
OCCA REGULAR GSO MEETING MINUTES

FEBRUARY 3RD, 2024

****NO SMOKING OR VAPING ON CHURCH PROPERTY****

- ⇒ **Chairperson:** called the meeting to order, requesting all cell phones be turned off or silenced.
- ⇒ **Chairperson:** read "CA Preamble".
Cocaine Anonymous is a Fellowship of men and women who share their experience, strength, and hope with each other that they may solve their common problem and help others recover from their addiction. The only requirement for membership is a desire to stop using cocaine and all other mind-altering substances. There are no dues or fees for membership; we are fully self-supporting through our own contributions. We are not allied with any sect, denomination, politics, organization, or institution. We do not wish to engage in any controversy and we neither endorse nor oppose any causes. Our primary purpose is to stay free from cocaine and all other mind-altering substances, and to help others achieve the same freedom.
- ⇒ **Chairperson:** called on an addict to read: "**The Twelve Traditions**".
- ⇒ **Chairperson:** called on an addict to report on Tradition #2.
 - Chris J. reports: "For our group purpose there is but one ultimate authority — a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern."
- ⇒ **Chairperson:** called on an addict to give a report on the 2nd Concept.
 - Steve C. reports on Concept 2 which states: "The C.A. Groups delegate to the World Service Conference the complete authority for the active maintenance of our world services and thereby make the Conference — excepting for any change in the Twelve Traditions — the actual voice and the effective conscience for our whole Fellowship."
- ⇒ **Chairperson** asked for an addict to give a report on the 3rd Tradition for next month.
 - Matt M. volunteers.
- ⇒ **Chairperson** asked for an addict to give a report on the 3rd Concept for next month.
 - Melanie R.G. volunteers.

Remaining GSO Meeting 2024 Dates: March 2nd., April 6th., May 4th., June 1st., July 13th., August 3rd., September 7th., October 5th., November 2nd., and December 7th.

Location: Orange Coast Unitarian Universalist Church
2845 Mesa Verde Dr. E Costa Mesa CA, 92627 Suite 8

ARE THERE ANY FEBRUARY BIRTHDAYS?

Carlo P. on February 4th with 3 years.

- ⇒ **Chairperson:** entertains a motion to affirm the new GSRs or confirm a new meeting, if any, as Directors of OCCA and arrange for them to receive a new GSRs packet.

**New Meetings Petitioning to Join Area:
New GSRs: Kathy W. for "Spiritual Lines."**

- **Steve C. makes a motion to affirm Kathy W. as new GSR of "Spiritual Lines." Seconded. Motion passes unanimously.**

⇒ **Chairperson:** reads **GSR Duties** for new GSRs.

GSR Duties: The G.S.R. (General Service Representative) is a very important position. One year of sobriety is required to hold this position and it is a one-year commitment. The G.S.R. is required to attend the monthly business meeting, the G.S.O. (General Service Organization) to get chips, literature, schedules, flyers, and any other pertinent info, to bring back to the meeting.

⇒ **Secretary:** prepares to call roll and reminds members that "During Roll Call, when you hear your name, announce "Present", your current Position (if carrying more than one, state positions following this precedent: Officer, Delegate/Alternate, Committee Chairperson, GSR.) and if you are carrying a Proxy vote. If you are a proxy, please announce your principal for the record."

⇒ **Secretary:** called the roll and announces quorum.

- **Present:** Frank P., Nick B., Melanie R.G., Betsy L., Donovan B., Steve C., Alonzo M., Dan S., Nolan O., Jason S., Mathew M., Jose A., Liz M., Chris J., Angel G., Matt A., Evan L., Jenn C., Russell E., Matt S., Neelam A., MacKenzie C., Nate M., Kathy W., and Doc E. (Late.)
- **Absent:** Dreia M., Carlo P., Kyandra M., Anthony D., Ron D. (proxy).
- **Quorum is 16.**

⇒ **Secretary:** Passed the Master Contact list for any changes or updates to the Roll, Schedule, and Website.

- Melanie R.G. requests that everyone look carefully at the roll sheet and make clear corrections to their contact information.

⇒ **Chairperson:** entertained a motion to accept the minutes for the last GSO meeting.

- **Steve C. makes a motion to accept the minutes from the GSO January meeting. Seconded. Passes unanimously.**

⇒ **Parliamentarian:** reminds members to "To keep things orderly, when wishing to engage in debate/make motions, you will be placed on a list after being acknowledged by the chair, it will then be your turn to debate or make motions when you are called upon relative to your spot on the list. When in debate, please state if you are in favor, not in favor, or asking a question. For any questions of procedure, call for a Point of Parliamentary Inquiry (waiting till someone is done speaking) to ask the Parliamentarian directly."

- Steve C. reminds people to vote with a fist in the air for one vote and two fingers if you are carrying a proxy. Proxy's need to be registered with the secretary. And if you're not a voting member, don't put your hand up at all because that can screw up our count. This is based off of our quorum is less than 16 people's there's only one motion that the chair can entertain and that is a motion to adjourn. Wait for the chair to acknowledge you to speak.
- Frank P. requests that members state their name when speaking as it helps the secretary to transcribe the minutes. We are using a new transcription program that recognizes the speaker.

BOARD OFFICER'S REPORTS

⇒ **Chairperson's Report**

- Frank P.-

714.514.4150

- Report:
 1. Tradition 11 vote
 - Frank P. states that we need to accelerate our process on the Tradition 11 vote and have it in by April 3rd. We're moving faster so that we can meet the SR 14 requirement of having that vote in prior to conference.
 - Steve C. explains that he is also the Vicechair of S&B for World Service and that we set to get a polling process to change traditional 11 wording of which is there's a packet that your group should have received. The packet is going to contain the original tradition 11 wording, then the proposed change to that wording. It also has a list of pros and cons that we encourage you to discuss with your group to make sure you have an informed group conscience. You can only vote yes or no, not abstain and return your vote to the secretary or the chair. World Services S&B will compile them then present a motion to the floor before the SR 14 deadline .
 - Steve C. comments that he wants to be transparent and inform us that the timeline that was put out in the packet was made by a change against what the conference dictated. Somebody at the office board, not the Board of Trustees, changed the timeline. We don't want to be delayed by a full year.
 - Tradition 11 states "Our public relations policies based on attraction rather than promotion. We need to always maintain personal anonymity at the level of press radio, television, and films." The change would be " ...we need to always maintain personal anonymity at the level of all public media." This would be covered by our anonymity clause.
 - You can return your voting document to Melanie R.G., to Steve C., or to Frank P. so that the chair ends up with them.
 - **ACTION ITEM: Melanie R.G. to resend this form to the GSR's.**
 - **ACTION ITEM: GSR's: Voting on change to Tradition 11 needs to be done by April.**
 2. Check in on committee meetings needing to be announced.
 - Melanie R.G. reminds people that committee meetings need to announce their meeting schedule for the month as stated in the S&B's for February and she has not received any yet. They need to be made public so people can get involved.
 - **ACTION ITEM: Committee Chairs to announce their committee meetings publicly.**
 - Steve C. reminds GSR's that it is highly recommended they participate in a committee.
 3. Start planning for Celebrate Around the World (CATW) event the first Saturday in March (Unity Committee)
 - Frank P. states that this event will have two wonderful speakers, Chris J. and Gina from Paychecks Online.
 4. Budgets approved as needed.
 - Frank P. explains that we have asked for budgets from the committee chair, the board, and the delegates. Betsy L., Melanie R.G., and Frank P. met before the meeting to clarify that Betsy L will look at the numbers from last year to help set the budget, but we will be requesting that you put together a budget with categories that we will forward. Frank P. explains that we have never done this before, and it is an important practice in fiscal responsibility.
 - Steve C. explains that having a budget will also help us set a fundraising goal. Raising more money will allow us to do more outreach and activities and continue to grow the fellowship. There are certain committees like PI and Activities that will have more complex budgets so if you need help, please ask the treasurer.
 - Melanie R.G. states that we want to approve this budget at the March GSO, so reach out to Betsy L., or to myself and CC Frank P., you will have a month to work on this.
 - **ACTION ITEM: Board members, Committee Chairs and Delegates need to create a budget by next GSO to be approved at this time. (Need help? Reach out to Betsy L. or Melanie R.G.)**
 - There is clarification that this year will be our benchmark budget so it is acceptable to inflate the budget a little bit and as next year comes around, we can see what our actual expenses were and have a more accurate estimate.
 5. Update on Ad hoc committee for sponsorship. Laura R.

- Chris W. explains that Laura R. is not as involved as we wished in the sponsorship workshop but there are other people interested in the sponsorship workshop including Nolan, Gina, and himself. They are looking at picking a date in April.
- There is a discussion as to the possible need to elect a new chair for this committee.

- **ACTION ITEM: Chris W. will inquire and get back to us on this issue.**

- There is a suggestion by Nick B. that we put this ad hoc committee under Activities since the original leader is not active and Nolan O. is involved anyway. Chris W. responds that there might be someone to take over chairing this committee but, in the meantime, it can be put as a sub, subcommittee for Activities. Nolan O. agrees.

6. Coming up in March:

- Frank P. reminds us of the 1st Saturday – Celebrate Around the World (Unity Committee) Chili Cookoff and that we need to start planning summer/fall activities (meeting/speaker marathons, bowling, softball tournament, etc.) (Unity Committee).

⇒ **Vice-Chairperson's Report** -Nick B.- 949.382.9288

- Report: No report.

⇒ **Secretary's Report** -Melanie R.G. - 714.675.2731

- Report:
 - Melanie R.G. thanks Nick B. for stepping in for her at the last GSO as she was out of the country. She reminds the GSO that the second person voted in to finish her term backed out, taken back by the time commitment. She adds that this made her reconsider as she loves the commitment, and it was decided that the secretary position could be supported by an ad hoc committee. Melanie R.G. requested volunteers and asked members to announce at their meetings. We also subscribed to a new program called Otter that works as a better tool to transcribe minutes than the one she has been using.
 - Introduction of two-page schedule: Melanie R.G. explains that Frank P. requested that she create a two-page meeting schedule to be able to be printed from the website of a four page one and she passes several copies around as it will be brought for a vote. She adds that the disadvantage to the two-page schedule is that the font is small, the listings for the contacts for the fellowship in the rest of California is gone as is the listing of all service commitments at the GSO and the contact information. In addition, there is no room to add any new meetings should we have them. She clarifies that due to the way it is copied it only makes sense to have either a four-page schedule or a two-page schedule, not a three-page schedule. The two pagers would save about .38 Cents a copy.
 - Melanie R.G. says she is passing out surveys for people to write how many printed copies of the agenda, minutes and schedules they are requesting in order to make the number of copies more accurate. She believes that if a paper copy will facilitate making your job easier, she is happy to make the copies as well as the meeting schedules.
 - There is a discussion about the two-page schedule with an opinion that people can print this off the website for themselves with ease, including those who are in treatment and there is also the QR code on them that takes them directly to the website. Melanie R.G. prefers not to make the motion as she is divided between the two options.
 - **Steve C. makes a motion to approve the two-page schedule pending some corrections to it. Seconded.**
 - Discussion: Dan S. likes the four-pagers because they are easy to read. MacKenzie comments that she likes to have them the four-page printed copies because there are many people that come from treatment centers that do not have phones and they need the printed copies.

- There is a vote and there is dissent. Chris J. in dissent says he already spoke to this. Jason S. says that by asking Melanie R.G. to keep two calendars we are adding to her workload when we are trying to relive some of that workload. Nick B. also dissents because it adds more work to Melanie R.G., the four pager is easier to read
- Steve C. explains that if you want to have a motion to reconsider, you must be in the majority then we'll vote on that motion. Steve C. "We're overriding a group conscience that we previously made, so we do need a supermajority of two thirds. Once we have that, then we can talk about rescinding that motion.
- There is a vote to reconsider. Passes. We go back to the original motion.
 - **Steve C. restates the motion: "all those in favor of approving the two-page schedule with correction for distribution." Motion fails unanimously.**
- It is stated that it is important to have a group conscience and to speak to your dissenting opinion as it has the capacity of changing people's minds.
- Neelam A. and Nick B. both offer to help the secretary with the copies and schedules.

⇒ **Treasurer's Report** -Betsy L.- 949.220.2504

- Report: Betsy L. reports:

Previous Balance	\$ 3,397.35
Donations	\$ 1, 581.00
<u>Disbursements</u>	<u>\$ 1,726.64</u>
Ending Balance	\$ 2,751.71

- **Treasurer:** will ask for 7th tradition donations.
 - OCCA Venmo ID: @Betsy-Lyons-1

⇒ **Vice-Treasurer's Report** -Donovan B.- 949.910.0901

- Report: Donovan B. says that we received a letter regarding our tax status, and it was sent out and we will hopefully be reinstated soon.
- Donovan B. also notes that his phone number needs to be corrected on the minutes to show 949.910.0901.
 - **Steve C. makes a motion to amend the minutes to correct Donovan B.'s phone number. Seconded. Motion passes.**
 - **ACTION ITEM: Melanie R.G. to amend the minutes to show Donovan's correct phone number.**
- Donovan B. reports that today they will be getting Betsy L. added to the accounts at the bank.

⇒ **Structure and Bylaws Officer's Report** -Steve C.- 714.330.0416

- Report: Steve C. reports that the committee is working very well, including the vicechair, and the secretary. He introduces a new member, Joseph. The Executive Board does need to approve any new voting members, but it is a simple process and can have the approval within a day or two.
- Steve C. reminds the group that there is a process by which the members of the Executive Board need to be ratified twice a year. This gives us the possibility of not ratifying someone if they have done something egregious for example. We currently have the possibility of a dismissal, but we want a procedure for this so that it is not abused. We did vote on it but the change has not been made and it will show up when he puts out the corrected version.
- Steve C. says that he has put in the GSO's chat a copy of a pamphlet on service that does a very good job of very briefly explaining exactly what GSO is, the positions, and what we do and why we exist. And this is meant for small

time distribution so you can give to people along with what is the GSR pamphlet, and our own local pamphlet of how it works.

- **Steve C. makes a motion to approve the pamphlet “How it Works” for OCCA for printing. Seconded.**

- Steve C. speaks to his motion by saying that OCCA has not put out something like this in 20 years. Instead of someone having to read the complete S&B document, which is not likely if you are first getting involved, this pamphlet will give you the essential information that will encourage someone to join PI, or any other service commitments. It also has the QR code on the back and put it on the website. We would like the website to be a place for the S&B and the service manual.
- Steve C. and Jason S. agree to discuss offline on the timing of putting this up on the website after it has been finalized.
- There is a discussion around the use of “Orange County Cocaine Anonymous Association” and it is decided that we will only use the official name “Orange County Cocaine Anonymous.”
- Steve C. “once we have it printed, it will be PI and Literature that have it out for distribution and only requiring a small budget.

- **Steve C. restates the motion “It’s the approval of the pamphlet for distribution, after corrections.”
Passes unanimously.**

- IT Committee proposal: Steve C. reports that S&B has worked on combining PI subsection of website with just the website so social media stays under PI. Website and Hotline would be the IT committee, which also can grow into other areas of information technology. The sections of the S&B related to this were copied and pasted and the only thing left to do is write a blurb and changing the name of Hotline and website to Information Technology Committee, of which Jason S. would be the chairperson.

- **Steve C. makes a motion to create the IT committee as the S&B has laid it out. Seconded.
Passes unanimously.**

- Nick B. informs that they have also drafted a comprehensive conflict of interest policy that is necessary to get our nonprofit status back.

⇒ **Archivist’s Report** -Alonzo M.- 714.715.0405

- Report: Alonzo M. has no report.

STANDING COMMITTEE REPORT

⇒ **Group Relations Committee** - Dan S.- 714.403.8326

- Report: Dan S. reminds us that we must respect the rules of each meeting, such as no vaping or smoking on the property. He reiterates the importance of anonymity on social media and thus no logos, posters, or any markings of CA in posted images. There is further discussion of educating newcomers in treatment of this principle and the spiritual nature of anonymity in our fellowship because no individual member can speak for the group.

⇒ **Hotline Committee** - Jason S. - 818.263.3500

- Report: Jason S. reports: 22

Number of Calls: 22 Duration: 1:45 average call and 9:10 longest call.

⇒ **Hospitals and Institutions Committee** - Liz M. - 714.266.4081

- Report: Liz M. reports that panels are doing well.

- **Nick B. makes a motion to vote Liz M. as the H&I chair. Seconded. Passes unanimously.**
- **Liz M. makes a motion requesting \$300 for H&I literature. Seconded. Motion passes.**

⇒ **Public Information Committee** - Jose A.- 714.615.1167

- Report: Jose A. explains that he will have a large request for funds at the next meeting. PI is very active and really getting out there. Chris W. explains that once we get our nonprofit status, we can apply for a Google grant to help boost our presence. There is gratitude for the work they are doing.
- **ACTION ITEM: Melanie R.G. to include social media QR code in meeting schedule.**

⇒ **Webservant Subcommittee Report:** -Vacant-
- Report:

⇒ **Social Media Subcommittee Report:** -Angel G.- 714.369.4813
- Report: Angel G. reports that social media really took off with an Instagram account having 500 subscribers. They are running stories every day and posting flyers and shares demographic statistics with the GSO. Neelam A. suggests having a handout for newcomers at meetings so they can follow us on social media. Steve C. recommends this go back to the committee to be worked out there.

⇒ **CPC Subcommittee Report:** -Frankie A.- 714.487.3080
- Report:

Request for Funds: \$ --

- Mathew M. reports that as part of PI work they are starting a new meeting on Wednesdays at noon at Kaiser chemical dependency unit in Orange and requests a starter kit. They are not charging rent. It is suggested that they pay a nominal \$1 in rent. Dan S. says he has a full starter kit at home from the previous noon meetings hosted in Anaheim and offers it to Mathew M.
- **ACTION ITEM: Mathew M. to get kit from Dan S. and pay a nominal rent amount.**
- Jose A. speaks to the persistence they showed in getting this meeting there and its importance.
- Steve C. recommends PI have a booth and materials at events like "Celebrate Around the World" and it is an opportunity to engage the fellowship in action.

⇒ **Unity Committee** - Dreia M.- 909.446.2647

- Report: Dreia M. is out sick.
Request for funds:

⇒ **Activities Subcommittee** - Nolan O.- 407.687.8656
Report: Nolan O. reports that he is passing around a photo of what the T-shirts look like for Celebrate Around the World.

- **Nolan O. makes a motion to approve the flyer for the Chili Cook Off for distribution. Seconded. Motion passes.**
- **Nolan O. makes a motion to approve the t-shirt design for "Celebrate Around the World." Seconded. Motion passes.**
- Nolan O. says t-shirts cost \$13 each and wishes to make 60. There is a discussion on basing the number ordered to what was sold last year. They are good quality and can be sold for \$25 and raise money for the delegates.

• **Nolan O. makes a motion for \$740 for t-shirts.**

- There is further discussion about ordering more based on past sales and increasing the number of those of larger sizes.

• **Steve C. makes a motion to amend Nolan O.'s motion to increase the amount of funds requested to \$1,040. Seconded. Motion passes.**

- Donovan B. raises the issue of paying all at once for the t-shirts and food. It is decided that the funds request for food to exceed \$1,000 will be made next month.

• **Vote for requesting \$1,040 for t-shirts. Motion passes.**

- Nolan O. reports that there is an "H&I God shot Draw unity" event tomorrow with some great speakers. He is also planning the one for May and he is working on starting up "Change for Change" in April. He asks all GSR's if they are onboard and reaches out to the "Dramatic Addicts" meeting. Any leftover t-shirts can be sold there, and the opportunity drawings raise additional funds. Nolan O. requests that groups start getting their entries in for the Chili Cook Off.

• **ACTION ITEM: GSR's to encourage entries to the Chili Cook-Off to be done soon.**

⇒ **Literature Committee** - Matthew M. - 714.585.1829

- Report:

Number of Sales: \$ --
Request for Funds: \$ 265.00

• **Mathew M. makes a motion requesting \$265.00 for Orange County Central Office. Seconded. Motion passes.**

⇒ **Workshop Committee** -Nick B.- 949.382.9288

- Report: Nick B. reports that the January workshop went well, and the next one is February 7th. \$25 to attend to cover supplies, coffee and two meals. Nick B. says he is doing of for funds with \$80 in reserve and will be submitting a budget of \$0.

**Capo Beach Church: 25976 Domingo Ave, Dana Point, CA 92624
Call Nick B. 949.382.9288**

⇒ **Chip Committee** -Carlo P.- 714.587.1258

- Report: Matt filling in for Carlo P.

Amount of Sales: \$ --
Request for Funds: \$ 250

• **Matt makes a motion to request \$250 for chips. Seconded. Motion passes.**

WORLD SERVICE DELEGATES

⇒ **DELEGATE** -Dan S.- 714.403.8326

- Dan S. reminds everyone that the Unity of the Valley Convention is coming up and to register early.
- Dan S. says he is looking for 4-5 women to help at the convention as "Serenity Keepers". Melanie R.G. volunteers.

⇒ **DELEGATE** -Nolan O.- 407.687.8656

⇒ **DELEGATE** -Steve C.- 714.330.0416

- ⇒ **ALTERNATE**
- ⇒ **ALTERNATE**

-Nick B.-
-Kyandra M.-

949.382.9288
928.503.2328

BUSINESS

⇒ **Old Business**

1. Robert's Rules Workshop –Steve C.
 - a. Steve C. says he wishes to hold a workshop for any new chairs and GSR's and it could be via Zoom as he considers it essential.
 - b. There is a discussion about nominating people to serve as Trustees of CA. It is a "dead" position meaning you need to wait until someone dies or steps down and it would be good to have Orange County representation.
2. Tax Status
 - a. Previously discussed.

⇒ **New Business**

⇒ **Chairperson** entertains a motion to Adjourn.

- **Steve C. makes a motion to adjourn. Seconded. Motion Passes.**

- Upon adjournment, **Chairperson** called for a moment of silent meditation and requested an individual to lead the GSO in a prayer of their choice
- Kathy W. takes us out in the Serenity Prayer.
- Meeting adjourned at 12:10 pm.