

CCF Board of Directors Meeting

Meeting started: 3/12/2024 @ 6:10pm - Recorded.

Open with Serenity Prayer

Roll Call: Laura B., Elain A., Tim H., Robin T., Stefanie A., Greg B., Dartmore H., Russ H., Patricia C., Jim C.

Visitor: Deanna M.

Roll Call and Confirmation of a Quorum: 10, yes

Birthdays: Deanna M. - 1 year - HAPPY BIRTHDAY!

February 2024 BOD meeting minutes: Motion to accept minutes made by Laura B., Russ H. (2nd the motion).

BOARD REPORTS:

Board Director Report (Tim H.) ****No report as of this date****

Delegate Chair Report (Laura B.) ****No report as of this date****

Assistant Delegate Chair (Elaine A.) ****No report as of this date****

Office Manager's Report (Robin T.) ****Reports were provided to each Director****

- Mailbox breakin at CCFAA:
 - Many checks were stolen and one check was cashed fraudulently back in 2021.
 - This past Saturday we did not get the mail, on Monday the staff found the mailbox was broken into and opened. Found that some Faithful Fiver checks were in that mail (through the informed delivery email from USPS) on Saturday.
 - Robin filed a report with USPS.
 - Laura proposed a motion:
 - Get a UPS box at ~\$270 a year tomorrow.
 - Get the USPS to forward our CCFAA mail at that point.
 - Notify delegate body at Saturday's meeting (Laura).
- Suggested price increases:
 - Laura said the prices need to equal our costs
 - Should we subsidize those lost revenues with group contributions?
 - Laura proposed we have a loaded cost of goods. Jim feels we should raise the price to cover the office costs but look into a loaded cost of goods sold in 2025.
 - Motion - Laura motioned raised prices from the accurate dollar and round up, Dartmore H. (second the motion) , leave BTW at the cost it is. *APPROVED*
 - Motion - We will stop allowing groups to bring their own flyers for CCFAA to ship out. Receive one or two every few months. *NOT APPROVED*
- Newcomer Packets:
 - Everyone liked the new packets.
- Annual Report:
 - Tim suggested Directors at Large assist in putting together. Robin will email it out to them.
- Capital Expenditures:

- There are a lot of questions around the flooring quotes. Still work to do.
- Office Equipment
 - Computer costs - Motion to present to Delegates, Laura B., Patricia C. (second the motion) *APPROVED*

Treasurer's report (Greg B.) ****Reports were provided to each Director****

- Error correction - motion from last month is out of order and Greg will withdraw it from the Delegates.
- His plan is to come back in July to see if we need to increase the prudent reserve and will fix it then.

BLOPS Report (Jim C.) ****Verbal****

- The Personnel Handbook needs to be reviewed, possibly by an attorney. There is \$2,000 in the budget for legal costs.
 - Motion: Laura B. made a motion to have the BLOPS Committee review the Personnel Handbook, Elaine (seconded the motion) *PASSED*.
 - Robin T. will email it to Jim C.

NEW BUSINESS:

- Open Office Assistant Position - Robin to mention at the Delegate's Meeting.
- Volunteers for office service work - Tim will mention at the Delegate's Meeting.
- Price Increase suggestions and discussion - discussed and approved to present at the Delegate's Meeting
- 2023 Annual Report - Robin will present at the Delegate's Meeting
- Assistant Secretary needed for hybrid Delegate's Meeting, sobriety requirement could be one year.
 - Motion from Russ H. - Laura nominated Deanna, Dartmore H. (seconded the motion)

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

Closed at 8:01pm with the responsibility pledge.