



Jackson County Central Office of Alcoholics Anonymous, Inc.

Monthly Business Meeting

Minutes

February 7, 2026

Start of the Business Meeting

Amy opens the meeting at 9:00 AM.

A moment of silence was observed and proceeded by the recitation of the Serenity Prayer.

Committee Directors Present:

Amy, Robert, Dan, Winslow, Wayne T, Cheryl, Christine, Jennifer, Kelly, Taylor, Dianna

Committee Directors Absent:

Randy, Wayne H

Open Committee Directors:

Member at-Large #1

Member at-Large #2

Quorum

Winslow confirms that a quorum exists with eleven out of the thirteen Committee Members in office present.

Group Representatives:

Doug S

Visitors Present:

Ken

January 2025 Business Meeting Minutes

The minutes of the January 2025 Business Meeting were approved as presented with two members abstained.

Treasurer's Report:

Robert gives the Treasurer's Report highlighting some points.

Jackson County Central Office Treasury Report Summary:

Income	January 2026	\$	(479.26)
Net Income	Year-to-date 2026	\$	(479.26)
Cash in Bank:			
• Checking Account:		\$	9,421.15
• Savings Account:		\$	11,313.09
Total Cash in Bank:		\$	20,734.24
Prudent Reserve:		\$	18,000.00



Available Cash \$ 2,734.24

Robert states that 2026 started with a small loss, but otherwise, JCCOAA is healthy.

Wayne T motions to approve February 2025 Treasurer's Report. Kelly seconds the motion. No one opposes it. Treasurer's Report passes.

### **Volunteer Coordinator Report**

Jennifer turns in her resignation.

### **Special Events Coordinator Report**

Cheryl reports plans for the upcoming annual breakfast are proceeding well:

- With the JCCOAA Business Meeting now on the 11<sup>th</sup> of April (the meeting was moved to this date during the last business meeting), Steering Committee members are asked to help set up for the breakfast, which is on April 12<sup>th</sup>, after the business meeting.
- Cost of breakfast for attendees is \$10.
- Start time of the breakfast is 9:00 AM to end at 10:00 AM.
- Chris of DOTR is the cook.
- Winslow will distribute a PDF version of the breakfast to the Committee.
- Taylor to send Wayne T a digital copy of the breakfast flyer for posting on the JCCOAA website.
- Kelly recruited a make speaker from Atlanta, GA.
- The cost of the speaker's round-trip flight is \$430.00.

### **Office Manager's Report**

Randy states via a submitted report that he has resolved after-hours phone service issues, volunteer personnel issues, and literature issues with the respective Committee member.

Randy further reports that he has purchased items and supplies needed for Central Office.

### **After-Hours Telephone Service Coordinator**

Kelly reports she is reviewing the call log she received from Spectrum in order to understand the after-hours call activity and to report that information back to the Committee in her monthly report.

Kelly also reports that she is speaking with after-hours telephone service volunteers to straighten up any issues, such as missed calls.

### **Literature Director Report**

Christine inquiries from the Committee if Randy should be ordering literature. The Committee agrees that Randy should not be making any literature orders as a representative of JCCOAA Steering Committee. Amy will discuss this issue with Randy.



Christine also confirms with the Committee that JCCOAA does not pass along any discounts to any one or group who orders literature.

### **Website Coordinator Report**

Wayne T reports that everything in terms of the website is up to date.

### **Editor of Central Office Newsletter Report**

Taylor has nothing to report.

### **District Liaison Report**

Dianna has no report, but she will take back to District the need for people to fill open Committee positions at the next in-person District Meeting.

### **Chairperson's Report**

Amy has nothing to report.

### **Co-Chairperson's Report**

Wayne H is not present.

### **Recording Secretary Report**

Winslow confirms that each Committee member has received copies of all proposed amendments to the JCCOAA Bylaws that are before the Committee (After-Hours Telephone Service Coordinator Duties and Responsibilities, the Committee's initiative to fully address the need to calculate and maintain the Prudent Reserve to a level that fully addresses the Committee's needs of maintaining Central Office open and funded for twelve months, and the establishment of the Robert's Rules of Order to manage business meetings).

Winslow announces that he will in the future ensure that JCCOAA Business Meeting Minutes are the official, legal record of a board's actions, decisions, and proceedings. He will clearly document the date, time, attendees, quorum status, motions, voting outcomes, and key actions decided upon by the Steering Committee. Winslow will ensure that minutes will serve as a concise, objective summary of the board's rationale for decisions—demonstrating fiduciary duty, compliance with laws and bylaws—rather than a transcript of discussions and/or immaterial information.

Winslow further confirms with the group that each member received a copy of the corrected December 2025 business meeting minutes. Each member present confirms the receipt of these corrected minutes.

### **Members-at Large #1 and #2**

No official directors to give reports.

### **Old Business**

#### **Proposed Amendments to the JCCOAA Bylaws**

The proposed amendments will take place **only** upon the agreement of the majority of the Steering Committee members and **only** after each member has had thirty days to review and consider the proposed amendments. These changes will take place in the



best interest of the JCCOAA Steering Committee and the function of JCCOAA.

**Review and Discuss the institution and management of the JCCOAA Prudent Reserve**

The Steering Committee members are in agreement with the proposed amendments regarding the addition of official language in the Bylaws stating JCCOAA's institution and management a Prudent Reserve to a level that fully addresses the Committee's needs of maintaining Central Office open and funded for twelve months.

**Discussion and Approval of the After-Hours Telephone Service Coordinator Duties and Responsibilities**

The Steering Committee members are in agreement with the proposed amendments regarding the language enumerating the duties and responsibilities of the After-Hours Telephone Service Coordinator. Jennifer does object to specific language that states procedure or process, which Winslow will omit in the final writing of the amended Bylaws.

**Discussion and Approval of the Institution of Robert's Rules of Order Newly Revised 11<sup>th</sup> Edition (Rules of Order)**

The Steering Committee members are in agreement with the proposed amendments regarding the institution of the Robert's Rules of Order to provide a structured, democratic, and uniform set of procedures for deliberative assemblies to conduct business efficiently, fairly, and orderly, and to ensure the majority rules, the minority's voice is heard, and only one subject is considered at a time.

Kelly motions to approve all of the proposed amendments (ABOVE) to the Bylaws as written especially the institution and management of a Prudent Reserve now and bypass the thirty-day review time as required by Article 10 of the Bylaws. Taylor seconds the motion. Motion passes with only one abstain.

**Ad-Hoc Committee to Conduct Group Inventory of Central Office and the Steering Committee**

Motion to kill both of these ad-hoc committees. Motion passes.

**New Business**

Winslow makes a motion to have JCCOAA pay or reimburse the cost of the breakfast's speaker's round-trip flight into Medford. The cost of fare is \$430. Motion is seconded by Dianna. Motion passes. (By this vote, the Committee does not intend to set a precedent with the purchase or reimbursement of an airline fare for an out-of-town speaker for any future breakfasts or any other events held by JCCOAA. JCCOSS is under no expectation mor pressure to spend any of its money for anything.)

**Adjournment**

Wayne T motions to adjourn the meeting. Cheryl seconds the motion. No one opposes it. Motion passes.

The meeting is adjourned at 10:16 AM.

The Committee members recite the Responsibility Prayer in closing.