

CCF Board of Directors Meeting

Meeting started: 8/15/2023 @6:00p - Recorded.

Open with Serenity Prayer

Roll Call - Jason S., Al E., Betty K., Laura B., Robin T., Stefanie A., Diane U., Greg B.
Dartmore H., Russ H.

Roll Call and Confirmation of a Quorum: 10

Birthdays: Al E. 40 years!

June BOD meeting minutes: Motion to accept made by Laura B., Greg B. (2nd the motion)

BOARD REPORTS:

Board of Directors' Chair (Jason) ****reports were provided to each Director****

- Welcome Russ back to BOD, thank you Brian for your service!
- Absentee Committee Chairs - Faithful 5er and Nicole will be there this month
- Still looking for a front end webmaster, may need to hire someone next year
- Motions and polls created
 - Clean up motion voted on? Changes from he/she to they/their is an actual change
 - ANY changes to ByLaws requires a vote by delegates
 - Jason will add poll
 - Laura made a motion to vote on this issue for the BOD but withdrew as there will be a delegate vote

Delegate Chair Report (Laura) ****No report****

Assistant Delegate Chair (Diane) ****No report****

Office Managers Report (Robin) ****reports were provided to each Director****

- Ops -
 - Quickbooks - some accounts need to be corrected
 - Quickbooks Online Books - \$750 total upfront at purchase; \$75 renewal a year
 - Tax filing review by BOD - check language (not numbers) and provide input
 - Treasurer to sign the taxes - BOD adopts
 - Bookstore Remodel Proposal:
 - Cost \$1,350 materials, labor 12 hours - Total ~\$1600
 - Delegate approval
 - Attorney said need to be careful about asking potential employees if they are alcoholics since it is a disability, need to consult employment attorney
 - Robin will be on vacation 8/22-9/3/23
 - HVAC - Per our lease, we are responsible for the repairs - Robin to get repairs complete ASAP
- Al E. made a motion to purchase Quickbooks and start the office remodel, Dartmore H.(second motion). To Delegates Meeting Saturday

Treasurer's report (Al E) ****reports were provided to each Director****

- Al requested the Board ask at the Delegates meeting for a webmaster.

BLOPS Report (Greg B.) ****reports were provided to each Director****

- Credit policy - added to Operating Procedures authorizing BOD to adopt a credit policy.

OLD BUSINESS:

- Employee Retention Credit (ERC) - questions from Delegate's at Saturday's meeting, vote at Delegate's Meeting in September.

NEW BUSINESS:

- Motion for Quickbooks, Remodel, HVAC Repair - polls will be created to vote on for Saturday's Delegate's Meeting - Al made the motion and Dartmore 2nd to take QuickBooks and remodel to delegates to the meeting this Saturday

ACTION ITEMS:

- Greg - to send Jason final revisions of Bylaws after the vote on at Saturday's Delegate Meeting.

Add to September BOD Meeting:

- Al E. inquired about advertising in Yellow Pages when you can Google AA?
 - ****Add to New Business next month BOD Meeting**
- ****Add raising the approval dollar amount for invoicing**
- Greg - will obtain estimates from Attorneys for the cost of reviewing the Bylaws

Motion to close made by Laura B., Al E, (2nd the motion)

Closed at 7:53pm with the responsibility pledge