

**Area 8 Finance Committee Meeting Minutes – July 8, 2024 @ 6:30pm - 7:30pm (PT) –
Location: Zoom! Meeting ID: 833 6765 7513 Passcode: 856316**

The meeting was opened with the Declaration of Unity at 6:32pm.

Introductions/In attendance were Link S. (Finance Chair), Shawn T. (Treasurer), Audrey B. (Alt. Treasurer), Rob R. (Finance Member), Carrie E (Area 8 Chair), Jeff S. (Finance Member), Cindy (Finance Member) and John M (Finance Vice Chair).

Absent were Jeff S. and Riley C. (Finance Members).

June 2024 Minutes were approved.

The Finance Committee reviewed 1) the monthly Finance Reports including deposits and disbursements from all bank accounts, 2) the Treasurer's monthly reconciliation between QuickBooks, bank/Venmo statements, and the monthly financial reports; 3) verified the check- register (to review the numbering sequence), 4) reviewed any uncashed checks and recommended action, as necessary; 5) verified two signatures on all checks above the set limit, if any; and 6) reviewed all electronic payments made during the previous month.

Financial Report – Sean T. reported that total contributions for June were \$7,829.07 (includes \$5205.23 Venmo deposit). Total budgeted expenses were \$1,222.98. Unbudgeted expenses totaled \$269.75. The result was a net gain for the month of \$6,336.34. Total cash on hand rose to \$26,700.16, which does include our \$5,000 prudent reserve.

Old Business –

- a) 2025 Budget: Budgets were received from 6 officers and 14 Committees, with a requested total of \$94,776.14 for 2025. An ad-hoc session of the Finance committee occurred on Zoom yesterday, July 7th, where the Assembled group (which included the Delegate, Alt Delegate, and several committee Chairpersons) spent 90 minutes suggesting reductions, with a target of \$64K maximum. Today's Finance Committee meeting continued the review of 2025 budget requests, and suggested reductions. These include reductions of \$1000 and \$500 for the Delegate and Alt Delegate, deleting the requested \$2300 for the Delegate to attend the 2025 International Convention in Vancouver since it's not required per the S&G. Amounts for all officers or Committee chairs to attend the Int'l Convention were deleted. Amounts for attending PRAASA were equalized around \$2300 for Delegate, Alt Del. And Chair, while reduced to \$400 maximum for others. Reduced the amounts for workshops by CPC, Grapevine/LaVina, Literature, Newsletter, and YPAA. Review with Info Tech chair what's needed: are seven (7) Zoom licenses needed? Another Ad-hoc session to review 2025 budget requests and suggest reductions was requested by the Treasurer.
- b) GSO Info on Setting up Bank Accounts – No new information. Discussion deferred.
- c) Ad Hoc Committee Assignments – Discussion deferred.
- d) Group/District Treasurers Workshops – None currently scheduled.
- e) Link working on draft unincorporated association template, plus statement of purpose, and process for selection of officers.

New Business –

The meeting ended at 8:00 pm with the Declaration of Responsibility.

Next Finance Committee Meeting will be August 12, 2024, at 6:30pm – 7:30pm