

# JACKSON COUNTY CENTRAL OFFICE

## STEERING COMMITTEE MEETING

MAY 1, 2021

MEMBERS PRESENT: Joel Sublett, Chair; Amy Ball, Co-Chair; Wayne Trefren, Office Manager; Donna Kitchen, Recording Secretary; Jo Brown, Volunteer Coordinator; Karen Westbrook, Special Events; Keren Donegan, Member at Large; Stacy Byrd, MFG Liaison; Mickey Norcia, Literature; Rob Westbrook, Member at Large.

MEMBERS ABSENT: Fran VanAlstyne, Treasure; Sandy Johnson, Co-Treasurer; Terry Keller, Website; Winslow Cerventes, Newsletter; Dee D'Agostino; District 16 Liaison.

TREASURER'S REPORT: Sandy provided the Treasurer's Report via email. She has been fully vaccinated and will attend the next CO meeting in June. She stated that the bank statement is not available until after the last day of the month so she will provide the April treasurer's report at next month's meeting. Sandy further stated that the balances are in the usual range, nothing out of the ordinary occurred last month and all monies are accounted for. Sandy stated that we will review the March, April and May statements at the June meeting. A motion was duly made and the Treasurer's report was accepted unanimously.

OFFICE MANAGER: Wayne reported that the office affairs are in order and he bought stamps and coffee.

VOLUNTEER COORDINATOR: Jo announced that there is a volunteer slot open for the Saturday am shift. The rest of the shifts are filled with a volunteer trained for shift relief. Jo will email an updated roster to the committee this next week. All volunteers are requested to fill out the online application. Joel announced that he may be available for some Saturday shifts.

LITERATURE: Mickey announced that he has been purchasing an extra case of books when needed. We are in need of Grapevine books and pamphlets. A motion was duly made, seconded and passed for Mickey to purchase the Grapevine books and more pamphlets.

### WEBSITE REPORT:

Terry submitted the report via email. Website traffic is down slightly this month, 316 unique visits in April compared to 395 in March and 353 in February. There was a huge jump in visits to the Newsletter page, 24 in March, 86 in April, thanks Winslow. In person meetings are changing rapidly with the April 30<sup>th</sup> COVID restrictions. Meeting updates can be found on the home page at <http://tiny.cc/AAinperson>. Meetings that have closed are lined out. Hopefully they will reopen soon. Terry requested that he be notified of any closures or openings. Terry moved the In Person link to just below the link for Remote Meetings to make the list easier to read on a mobile device. Popular Pages and the number of views; Home page; 256, Newsletter page; 86, Meeting's page; 62, Tuesday meetings page; 21, Monday meetings page; 10, Events page; 10, Sunday meetings page; 9, Contributions Page; 9, Thursday meetings page; 8, Saturday meetings page; 8, Wednesday meetings page; 6, Friday meetings page; 5, Volunteer page 4.

NEWSLETTER REPORT: Winslow submitted his report via email including a copy of the new premiere edition of the regional Jackson and Josephine Counties AA newsletter, *One Day at a Time*. He requested comments from the committee. The committee overwhelming approved of the new newsletter and the format.

DISTRICT 16: Dee was not in attendance and Joel reported that the meetings are still on Zoom and the May assembly is coming up with details on the website. Jo provided a list of upcoming events that are posted on the website; May 4; District 12 Presentation, May 7; Weekend Rogue Roundup, May 15; Grapevine Workshop, May 15; Bridging the Gap, May 22; Assembly, June 3; THC.

MEDFORD FELLOWSHIP GROUP LIAISON: Stacy attended the April 12 business meeting and reported that a discussion was held regarding the following; guidelines, literature has been selling and pamphlets are always free. There have been no special activities. The archivist is Lorna. It was decided to keep the Saturday 4:30 meeting and the flowers for Rae's memorial was discussed.

SPECIAL EVENTS: No report.

MEMBER AT LARGE: Rob reported that he has been promoting Central Office including the website. He announced that the Senior Center in Eagle Point is temporarily closing due to the COVID restrictions.

CHAIRPERSON: Joel reported that he will be out of town leaving May 7 and back on May 15.

VISITORS: No visitors.

OLD BUSINESS: The committee discussed installing new shelving in the CO office. The project was tabled because donation monies are needed now to keep the CO office open, pay our bills and purchase AA literature. Due to COVID we were unable to have the yearly fundraiser breakfast which provided CO with extra funds beyond the monthly bills.

NEW BUSINESS: It was announced that there is a new meeting starting Saturday, May 8, at 6:30 in Gold Hill at 9625 Old Stage Road.

A motion was duly made, seconded and passed unanimously to adjourn the meeting at 11:00am closing with the Responsibility statement.