of automated bot traffic occur.

#### Old Business:

- Twelve Step Meeting Guide (TSML) (Web) + Meeting Guide (Phone) is currently enabled for Meeting/Group "contribution platforms" (to accept 7th Trad online such as Venmo, Square, Paypal). Some CCF area meetings have 7th Tradition online and communicate this during Zoom meetings. CCF should have a process in place soon to accommodate Meeting/Group Contribution Platforms within [aasacramento.org](https://aasacramento.org) (TSML and Meeting Guide).
- **CCF Tech Committee - Forward steps to include in CCF Operating Procedures**  
Meeting with Board of Directors (Mike K. - BLOPS), collaborating thru draft Tech Committee Structure, Role and Scope. Once revised CCF Operating Procedures have been ratified, the goal is inclusion as an addendum to (Section for) Standing Committees. Assume complete after September, 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.*
- **CCF Webmaster - Forward steps to include in CCF Operating Procedures**  
Meeting with Board of Directors (Mike K. - BLOPS), collaborating thru CCF Webmaster description draft process. Once revised CCF Operating Procedures have been ratified, the goal is inclusion as an addendum to (Section for) CCF Central Office. Assume complete after September, 2021.
- Weekly Wed. Meeting - Webmaster (Teague) transition from Pete over the next several months.
- Open Web Priorities:
  - 1) Backup/Restore on Test Site
  - 2) Backup/Restore on Prod Site
  - 3) Reskin Site

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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 April to be \$9,125, the actual sales of these items was \$4,638. 50.8% of Budget.
- Group contributions were budgeted at \$10,000. The actual contributions were \$6,906. \$3,094 below budget for the month of April 2021.
- Other sources of revenue - Birthday contributions, Office services revenue and faithful fivers were budgeted at \$2,635 and the actual was \$2,750–4.3% above budget.
- April operating expenses were \$9,644 and below budget guideline by\$4,226.
- April 2021 Net Income is \$444.
- A gain was recognized for April 2021 because expenses were reduced in April 2021 in the areas of rent abatement of \$2,000 (approx), clerical salaries, and telephone expense.The aforementioned expenses did not result in a net gain because annual computer system protections (budgeted) were paid in the month of April.

**CASH ACCOUNT BALANCES Per Bank Statement**

NAME OF ACCOUNT	BALANCE April 1, 2021	April ADDITIONS/ DEPOSITS	April Transfers	April CHECKS/ CHARGES	BALANCE April 30, 2021
SAVINGS ACCOUNT (1)	\$39,772.10	\$1.05	\$7,000.00	\$0.00	\$46,773.15
CHECKING ACCOUNT (2)	\$21,209.86	\$14,239.97	-\$7,000.00	\$18,270.36	\$10,179.47
<b>TOTAL</b>	<b>\$60,981.96</b>	<b>\$14,241.02</b>	<b>\$0.00</b>	<b>\$18,270.36</b>	<b>\$56,952.62</b>

**(1) Savings Account contains the Prudent Reserve Funds (4 months @ \$15,247=\$60,988).**

**Currently, CCFA has 3.07 months Prudent Reserve in our Savings Account**

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

Per operating procedure 8.7.4 One month’s expenses should be maintained in the operations checkbook.For 2021 this amount is \$13,741. As of April 30 there is shortage of \$3,562.

Transfer of funds is not requested or made at this time as it is anticipated cash will be sufficient for the month of May 2021 with the rent rebate and prepaid equipment expense.

**In Summary.....My heartfelt gratitude to our groups and your continued support is most appreciated.**

➤ **Teleservice Chair’s Report – Evan C.**

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

Shift Calls April (as of 4/30/21)		
Teleservice	Apr-21	YTD
<b>12 Step</b>	<b>106</b>	<b>307</b>
<b>Meeting/Info</b>	<b>327</b>	<b>1,348</b>
<b>Totals</b>	<b>433</b>	<b>1,655</b>

**New Business:**

- We are in need of Bi Lingual Teleservice Volunteers
- 2 shifts are not currently filled.
- Central Office will be resuming the coverage of 9 AM - 5 PM Monday -Friday shifts June 1st, 2021

**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
- The workshop on April 25th was great, there was about 10 participants total

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

On-going daytime shift coverage

**Regular Business:**

Current Teleservice Potential Volunteer Count = 62  
 Current Teleservice Volunteer Count = 50  
 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 = 80

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Current Teleservice 12 Step Count = 133

Volunteer Position # = 325

**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 Chair's Report – Mike K.**

The BLOP Committee has completed the review of the current CCFAA Operating Procedures and has made a number of changes in order to bring the Procedures into conformity with the newly approved CCFAA Bylaws. The revised document has been submitted to the CCFAA Board of Directors and will be presented to the CCFAA Delegates at the May, 2021 CCFAA Delegate Meeting.

The CCFAA Delegates will take the revised CCFAA Operating Procedures to their respective groups for examination. The Delegates will then raise any concerns regarding the new Operating Procedures at the June, 2021 CCFAA Delegate Meeting. Hopefully, a vote to accept or not the new CCFAA Operating Procedures will be taken at the July, 2021 CCFAA Delegate Meeting. You can download a copy of the new Proposed Operating Procedures on our website at the following

link:<https://aasacramento.org/about-ccfaa/operating-procedures/>

## ➤ **PI/CPC Chair's – Courbet A.**

**Meets First Thursday of the Month at 6pm Zoom ID: 920-7882-8921 Passcode:013192**

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6 pm Open with Serenity Prayer

Item 1 Kendyce volunteered to develop a QR code with PICPC information to put on business cards for restaurant, coffee house distribution.

Item 2 Type an introduction members can read to the public:

Hello, my name is \_\_\_\_\_, and I am a member of the Public Information Committee of Alcoholics Anonymous which is attempting to reach out to the community and provide resources on alcoholism. Would you be interested in free Trifolds or Book? If Yes, leave literature. If No, Thank them for their time.

Item 3 Mike volunteered to provide a presentation to DUI schools.

Item 4 Jeff requested AA PI Workbook and CPC Workbook information for the PICPC committee to study and create a committee agenda.

7 pm Close with Serenity Prayer

## ➤ **Birthday Club/Faithful Fivers Chair's Report – Kimberly W.**

Nothing to Report

## ➤ **Special Events Chair's Report – Robert F.**

**Looking forward to the Summer Series! June 26<sup>th</sup>, July 24<sup>th</sup>, and August 28<sup>th</sup>!!! 7:00pm – 8:30pm**

**Meeting ID: 957 4524 9049 Passcode: 967112**

I'd like to ask the Delegate Body if they can Volunteer 4 readers From their home group to assist with the meetings. I'd love to see a different home group for each of the Zoom meetings.

Readings would consist of:

Preamble

How it works

Traditions

Prayer used by that home group to close it down!

Special thanks to Robin, Jason, Al, Rick and others that have supported and assisted!!!!

If you are interested in volunteering to be readers please email [ccfspecialevents@aasacramento.org](mailto:ccfspecialevents@aasacramento.org)

## ➤ **Picnic Chair's Report – Betty K.**

After much discussion back and forth with the Elk Grove Regional Park, due to Covid restrictions and other new restrictions and guidelines that have been put in place by the park it has been decided that we will not be able to have a Picnic this year. We can focus on starting earlier and make 2022 a great one.

Also, for years we have been able to store all of the picnic equipment (\$3,000-\$5,000) in West Sacramento, for free. The building where it is stored is being sold and we do not know if we will be able to continue keeping it there. I will be sending an inventory list to Robin at the Business Office. We will need to decide where, when, and how we will relocate this equipment.

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

### ➤ **Hospitals & Institutions Liaison's Report – Paul G.**

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Many locations are opening and we are need of service volunteers. To find out more information and to volunteer, please contact your Group's H & I Rep, email the Area Chair at [area42handi@gmail.com](mailto:area42handi@gmail.com), or attend the monthly H & I meeting on zoom, 3<sup>rd</sup> Thursday of the month at 6pm Meeting ID: 943 591 4009, there is no passcode

### ➤ NCCAA Delegate Liaison's Report – Catherine T.

Next Conference is scheduled for March 11-13, 2022 in San Jose, CA. Please visit [norcalaa.org](http://norcalaa.org) for more information on the next conference and steering committee meetings.

### VI. Old Business

None

### VII. New Business

The new Operating Procedures has been presented to the Delegates via email. Next month will be discussion, and in July we will vote on whether or not to accept the new Operating Procedures

### 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 June 19th, 2021. The meeting closed at 4:13 pm with the "I am Responsible" Declaration.

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