



Jackson County Central Office of Alcoholics Anonymous, Inc.

Monthly Business Meeting

January 3, 2026

Start of the Business Meeting

Amy opens the meeting at 9:01 AM.

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

Committee Directors Present:

Amy, Wayne H, Robert, Dan, Winslow, Wayne T, Randy, Cheryl, Christine, Jennifer
(present by phone)

Committee Directors Absent:

Kelly, Taylor, Dianna

Open Committee Directors:

Member at-Large #1
Member at-Large #2

Quorum

Winslow confirms that a quorum exists with ten out of the thirteen Committee Members in office present, one of the ten is present on the phone.

Group Representatives:

Jerry, Doug

Visitors Present:

Ken

December 2025 Business Meeting Minutes

Randy objects to the December 2025 Minutes in that on pages 4 and 5 under Old Business the Minutes state that Winslow distributed to each Committee Member a copy of the proposed amendments to the JCCOAA Bylaws. Randy argues that he never received a copy of the proposed amendments because Winslow failed to hand him a copy or was not given a copy. (This incident is important because the Bylaws state that each Committee Member must be given a copy of the proposed amendments at least thirty [30] days prior to the meeting at which the amendments are to take place.) Even though Winslow distributed copies of the proposed amendments during the meeting by placing them on the table to be collected by each member in attendance, he did not distribute the proposed amendments by placing them in the hands of each Steering Committee member. As a result, Randy inadvertently did not receive a copy, so he objects to the statement in the December 2025 Business Meeting Minutes that Winslow



distributed to each Committee Member a copy of the proposed amendments to the JCCOAA Bylaws.

Consequently, at the present meeting, Winslow proceeded to hand Randy a copy of the proposed amendments. Amy and Wayne, who were also not at the December 2025 Business Meeting, were both emailed copies of the proposed amendments later in the month of December. Thus, the thirty-day clock starts again today, January 3, 2026, now that each Committee Member has been given a copy of the proposed amendments. Any changes to the Bylaws cannot happen any sooner than the date of the next JCCOAA Business Meeting, February 7, 2026.

Now, in terms of approving the Minutes, the language in the Minutes must thus be revised to state that *"Winslow distributed the proposed amendments to the majority of the Steering Committee Members in attendance; those (Randy, Amy, and Wayne) who did not receive a copy of the proposed amendments will receive them shortly hereafter."*

Thus, with these revisions or corrections, Robert motions to approve the December 2025 Minutes. Wayne T seconds the motion. No further discussion. Vote is held. All are in favor. Motion passes.

Treasurer's Report:

Robert gives the Treasurer's Report highlighting some points.

Jackson County Central Office Treasury Report Summary:

Income	December 2025	\$	(1,879.81)
Net Income	Year-to-date 2025	\$	691.77
Cash in Bank:			
• Checking Account:		\$	9,900.50
• Savings Account:		\$	11,313.00
Total Cash in Bank:			
Prudent Reserve:		\$	18,000.00
Available Cash			
		\$	3,213.00

Robert states that 2025 ends on a good note in that YTD earnings/profits were \$691.77 despite less Seventh Tradition donations compared to last year and some large literature purchases in December 2025. Financially, JCCOAA is healthy.

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



Volunteer Coordinator Report

Jennifer has nothing to report. She does however thank those individuals who have covered her shifts in her absence.

Special Events Coordinator Report

Cheryl reports she will discuss the upcoming CO Breakfast next month. However, she does report that she has elected to have the annual breakfast on the weekend after Easter, April 12th. Also, she is recruiting a male speaker. Breakfast will be held from 9am to 10am, and the cost will be \$10 per person.

Randy motions to change the JCCOAA Business Meeting to April 11th so that the Steering Committee members can proceed to St. Vincent de Paul after the meeting to organize and prepare for the breakfast. Wayne T seconds the motion. All vote. Motion passes.

Office Manager's Report

Randy reports errors are made with money recordings and drops. Amy suggests that these types of errors need to be resolved with adequate training but that they are part of running a volunteer staff.

After-Hours Telephone Service Coordinator

Kelly is not present, but she did submit her report in advance via email to Winslow. Winslow reads Kelly's report:

From 6 December to 31 December there were 39 calls, 13 from the same #. Believe it's Randy 's

I was able to cover Christmas and New Year's day. Thank you to Matt P and Kevin M.

I believe Tuesday afternoons will not need after hours answering, as it appears it will be covered until we get a permanent volunteer.

I've read the proposed amendment for the bylaws and will vote yes to them.

I've read and answered the inventory questions for whenever we do the inventory.

*Yours in service,
Kelly Keller*

Literature Director Report

Christine has nothing to report.



Website Coordinator Report

Wayne T reports that the December 2025 Minutes will be updated with the corrections as will the January 2026 Newsletter.

Editor of Central Office Newsletter Report

Taylor is not present.

District Liaison Report

Dianna is not present.

Chairperson's Report

Amy has nothing to report.

Co-Chairperson's Report

Wayne H has nothing to report.

Recording Secretary Report

Winslow apologizes to the Committee and to Randy for causing the tension and strife between Randy and himself. He also apologizes to Randy for the harshness and rudeness of an email Winslow sent to Randy earlier in the month. The email was sent in response to an email sent by Randy to the Committee stating that he walked out of the business meeting last month without a copy of the proposed amendments.

Members-at Large #1 and #2

No official directors to give reports.

Group Representative Reports

Jerry has nothing to report at this time about his No Name Group on Friday Nights. Next month, he'll have more to report since the group's business meeting is later this month.

Doug, the rep of the 2021 CP Meeting, reports that his group hosts a good meeting – Seventh Tradition basket and the White Can Basket both circulate during the meeting, attendance can improve. Also, Doug reports that attendance at the VA Meeting at the Dom is low too. Otherwise, all is good and going well.

Old Business

Discussion to calculate the JCCOAA Prudent Reserve (PR)

Robert presents to the Committee a proposal to fully address the "need" to calculate and maintain the PR to a level that fully addresses the Committee's needs of maintaining Central Office open and funded for twelve months.

Firstly, Robert strongly suggests that the JCCOAA Bylaws should include language stating that the Committee will annually review the PR calculation.

Further, Robert presents that the methodology for calculating the PR should be as follows:



1. PR will include twelve months of the average operating expenses per that year's financial statements. The operating expenses will include bank fees and interest, building and utilities expenses, office expenses, and reporting and filing fees.
 - In 2024, twelve months of the average operating expenses per that year's financial statements was \$15,120. In 2025, that amount was \$15,180.
2. Plus, the PR should include, but not require, a three-month average operating expenses for cost of goods including literature, coins, and events.
 - In 2024, the three-month average operating expenses for cost of goods including literature, coins, events, and PayPal fees was \$3,560. So, \$15,120 plus \$3,560 results in a total reserve need of \$18,680.
 - In 2025, the amount was \$3,720. So, \$15,180 plus \$3,720 results in a total reserve need of \$18,900.
3. Thus, the reserve calculation will be identified on the financial reports as cash on hand, less prudent reserve, less operational reserve, and net available cash.
 - In 2024, the reserve calculation resulted in net available cash in the amount of \$1,842. In 2025, that amount was \$2,314.

Therefore, if the net available cash is a positive amount, all is well and JCCOAA may entertain the thought of dispersing funds in the form of discounted prices for the annual CO Breakfast, a book giveaway event, etc., to the A.A. community.

However, if the net available cash amount is negative by less than or equal to the operational reserve, then the Committee must internally discuss ways of bringing the amount to a positive net available cash, such as cutting back on operating expenses.

Now, if the net available cash amount is negative by greater than the operational reserve, then the Committee must urgently get the word out to the A.A. community that JCCOAA is low on funds and is requesting additional financial support.

Essentially, if the JCCOAA funds drop below \$18,000, JCCOAA still remains solvent and functional. However, if JCCOAA funds drop below \$15,000, then the situation is dire because \$15,000 is the amount needed to maintain JCCOAA open for a year since the building lease is a year long lease.

Therefore, the current Prudent Reserve of \$18,000 is in line with this reserve calculation. In fact, this calculation results in a Prudent Reserve need of \$18,900 for 2026 based on the previous year's financial reports.

Winslow motions that JCCOAA should adopt this reserve calculation as the way in which future Prudent Reserves are to be determined. Wayne T seconds the motion.



However, discussion is tabled on account that Randy, who originally brought up the discussion on the PR back about three or four meetings ago, was pulled away from the Business Meeting by an urgent phone call regarding a family member.

Update on the After-Hours Telephone Service Coordinator

The majority of the Steering Committee members is in agreement with the proposed amendments regarding the language addressing the duties and responsibilities of the After-Hours Telephone Service Coordinator. Cheryl does object to certain specific language suggesting that the language not include procedure or process.

Other than this minor change everyone else accepts the language as it appears in the proposed amendments.

Final vote on these proposed amendments is tabled until 30 days have lapsed.

Update on a spending authority, if any, for appropriate Directors and/or Coordinators to utilize JCCOAA funds for JCCOAA business purposes forgoing the need to obtain prior Steering Committee permission/approval.

Winslow motions that appropriate Directors and/or Coordinators have a spending authority to utilize JCCOAA funds for JCCOAA business purposes forgoing the need to obtain prior Steering Committee permission/approval.

There is some discussion from Jennifer that the Committee should just lean on the Tradition that states we are “trusted servants.” Robert does not want anyone spending JCCOAA’s money without immediate oversight. Randy discourages spending money on anything that is not a “traditional” expense without permission.

However, motion is not seconded. Motion dies. Therefore, Winslow withdraws the motion.

Adjournment

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

The meeting is adjourned at 10:14 AM.

The Committee members recite the Responsibility Prayer in closing.