

**ADVISORY COMMITTEE MINUTES**  
THE MEETING WILL BE IN PERSON AT CDO 1557 St. Clair NE as well as on Zoom

Monday, October 23, 2023

The Chairperson Charles P. welcomed the Advisory Committee and started the meeting with the SERENITY PRAYER.

ROLL CALL: Cecilia P. reported that there were 22 participants in attendance which met the twenty-person quorum requirement to have an official Advisory Meeting.

MINUTES: Charles P. called for approval of the Advisory Minutes from March 23, 2023 and notes from June 27, 2023, Minutes. There was a motion to waive reading the Advisory Minutes from March 2023 and the notes from June 27, 2023., seconded and the reading of the minutes and the notes were waived. Charles then called for a motion to approve the Minutes from the Advisory Meeting of March 23, 2023 and the notes from June 27, 2023, seconded and the minutes and notes were approved.

Chairperson Charles P. (Area 11) requested Operating Committee Members in attendance to introduce themselves, Rick T. (Area 1), Dennis T., (Area 2), Alan K. (Area 3), Karin K. (Area 4), Pat C. (Area 5) Tim P. (Area 6), Sandy L. (Area 7), Lee L. (Area 8), Emilie W. (Area 9), and Charley C. (Area 10) introduced themselves. Charles P. then asked Ruth to introduce the CDO staff. Ruth welcomed the Committee and introduced the staff: Jason M. Cecilia P., Marilyn K., Nikki P. and Bob M.

Chairperson asks for Committee Reports Charles P

**COMMITTEE REPORTS –**

Financial - Charles P., Sandy L., Tim P. Ruth gave a brief September 2023 Financial Summary. Ruth said although our Operating Budget shows \$62,845 Revenues over expenses, the CDO funding of the Outreach Program reduces our overall revenues by \$23,266 which reduces our revenues over expenses to \$38,725 which means we have \$12,908 to spend monthly for the next three months. Ruth said this is where our healthy Prudent Reserve will get us through until our funds come in again in the March Fund Drive. Corrections is fully funded by the Pink Can; the CDO fully funds our outreach program. Ruth said that the materials purchased by the Outreach Program are going into hospitals and treatment centers to let them know AA is not in competition with them but complimentary to our joint efforts to help the alcoholic who still suffers. Ruth went on to describe that A.A. is the continuation of helping the alcoholic who still suffers and this is where our funds continue to support that effort. Ruth went on to explain that our Literature costs break-even. The CDO does that intentionally by charging all overhead costs to the Operating Budget. This is also part of what we are able to do because of our healthy prudent reserve. We charge all rent, shipping etc. to Operating instead of literature. We also break even on our Guardian Event; we charge the ticket price we pay to our members. The bequest we got for our software update was put in a restricted account so that it was only used for that purpose. Ruth said the main reason we took the software update money was to be able to incorporate the General Service Meeting App into our software. This app was something our members consistently asked for as we could not incorporate it into our current operating system.

Charles P. asked Jason to give an update on the software upgrade. Jason explained the development of the new software. The meeting app went live in August. The overall upgrade is almost complete but there is still some fine tuning. Jason also explained that we have had some very negative experiences with our computer system. Freezing is the main problem and that stalls all jobs. We have decided to take another step to solve these problems. We have 5 new PC workstations for the staff. Each person will have their own server and this should

solve the freezing problem and the overload of the current server. Jason also explained that for our literature sales we still have to use the old server. We are looking into other ways to process literature payments with perhaps barcodes and make the process much faster. That is something we will be exploring in the future. Charles pointed out that the CDO got a great deal on the stand alone computers.

Corrections & Outreach: Rick T., Dennis T, Pat C., Emilie W. Next Corrections & Outreach Committee meetings will be at the CDO Monday November 20 at 6:00 p.m. Nikki C. gave a brief summary of the outreach work she has been doing including: 7 meetings started at the VA, helping Recovery Resources start meetings with AA volunteers. Nikki said she has been visiting facilities trying to network and build solid relationships with Signature Health, Recovery Resources Glenbeigh and other recovery facilities. Nikki said she is also working to update resource lists for special needs, Spanish speaking meetings, sober clubs, detox and sober houses. Dennis said that Outreach and Corrections are meeting at the same time. Dennis said there was a balance of over \$2,000 in the Corrections Pink Can Fund. Ruth then explained that the Pink Can Money is a restricted Fund to be used for literature only for those incarcerated. The money comes from the Pink Can money from members who donate through their groups. It is not money to be used by the CDO. It is used only for conferenced approved literature and the CDO keeps track of the money, purchases the literature at the request of the Committee and houses the corrections material.

Activities: Alan K., Emilie W. Karin K. – Karin talked about getting tickets for the Cavs game and she will explore prices and dates. The home games are either on Friday or Sunday and the group consensus was that Sunday would be the best time. There will be a holiday party in December.

Archives: Charlie P., Pat C. Rick T. Bob McK gave a talk on the importance of Regional Forums

Communications: Karin K., Charley C., Sandy L. – We are exploring both a Facebook and Instagram page.

Open Forum: A member who has been concerned about our publishing the Balance Sheet asked again about the Balance Sheet. Ruth reminded him that he was put in charge of a Committee to get members from each of the eleven districts to meet, discuss and propose what they wanted to do as far as financial disclosures. We publish our Revenue and Expense Financial Statement at each Advisory Meeting. The Committee was never formed and so it came back to the Operating Committee to make a decision. Ruth and Tim P both explained that the Operating Committee decided at its Thursday March 23, 2023 Operating Meeting and further reiterated at the Thursday, March 23, 2023 Advisory Meeting that we would continue with publishing the Revenue and Expense Statement and any member could call Ruth and request a meeting to sit down with her and she would gladly go over the Balance Sheet with them.

Leslie S. asked if we thought that prices of insurance, salaries, postage would be raised in 2024. Ruth said she has not done the budget yet but postage has now gone up to .64 cents and that is a major increase. That's an example of why the CDO wants to keep increasing and improving our digital presence. Ruth said she will have a better understanding of costs at the next Advisory Meeting. Tim P. also said that we have put a cap on our Prudent Reserve and want to make sure the needs of the CDO community are met and one of those places our reserve will go is to fight inflation. Bob M. said one of the places he feels would be a good place to use our prudent reserve money is to replace the lighting with LED lights. We have done some improvements with the CDO office lighting but there is more that could be done which would benefit us financially as well as the environment.

Next Advisory Meeting: at 7:00 pm Wednesday January 24 at 7:00 pm

Charles P asks for Motion to Adjourn, a second and the meeting ended with the Lord's Prayer.