

## NYCMA MEETING MINUTES

October 24, 2006

7:45 p.m.

Chair opened meeting

**Roll call-      Attending GSRs:**

GSR-Morning 7:30AM, Mike; GSR-Monday, Colin; GSR-Tues 8PM, Robert.; GSR-Wed 8PM, James; GSR-Thur. Eric; GSR-Fri Crystal Clear, Ken; GSR-Sat. Int., Sex Anthony; GSR-Sun, Haley;

**Officers Attending:**

Chair- Bruce C.; Secretary- John T; Treasurer- Kelly M.; Structure & Finance- Don S, Public Information Chair- Bill; H and I Chair- Mike A; Public Information Officer- Mike R.

Secretary reported that a quorum was present  
15 Members Present

**Treasurer's Report: Kelly M**

Net Balance after Reserves:   \$ 379.25

Treasurer's Report supplied see attached Exhibit A.

**Motion:** To accept Treasures Report  
Motion Carried.

**Structure and Finance Report: Don S**

Don contacted Alan C to follow-up with the lawyer working on our 501C3 filings. After a month of calls the lawyer responded with a bill for \$368.00 and not much activity toward getting our By-laws ready for filing.

Don found a reputable service called legalfilings.com that quoted the following fees associated with preparing By-Laws and filing 501C3;  
\$574.00 – Prep documents, review and amend, prep by-laws, respond to IRS inquiry, 554 Employer ID # and draft business plan.  
\$460.00 - State filing fees  
\$300 – 700.00 – Scale based on revenue  
\$86.00 – NY State Tax Exempt Corporate Seal and Kit

Total Cost - \$1,120.00 – 3- 7 Months for completion

**Motion:** To write a letter to the lawyer, working on the 502C3 filings, to terminate his services and negotiate a final payment. We are now going to use LegalFilings.com.  
**Motion Carried.**

**Motion:** To add \$700.00 to the total to pay for LegalFilings.com.

**Motion Carried.**

A few issues must be addressed prior to committing to LegalFilings.com one is the official name that will appear on all 501C3 filings. Another is to stagger the elections of officers to help with transition and continuance.

Motion: To use NYCMA Inc. as the official name on all 501C3 filings.

Motion Carried

Motion: To stagger elections of officers keeping the current Secretary for a 3 month period, ending March 2007.

Motion Carried.

We need to establish a set process to comply with the 501C3 requirements. This will be discussed in more detail after Don begins working with LegalFilings.com. Some of the benefits we can expect as Non-For Profit with Tax Exemption is; Free Public Survive Announcements and Reduced postage.

The Chairman, Secretary, Treasurer and four Committee Chairman will be the new Board of Directors for NYCMA.

**Public Information Officer Report: Mike R**

Mike R reported no activity

**Public Information Chairman Report: Bill V.**

Sometime the call center has new comers that may benefit by meeting with NYCMA board members, when needed. NYCMA is still looking for a Web Master and they are meeting with someone on November 4<sup>th</sup>. Bill would like the GSR to announce at meetings that we are looking for a Web Master. Craig mentioned CMA World Org has someone that may be available to discuss how they are managing their Web site. Anthony and Craig will call the contact at CMA World Org to ask if there someone that can assist our group.

**Literature Committee: Thom M**

No Activity

**Hospitals and Institutions Report: Mike A.**

Spoke about the need to get a meeting to someone in the hospital.

**GSO Report:** Craig H. returned a check for \$172.00 that was allotted for travel to the NYCMA World meeting in Phoenix. He reported attendance at NYCMA World included representative from; LA; Phoenix (with 60 meetings), Salt Lake City, Minnesota, Atlanta, North Carolina and San Diego. They are working on NYCMA World Literature. It was noticed that NYCMA has a strong AA content while other groups are different. The World Literature committee is reviewing all material to come up with approved content. They are

looking for other literature and support form groups. Over all they are impressed with NYCMA literature and the new “Expressions of Hope” book.

**Old Business:**

No old business

**New Business: Share-A-Day:**

Share-A-Day report that budget come in on target and may have a few dollars come back to NYCMA. The event was well received and many thanked, Bill, Harley, Bruce and Nando. Too much responsibility was in a few hands. Next year we must recruit more help from the start. Bruce read from the reviews to find some ideas for next year.

**Motion to Adjourn: 9:00 PM**