

## Minutes Halton Service Office December 18<sup>th</sup>

Meeting opened at 7:01pm

Present:

Gary S: Interim Chair  
Trent: Literature  
Jay: Alt Literature  
Jim T: Past Treasurer  
Rob B: IT Chair  
David A: Treasurer  
Tim O: Fellowship Rep  
Jen G: Attitude Adjustment Rep  
Brian: Hopedale  
Mike W: Fellowship (outgoing Rep)  
Dave D: Attitude Adjustment (outgoing Rep)  
Carrie T: Alt Secretary

Meeting opened with a Moment of Silence, followed by The Serenity Prayer  
12 Traditions read by Mike W

### Jim T: Treasurers Report

Signatories done  
New Visa Card at TD Bank  
Attitude Adjustment making contribution for January

### Trent: Literature Report

Discussion re: purchasing engraving machine; importance of training, first for Trent and then for those using machine at HSO ~ need for safety goggles / first aid kit  
Hoping for cash / cheque transaction to purchase machine ~ no scheduled date yet.  
Identification of outdated literature / pamphlets~ offer to purchasers picking up orders

Motion to accept: Mike / 2<sup>nd</sup> Rob B AIF

No Volunteer Coordinator ~ no report

## Rob B: Technology Report

Strange / unexplainable things going on with Web services ~ Rob is baffled  
Renumerate Rob for EasyCart expense

## Old Business

NewComers packages .. discussion about updating ~ bring suggestions for which pamphlets are included to next meeting, including numbers of pamphlets

Open Officer Positions:

Chair  
Alt Chair

Secretary

Volunteer Coordinator (TAS)

Literature

Fully staffed shifts on TAS at present.

Potion to Close: Jim T / 2nd Trent / AIF

Meeting closed at 7:44pm

YIL & S

Carrie T  
Alt Secretary  
Attitude Adjustment

\*\* once Carrie figures out mail chimp, minutes will be properly distributed.