

# District #23 GSR Officers' Meeting September 26, 2007

[www.ccaadistrict23.com](http://www.ccaadistrict23.com)

DCM contact # 403 – 0487

**Attention Everyone ! New Location !** 3730 State St. Apt. #1

Enter Driveway Next To HORSE. Apartment Complex Is Last Building On That Driveway

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1) Serenity Prayer read by Jim at 7:05

2) G.S.R Preamble read by Steve

3) Treasurer Report Jim S. [treasurerer@ccaadistrict23.com](mailto:treasurerer@ccaadistrict23.com)

## A) Review of new Report using Microsoft Money Software

Jim acquired the treasurers reports from our past treasurer Marta designed using Excel software to acquaint himself with the past financial history of District 23. This way he was able to get a better grasp of how group contributions were properly recorded and what the anticipated monthly expenditures are in our disbursements to the Chairpersons in carrying out general service in District 23. This preplanning was also necessary for Jim to get an idea of how our new budget is being implemented to distribute preset allocated monthly funds for Priority Service work in addition to the funds set aside in the Saving Split Pie to send GSRs to the Area 93 Assemblies, the DCM to PRASSA, and put on events within District 23 (Topic Question and Answer & Delegate Report back Day).

Jim brought a copy of an Excel spreadsheet similar to Marta's to present to the group that will list group contributions and last months expenditures. Jim said that he will probably not have the time to put together a new financial report in the short time before the GSR Meeting using the MS Money accounting program that was motioned on by the GSRs to review as a possible new accounting software tool for the future. It is Jim's goal to create a monthly financial report that is far easier to understand and at the same time create visual aids that will clearly convey the goals of the budget agreed upon in the July meeting to keep our spending down and at the same create a means of setting aside funds for the Savings Split at the end of each month. In addition he wants to be sure to create a financial report that eliminates any confusion there may be in the past Excel reports regarding the monthly allotted expenditures listed in the original Budget Plan and the actual expenditures that were incurred. (usually less than were anticipated) An example of this would be that each month a set amount of money was set aside for Joanne for predicted P.I. expenses and often times by month's end she had additions funds left over. These left over funds were then reintroduced into the running balance to determine District 23 true balance at the end of the month. The other problem that he and Marta have encountered is that since the allocated funds are subtracted from the balance the month before they are incurred, when they are actually incurred and recorded the expense is actually recorded twice.

It was evident to Jim and the Officers that he would need more time in creating the report using MS Money to create a solid template for a monthly financial report that would not have to be radically reorganized in the future and also provide a solid foundational tool for a incoming treasurer. As Jim expressed "Rome wasn't built in a day" and we could wait awhile longer so he could assemble a report that will not have to be debugged over and over in the future. We appreciate your patience and Jim's diligence in trying to accomplish the goals he has in mind.

The funds that were set aside by the GSRs to create a new bank account for District 23 (\$88) were never spent since the process of pursuing this endeavor led to a far less complex and less expensive solution. (Refer to last months Treasurer Report and GSR minutes) It had been suggested at the GSR meeting that this money might be reallocated to purchase the accounting software if the GSRs approved of it after reviewing Jims demo report.

## B) Where do we stand with budget and split?

The balance forward from last month was zero since funds are first allocated for expenditures in carrying out Priority Service work and the remaining funds are set aside in the Saving Split Pie percentages agreed upon in the budget for funding future District 23, Area 93 assemblies and events, and the PRASSA Conference in March 2008. The grand total set aside in the Savings Pie at the end of the month was \$833 and the \$134.50 for October priority expenses had been set aside.

Jim stated that recording of 7<sup>th</sup> Tradition funds picked up that had been send in to the District cutoff point for future months would take place on the date of the Officers meeting which is the last Wednesday of every month, so if a District Groups 7<sup>th</sup> Tradition contribution is not included in the Treasurer's report at the time of the GSR meeting it will be carried over and listed in the running balance of next months report.

Concerning return receipts to verify contributions from all groups who have sent us a 7<sup>th</sup> Tradition donation he assured us that he could provide them provided he had a return name and or address of a member and/or the name of the Groups and it's location to be hand delivered to. Jim explained that to facilitate the treasurers job Receipts, deposits and listings in future reports would be independent of each other since it's obvious with the New yearly Fiscal System in place there must be a definite cutoff point which has turned out to be the Officers meeting which falls on the last Wednesday of every month.

It was suggested at the officers meeting by Jim that after at least six months of reports by the Treasurer a budget review should scheduled to make Fiscal adjustments to address sections of the budget where funds that had been allocated had not been spent. Any funds found to be available must then be brought to the GSRs to be motioned on before making any changes to the already approved District #23 Fiscal Year budget allocations.

This topic was brought up because due to unforeseen circumstances with P.I. the actual expenses will be far less than the amount of month to month funds that were originally allocated to the Public Information Chair Joanne M..

At the last GSR meeting it was requested that the DCM get a written estimate of what the airfare price would be for PRAASA in Anchorage AK when we send our Alt DCM. This was requested to get an idea if our savings goals were realistic. The DCM Mara and the Alt DCM Gil are looking into this and will bring an estimate for the airfare and discounted hotel rooms for review at the October GSR Committee Meeting.

4) Website / Webmaster Status Gil E. [webmaster@ccaadistrict23.com](mailto:webmaster@ccaadistrict23.com)

The accessibilities alias will be rerouted to Mara since the Accessibilities committee chair is open Gil also said that he would update the Archives webpage so Chimene will be able to be contacted through an alias email at the site also.

5) DCM Report Mara R. [dcm@ccaadistrict23.com](mailto:dcm@ccaadistrict23.com)

A) Where do we stand on all the District Service Committees?

B) Santa Barbara AA Convention has informed us thru Tim at Central Office that it wants District Archives participation – what do we need to prepare? (All other District committee chairs would need to contact the Convention Chair if they wish to participate in the SB AA Convention because of space restrictions)

When Gil met with Central Office to review the copy of the Passing It On booklet that he emailed them to download, Tim asked him if he wanted Central Office to bring copies to the SB Convention. Gil replied that usually the District supplies the copies along with the Archives display, but that we hadn't heard from the Convention that they wanted or had room for District participation this year. Tim was kind enough to take it upon himself to contact the Convention Chair and received an answer that they do want the District 23 Archives display. The last time that Mara talked with Chimene, she was still in the process of gathering up the Archives display from Naima and Martha. Mara contacted Naima to try to find out how many Passing It On booklets she had and to find out if she had made the copies that she had let us know she needed back at the August GSR meeting.

When Mara talked with Jennifer on Tuesday, she said she would email the convention chair to ask if there was enough room for the Grapevine display as well.

Mara also mentioned that in the past we have had an "If you can Can" available for anyone who wishes make a donation to District 23 towards the District cost for Passing it On and / or back issues of the Grapevine.

Mara will bring a sign up sheet for GSR participation at the table. We usually like to have volunteers man the tables especially when we have our copies of the Scrapbook and the Grapevine books out.

We have in the past approved payment of registration fees for our volunteers who are not registered at the convention if they work a certain number of hours. Do the GSRs want to do this again? The convention has also waived the registration fee in the past if our volunteers are only manning the table and don't participate in any of the other convention events.

C) Accessibilities / Special Needs where do we stand with requests from members?

In the time that David has left his chair three AA's had contacted the District for accessibilities issues. We are trying to find a way to accommodate these people during this transition. We would like to express our gratitude to Bill S for helping us during this time by providing rides to members who have contacted us. Gil was approached by a hearing impaired member who is interested in having a signer go to meetings with her. She is willing to pay at least part of the cost.

Mara contacted past Assesabilites Chair Laurie O as she had researched this about 10 years ago. One issue that she brought up is that amateur signers sometimes lose a lot of the message when interpreting. She suggested that we contact City College ASL instructor for more information about professional signers. It was also noted that if the signer is not a member of Alcoholics Anonymous, the individual would only be able to have this service at open meetings, This service may be something that a Group would pay for or the individual. Possibly the District could just as they might donate a Braille version of the Big Book. At this point, the member who brought up the issue has not contacted Gil since their initial conversation, but Mara will get more information so we are ready if it comes up again.

6) New Dist#23 Calendars

Steve will send out.

7) Discuss Topics and Set Agenda for October 1st District 23 GSR Committee meeting

A). Old Business

- 1) Open Chairs – Public Information, Accessibilities/Special Needs, Special Events
- 2) MS Money program for Treasurer
- 3) PRAASA costs

B) New Business (none)

- 1) District participation in Convention

Gil E. led us out in the A.A. Responsibility Pledge