

AREA 15 FINANCE COMMITTEE MEETING

July 15, 2023

Members Present:

Wayne H., Committee Chair

Tom W. Member

Donna W. Area Chair (Ex Officio)

Karen V., Treasurer

Alan T. , Secretary

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 April 13, 2023 Meeting were reviewed. There being no objections or changes to the report the minutes were accepted

TREASURER'S REPORT

- Contributions Report

- Duplicate Groups were identified and show at the beginning of the report as “Deleted”
- Some “deleted” groups had contribution amounts affiliated with this listing. Karen will attempt to move these amounts to the non duplicate group listing.

- Budget vs Actual Year to Date Report

- Web Committee will be making a motion at the October Assembly to increase their 2023 budget to cover the current overage of \$301. Web Servant indicated additional monies may be needed and if so the motion will reflect an increased amount
- Area Officers line item 22000000 currently shows \$192. Karen indicated she will move to the appropriate sub account account
- Delegate budget reflects various sub accounts in order to provide transparency on how budget is allocated. The sub accounts have no budget attached to them making it appear these accounts are exceeding budget. Karen will review the sub accounts with the Delegate to attempt to set a budget for the sub accounts.

- Interpreting services Act. 4660000 Main Account
 - Above account currently showing a budget amount of 2,159.24. Karen will move this to the Spanish Translation sub account.-Variance on Banquet Expenses -

There was considerable discussion around the variances reflected in the main account 3100000 Quarterly Expenses and 4440000 Non budget Expenses. Both of these main accounts have various sub accounts all regarding Quarterly expenses. Karen will review the budget amounts assigned to these main accounts and sub accounts and if needed will make the necessary adjustments to reflect expenses and budgets have been assigned to the appropriate accounts. It was speculated some of the variance in Banquet expense may be a timing issue of when hotel was paid by the Area and when the reimbursement from the District Host was received by the Area Treasurer

- Transactions Report

- Karen will look to reformat to ensure all columns are reflected on printed copies

- Balance Sheet

- Balances appear to be appropriate for this time of year
- Review Hotel Deposits
- No questions
- Treasurer will review formatting for the Budget and Expense Report to see if “Account” column can be frozen and the column headers can be repeated at the top of each page

NEW ITEM

- Treasurer asked to discuss the subject of Auditing
- Karen feels it would be appropriate to have an external auditor review the books.
 - Issues considered:
 - Perform Qualified Audit?
 - Perform Unqualified Audit?
 - Perform a Quarterly Review by independent accountant of the quarterly transactions to identify any issues or concerns. ?
 - Who should perform review or audit i.e., our Tax Account or another accountant?
 - Can the Tax Account and the Reviewer or Auditor be the same?

- If an audit is conducted it could be very expensive as the auditor would have to go back many years to offer a qualified audit.
- What will be the cost?
- Would need to add the cost to the 2024 Budget
- Karen V. Treasurer will reach out to our current Tax Account, Connie, and solicit her input and suggestions on these issues. She will share the information with Committee when received
- It was noted our current Tax Accountant may be retiring and we may need to start the process to find a replacement

2024 BUDGET

- 2024 Budget will be presented to the body at the Oct assembly.
- Wayne has reached out to the Committee Chairs asking them to begin development of the budget needs for 2024
- Donna W. Area Chair, suggested we put a deadline out for when 2024 budget material needs to be in to the Finance Chair.
- Donna noted the Current Practice Committee and the Interpretation Service provider may need additional funds in 2024.
- Discussion was had on the importance of the budget reflecting a clear picture on what we expect to receive and spend. Committee Chairs should be encouraged to carefully consider needs of Committee and not rely on amounts previously budgeted for a committee

REVIEW JULY ASSEMBLY MOTIONS

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 Southeast Regional Forum. Submitted by Area 15 Finance Committee.

Sufficient Funds Available

Motion B: To modify the composition of the Current Practice Committee. Composition: Co-chaired by the two immediate Past Delegates. Four (4) current District Committee Members or past District Committee Members who currently serve as District Current Practice Chairs. These past or current DCMs are otherwise funded by their district. A Secretary/Treasurer/Document Coordinator will be selected by the Co-chairs to serve on the Committee. The Area 15 Chairperson will serve as an ex-officio member. Respectfully submitted by the Area 15 Current Practice Committee

No financial implications

Motion C: Any Area 15 Officer or Standing Committee holding a virtual meeting, workshop, or sharing session between quarterly assemblies provide times, dates and login information to the Area 15 Web Servant for posting on the South Florida Area 15 website. Respectfully submitted, Tania W., DCM, District 2

No financial implications noted at this time

Motion D: That the GSR and DCM sharing sessions currently held separately from 2-3:50 p.m. be changed to 50- minute sessions each. These sessions will be chaired by either DCMs, GSRs, or a Past Delegate. The GSR Sharing session will be renamed GSR Workshop, held from 2-2:50 p.m., and the DCM Sharing session will be renamed DCM Workshop, held from 3-3:50 p.m. Respectfully submitted by Jill M, DCM, District 5

Motion will be withdrawn

GUEST MEMBER COMMENTS AND QUESTIONS

Tim- Treasurer from District 5 raised the issue of whether it is appropriate to accept contributions from meetings which choose not to get a Group Number from GSO NY. Various members shared their experience. Following the discussion Tim commented he felt this was not an issue requiring further action.

Meeting was adjourned followed by the AA Responsibility Statement and Lord's Prayer.

Respectfully submitted

Alan T.
Secretary, Area 15 Finance Committee