**CENTRAL SERVICE COMMITTEE MEETING**

**United Memorial Church**

**5350 Young Street, Halifax**

1. **Welcome and Open:** Meeting opened by Foster L. at 7:00 p.m. with a few moments of silence followed by the Serenity Prayer. All were welcomed to the May CSC meeting.
2. **Call for Items to be added to the agenda:** Need to add to New Business– Group Information – Information only.
3. **Twelve Traditions:** The Twelve Traditions were read by Andrew.
4. **Roll Call:**

***Executive:*** Foster L. – Chair, Andrew P. – Treasurer and Arlene P. – Secretary.

***Committees:*** Bill P. – Bluenose Bulletin Editor, Jacqueline K. – Mid-Winter Round-up 2016 Chair, Michael H. – Hospital Visitation Chair, and Curtis F. – Literature Co-chair.

***CSRs:***Ken C. – Keep It Simple, Ken M. – Hubbards, Darla W. – Timberlea, Gerry L. – Sunday Night Serenity, Pamela M. – Acceptance, Glenda K. – Colby Village B.B.S., David C. – St. Margaret’s Bay, Clare L. – Welcome, Gig McM.- Early Risers, Allan M. – Sunrise, Garry M. – Second Chance, Pedro G. – Atlantic, Rick H. – Highland Park, and Debbie W. – Downtown Dartmouth.

***Alt-CSRs:*** Lisa N. – Hubbards, Jennifer S. – Acceptance, and Joe C. – Second Chance.

***Double Duty:*** Heather L. – Web Admin. / CSR Back to Basics.

***Others:*** Cathy MacN. – District 2 Alt.-DCM, FredD. – District 1 DCM and Bob R. – observer.

1. **7th Tradition:** $42.10 collected, taken by Andrew P.
2. **Minutes Approved from Previous Meeting:** No errors.

Recommended by approval – Heather.

1. **Reports:**

***Executive:***

**Secretary:** Good evening, everyone. The minutes were completed and on the website in two weeks and I did up-date the contact list the day I sent the minutes out for review. I was working more shifts than originally expected, hence the longer time getting the minutes completed.

So if anyone is wondering why some tabs in the contact list are without information, I am at a loss as to how this situation can be remedied. Even with having representatives from District and Area 82 here at our meetings (officially and un-officially) and my monthly request for information, no one has sent any additional information for up-dating the contact list. **(For those not in attendance of tonight’s meeting - please send in your contact information, especially if you are your group’s representative (CSR, Alt. CSR or contact person.)**

As always, thanks again to everyone who took time to send in their reports prior to the meeting tonight. I did send out this afternoon confirmation emails to all who sent in their reports over the last few days. And if there are any questions or helpful suggestions pertaining to the minutes, please feel free to contact me.

Yours in service, Arlene P., Secretary

No questions. Recommended for Approval by Kenny.

**Treasurer:** Good Evening, since our last meeting I have sat down with both Foster and Evan as well as we went to the Credit Union in order to rectify our discrepancies with my reports that I have issued to you. There was a misunderstanding as to what accounts we withdrew monies from in order to make literature purchases which led to the discrepancy in my reports.

 We have since cleared up all confusion as to the correct process we are to follow and moving forward, I am confident I will provide you with accurate and precise reports. I have enclosed for you all monthly reports going back to January 1st, 2015 when I first began my posting as your Treasurer. Please accept my apologies for any confusion I may have caused.

Yours in Service, Andrew P., Treasurer

May numbers: opening balance $5445.21, credits $2091.90, debits $2010.44, closing balance $5350.49, prudent reserve $3165.86. Total operating funds available $8516.35.

No questions. Recommended for Approval by Bill.

**Co-chair:**  (Position vacant at this moment.)

**Chair:** Good evening, this past month has been a busy one in service. As mentioned at our last meeting, I attended the meeting at the bank with Andrew and Evan to enquire about the perceived discrepancies in our operating account. Everything was fine at their end; the issue was one of reporting funds for literature and a misunderstanding as to what account literature purchases were to be made from. This has now been cleared up and further explanation will be provided in the Treasurer and Literature reports. Revised financial statements for the year are available to the table tonight.

I have held one-on-one meetings in April with Help E-Mail, Literature, Treasurer, Secretary, Newsletter and Webmaster. These were productive sessions which offered all of us an opportunity to look forward, talk about how what we offer the fellowship is being received and how our outputs may be more user-friendly. From these discussions, enhancements to the newsletter and website are pending and will be discussed under their respective reports. I am hopeful I can meet with the other committee chairs in May.

I attended both District 1 and 2 meetings in April and provided an update on committee activities. In addition, I had the pleasure of facilitating the Detox meeting last Thursday; always a highlight in my sobriety.

I have personally approached five members, and met with two of them, with an invitation to consider the co-chair position. Unfortunately all are extremely busy at this time and have declined. I will continue to seek support as the Chair certainly needs backup.

Our group insurance policy renews in early September. Please advise your groups the invoice will be out no later than July and let me know if they wish to stay on the policy. Renewal costs are $50.00 per group for the year.

Do not hesitate to contact me should any of you have questions and please encourage others to become involved in service.

Yours in service, Foster L., Chair, Central Service Committee

No questions. Recommended for Approval by Pedro.

***Committees:***

**Mid-Winter Round Up: (**Secretary Note: Jacqueline was present and gave a report, but did not submit one for the minutes.)

Question: If the pricing for the event with the hotel becomes too expensive, is the committee willing to look into moving the event elsewhere? Jacqueline said that the committee would look into it, but haven’t found out just yet what the hotel is willing to do. They hoped they would be able to continue the event there for ease and people’s familiarity with the venue, but contract talks have not taken place as yet. That will take place in the next little while.

Recommended for Approval by Pam.

**Webmaster/Website/Email:** We had 2,031 visits to the web site in April top pages were the Meeting List, Newsletter, Events Information and Schedule and the Contact Us info page.

Our subscriber list continues to group now with 469 subscribers receiving the monthly e-mail with links to the meeting list and newsletter.

I had a meeting with Foster on April 22 to discuss a re-work of the web site. We want to simplify so people can find the information they seek more easily. Also there is some repetition across various pages and menus which we’d like to eliminate. This work should make the web site easier to use and to maintain over time.

I will work with Foster and begin to rollout changes in menus, pages, etc. as we see them ready to be brought live on the web site. I cannot easily do all development on a “test web site” using the tools we have so my plan is to bring each change live as we go along. I very much look forward to this work as it’ll hopefully make the web easier to use for some people. I also welcome any and all feedback as these changes are rolled out.

Also during this month, I have setup Mike H as Hospital Visitation Chair contact in Gmail and updated that same info on the web. Curtis has been added the Literature web page as Co-chair.

After I sent out the monthly e-mail to subscribers (done Sunday May 3rd), I have heard from two members saying that when they clicked the link to the Newsletter from that email, they were taken to April’s copy, not May. It worked fine for me; I tested using Chrome browser. Did anyone at the table here tonight receive that email and use the Newsletter link…did anyone have any problems? I will review that email and its links and possibly revise any I find with a problem. It’s odd because I have not revised the links in this monthly email since taking over this position but it does seem that something has changed with this month’s mail-out. I’ll continue to monitor this issue.

As always you can reach me at the webmaster.aahalifax email address with any questions or concerns.

Yours in service, Heather L., Web Administrator

No questions. Recommended for Approval by Gerry.

**Help Email Co-ordinator:** (Absent, no report was read during meeting as it wasn’t sent to Secretary.) Good day all, this is an overview about help emails during the month of April 2015.

In total there were 9 emails; however that does not include responses by email or phone calls. Emails ranged from people looking to "join" AA to a Doctor looking for info about AA for her patients.

Foster and I had our scheduled meeting on April 14. He encouraged me to find a backup in the event that something happens to me. He indicated the member will not be voted in, but should attend a Central Service meeting so that I may introduce them.

I have found a backup, and his name is Rich R. He called Seattle home for most of his life, but moved to Halifax about 10 months ago. Rich belongs to the Back to Basics Group and attends regularly. He has over 22 years of sobriety; Rich is being sponsored and sponsors other men. He is truly a student of the Big Book as well.

I will bring Rich to a Central Service meeting when it does not conflict with his work schedule. So far, I have sent him a few sample emails and responses. When I get the next one or two emails, I will send them to Rich, and he will reply as he sees fit. He will then send it back to me for vetting purposes.

Rich understands that he is not expected to take over once my 2-year term is up. He is committed to being a backup until my term is up or something comes up for either of us.

Thank you for allowing me to be of service.

 Warm Regards, Carol-Anne D., Help Email Coordinator, AA Halifax/Dartmouth, Area 82

902-407-5955

**Hospital Visitation:** Central Service Committee, to date one visitation. Mr. Keith B. Injured. Tree fell upon him. Broken bones, damaged.

Mr. Aubrey L. has shown interest in taking up the responsibility of co-chair position in the subject heading. He will have to be nominated in accordance with AA governing policies.

I am unsure if he is the only hospitalized member as I do believe the actual Hospitalization Service thru the website is unknown to many. {Talk with website administrator to see what can be done in website to bring forward this necessary service}

Thank you, Michael H., Chair, Hospital Visitation Committee.

No questions. Recommended for Approval by Jacqueline.

**Telephone**: (Absent, report read by Arlene.) Greeting, the phones seem to be running smoothly. We are always in need of more volunteers to help out the ones that have been on the phones for years now.

Each cell phone has a binder that comes with the cell, most all information is at your finger tips, and if you need more information, please don't hesitate to call the Phone Coordinator with the cell.

On our website, www.aahalifax.org is a list of weekend groups, please refer to it when in doubt of which weekend is your responsibility. It is the same group that you will be giving and receiving each time.

Thank you, Leah C., Phone Committee Chair

Recommended for Approval by Michael.

**Newsletter:**

1. For the month of May and June a new lay-out and format is being floated for the consideration of the fellowship with feedback for the June meeting of Central Services. The format is intended to be easy to read, easy to scan for relevant information, avoid excess verbiage, minimize the length of the newsletter (3 pages), and to be user-friendly for Chairs and Secretaries at group meetings.
2. The topics of the Bulletin are summarized in specific sections; in an order most relevant at meetings.
3. There was a section in the prior newsletters titled: “Central Services Announcements” which promoted the Web Site for subscriptions. It seemed more in keeping with the spirit of the WEB Site to promote its main qualities: a source of information, a help to suffering alcoholics and online subscription for the Newsletter.
4. All Flyers are eliminated from the Newsletter and relegated to the Web Site. The essence of the information is included in the Events Section.
5. The contact sheet for CSC, Districts 2 & 1 and Area 82 is eliminated. As primarily a Calendar of the activities and milestones of the fellowship in HRM, the contact sheet was not seen as belonging to this theme. However it is an important tool for members in Service. It is suggested this be contained at aahalifax.org with perhaps the printed form available at CSC meetings.

Chair: Bill P.

Comment: One person expressed their approval of the streamlining of the Bulletin. Bill and Foster asked that all CSRs bring feedback from their groups as to whether or not they like the changes. Please bring this information to the next meeting.

Recommended for Approval by Heather.

**Entertainment:** (Absent, report read by Arlene.) Hello, the Entertainment Committee is starting to pick up now, so look out on our website and in the newsletter for coming events.

We had our first Crib Tournament which was a great success. We had a few people able to lend us some crib boards but just not enough so we bought 8 crib boards at $4.93 = $39.44 plus $5.92 tax for a total of $45.36 which is a one-time expense. Being the first Tournament, we gave the winners a gift certificate for a Grapevine book, the total was $30, which is a one-time thing now that there will be a fee to cover the prizes. With the chatter we have been hearing, this is going to be an ongoing event. The next Tournament will be May 30th at 1pm, feel free to bring snacks. There will be a $5 fee and that will be for prizes. Mike has joined the Committee and will be Chair of the crib tournaments.

Tom R. has graciously joined the Entertainment Committee and will be covering the base games. The baseball games will be starting up in May 31th with a fee of $2 to cover the cost of the field and please watch out for the flyers. Please contact Tom R at 902-830-9844

Thank you, yours in service, Samaira.

Recommended for approval by Garry.

**Literature:** (Absent, Evan’s report read by Curtis, Literature Co-chair.) Good evening all, unfortunately I couldn’t make it tonight as I am at work, but luckily I now have a Co-chair to represent the Literature committee and can take any questions in my absence.

It has been a busy month for the Literature committee. I have had lots of orders and book sales over the month of April. I placed an order today with GSO to replenish stock of some hot sellers.

As of the time I write this, there is $822.11 in the literature account, $6651.20 in inventory, for a total balance of $7473.31.

I have been in contact with my Co-chair discussing a few details of the position and upcoming events and we are looking forward to a couple of opportunities to sell some literature this summer.

The literature committee will have a table at the Early Risers AA day on June 20th at Club 24, and I am planning on having a literature day at a place and date TBD. I’ll have the details hammered out by the next Central Service meeting.

Everything is running smoothly with the committee and I look forward to keeping up with the work and making more connections with members through deliveries and sales.

Best wishes to everyone, and I’ll see you at the next meeting.

Yours in Service, Evan Mc, Literature Chair Central Service

Questions: Again, questions came up about the large inventory on hand and if it was necessary. The Literature committee will be looking into ways of trying to reduce its stock and not ordering as much. The cost of the Remote Communities order came to $498.90 worth of books.

Recommended for approval by Ken.

**District 1:** Good evening to all the CSRs, members and guests. It is great to have such wonderful members behind you at the district, members who are always ready to help if there is something that needs doing. It shows me that it works with or without my help. By the way, District # 1 is running very well and all the work is being done. It’s nice to hear from Robert who is back from his vacation with the things he will be doing with CPC. All the other committees are working hard; PI, Treatment, and Corrections. We have our Service Weekend coming up in June 4, 5, and 6 here we are hoping to have a lot of GSRs attending the weekend.

On a more personal note, we at the St. Margaret’s Bay Group voted in a new CSR whose name is David and Co-CSR Bruce. David is here tonight.

There is not that much more to report other than the workshops are up and running well in both districts. All the material I received from the Mutual- Group that closed after 58 years was taken to district # 1. Then it was given out to the four committees PI, CPC, Treatment, and Corrections.

Yours, in love and service, Fred D., DCM for District 1.

No questions. Recommended for Approval by Rick

**District 2:** District 2 last met on Sunday, April 19, 2015. Regular business was conducted and a review of agenda items for the Service Weekend to be forwarded to the groups.

Since that time, the DCM and Alternate DCM have been visiting groups and meetings within the District.

Submitted by Cathy MacN., Alt. DCM for District 2

(Secretary Note: Cathy also went into detail about the up-coming workshops, but this was not included in her hand written report. All information on these workshops can be found in the Bluenose Bulletin.)

No questions. Recommended for Approval by Allan.

**Area 82:** no report tonight

**Other:** no report tonight

**Old Business:**

1. **Elections:**
2. **Committee Co-chair -** no nominations, carried over to next month.
3. **Hospital Visitation Co-chair –** no nominations, carried over to next month.
4. **Newsletter Co-chair –** no nominations, carried over to next month.

**New Business:**

1. **Group Insurance – information only.** (Foster presented)

For the benefit of the new CSRs and those not familiar with the Group Insurance policy, the Chair provided a brief background as to how it came into existence, which company holds the policy and what coverage is provided. He advised the room the policy renewal invoice will be available at the next meeting and the cost will be $50.00 per group. He asked that any groups wishing to be added to or removed from the policy let him know as soon as possible. One member questioned the need for an invoice since we all know it is $50.00. The chair stated invoices are used for tracking purposes and make the administration of the renewal process easier.

(Secretary Note: The annual renewal date of the insurance policy is September 5.)

**Announcements:** (that didn’t make it into the Bluenose Bulletin)

Early Risers Group will be hosting their 5th annual AA Day on June 20th, 2015. There will be Al-Anon and Alateen participation this year. More information to follow.

On May 28 at the Hubbards Group, Keith E. will not be celebrating his birthday due to an injury. (Wishes for a speedy recovery, Keith.)

**Next CSC Meeting is June 2, 2015.**

**Meeting adjourned** at 8:17 pm with the Responsibility Pledge.