**October 25, 2020**

**Advisory Board Meeting**

**Openings-** due to zoom technical difficulty openings skipped.

**Attendance-**Pat F., Helen W., Stephanie S., Dan P., Frank W., Alice H., Lanelle D., Lauren S.

**Verify Quorum of 4-** Yes

**Recording Secretary –** Motion to accept last months minutes made by Helen, seconded by Dan- Approved.

**Treasurer-** Dan- I have attached a Balance Sheet showing current financial position as of 8/31/20 as compared to 8/31/19.I have also attached comparative Profit & Loss statements for August 2020 vs 2019 and January – August 2020 vs 2019.I never received any information for the month of September in order to reconcile that month and print out September reports. Renee sent the reports to Dan, but Dan never received as he had some email issues. I will be going to Redmond on Wednesday to get the September information.The COIG Operating account had just over $7,000 at the end of August, plus the $2,000 prudent reserve that has been in place for many years.This compares to $2,876 (plus the $2,000 prudent reserve) at 8/31/19.Donations from groups and individuals are down slightly from the previous year.The main difference is not paying for purchases of additional books and coins.The new office manager will have to check to see where our inventory of these items stands – whether we need to be ordering more soon.Overall, the COIG is in a strong position financially, especially given the COVID challenges we all face.The next big step is transitioning in the new office manager.

**Vice Chair**- Helen- Assembly Host Committee Chair: Christine B. Open positions on Host Committee: Alt. Chair Self-Support Chair Recap Chair Archivist They have a Logo Asking groups to consider donation a gift basket for a raffle drawing in December NEW BUSINESS: Bill H. from Safe Harbor asked if we could explore the GSO position that online meetings cannot be considered a recognized group because they have no physical address. He pointed out that, with the pandemic, online meetings now represent many alcoholics worldwide. With the GSO position, their voices are not heard. We will be looking unto this with the possibility of bringing a motion to the Area that these meeting be recognized, and silenced voices can be heard. Committee Reports: (time allowing) Access: - Open Archives- Open Cooperation with the Professional Community (CPC) - Carrie B. Cooperation with Treatment Facilities (CTF) – Open Corrections - Matt F. Grapevine- Open Public Information (PI) -Ryan Website- Ben R. Bonnie, our DCM, gave an informative presentation on the duties within each of open committee positions and asked GSRs to encourage group members to consider standing for them. Helen W., Intergroup Vice-Chair announced to open position of Intergroup Office Manager. She referred the member to the COIG website for more information.

**Office Manager-** Renee not present report- Book/Lit- $1,033.45 Coins/Misc- $354.92 Total-$1,388.37 Contribution- $1,472.47. Saturday employee and been trained, office will be providing him with a face shield as he is unable to wear a mask due to health issues.

**Old Business-** None

**New Business-**

1. Vote on office manager position (Joan Crosby) Motion: by Lauren seconded by Helen to hire Joan for 23hours per week at $17.00 per hour- PASSED. Start date- 10/30/20 Hours 20-25 per week Hourly wage- $17.00. Work schedule M-F for 4 per day additional night shift once a week. One paid vacation the first year, two the second year on so forth. Scott will continue to work 1st and 3rd Saturday. Pat will prepare offer letter and contract with Alice, they will work out specifics and email to the board for review.
2. Advisory Board positions open for November 2020 – Chair, Recording Secretary, Two Advisory Board Members.

Meeting Adjourned at 5:29pm

Closed with Declaration of Unity.

Minutes submitted by Stephanie S. Recording Secretary.