

MAY 17, 2022

BOARD MINUTES

OPEN MEETING @ 6:00PM WITH SERENITY PRAYER

ROLL CALL TAKEN

ALL MEMBERS PRESNET EXCEPT ASSISTANT CHAIR/AREA LIASON

QUORUM ESTABLISHED- YES

REPORTS-

*...OPERATIONAL REPORT – ROBIN T- OFFICE MANAGER- PRESENTED BOARD WITH COPY OF INITIAL LEASE OFFER FROM OUR PROPERTY MANAGER (BKM) FOR REVIEW. LEASE WAS REVIEWED AND APPROVED BY ALL VOTING MEMBERS OF THE BOARD. BOARD CHAIR WILL MAKE ARRANGEMENTS TO GO INTO OFFICE AND SIGN LEASE.

IRS PENALTY HAS BEEN REMOVED

*...OFFICE MANAGER WILL BE ATTENDING MANAGERS SEMINAR IN DENVER COLORADO SEPTEMBER 1ST THRU 5TH. COST OF SEMINAR ESTIMATED AT \$1050. BOARD APPROVED AND ROBIN WILL BEGIN MAKING ARRANGEMENTS. ROBIN WILL ALSO BE ATTENDING THE NATIONAL AA TECHNOLOGY WORKSHOP SEPTEMBER 9TH- THRU SEPTEMBER 11TH. ESTIMATED COST \$25 AND WILL BE HELD ON ZOOM. COST WAS APPROVED BY BOARD. AL RECOMMENDED THAT THE WEBMASTER POSSIBLY ATTEND AND PETE OFFER TO SEND THE INFORMATION.

*...TREASURER REPORT- AL E- MONEY IN THE BANK AND ALL IS WELL. (REPORT WAS MADE AVAILABLE TO BOARD MEMBERS FOR REVIEW)

*...DELEGATE CHAIR REPORT- VERONICA R- BOARD WAS PROVIDED A COPY OF THE CCFAA AUDIT COMMITTEE SUMMARY REPORT DATED MAY 21, 2022. VERONICA WENT OVER REPORT AND RECOMMENDATIONS. THERE WERE 3 RECOMMENDATIONS. RECOMMENDATION TO ENGAGE A CPA TO CONDUCT AN ANNUAL AUDIT HAS BEEN PUT ON HOLD. FOR THE SIZE OF CCFAA CORPORATON IT IS NOT STATE REQUIRED. PLEASE REVIEW VERONICA'S SUMMARY OF DELEGATE CHAIR'S OBSERVATIONS AND RECOMMENDATIONS FOR THE FUTURE. IF YOU DO NOT HAVE A COPY ONE CAN, BE PROVIDED TO YOU.

*...BYLAWS REPORT- MIKE K. – THERE ARE NUMEROUS MOTIONS THAT WILL BE PRESENTED TO THE BOARD AT THE JUNE BOARD MEETING. BETWEEN NOW AND THE NEXT BOARD MEETING ON JUNE 14,2022 YOU SHOULD BE RECEIVING A COPY FROM THE BY-LAWS CHAIR AND HIS COMMITTEE FOR YOUR REVIEW AND ANY RECOMMENDED CHANGES.

THE UPDATED PERSONNEL MANUAL WILL BE PRESENTED TO THE DELEGATES AT THE DELEGATES MEETING ON MAY 21, 2022. PER MIKE THE MANUAL WAS REVIEWED BY THE PREVIOUS BOARD, CURRENT BOARD, CENTRAL OFFICE, AND HIS H R LIAISON. A COPY OF THE CHANGES WILL BE UPLOADED

ON THE CCFAA WEBSITE (VIEW ONLY) FOR THE DELEGATES TO TAKE BACK TO THEIR GROUPS. THE NEW UPDATES WILL BE VOTED ON AT THE JUNE 18TH DELEGATES MEETING.

OTHER ITEMS DISCUSSED-

DELEGATE CHAIR TO BE REMOVED FROM CHECKING ACCOUNT. DELEGATE CHAIR IS NOT LISTED AS A SIGNOR IN THE OPERATING PROCEDURES OR BY-LAWS

VERONICA SUGGESTED FUTURE AUDITS BE HELD IN PERSON VERUS ZOOM. ALSO, START ASKING FOR VOLUNTEERS IN NOVEMBER SO THE AUIDIT CAN BEGIN AT THE BEGINNING OF THE YEAR

MOTIONS SUGGESTED REGARDING NUMBER OF MONTHS FOR PRUDENT RESERVE AND CHECK SIGNING REQUIREMENTS. AGAIN, THESE WILL BE PRESENTED TO THE BOARD FOR DISCUSSION AT THE JUNE BOARD MEETING.

PLEASE NOTE THIS IS JUST A BRIEF SUMMARY OF THE BOARD DISCUSSION. REFER TO YOUR COPY OF THE REPORTS YOU WERE PROVIDED FOR ADDITIONAL INFORMATION.

THANK YOU

BETTY K-BOARD CHAIR