

## CCF Board of Directors Meeting

Meeting started: 9/12/2023 @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:** Diane U. 49 years! Happy Birthday!

**August BOD meeting minutes:** Motion to accept made by Russ H., Laura B. (2nd the motion)

### **BOARD REPORTS:**

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

- November Delegate's Meeting in November will start at 2pm.
- Al E., Laura B. and Greg B. will not be attending the September meeting. Jason will moderate the meeting and they are excused.
- New Bylaws - Everyone needs to physically sign the new By Laws so go by the Central Office for that.
- Special Event - CCFAA Sharing your Gratitude Dessert Potluck Living Hope Community Church November 5, 2023 2-5pm.
- ERC vote this month - Discussion about the voting questions

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

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

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

- Capital Expenditure Fund - for excess funds and can be used for projects that are out of budget. Please mention the Grapevine app at Delegate's Meeting.
- Budget was reviewed and approved.

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

BLOPS Report (Greg B.) **\*\*verbal report\*\***

- ¾ of the update to the Delegate Handbook is complete. Draft prepared for Board next month.
- Rod F. will be giving the BLOPS report at Delegate's meeting this month.

### **OLD BUSINESS:**

- Employee Retention Tax Credit – Jason – Continue to follow-up

### **NEW BUSINESS:**

- YP Page Adds/Bylaws - move to next month's agenda
- Sobriety Requirement/Employment - move to next month's agenda

- Delegate Body Approval on Purchases over \$500 - Al E. and Greg B. will draft for presentation to the Board next month.
- Office Manager Retirement Plan - retirement 6% increase as her salary increases every year AND a bonus to compensate the retirement oversight for 10 years
  - Motion Retirement plan is 4.5% of salary paid in her regular payroll check Al E. Dartmore H. (2nd motion) - MOTION DOES NOT PASS

**ACTION ITEMS:**

- Jason/Robin - formulate a plan to present to Capital Expenditures Fund to Delegate's next meeting

Motion to close made by Laura B., Greg B. (2<sup>nd</sup> the motion)

Closed at 8:27pm with the responsibility pledge