

AREA 15 FINANCE COMMITTEE MEETING

October 7, 2023

Members Present:

Wayne H., Committee Chair

Tom W. Member

Donna W. Area Chair (Ex Officio)

Karen V., Treasurer

Alan T. , Secretary

Jim G. Member

Meeting opened with Serenity Prayer

Committee Members and Guests were introduced\

Wayne welcomed the working Committee and explained how the Committee operates for the guests in attendance.

SECRETARIES REPORT -

The Minutes of our July 15, 2023 Meeting were reviewed. There being no objections or changes to the report the minutes were accepted

Seconded and approved

Prior to review of the Treasurer's Report the Committee made the decisions to hear from members who had Motions on the agenda for the Area October Business Meeting. Listed below is the Finance Committee's action relative to each motion.

REVIEW OCTOBER ASSEMBLY MOTIONS

Motion A:

Remove the Alternate Delegate as ex-officio member of the Website Committee. Respectfully submitted on behalf the Area 15 Website Committee

Background A:

When the Website Committee was formed, the Alternate Delegate was named as an ex-officio of the committee to provide guidance that the committee no longer needs. In addition, the Alternate Delegate position is Conference-facing, and attendance requirements at these meetings is not an effective use of their time.

NO FINANCIAL IMPLICATIONS

Motion B:

The Area 15 Website Committee is requesting an increase in the 2023 budget of \$350. Respectfully submitted on behalf the Area 15 Website Committee

Background B:

The Area was in danger of losing its domain name "area15.org." There were two options for renewing it. One was to re-register it with the provider. The other was to switch providers and register with the new vendor. The second option had a lower cost. The committee opted to pre-pay hosting for two years, which is more cost effective than paying annually. The cost for hosting our domain was \$399.61. Additionally, the committee spent \$151.89 for the services to migrate our website. This has caused the committee to exceed its budget for 2023 by over \$301.50. In addition, we anticipate the need for additional funds for website improvements such as enhanced security or for the purchase of new and/or upgrades to existing plugins.

SUFFICIENT MONIES AVAILABLE IN 2023 BUDGET**Motion C:**

That Area 15 annually funds registration for the Chairperson, Alternate Chairperson and Web Servant of the Area 15 Website Committee to attend the National Alcoholics Anonymous Technology Workshop (NAATW) virtually. The amount is not to exceed \$200 per year, and funding shall be retroactive so as to reimburse these trusted servants for attending the 2023 workshop. Respectfully submitted on behalf the Area 15 Website Committee

Background C:

NAATW is a valuable resource for the Website Committee to learn about new technology and share ideas with other areas. The annual virtual registration is \$45 per person this year but may increase in the future. Any funds not spent will be returned to Area 15.

SUFFICIENT FUNDS AVAILABLE FOR BOTH 2023 AND 2024**Motion D:**

Any past or present District Committee Member or past or present District Chairperson having at least 5 years of sobriety is qualified to serve as an Area 15 officer (Recording Secretary, Registrar, Treasurer, Chairperson), Area 15 Delegate or Alternate Delegate. This motion would replace motions #224 and #297. Respectfully submitted by Carol H, DCM, District 6, Panel 73

Background D:

This motion is designed to better serve our area as there would be more participation by adding past or present district chairpersons to the list of qualified personnel. Under our current motions #224 and #297, there is no latitude for our small districts 11, 12, 14, 16, 19 to participate. These chairpersons may also act

as a DCM without the title. These individuals should have the opportunity to serve as an officer, a delegate or an alternate delegate in Area 15, South Florida.

NO FINANCIAL IMPLICATION

Motion E:

That the GSR and DCM sharing sessions currently held separately from 2-3:50 p.m. be changed to 50-minute sessions each. These sharing sessions will be chaired by trusted servants selected by the host district. The GSR sharing session will be renamed GSR workshop from 2-2:50 p.m. and the DCM sharing session will be renamed DCM workshop from 3-3:50 p.m. Respectfully submitted by

Jill M, DCM, District 5

Background E:

In a recent survey of the South Florida Area 15 membership, there were specific requests for a proposed change. Additionally, comments were made about making changes to the GSR/DCM sharing sessions at the summer 2022 Area 15 inventory. This motion will provide an opportunity for these trusted servants to attend both workshops and to better understand each other's needs, concerns, and experiences with a goal of better serving the groups as a whole.

MOTION WITHDRAWN

Motion F:

That South Florida Area 15 purchase a portable soundproof interpreting booth to enhance simultaneous interpretation to better serve Limited English Proficient (LEP) members at Area 15 assemblies. The interpreting booth will provide acoustic separation between those members and the interpreters, ensuring that members don't miss anything the interpreters are saying due to audience noise; preventing interpreters' voices from being heard in the meeting room; and allowing interpreters to have the best professional environment to perform their duties to provide a better service. The area's Quarterly Coordinator Committee will coordinate with interpreters on storage and transportation of equipment between assemblies as well as set-up and take-down at assemblies. This one-time purchase, which includes a case for transporting the booth and necessary equipment to ensure its effective operation, will not exceed a cost of \$3,500. Respectfully submitted by Adria A, Chairperson, District 17; Raphael G, Chairperson, District 18; and Erasmo H, Chairperson, District 21

Background F:

With the recent inclusion of a third Spanish linguistic district in South Florida Area 15, the number of individuals with limited English proficiency in the area is growing. A portable soundproof interpretation booth which will enclose a 6-foot table will provide the minimum required professional setting for interpretation under current conditions of sound, traffic, high-speed reading and limited room space as opposed to a full-size booth, which would be considerably more expensive. This request is being made to support Spanish speaking members and to provide them the same footing that English-proficient members have to participate in Area 15 assemblies.

ONE TIME EVENT FOR 2023 AND THERE ARE SUFFICIENT FUNDS AVAILABLE

Motion G:

That South Florida Area 15 use the services of a professional language translator to translate minutes of area business meetings from English to Spanish at a cost not to exceed \$2,500 per assembly. Respectfully submitted by Carlos G, Area 15 Spanish Linguistic Committee chairperson, on behalf of the Area 15 Spanish Linguistic Committee

Background G:

The area has been relying on volunteers to translate Area 15 business meeting minutes, which span 15,000 to 18,000 words per assembly, from English to Spanish. Recently, translation has been done using Google Translate, a method that often produces translations that contain significant grammatical errors that cannot be corrected by Google, resulting not only in an inferior product but one that is frequently unintelligible, creating confusion for Spanish-speaking members. Professional translation would provide minutes for the area's Spanish-speaking members that matches the quality of minutes provided for English-speaking members, allowing them to participate in the area with greater equity.

SUFFICIENT FUNDS AVAILABLE TO COVER 2023 AND 2024 EXPENSE ITEM

Motion H:

Motion to be amended to reduce. But we will review \$4200. Expense for 2023 . Determined we have sufficient funds for 2023.

That Area 15 purchase two projectors and two screens for use at South Florida Area 15 business meetings. This one-time expense will not exceed \$4,200. Respectfully submitted, Debbie Coleman, Quarterly Coordinator Committee chairperson, on behalf of the Quarterly Coordinator Committee

Background H:

It is imperative that members of South Florida Area 15 have a clear understanding of motions and amendments that come to the floor for a vote at South Florida Area 15 business meetings. This technology will be used to project motions and amendments on screens positioned at the front of the meeting room which will greatly facilitate members' ability to understand what they are voting on. The transportation, storage, set-up, and operation of this equipment will be facilitated by the Area 15 Quarterly Coordinator Committee. Motion A: That South Florida Area 15 increase the amount allocated for the Area Chairperson, Treasurer, Registrar, Recording Secretary, and any newly elected Area Officers by \$300 for a total not to exceed \$1,000 each to attend on even years the

THIS IS A 2023 EXPENSE ITEM AND THERE ARE SUFFICIENT FUNDS AVAILABLE

TREASURER'S REPORT

- *Contributions Report*

- There was a review of Contributions YTD compared to a similar period in 2022. Although the amounts were somewhat less than 2022 the Finance Committee was not overly concerned. Especially in light of fact expenses are running significantly under budget for 2023. .
- *Budget vs Actual Year to Date Report*
 - Report was reviewed and no significant items were noted
- *Transactions Report*
 - Report was reviewed and no significant items were noted
- *Balance Sheet*
 - Report was reviewed and no significant items were noted

ADDITIONAL ITEMS DISCUSSED

- Possible procedures to alleviate need for a motion each time a Committee has a variable expense item which needs adjusting
- Jim G. suggested a possible motion from the Finance Committee or Current Practice Committee suggesting motions for ongoing expenses where it is anticipated there will be periodic cost increases i.e., conference travel expense, have a built-in inflation factor.
- It was determined the Corrections Committee will present a motion in January to amend their conference travel expense which may require an adjustment to the Standing Committee Events line item in the 2024 budge
- Question was raised if in Current Practice there is any mention on degree of flexibility the Finance Committee has on exceeding the budgeted cost for an expense item.
- Donna asked for input from the Committee on hosting a virtual workshop in November to answer questions members may have on specific items. The Committee was supportive. Donna will discuss with the District Chairs. It was suggested the Finance Committee share any questions they have heard or which may help to clarify certain line items
- Donna requested the Finance Committee members to stand with Wayne when the budget is presented. Purpose is to show the body the Finance Committee has a number of members providing input on the Area finances and also to be available to assist Wayne if needed to answer any questions.
- Karen indicated our tax preparation fees may increase. The quote received to date is approximately \$300 above the current fee. Karen will solicit a few more quotes.

Meeting was adjourned at 4:00pm.

Respectfully submitted
Alan T.
Secretary, Area 15 Finance Committee