

MINUTES

Area 8 Finance Committee

Jan 11, 2021 | 6:30 pm | Meeting called to order by Joshua H

In Attendance

Joshua – Chair, Paul G – Alt Chair, Cheryl – Treasurer, Blaine – Area Chair, Deborah Y – new member GSR , Cindy Dist 12 DCM interested in being chair, Christine-GSR Dist 7, Paul K, Flint, Julie M – Secretary, Susan H – Women in Harmony.

Guest: Jane – Past Delegate Communication Adhoc Committee

New members: Paul K newly elected IT chair

Approval of Minutes

The minutes of the December approved Cheryl / Paul

Treasurer's Report

Dec. Financial report – Need to update the numbers except the first 2.

Total Contributions	4,477.95
Total Budgeted Expenses	<u>8,380.69</u>
Contributions Less Budgeted Expenses	(3,902.74)
Unbudgeted Expenses	- 400.00
Return of Gold Can funds	+ 824.05
Total Expenses	3,478.69
Contributions less expenses:	(999.26)
Previous Total Cash on Hand	26,678.10
Current Cash on Hand	22,375.36
Amount TRANSFERRED to prudent reserve	0.00
Prudent Reserve Balance	5,000.00
Other Requests	
Sign Language Fund – its own entity. (Gold Can)	

Question: With the return of the gold can fund, what happens with the money returned.

It was spent on the Special Line Items of R of the Reallocation

Account Issue: December checks cashed. Some check requests were altered by name and amount. ?

Does the bank have responsibility for the fraudulent checks?

Cheryl was asked by the bank if we are going to prosecute.

What does the bank recommend? What is the usual outcome?

Bank fraud is bigger issue.

Ask Trustees what they've heard or done in the past.

The insurance policy - What does that cover? Area, committees and districts meetings. Are they meeting? Was the premium adjusted for the meetings not attended during covid? To be looked into.

Document is 67 pages. It also covers the storage shed, Archives at Mission Gorge, events and workshops. Page 54 has the coverages on it. Joshua to send document to committee.

Old Business

Custody list update:

Paul K of IT. Please fill out custody form for 2 new laptops.

Still need one from Sasha.

Joshua will send a form to Bill, Registrar, to set up as a fillable pdf.

Committee Elections

Cindy is interested in becoming Chair of Finance.

Qualifications: Treasurer for local meeting. Knows Excel. Known for sending documents to GSRs.

We agreed to elect her. Welcome Cindy! Joshua will get with her to work everything out.

Other Discussion

Budget Process Timeline – Read thru last year's timeline

Cheryl – we talked about changing the whole process.

Paul K – currently only given a month to give feed back – the GSRs

Susan – Should we re-do 2021?

At the assembly it was suggested we offer the budget as a draft and get feedback from people.

Good idea: The window of time for GSRs to communicate with meetings bigger.

Invite people to come to meeting earlier in year.

Another opinion: Would like to see year end review again that shows where we spent the money. What 12 step work was accomplished.

And in tandem with that, the quarterly budget. For example the first quarter is heavy. We need a clearer picture per quarter of what's fixed and what is available.

Think about our budget creation process. For officers and committee chairs, creating a budget after only two months in the position is too soon to know what is needed for the budget. Then the second time, you are planning a budget for your replacement who won't be elected for another 10 months.

Discussion of mid year review and reallocation. A model of how to do it. Before the committees put up a budget, ask GSRs what they expect from the committees.

Maybe create committees for the projects. The Area in Washington does that.

Reach out and ask the assembly, the area, what do you want and which committee would be best to work on it with you?

Area 8 committee will be going through the chat from the Assembly looking for 12 step ideas.

Reminder: we don't speak to groups, we go thru DCMs.

Suggestion: Giving groups a deadline to submit ideas.

Other news

Structure and Guidelines sent out for edits.

Are two signatures required? Not by the bank. Area security feature.

Announcements

Joshua Thanks for your amazing beyond the pale service!

Next Meeting

February 8, 2021 Zoom

Adjourned at 8:27 PM

Minutes submitted by

Julie M

Secretary