

## Area 8 Finance Committee Meeting Minutes

San Diego Central Office  
7075-B Mission Gorge Road, San Diego

**December 9, 2019**

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**Declaration of Unity:** This we owe to A.A.'s future; to place our common welfare first; to keep our fellowship united. For on A.A. unity depend our lives, and lives of those to come.

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### Agenda

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1. Open at 6:31 with Declaration of Unity
2. Introductions: Efrain (treasurer), Cheryl (secretary), Joshua (chair), Paul K. (alt. treasurer), Blaine, Paul G., Flint, Rich W. (alt. chair)
3. November minutes M/S/C
4. Old Business
  1. The committee reviewed the current budget request form and discussed changes that might be made to streamline/simplify annual budget planning for area officers and committee chairs. It was determined that the forms used last year will be appropriate for 2021 budget planning as well.
  2. Ideas for Area 8 website pages on finance pages:
    - i. Monthly finance reports
    - ii. Quarterly finance reports
    - iii. Reconciliation report
  3. Capitol Equipment report must be provided to Chair by the first assembly. Josh will find the 2017 report created by Ginger and Cheryl will create the new working paper for FY2019.
5. New Business
  1. November Financial report — Efrain
    - i. **Total Contributions \$3902.50**
    - ii. **Total Budgeted Expenses \$1061.64**
    - iii. **Contributions Less Budgeted Expenses \$2,840.86**
    - iv. **Total Expenses \$1061.64**
    - v. **Total Cash on Hand \$18,367.90**
    - vi. **Amount TRANSFERRED to prudent reserve \$ 0.00**
    - vii. **Prudent Reserve Balance \$5,000.00**

Commented [CF1]:

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2. 2019 Quarterly report – Efrain
  - i. Total Contributions Q1: \$10,633.55 Q2: \$14,867.08 Q3: \$12886.37 Q4: \$0.00.
  - ii. Total Expenses Q1: \$17,395.09 Q2: \$12,354.11 Q3: \$17395.90 Q4: \$0.00
  - iii. Amount TRANSFERRED to prudent reserve Q1: \$0.00 Q2: \$0.00 Q3: \$0.00 Q4: \$0.00
3. Review of cleared checks, bank statement, QB reconciliation report which balance. It was suggested that the reconciliation report be sent to the committee prior to the meeting so that each member can review prior to the meeting.
4. With Cheryl taking the Treasurer position the finance committee needs to fill the secretary position.
5. 2020 calendar events
  - i. Budget Request Form Workshop – March
  - ii. Group and District Treasurers Workshop- August
6. The finance reports balance to the penny from 2017 until present. Thank you to Flint for pointing out the discrepancies.
7. Next Finance Committee Meeting January 13th & Adjournment 8:20.

### Responsibility Pledge

When anyone, anywhere reaches out for help, I want the hand of A.A. always to be there; and for that, I am responsible.