

NEXT MEETING: Monday, December 8, 2008 6:45 pm, Alano Club, Kennewick

Minutes: Central Office Committee Meeting, November 17, 2008

NOTE: Mailing Address – Central Office, 102 E. Kennewick Avenue, P.O. Box 6675, Kennewick, WA 99362

NOTE: Mailing Address – District 4, 102 E. Kennewick Avenue, P.O. Box 6675, Kennewick, WA 99362

NOTE: Mailing Address – WA State East Area 92, PMB 263, 331 Valley Mall Pkwy., E. Wenatchee, WA 98802-4831

NOTE: Mailing Address - General Service Office, Grand Central Station Box 459, New York, N.Y. 10163

NOTE: Washington State East Area web site: www.area92aa.org

Present at meeting (Total - 11) (*COR – Central Office Representative*)

Heidi H. – Chairperson

Paul J., COR – How It Works

John R. – Info Services

Jim F. – Treasurer

Steve A. – Pig Boys

Karen S. – Corrections

Shirley V. – Secretary

Joseph A. – Special Events Chair

John S. – Alt. DCM

Mike S. – DCM

Robert S. – Answering Service

OPENING

Meeting opened at 6:45 p.m. by Heidi H. with a moment of silence followed by the Serenity Prayer.

ABSENT TRUSTED SERVANTS: Jan P.

SECRETARY'S REPORT: Shirley V. – We reviewed October minutes. A motion was made and seconded to approve the October minutes as written. The motion passed unanimously.

TREASURER'S REPORT: Jim F. – The balance as of October 12, 2008 was \$7,761.05. A motion was made and seconded to approve the Treasurer's report. The motion passed unanimously.

OFFICE MANAGER'S REPORT: Jan P. – Jan was out of town, but Steve A. reported that the book store is out of hard covered Big Books. The book store volunteer positions have been filled for the most part. Heidi requested a list of the remaining openings.

COMMITTEE REPORTS

ANSWERING SERVICE: Robert S. – Robert questioned the website wording on the website: Please call the AA Hotline at (509) 735-4086 to speak with a **trained** volunteer who can help you. Heidi will look at the wording on other websites and let John know how we can change the sentence. The answering service is always in need of additional volunteers. They spend a lot of time at their meeting contacting people to fill in the calendar each month. **Call Robert S. if you are interested in working with the committee at 205-1657.**

SPECIAL EVENTS: Joseph A. – The Gratitude Banquet went well – they sold 441 tickets and handed out ten scholarship tickets. The raffle made \$1,727; literature made \$130; the pop/water sales made \$328 which will go toward the children's Christmas party. Brendan D. was a pleasure to listen to. The food was great and there was plenty. We owe the Pig Boys another round of applause for their effort! The decorations and the slide show were also a hit! We had the facility cleaned up by 11:30 p.m. We will have a treasurer's report next month. There was a group conscious of the committee against having service work addressed at the Gratitude Banquet. Special Events committee is trying to secure the gym for the New Year's Eve dance.

CPC/ PI: Amanda P. – N/A. Amanda is getting her work schedule in order and in so doing, will get CPC/PI in order and have a meeting schedule in January. There are books for Amanda to pick up at the Central Office.

TREATMENT: No chair – N/A

CORRECTIONS: Karen S. – We are having a difficult time getting men into Benton County jail; who has applied for clearance and when and are they cleared. Karen was given contact information from various people at the meeting. Heidi requested a list of all the facilities we are taking meetings into and who is scheduled to go where and when. The Karen thanked everyone for all the information she was given. Corrections committee meets at the Central Office on the third Thursday of the month at 6:30 p.m.

SPECIAL NEEDS: No chair – N/A

INFORMATION SERVICES: Colleen S./John R. – A couple of the committees are using the website and minutes are being posted. Dan is trying to work with the Portland Intergroup so that our meeting list will appear on our website

the same way the Portland Intergroup meeting list appears. John tries to update the website within 48 hours from the time information is given to him. We are trying to have a solid presence on our website so that information can be funneled to the Area. Any information you would like to include in the Java Journal should be sent to Colleen S. at javajournaldistrict4@gmail.com.

ARCHIVIST: Bob V. – N/A

NEW BUSINESS:

1. Heidi sent out a volunteer information sheet in the hopes that the chairs would fill in their thoughts on the purpose of the committee, the requirements for service and the current volunteer needs. Please get this information back to Heidi as quickly as possible. We need to get this information out to people so that they understand what service work is all about. See attached Central Office Draft!
2. John has requested that a hard copy of all URL information be put in the Treasurer's binder and also a copy for the Central Office safe.
3. Heidi brought up communication and the need of filling service positions. Their was discussion at the district meeting to change the night of the district meeting to coincide with the central office meeting and perhaps overlapping the two meetings in the hopes of stronger communication between the groups.
4. John R. and Heidi H. met to discuss the website and how it can be used to open up communication not only between the district and the central office, but also with the home groups and the area. How do we propose to go about doing this? What are John and Colleen's roles in this? What is there for the newcomer? Info Services needs to put a meeting together to discuss what resources do we put on our website?

OLD BUSINESS:

1. Paul J. has scheduled a Traditions Workshop sponsored by the Thursday night "How It Works" group for January 31, 2009 – 8-9am, fellowship, 9am-12pm, workshop. Paul will get John a copy to place on the website. The next meeting will be on December 11, 2008 at 7pm. The workshop is going to be informal, with a couple of tables set up with different Traditions at each table, coffee and "donuts" will be served.
2. **Committee Openings:** Treatment and Special Needs. We are also in need of an Alternate Chairperson, an Alternate Secretary and an Alternate Treasurer. Continue to announce these openings at your home groups and invite them to come to the next Central Office meeting.

Motion to close the meeting was made and seconded. Meeting was adjourned at 8:15 p.m.

Respectfully submitted by Shirley Vanrell

DATES TO REMEMBER

December 13, 2008	Prosser Pot Luck, Prosser, WA
December 13, 2008	December 2008 Standing Committee Quarterly, Ellensburg, WA
January 9-10, 2009	January Quarterly, Wenatchee, WA
January 31	Traditions Workshop, Richland, WA
February 12-15	45 th International Women's Conference, Salt Lake City, UT
March 6-8	PRAASA 2009, Oakland, CA
March 13-15	15 th Annual Pockets of Enthusiasm, Spokane Valley, WA
April 3-5	2009 Spring Pre-Conference Assembly, Winthrop, WA

2008 Remaining Meetings:

Dec. 8

(Meetings are held on the second Monday of the month)

**Next Meeting – Monday, December 8, 2008 at 6:45 pm, Alano Club, Kennewick
Central Office meetings are open to all AA members - please invite any that might be interested.**