

Area 8 Finance Committee Meeting Minutes March 13, 2023 @ 6:30pm – 7:30pm

Location: Zoom! Meeting ID: 962 6898 7584 Passcode: 964243

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

In attendance were Teressa (Finance Committee Chair), John. M (Alt. Finance Chair), Lynn E. (Treasurer), Rob R. (Alt. Treasurer), Link S. (Member), Kathy L. (Member), Adrian O. (Area Chair) and Parker M. (Grapevine Committee Chair)

February 2023 Minutes were approved.

Financial Reports

Lynn shared that the February report looks off because we haven't been making deposits until we become certain that our account will no longer be hacked. First hack \$1850 and second was \$2075.39. However, all funds were restored to us by Bank of America and we now have a new bank account! All logins and passwords have been changed and additional security/safety features have been added. We've found a tax preparer who also does taxes for the San Diego Central Office.

Lynn announced a Big-Bookkeeping Workshop for group and district treasurers to be held on Saturday, March 25, 2023 from 1-3PM. Additionally, a Budget Development Workshop for Area officers and committee chairs is tentatively set for April 22, 2023. Lynn created a new finance handout for new DCMs and committee chairs. Kathy will review the handout and provide feedback on the handout from a "General Service newcomer" perspective.

Rob reviewed the bank statements and reconciliation reports. Rob made needed general journal entries and adjustments in QuickBooks as a result of the hacking incidents and reconciling the bank account to be closed. He provided a list of the needed actions to Teressa and Lynn, and also sent a copy to the Finance Committee members. Teressa and Rob will meet to do a final review of QuickBooks before the original Area bank account is closed. Teressa and Rob will be meeting this month to further review information on QuickBooks.

Old Business

John introduced a continuing issue between District 13 and the IRS. District 13 was represented by Parker M. John will work with Monty, Area 8 Delegate, and Parker to solve this issue outside of the meeting. Parker shared that he did have information from Monty on getting help, but the answers were not yet clear.

Teressa reported that she continues to work with the webservant on improving the treasurer/finance committees' web presence on the Area 8 website.

New Business

Teressa presented the 2024 Budget Timeline which she has created together with Lynn. The timeline will be shared at the Area Committee Meeting in three days, on March 16, 2023. Teressa motioned to approve the budget timeline and to hold the officer and committee chair budget meeting on April 22, 2023, online only, 10:30am to noon. The motion passed with no opposition.

Plans for the Big Bookkeeping Workshop were reviewed. Link will follow-up with Jim (D23 Treasurer) to see if he can present at the workshop.

Rob will be adding a line on the contributions received report for unidentified group contributions.

The meeting ended at 8:05pm with the Declaration of Responsibility.

**Next Finance Committee Meeting will be April 10, 2023, at 6:30pm -7:30 pm on Zoom
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