

I. Opening – March 16, 2024

A. Call to order at 3:00 pm

D.CCFAA Preamble read by - Trever R.

B. Open with Serenity Prayer

E. 7th Tradition - Laura B.

C. 12 Traditions read by - Bill T.

F. Delegate Check-in/Group Announcements

II. Preliminary Business:

Delegate Check-in: Total Delegates= 49

Quorum met: YES

GROUP NAME	FIRST	LAST	LAST ATTENDED	GROUP NAME	FIRST	LAST	LAST ATTENDED	GROUP NAME	FIRST	LAST	LAST ATTENDED
11th Step Meditation Group	Mary	F.	3/16/2024	Folsom Big Book	Whitnee	Mc	3/16/2024	Rocklin Fellowship	Bill	T.	3/16/2024
12th Tradition Big Book Grp	Ryan	O.	3/16/2024	Folsom Saturday Morning Group	Stacy	F.	1/20/2024	Rocklin Racetrack	Sue	B.	3/16/2024
6:30AM Daily Reflections	Dale	M.	4/15/2023	Folsom Way of Life	Dartmore	H.	3/16/2024	Roseville 5th Street Fellowship	Laura	B.	11/18/2023
A Way Out Men's Group	Cameron	M.	2/17/2024	Freedom Group	Max	C.	3/16/2024	Roseville Tuesday Nights Group	Ashley	M.	3/16/2024
AA Morning Coffee	Bernard	E.	3/16/2024	Friday Night Unity Group	Gerrie	G.	3/16/2024	Rule 62 - Roseville	Alie	T.	3/16/2024
AA Unity Group	Shelby	G.	2/17/2024	Gibbons Noon Group	Lauren	R.	6/17/2023	SACYCAA	Tanner	E.	4/15/2023
Acceptance is the Answer	Deenise	K.	7/15/2023	Girls Night Out	Bonnie	A.	12/16/2023	Sac Town Coffee House	Noa	E.	5/20/2023
Alano American River Big Book	Christie	O.	7/15/2023	Good For Nothing	Kellen	W.	3/16/2024	Saturday Morning Women's Reflections	Susan	I	10/21/2023
AIR. Artists in Recovery	Rod	F.	12/16/2023	Grace Abounds	Kristina	A.	8/19/2023	Serenity Book & Step Study Group	Kathryn	M.	3/16/2024
Arcade Mens Group	Kevin	C.	3/16/2024	Granite Bay Lakeside Group	Tom	M.	12/16/2023	Sharing And Caring Group	Michelle	W.	3/16/2024
Attitude Adjustment Group Davis	Barry	M.	3/16/2024	Greenhaven Group	Chris	G.	3/16/2024	Sigue Viviendo	Willy	P.	2/17/2024
Auburn Fellowship	Anna	C.	3/16/2024	Group None	Peter	R.	2/17/2024	Sisters in Sobriety Orangevale	Kathy	J.	12/16/2023
Babes in Recovery	Marsha	G.	1/20/2024	Group One	Monica	P.	3/16/2024	Sisters in Solution	Mari	S.	3/16/2024
Back to Basics Orangevale	Alison	F.	5/20/2023	Group Three	Melissa	P.	3/16/2024	Sixty Minute Solution	Melissa	F	9/16/2023
Bent Nickel Group	Doug	Z.	3/16/2024	Happy Hour Rancho	Elaine	A.	3/16/2024	Sobriety Rocks	Bobby	H.	5/20/2023
Capital City Men's Grp	David	B.	2/17/2024	In the Solution	Jessica	B.	10/21/2023	Step 2 Men's Group	Mark	Q.	2/17/2024
Cathedral Group	Scott	C.	3/16/2024	Into Action	Al	Y.	3/16/2024	Step Sisters	Dannin	C.	10/21/2023
Citrus Heights Group	Steve	R.	3/16/2024	Jaywalkers	Regina	N.	2/17/2024	Sunset Happy Hour	Diane	R.	3/16/2024
Cordova Lunch Bunch	Kevin	W.	3/16/2024	Lavender Heights Y.P.	Ryan	R.	3/16/2024	The Best is Yet to Come	Jake	F.	2/17/2024
Courage to Change	Richard	M.	9/16/2023	Midtown Solutions	Kate	D.	11/18/2023	The Hope and Serenity Meeting	Jim	S.	10/21/2023
Courage to Change Women's Meeting	Teres	L.	10/21/2023	Monday Night Big Book Study	Angela	M.	9/16/2023	The How and the Why of it Men's Group	Greg	B.	3/16/2024
Daily Attitude Adjustment	Lori		2/17/2024	Namaste AA	Cheryl	W.	1/20/2024	The Way Out Women	Sarah	K.	3/16/2024
Daily Direction AA Group	Gilda	O.	3/16/2024	New Hope	Tim	H.	3/16/2024	Thursday Night Men's Group	David	B.	2/17/2024
Davis Young People's	Lindsay	G.	1/20/2024	North Auburn Group	Anna	C.	1/20/2024	Traditional Group	Rod	F.	3/16/2024
Destiny Group	Barbara	S.	2/17/2024	North Hall Group	Jose	S.	3/16/2024	Tuesday Night Beginners	Anthony	G.	3/16/2024
Dixon No Name Group	Scot	B.	2/17/2024	Number One Offenders	Sandy	W.	3/16/2024	We Care	John	D.	3/16/2024
Downtown Young Peoples	Dan	F.	3/16/2024	Oak Park Fellowship	Andy	S.	11/18/2023	We Do Recover	Leslie	M.	12/16/2023
Drunk Squad	Stacy	K.	3/16/2024	Oak Tree Fellowship	Teri	H.	2/17/2024	We Surrender Men's Group	Luke	M.	2/17/2024
Early Birds Group	Gary	H.	2/17/2024	Original Gold Quartz Group	Rita	B.	10/21/2023	Welcome Group	Kevin	H.	8/19/2023
East Yolo Fellowship	Debbie	M.	3/16/2024	Primary Purpose 2020	Rachel	T.	4/15/2023	What A Way to Start a Weekend Women's Grp	Debra	F.	3/16/2024
El Dorado Hills Group	Jim	C.	3/16/2024	Primordial Ooze Men's Book Study	Nick	G.	3/16/2024	White Flag Men's Group	Ryan	O.	2/17/2024
Elk Grove Fellowship	Alyse	R.	3/16/2024	Rancho Murieta Group	Jeff	M.	2/17/2024	Willing Women	Karina	K	12/16/2023
Fair Oaks Beginners	Laura	K.	2/17/2024	Recovery at Noon Group	Stephanie	N.	2/17/2024	Women for Women	Nancy	F.	2/17/2024
Fair Oaks Village	Mike	K.	3/16/2024	Reflections in Pajamas	Heidi	N.	9/16/2023	Woodland Online Group	Leslie	Mc.	12/16/2023
Fe Y Esperanza	Vikki	C.	1/20/2024	Rio Linda Fellowship	Colleen	B.	3/16/2024	Yuba City 329	Jessica	H.	3/16/2024
Fireside Book Study	Mark	B.	3/16/2024	River City Speakers	Matt	C.	1/20/2024				

Board of Directors:

Position	Name	Attendance
Delegate Chair	Laura B.	Present
Assistant Chair/Area Liaison	Patricia C.	Absent
Treasurer	Greg B.	Present
Recording Secretary	Stefanie A.	Present
Board Chair	Tim H.	Present
Director At Large	Russ H.	Present
Director At Large	Elaine A.	Present
Director At Large	Dartmore H.	Present
Teleservice Chair	Dawn D.	Present

Position	Name	Attendance
BLOPS Chair	Jim C.	Present
Birthday/Faithful Fiver Chair	Michelle W.	Present
PICPC Chair	Sigi G.	Present
Picnic Chair	Stacy K.	Present
Special Events Chair	Nicole C.	Present
NCCAA Delegate Liaison	OPEN	
H & I Liaison	Jennifer F.	Present
Office Manager	Robin T.	Present
WebMaster	Teague S.	Absent

New Delegates:

Group Name	Delegate	
New Light	Trever R.	New Delegate
Touchtone 12x12	Kayla H	New Delegate
District 23	Jennifer Q.	
Roundtable	Doug F.	Alt. New Delegate
North Hall	Roger J.	New Delegate

Welcome new delegates!!

Sobriety Birthdays - A total of 120 years! HAPPY BIRTHDAY!

III. Approval of Minutes

February 20, 2024 minutes reviewed by Laura B. (Delegate Chair), motion introduced by Greg B., Douglas Z. (2nd the motion) - passed unanimously.

IV. TRUSTED SERVANT REPORTS:

☐ Delegate Chair Report – Laura B.

This is the third month into our new year of service, so we are all seasoned Delegates by now! I hope you are all enjoying the duties of your service positions. Many of you are considering taking on additional roles of service at the Central Office and in the Delegate body. Thank you, each and every one, for your continued service. Together we continue to carry the message and serve to the best of our ability.

I attended the Board of Directors meeting on March 12th. Many areas of interest and importance were discussed and will be presented this afternoon. In this meeting we will be hearing from our Business Manager and Superhero Robin T. about a few changes made at Central Office, opportunities to be of service, and even an opening for a part time employee position. Robin will also present the details of a capital expenditure of urgent importance for our Delegate Body to take back to their groups for discussion and approval. We will also be hearing from our Wise Treasurer, Greg B. regarding prudent reserve changes presented last month to the Delegate Body.

For old business this month, we will be voting on the by-laws changes in expenditure approval ceiling presented in our January Delegate Meeting. We will be discussing the prudent reserve adjustment presented in February, and we will be voting a nominee into service for our open NCCAA Delegate position.

Thank you to every Delegate member for your continued service. CCFAA is YOU. It is all of us. It is every group that has stepped forward to be part of this intergroup effort. Supporting CCFAA is not supporting some other organization or office. It is supporting our own ability to collectively carry the message.

In love and service,

Laura Bishop

ccfchair@asacramento.org

<https://asacramento.org/>

☐ Assistant Chair Report - Patricia C.

No report this month.

☐ Board Chair Report – Tim H.

The Board meeting was started at 6:05 by Tim H. Board Chair. Roll call was taken, and a quorum was established with all board members present. Motion to accept the minutes for the February 2024 board meeting minutes was made and accepted. Minutes for this meeting will be posted on the CCFAA website in the coming weeks.

In the meeting it was discussed, voted on and approved to get a P.O. Box for all of our mail. We are doing this because our regular mailbox was broken into again. The office manager will give more information in her report.

Some of the other board members will present on other topics that were discussed. More updates to come.

Thank you for allowing me to be of service,

Tim H.

☐ Treasurer Report – Greg B.

Please reference the Statement of Activity Actual vs. Budget February 2024 included in the attachments. Highlighted items reflect information in this report. Thank you to our volunteers, special workers, Office Manager Robin, and staff.

February's deposits, expenses, payables, and bank reconciliation have been audited. Everything checks out and signed copies are on file at the CCFAA office.

1. Literature sales were strong for the month at \$8,538 on a budget of \$7,083. [line 4020]
2. Medallion sales were good at \$3,648 compared to a \$3,125 budget [line 4035].
3. Group Contributions decreased to \$8,398, as we budgeted \$12,000 [line 4100]. Year-to-date Group Contributions remain ahead of budget by \$2,461. Thanks to all the groups for the contributions to keep the office going for our fellowship.
4. Birthday contributions were good at \$223 on a budget of \$125 [line 4120]. Get the word out and HAPPY BIRTHDAY!
5. Faithful Fivers income was off slightly at \$695, as we budgeted \$917 [line4130]. This is a great way for us, as individuals, to directly support CCFAA each month. Sign up today at www.asacramento.org click on DONATE then FAITHFUL FIVER.
6. The Insurance Program revenue was \$5,025 versus a budgeted amount of \$792 [line 4127]. Group renewals are due now, so revenue is seasonal. This variance should decrease as the year progresses.
7. Total Income was up for January at \$27,661 on a budget of \$26,894. [Total Income line].
8. Cost-of-Goods-Sold was good, \$8,187 with our budget of \$8,225, reflecting higher than budget literature and medallion sales. [Total COGS].
9. Payroll Expense was \$10,608 in line with the budget amount of \$10,998. [Total Payroll Expenses].
10. CCFAA received a small \$52 refund from our Workers' Comp carrier versus the budgeted expense of \$475 [Total Insurance]. The over budget variance is decreasing, as expected.

11. Utilities expense decreased to \$1,092 versus the \$1,304 budget [Total Utilities]. Telephone expenses decreased from \$1,921 in January to \$518 in February. The year-to-date over budget variance is down to \$770 from \$983.
12. Total Expenditures were \$14,999 compared to the \$18,669 budget. The year-to-date total is \$35,443, which is below the \$36,655 budget by \$1,212[Total Expenditures].
13. February's Net Revenue was \$4,463 versus a budgeted loss of \$183. Year-to-date Net Revenue is \$11,249, which is \$12,566 ahead of budget [Net Revenue].

We, as members of Alcoholics Anonymous, are helping to make great investments in the future of our Central Office. Thanks to you and your groups for that.

Thank you ALL for your support and involvement with CCFAA. Bring a friend.

*Please take the following back to your groups -

a) **Supporting CCFAA helps bring service to our AA groups and meetings with Literature, Hot Line, Special Events, By The Way Newsletter, Sobriety Chips, and so much more.**

b) The NEWLY REMODELED store is open (**Open Mon-Fri 9-5 and Saturdays 10-2**)

c) Contributions can also be made anytime by **Venmo, PayPal, Check, or Cash.**

Any question can be directed to my contact information below.

Regards, Greg B. cfo@aaasacramento.org



□ **Business Office Manager Report – Robin T.**

- March 31st is the last day to submit applications for meeting/group insurance for the 2024-2025 policy year. If your group needs insurance, please contact the Central Office at 916-454-1771 Monday – Friday 9am-3pm or for more info go to aaasacramento.org under the resources tab/group insurance. If your group received a copy of a *Certificate of Insurance* (COI) for the 2024/2025 year but did not file an application with the CCFAA office, your certificate IS NOT VALID and your group is not covered for liability. If you are not sure if your group is covered for the 2024/2025 policy period, please contact the Business Office for confirmation.
- Last month letters were sent out to all groups asking for current contact information per OPS 9.5.2.6. We have had more than a dozen letters returned to the office due to “incorrect/outdated” address information. If your group is not receiving a copy of our newsletter *By The Way* or the monthly packet of flyers, please contact the office immediately to update your group's information.
- **Refund Policy** We are updating our *Online & In-Store Sales Refund Policies*.
 - a. **In-Store**- per California Civil Code § 1723 this notice is our return policy for in-store purchases.

Any return, exchange, or refund for an in-store purchase must be requested on the same day as the day of purchase during business hours. Monday thru Friday 9am-5pm & Saturday 10am-2pm

Any request made after business hours or after the day of purchase cannot be granted.
 - b. **Online Policy**- We have a 15-day return policy, which means you have 15 days after receiving your item to request a return on damaged or defective items only.

To be eligible for a return, your item must have been damaged or defective upon receipt of your package. You will also need the receipt or proof of purchase.

To start a return, you can contact us at centraloffice@aaasacramento.org. If your return is accepted, we will give you instructions on how to send the damaged or defective product back to our office up to and including a shipping label when necessary. Items sent back to us without first requesting a return will not be accepted.

You can always contact us for any return questions at centraloffice@aaasacramento.org.

Damaged/Defective-

Please inspect your order as soon as you receive it. **Contact us immediately** if the item is defective, or damaged, or if you receive the wrong item so that we can evaluate the issue and make it right.

(For full policy please visit our website: <https://aaasacramento.org/about-ccfaa/ccfaa-policy-statements/>)
- We are now accepting applications and resumes for the open part-time office assistant position. The job description and application can be found on our website under the “About CCFAA” tab. Please email your application and/or resume to officemanager@aaasacramento.org
- All of the 2023 Financial Statements, bank reconciliations, sales tax reports, and payroll tax filings are in the process of being reviewed by CPA Corp. They are now preparing the 2023 Federal 990 and State CT-199 reports which are due on May 15th.

Always working together. [Robin T. - CCF - Office Manager](#)

Work Space	Needed	Equipment Cost	Setup Cost
Manager	New Computer	\$980	\$180
Office Asst.	New Computer	\$980	\$180
Office Asst. (2)	New Computer	\$980	\$180
Sales Asst.	New Computer	\$980	\$180
Receptionist	Relocate Manager's old computer	\$0	\$60
Dell Pro Service	\$4.99/mo./computer	\$250/yr	
Microsoft Office	\$305/license	\$1220	
	Total Estimated Cost	\$5475	\$800

Included with computers:

Dell mini tower computer with 13th Gen Intel® Core™ i5-13400 (10-Core) Processor
 Realtek Wi-Fi 6 (2x2/160) Gig+ and Bluetooth® 5.2
 Integrated Intel® UHD 730 Graphics
 DVD Drive (Reads and Writes to DVD/CD)
 Windows 11 Pro

**These computers support Dual monitors; 1 each HDMI port; 1 each display ports

**Does not include Microsoft Office

****Starting March 14th, 2024 Central California Fellowship****

The Business Office has a **NEW** mailing address.

NEW Mailing Address:

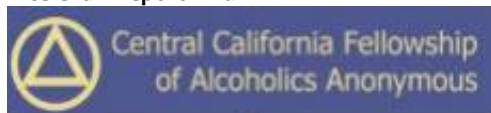
CCFAA
 3609 Bradshaw Rd. Ste. H PMB 176
 Sacramento, CA 95827

Physical Address:

(Business office & Bookstore) Central California Fellowship 9960 Business Park Dr. Ste. 110 Sacramento, CA 95827



☐ **Teleservice Chair Report – Dawn D.**



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

Shift Call Numbers: February 2024

12 Step = 32/ YTD 65

Info = 133/ YTD 289

Total = 165/YTD 354

● **New Business:**

- We have 2 Shift Coordinator positions open currently and are looking to fill these positions ASAP.
- Virtual Workshop for Teleservice Volunteers. Wednesday, April 24th, 2024, 6-8 PM. Please encourage any who are interested and are already a volunteer to join. This is a great opportunity to learn about the new system, hear about the updates to our guidelines, and be a part of an amazing team.

Central California Fellowship of AA Virtual

TELESERVICE ^ WORKSHOP

- New Vonage Phone System • How to download and work the Vonage App on your smartphone • Process - New Volunteer

- o to Placement
- o Spirit of Rotation
- o Checks and Balances
- o What to Do with Scenarios • Communication Commitment • Great way to Give Back to AA • Always Looking for Teleservice



Teleservice Zoom ID: 844 2868 1354 Passcode: TS2024
 Wednesday, April 24, 2024, 6:00 PM – 7:30 PM

- Next CCFAA Holiday Office Closures - Teleservice will cover these day (s):
 - o Monday, April 1, 2024 - during the office closure in observance of Cesar Chavez Day

Thank you for letting the Teleservice Team be of service!
 Dawn D. hotlinehelpers@gmail.com

☐ **Webmaster Report – Teague S.**

- o Still working on reskinning the website.
- o Still need people to be on the adhoc website committee, contact Robin at CCFAA office.

Questions, please send to webmaster@aasacramento.org

☐ **PI/CPC Chair Report – Sigi G.**

- ☐ We've had a recent uptick in attendees to the PI/CPC monthly business meeting, many offering great ideas for PI/CPC work, but we are still in need of sober alcoholics to volunteer for activities such as 'information table' coverage at events like Spring Fling. Calling for Delegates to invite members of their group interested in service to email Sigi at: picpc@aasacramento.org and join the next monthly business meeting (details on the CCF website and the By the Way).
- ☐ We will have elections at our next business meeting in March on March 26th at 6:30pm (meeting details can be found at: https://aasacramento.org/service_opportunities/picpc/). Positions include:
 - a. PI/CPC Co-Chair
 - b. Treasurer
 - c. Volunteer Coordinator
 - d. Presenter Coordinator and others.
- ☐ We had a recent inquiry regarding Elk Grove Unified School District, and will be exploring how best to support it.

☐ **By Laws & Procedures (BLOPS) Chair Report – Jim C.**

- ☐ Committee did not meet in the period between February Delegate's meeting and March Delegate's meeting, due to delay in the chairman's connecting with previous chairman to learn details of position and where last year's committee left off work.
- ☐ Chair has reached out to committee members to schedule a meeting in March to orient themselves and begin work for 2024.
- ☐ Chair expects that the committee will have more to report at the April meeting.

Thank you for letting us be of service,
 Jim C, BLOPS Chair

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

☐ **Hospitals & Institutions Liaison Report – Jennifer F.**

- ☐ Lots of opportunities to be of service.
- ☐ There are new Facilities that need to be covered.
- ☐ Everyone is invited to the Monthly Meeting at Denny's 7900 College Town Drive, Sac. 95826. 3/19/2024 6:00pm
- ☐ 3/23/2024 Workshop, Daily Attitude Adjustment, 11am 8137 Sunset Ave. Ste. 150, Fair Oaks, CA

☐ **NCCAA Delegate Liaison Report – OPEN POSITION**

☐ **Birthday Club/Faithful Fivers Chair Report – Michelle W.**

- ☐ No report, looking for suggestions about how to serve on this committee.

☐ **Special Events Chair Report – Nicole C.**

- ☐ Plans to do another event in November “gratitude” similar to last year.

☐ **Picnic Chair Report – Stacy K.**

- ☐ I have received the list of Picnic Supplies we have in storage with the Central Office. I will be taking a physical inventory in the month of April.
- ☐ Committee Leads are being confirmed. A couple of big-ticket leads needed are for:
 - The Raffle
 - Co-Lead Softball
- ☐ Note that the space that was rented has 2 fields, not three BUT they are a part of the picnic area. This may require us to play more of a Red Robin type of tournament and limit ourselves to 7 teams, which allows a 1-hour break of NO play. We have the Gray and White fields which are well maintained. We may consider reducing the entry fee to \$150.00. This explains why our permit was \$350.00 less than last year. I talked to David Swander who is unsure if he wants to lead this year, he will let me know next week if he will still lead this event. I asked if he would please consider and I will get a co-lead in there with him, somebody that wants to learn the ropes and can take over for the next couple of years.
- ☐ Flyers announcing the picnic, soliciting for softball and raffle will be distributed to the Central Office before the EOM.
- ☐ Please pass on to your groups that we would love to have their help organizing the event. They can reach me at stacykennedy70@gmail.com.

VI. Old Business:

Bylaw Changes - change in the financials from \$500 to \$1,000 to allow the Board to spend without Delegate approval.

- Vote: Yes 45, No 1, 4 abstain - **PASSED**

Elections for Open positions

- NCCAA position - **Mary F.** has been nominated by Laura B., voted in at yes - 51, abstain 3, CONGRATULATIONS!

VII. New Business:

Capital Expenditure Proposals:

- Office Computers
 - Excel Computers is the company we use - set up cost is for setting up the computers to server, QuickBooks account, VPN, communicating to network and up and running. Hourly \$120, estimated 1.5 hours for each one.
 - Replacements are needed as most computers are at least 10 years old, difficult to connect to new programs.
 - Dell Pro service - extended warranty.
 - \$980 will be the cost but if we can find a sale after the vote, we will.
 - Moving the 2018 computer to the reception desk.
- New Mailing Address
 - Due to continued post office box thefts at the current business park, CCFAA obtained a UPS Box:
3609 Bradshaw Rd. Ste. H
PMB 176
Sacramento, CA 95827

VIII. Closing

Invitation to close the meeting - motion to close by Tim H., Wendy M. (2nd the motion).

The next meeting will be on Saturday April 20, 2024, and will start at 3:00pm on Zoom, Meeting ID: 929 9218 9084 – Passcode: 912051. The meeting closed at **5:03pm** with the “Responsibility Pledge”.

**Respectfully submitted by Stefanie A., CCFAA Recording Secretary

***Present issues to Laura B. at ccfchair@aaasacramento.org Issues will be presented to the Board of Directors for review; however, it may have been covered in past meetings or may not be an issue for the Delegate Meeting. The chairperson will add them to the next Delegate Meeting Agenda when appropriate. Thank you.*