

Area 8 Finance Committee Meeting Minutes August 14, 2023 @ 6:30pm – 8:00pm (PT)
Location: Zoom! Meeting ID: 962 6898 7584 Passcode: 964243

John opened the meeting with the Declaration of Unity at 6:30pm.

Introductions/In attendance were Teresa W. (Finance Chair), John M. (Alt. Finance Chair), Rob R. (Acting Treasurer), Link S. (Member), Paul K. (IT Chair) and Adrian O. (Area Chair).

July 2023 Minutes were approved.

Teresa W. stepped down as Finance Chair. John will continue as the Alt. Finance Chair, and we should all keep looking for a new Finance Chair. Teresa left the meeting at 6:40pm.

Financial Report

Rob presented the July Treasurer's Report. Total cash on hand through July was \$31,067.96. Receipts are once again being mailed to groups or individuals who didn't provide an email address. The letters with receipts request emails be provided in the future. Through July, 38% of budgeted expenses have been spent. The 2024 Budget is in the final stages. Adjusted budgets were sent to committee chairs and officers and a motion to move the 2024 budget (revised downward to \$56,508.68) to the September assembly has been created.

The Area Chair now has access to all treasurer accounts. The July bank statement and reconciliation were reviewed. Rob shared the profit and loss statement and showed the committee that everything balanced. Adrian mentioned that a \$50 check shown as "uncleared" was actually a deposit for a room rental and was shredded after the bill was paid.

Old Business

Updates on District-13 IRS issues: Nothing back from Parker, yet. Website Update with Karen: No update.

Official group names: Rob shared a new spreadsheet showing Group Contributions which is balanced and will be continued in the future. Posting Group Contributions: Officers will be notified at ACM and GSRs at the next assembly. We will explore putting a QR code to this information in the Area newsletter.

Voluntary Contributions Statement: A statement will be provided that donations are not tax deductible. Statement approved that "Area 8 is an IRC §501(c)(4) organization. Charitable contributions to Area 8 are not tax deductible." At a later date, the Finance Committee will consider the possibility of converting to a §501(c)(3) organization. Updated Inventory List – Will be presented for review in September.

Switch to electronic receipts -Yes, except paper receipts will be sent unless an email address is provided.

New Business

Filling Treasurer position – Still looking. Budgeted Session to Reviewing/Editing Submitted Budget Requests – Completed. Revised budget to be shared with ACM, then will go to the September Assembly.

Targeted Contributions – Already permitted under the structure and guidelines. This answers a question asked by the Newsletter Chair. Receiving Contributions Electronically – Does Zelle/Venmo charge a fee? No current request to use these services. – Tabled. Creation of a Google drive: Acting Treasurer to investigate further.

Amendment to S&G - Specialized Services for oral translations. Adrian presented a motion to amend the Structure and Guidelines. The Finance Committee recommends the motion be moved forward.

Fillable .pdfs or 'Forms' that automatically uploads – Tabled. Retention of paper records - Tabled for September/October discussion

The meeting was ended at 7:50pm with the Declaration of Responsibility.

Next Finance Committee Meeting will be September 11, 2023, at 6:30pm - 8:00pm on Zoom. Meeting ID: 962 6898 7584 PWD: 964243