

**Area 8 Finance Committee Meeting Minutes – September 9, 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 6:30pm.

Introductions/In attendance were Link S. (Finance Chair), Shawn T. (Treasurer), Audrey B. (Alt. Treasurer), Carrie E (Area 8 Chair), Cindy B. (Finance Member), Rob W. (Finance Member), and Diana M. (Finance Member). Guests are Maire (D6 Treasurer), Renea (ASL Fund Administrator), and Joey K. (D6 DCM). Absent were and Riley C. (Finance Members), John M (Finance Vice Chair), and Jeff S. (Finance Member),

August 2024 Minutes were approved. We moved first to a discussion of an upcoming motion from the ASL/Interpretation Fund to move the financial account with District 6 to an Area account. After discussion it was determined that more investigation and discussion was needed regarding both the ASL Fund and the H&I Fund before deciding if these should be managed through the Area Treasury

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. Reconciliation for both June and July were done.

**Financial Report** – Shawn T. reported that total contributions for August were \$5,648.88. Total budgeted expenses were \$837.64. There were no unbudgeted expenses this month. The result was a net gain for the month of \$4,811.24. Total cash on hand rose to \$34,586.82, which does include our \$5,000 prudent reserve.

**Old Business** –

- a) Motion to S&G Amend Financial Guidelines: Needs to be divided into five (5) separate motions.
- b) 2025 Budget: It's not currently balanced. It will be balanced based on either reallocation or anticipated 2025 income at the November assembly.

**New Business** –

- a) We may need a new motion to bring the ASL Fund under the Area Treasury and further investigation is needed regarding how the H&I Fund is managed. Any changes will affect the 2025 Budget. A special meeting to discuss this proposal has been scheduled for September 17, 2024 at 6:00pm on Zoom. Link will organize and notice the meeting.
- b) An election will be held at the November Finance Committee meeting on November 11, 2024, for a new Finance Committee Chair whose term shall run from January 1, 2025 through December 31, 2026.

The meeting ended at 7:45 pm with the Declaration of Responsibility.

**Next Finance Committee Meeting will be October 14, 2024, at 6:30pm – 7:30pm**

**Area 8 Finance Committee Meeting Minutes – September 17, 2024 @ 6:00pm - 7:15pm (PT) - Location: Zoom! Meeting ID: 833 6765 7513 Passcode: 856316**

The special meeting of the Finance Committee was opened with the Declaration of Unity at 6:10pm.

Introductions/In attendance were Link S. (Finance Chair), Shawn T. (Treasurer), Audrey B. (Alt. Treasurer), and Carrie E (Area 8 Chair). Guests are Maire (D6 Treasurer), Renea (ASL Fund Administrator), and Joey K. (D6 DCM).

**Reason for this meeting:** The Accessibilities Committee and District 6 would like to transfer the ASL Gold Can Fund from a sub account in District 6’s operating account into Area 8’s operating account.

**Examining Our History and Structures and Guidelines**

- a) Accessibilities/ASL Fund History – Currently, one of the responsibilities of the Accessibilities Committee is to “Manage the Sign Language Fund for supporting ASL interpretation at AA meetings.” Currently, there is about \$16,000 in the fund. The fund currently supports four (4) meetings to pay the ASL interpreters and helps support the Spring Roundup, district workshops, and any other ASL interpreters that are not covered in the Area interpretation budget.
  
- b) Comparisons to the North County Area Institutional Committee (NCAIC) (aka H&I Committee) – the Structures and Guidelines (S&Gs) state that the NCAIC “Operates autonomously with respect to the Area Assembly.” For this reason, the H&I Fund managed by NCAIC is very different from the ASL Fund which is managed by the Accessibilities Committee. No action or discussion regarding NCAIC was had at this meeting. It should be noted that Blaine H. provided a wealth of historical and current information on NCAIC’s operation prior to this meeting via email. Also, it should be noted that under the Responsibilities of NCAIC, on page 21 of the S&Gs, (g) states “This Committee is exempt from Article VIII, Sections A, B and C, of these structures and guidelines.” The sections referred to include the common responsibilities of standing committees with regard to communication and records retention, and then the specific purpose, responsibilities, and membership of the Accessibilities and Archives Committees. It appears that the reference to “Article VIII, Sections A, B and C” is outdated and will need to be reviewed and revised at some later date

**Discussion:**

A review of the S&Gs shows only one line listed under the Responsibilities of the Accessibilities Committee which relates to the ASL Gold Can Fund. This sentence reads as follows:

(g) Manage the Sign Language Fund for supporting ASL interpretation at AA meetings.

Our discussion included the following topics: Do the S&Gs need amended in order to transfer the ASL Gold Can Fund to the Area operating account? If the funds were transferred, what would be the future

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responsibilities of the Accessibilities Committee and the Area Treasurer with regard to this fund? What obstacles exist? Can the transfer be completed before the end of 2024?

One of the biggest obstacles to transferring these funds to the Area operating account is the current provision in the S&Gs which could require a large portion of the fund to be transferred to GSO at the end of each year. This would defeat the purpose of having the Area hold these funds and would be contrary to the purpose of the fund which is to support ASL interpretation at AA meetings in the Area.

Those present agreed to the general framework of the proposal below.

**Proposal Regarding the Accessibilities/ASL Fund**

The existing responsibility of the Accessibilities Committee relating to the Sign Language Fund (the “ASL Gold Can Fund”) should be expanded through amending the S&Gs along the following lines:

Manage the Sign Language Fund for supporting ASL interpretation at AA meetings by doing the following:

- a) Directing ASL Gold Can contributions to the Area Treasurer with notation necessary so that funds are directed toward a specific line item for ASL Interpretation services; and,
- b) Communicating with the Area Treasurer by providing all necessary information so that proper payment can be made for ASL Interpretation services, including the preparation of tax reports (i.e. 1099s/1096), as required.
- c) All funds held within the ASL line item at the end of each budget year will carry over to the same ASL line item for the next budget year.
- d) Announcing the ASL Gold Can and providing AA Members the opportunity to contribute to the fund is part of our 5th and 7th Traditions to carry the message to the alcoholic who still suffers and to remain self-supporting, and shall not be considered by the Area as fundraising.

**Next Steps:** Link and Shawn will work together to prepare a motion to amend the S&Gs according to the proposal stated above.

**Announcements:** None.

The meeting ended at 7:15 pm with the Declaration of Responsibility.

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