

# Body Meeting Agenda

**August 14th, 2024 @ 7 pm  
Norma Hertzog Center**



1. Open Meeting - Call to Order - Serenity Prayer
2. Welcome to the body meeting of the Orange County Intergroup Association of Alcoholics Anonymous.
3. Readings:
  - a. 12 Traditions -
  - b. Statement of Purpose -
  - c. Tradition 7 Presentation - Mike  
Volunteer - Tradition 8 -
  - d. Pamphlet Pick-of-the-Month - Riley  
Volunteer Pamphlet Pick-of-the-Month -
4. Secretary: Ariel - Roll Call
5. Beth - Introductions: New Intergroup Reps, GSR Liasons, Visitors, and Guests.
6. Approval of July Meeting Minutes
  - 1st -
  - 2nd -
7. Old Business-
8. New Business-

## 9. Service Board Reports-

- Chair : Lindsay K. -
- Vice Chair : Jillian T. -
- Secretary : Ariel L. -
- Treasurer : Tom P. -
  
- Office Manager : Skip K. -
  
- Central Office : Casey W. -
  
- Technology : Brendan M. -
  
- Lifeline : Ezekial U. -
  
- Public Information : Michelle B. -
  
- Group Relations : Beth C. -
  
- Special Events : Jackie G. -

10. Motion to close Meeting

1st -                      2nd -

11. Responsibility Statement -

"I Am Responsible—When anyone, anywhere, reaches out for help, I want the hand of AA always to be there, and for that, I am responsible."

12. Next Body Meeting :

**Wednesday September 4th, 2024**

Norma Hertzog Community Center

Body Meeting at 7 pm

New Reps Orientation 6:30 pm

Body Meeting Schedule:

October 9th, November 13th, December 11th

Thank You

"The purpose of the Orange County Intergroup Association shall be to aid the groups in their common purpose of carrying the A.A. message to the alcoholic who still suffers; to perform the local functions of; and to operate and maintain the Central Office of Alcoholics Anonymous in Orange County."

(Bylaws Page One - ARTICLE II)

## **STATEMENT OF PURPOSE**

THIS ASSOCIATION WAS FORMED BY THE AA GROUPS WITHIN ORANGE COUNTY FOR THE EXPRESS PURPOSE OF ESTABLISHING A CENTRAL OFFICE THROUGH WHICH THE GROUPS, THEIR MEMBERS AND THE GENERAL PUBLIC COULD BE SERVED MORE EFFECTIVELY THAN COULD BE DONE BY THE GROUPS INDIVIDUALLY.

THE SERVICE WHICH THE CENTRAL OFFICE SUPPLIES INCLUDE:

- ASSIGNING "TWELTH STEP" CALLS ON A GEOGRAPHICAL BASIS.
- MAINTAINING A SUPPLY OF APPROVED BOOKS AND LITERATURE.
- MAINTAINING AA LISTINGS IN TELEPHONE DIRECTORIES.
- PUBLISHING A DIRECTORY OF LOCAL AA MEETINGS.
- SERVING AS A COMMUNICATION CENTER FOR LOCAL GROUPS, KEEPING THEM INFORMED ABOUT AA ACTIVITIES BY NEWSLETTERS, BULLETINS OR OTHER MEDIA.
- HANDLING REQUESTS FOR INFORMATION ABOUT AA FROM THE GENERAL PUBLIC.
- FURNISHING SPEAKERS FOR AA GROUPS AND FOR NON-AA ORGANIZATIONS.
- SPONSORING AND ARRANGING ANY JOINT SOCIAL AFFAIRS WHICH THE MEMBER'S MAY DESIRE.

THESE ACTIVITIES ARE SUPPORTED BY THE VOLUNTARY CONTRIBUTIONS OF GROUPS WITHIN THE INTERGROUP AREA. AN ACCOUNTING OF THE FUNDS RECEIVED IS MADE AT EACH MONTHLY INTERGROUP MEETING.

EVERY AA GROUP IN ORANGE COUNTY IS AUTOMATICALLY A MEMBER OF THIS ASSOCIATION; ENTITLED TO REPRESENTATION AND A VOTE AT EACH INTERGROUP MEETING.

ANY AA MEMBER IS WELCOME AS A GUEST AT ALL INTERGROUP MEETINGS.

ORANGE COUNTY CENTRAL OFFICE  
1526 BROOKHOLLOW DR., #75  
SANTA ANA, CA 92705-5404



# MINUTES

## OC Intergroup Body Meeting

*Wednesday July 10<sup>th</sup>, 2024 7:00 PM*

1. **Opening - Call to Order - Serenity Prayer Meeting** called to order at 7:01 by Chair Lindsay
2. **Welcome to the body meeting of the Orange County Intergroup Association of Alcoholics Anonymous.**
3. **Readings**
  - a. **12 Traditions** - Riley
  - b. **Statement of Purpose** - John
  - c. **Tradition 7 Presentation** - Matt  
Volunteer - **Tradition 8 in August** - Mikeindes
  - d. **Pamphlet Pick-of-the-Month - FAQ on Practicing the Seventh Tradition at Virtual Meetings (SMF-223)** - Darnell  
Volunteer - **August Pamphlet Pick-of-the-Month** - Riley
4. **Secretary: Ariel - Roll Call**
5. **Beth - Introductions: New Intergroup Reps, GSR Liaisons, Visitors, and Guests**

Jennifer - Women's & LGBTQ 12 x 12 Step Study (Kid-Friendly) Tuesday 6:30 pm at Garden Grove Alano Club

Perry - Veterans in Recovery - Saturday 10:00 am - Vets Center Garden Grove

Chandler - Indescribably Wonderful - Wednesday 6:30 pm - Buddhist Temple Costa Mesa

Shandra - Tuesday Night Women's Discussion - Tuesday 7:30 pm - Huntington Beach

Gabby - Saddleback Fellowship Meeting - Lake Forest (*Date and Time?*)

Erica - Copy Cats (Women's Book Study) Thursday 7:00 pm - Santa Ana

Vanessa - As Bill Sees It (*Time, Date, and Location?*)

Scott - Living Sober Discussion - Wednesday 7:30 pm - Corona Del Mar

Dennis - Triangle Group - Wednesday 7:30 pm - Huntington Beach

Charter Men's Stag - Monday 7:00 pm- Rancho Santa Margarita (*Rep's First Name?*)

CJ -Morning Meditation - Huntington Beach (*Date and Time?*)

GSR Liaisons: Dave District 18 Intergroup Liaison, John District 12 Liaison, Jeff C District 9 Liaison, and Dolly GSR Liaison

**Approval of June Meeting Minutes**

1st - Gabby                      2nd - Darnell

Meeting minutes approved, no oppositions or changes requested.

**6. Old Business -**

**7. New Business -**

**8. Service Board Reports -**

**a. Chair: Lindsay K. - No Report**

**b. Vice Chair: Jillian T. - No Report**

**c. Secretary - No Report**

**d. Treasurer: Tom P. -** Group donations are still running behind compared to the previous year, but donations are better this month than last month. We appreciate Intergroup reps speaking to their groups about sending in contributions to Central Office. All four places that are suggested for contributions can be made digitally/virtually. Please educate your treasurers to let them know they can donate to Central Office virtually.

**e. Office Manager: Skip K. - No Report**

**f. Central Office: Casey W. -**

Central Office is **VERY** in need of committed volunteers: Tuesday 3 pm - 6 pm, Wednesday 3 pm - 6 pm, Thursday 9 am - 12 pm & 3 pm -6 pm, Friday 12 pm - 3 pm, Friday 3 pm - 6 pm, and they are always accepting volunteers, so please contact office manager Skip if you would like to be of service.

**g. Technology: Brendan M. -.** Exploring the use of an informational Facebook page for distribution of information virtually with respect to anonymity. Chair wants to make sure that it is possible to create a Facebook page anonymously and will be looking into that more. Page will be used to post events for recovery in Orange County.

**h. Lifeline: Ezekiel U. -**

Lifeline is a great option to picking up the phone; meeting in a newsletter.

**i. Public Information: Michelle B. -**

**j.** All volunteer spots for the OC Fair were taken in 72 hours, so we encourage others interested in volunteering to attend the Public Information meeting (on Zoom!) to assist with other events, such as a Recovery Rally on August 24th in Garden Grove.

**k. Group Relations: Beth C. -**

Chair will be visiting meetings that want to be listed in the directory. There is an application available online. Please join the Group Relations Committee to help with visiting new meetings!

**l. Special Events: (outgoing) Jillian T. -**

Please take flyers for the upcoming event: Sound Bath Event Sunday July 28th 11 am - 5 pm  
Norma Hertzog Community Center

Event will have yoga to start off, breathwork, sound bath, and then a guest speaker. In other rooms, meditations and workshops, and outside will be a bring your own picnic.

Bring a mat (blanket or towel), and items for the picnic, including a chair to sit in. Price will be \$30 and contributions will go to Central Office.

**Jackie G.** - Special Events Committee will be meeting the third Wednesday of the month at 6:30 pm

Starting to plan the Annual Picnic which will be held September 22nd at Tewinkle Park. The event start time will be around 12:00 pm and run to 3:00 pm or 4:00 pm. Desperately in need of volunteers to help with the picnic!

**9. AA Related Announcements -**

**Dolly GSR Rep**

International Convention July 3rd - 6th, 2025 in Vancouver, British Columbia, Canada - Registration opens September 10th. Pre-Reg \$160 after September 10th is \$185. All details for hotels are on the flyer, must register for convention first. \$35 fee if you'd like to attend virtually.

All Event Flyers are obtained from the Mid-Southern California Area 09 (<https://msca09aa.org/events/>) and oc-aa.org websites.

Pamphlet prices have gone up, working on putting the new price list on the website - Member Services - Central Office - Price List.

Large print Living Sober and Came to Believe are 50% off in July.

**Chandler - AOCYPAA**

Pride Pool Party Meeting July 27th at 12 pm in Huntington Beach - Meeting, Food, Karaoke, and Pool



**Karen-Leigh**

Women to Women San Diego (50th year) - September 20th to the 22nd

Already 100 people registered by room for 200 people

**Motion to close Meeting**

1st - Makyla      2nd - Joanne.

**Closing - Responsibility Statement -**

I Am Responsible, when anyone, anywhere, reaches out for help, I want the hand of AA always to be there, and for that, I am responsible.

**NEXT INTERGROUP BODY MEETING -**

**Wednesday, August 14th 7:00 pm**

**Norma Hertzog Community Center**

**1845 Park Ave., Costa Mesa**

**New Reps Orientation 6:30 pm**



**Orange County Intergroup Assoc. of A.A.**  
**Profit & Loss Previous YTD**  
 January through July 2023

	Jan - Jul 23
Ordinary Income/Expense	
Income	
Birthday Donations	768.00
Group Donations	129,179.31
Individual/Fellowship	5,503.02
Interest Earned	31.23
Literature Sales	74,036.28
	209,517.84
Total Income	209,517.84
Cost of Goods Sold	
Cost of Literature Sold	
Cost of Goods Sold	59,925.42
	59,925.42
Total Cost of Literature Sold	59,925.42
Inventory Adjustments	2,771.82
Shipping / Misc. Adjustments	-1.86
	62,695.38
Total COGS	62,695.38
Gross Profit	146,822.46
Expense	
Accounting	4,208.75
Auto Expense (all Mgrs.)	477.65
Copier Expense	711.63
Credit Card Expense	1,604.53
Freight and Shipping Costs	131.84
Insurances	1,924.53
Intergroup Expense	2,850.32
Internet Expense	1,223.32
Lease Expense	1,632.15
"LIFELINE" Expense	13,208.61
Maintenance & Repairs	1,282.00
Offices' Supplies & Expenses	2,921.17
Outside Service	18,846.16
Payroll Tax Expense	6,674.58
Postage	265.87
Public Info Expense	3,650.00
Reconciliation Discrepancies	-87.42
Reimb. Health	3,750.00
Rent Main/Satellite Offices	27,311.97
Returned Checks	300.00
Salaries	73,089.08
EE Retention Credit (From IRS ERTC)	-75,384.58
Sales Tax on Lease	72.15
Special Events Expense	2,337.07
Taxes & Licenses	19.00
Telephone Expense	2,612.21
Utilities	472.27
Volunteers Coffee & Water	267.48
Website Expense	3,427.89
	99,800.23
Total Expense	99,800.23
Net Ordinary Income	47,022.23
Other Income/Expense	
Other Income	
Purchase Discounts	312.83
	312.83
Total Other Income	312.83
Other Expense	
Balancing Adjustments	0.00
	0.00
Total Other Expense	0.00
Net Other Income	312.83
Net Income	47,335.06

**Orange County Intergroup Assoc. of A.A.  
Profit & Loss Prev Year Comparison**

July 2024

	Jul 24	Jul 23	% Change	Jan - Jul 24
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Literature Resale	3,238.30	0.00	100.0%	18,364.84
Bank Adjustments	-14.95	0.00	-100.0%	-34.65
Birthday Donations	94.00	92.00	2.2%	1,107.65
Group Donations	24,476.42	16,380.41	49.4%	125,894.78
Individual/Fellowship	258.00	1,529.00	-83.1%	5,466.70
Interest Earned	4.64	4.65	-0.2%	31.88
Literature Sales	10,197.59	7,667.34	33.0%	69,105.73
Shipping and Delivery Income	-18.75	0.00	-100.0%	-41.25
<b>Total Income</b>	38,235.25	25,673.40	48.9%	219,895.68
<b>Cost of Goods Sold</b>				
Cost of Literature Sold				
Cost of Goods Sold	11,151.78	5,786.62	92.7%	47,219.88
Cost of Literature Sold - Other	0.00	0.00	0.0%	65.60
<b>Total Cost of Literature Sold</b>	11,151.78	5,786.62	92.7%	47,285.48
Inventory Adjustments	0.00	0.01	-100.0%	0.00
Shipping / Misc. Adjustments	-709.00	0.00	-100.0%	-1,512.79
<b>Total COGS</b>	10,442.78	5,786.63	80.5%	45,772.69
<b>Gross Profit</b>	27,792.47	19,886.77	39.8%	174,122.99
<b>Expense</b>				
Accounting	970.00	895.00	8.4%	6,345.00
Auto Expense (all Mgrs.)	104.79	67.79	54.6%	621.17
Bank Charges	0.00	0.00	0.0%	-32.00
Convention & Svs Event Expense	0.00	0.00	0.0%	855.54
Copier Expense	287.80	132.86	116.6%	841.95
Credit Card Expense	343.24	311.77	10.1%	1,778.79
Freight and Shipping Costs	0.00	0.00	0.0%	7.50
Insurances	517.63	405.80	27.6%	2,292.00
Intergroup Expense	206.71	206.24	0.2%	3,003.43
Internet Expense	177.19	201.71	-12.2%	1,240.30
Lease Expense	284.05	284.05	0.0%	1,988.35
"LIFELINE" Expense	2,675.00	1,575.00	69.8%	12,425.00
Maintenance & Repairs	160.00	160.00	0.0%	1,286.00
Offices' Supplies & Expenses	1,998.04	885.99	125.5%	4,539.03
Outside Service	0.00	4,274.29	-100.0%	0.00
Payroll Tax Expense	846.25	912.40	-7.3%	6,786.24
Postage	0.00	0.00	0.0%	227.29
Public Info Expense	0.00	500.00	-100.0%	580.08
Reconciliation Discrepancies	0.00	-0.02	100.0%	0.00
Reimb. Health	800.00	500.00	60.0%	4,400.00
Rent Main/Satellite Offices	4,055.38	3,901.71	3.9%	25,780.46
Salaries	10,462.69	9,510.87	10.0%	72,140.01
Sales Tax on Lease	0.00	0.00	0.0%	0.00
Special Events Expense	0.00	0.00	0.0%	2,719.85
Taxes & Licenses	0.00	0.00	0.0%	120.00
Telephone Expense	385.62	371.45	3.8%	2,699.28
Utilities	82.17	93.96	-12.6%	381.03
Voided Transaction	-36.00	0.00	-100.0%	-36.00
Volunteers Coffee & Water	17.00	64.00	-73.4%	299.00
Website Expense	958.63	740.75	29.4%	3,328.53
<b>Total Expense</b>	25,296.19	25,995.62	-2.7%	156,617.83
<b>Net Ordinary Income</b>	2,496.28	-6,108.85	140.9%	17,505.16
<b>Other Income/Expense</b>				
Other Income				
Purchase Discounts	0.00	0.00	0.0%	717.82
<b>Total Other Income</b>	0.00	0.00	0.0%	717.82
<b>Net Other Income</b>	0.00	0.00	0.0%	717.82
<b>Net Income</b>	2,496.28	-6,108.85	140.9%	18,222.98

Orange County Intergroup Assoc. of A.A.

Balance Sheet

As of July 31, 2024

	<u>Jul 31, 24</u>	<u>Jul 31, 23</u>	<u>% Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
Venmo	2,518.82	7,157.64	-64.81%
Paypal Cash	950.25	6,431.97	-85.23%
Bus. Int. Maximizer	136,986.01	136,931.18	0.04%
Cash in Drawer	470.42	338.79	38.85%
Cash on Hand	313.00	230.00	36.09%
Checking BofA	<u>32,105.13</u>	<u>52,389.16</u>	<u>-38.72%</u>
<b>Total Checking/Savings</b>	<b>173,343.63</b>	<b>203,478.74</b>	<b>-14.81%</b>
<b>Accounts Receivable</b>			
Accounts Receivable	<u>0.32</u>	<u>0.00</u>	<u>100.0%</u>
<b>Total Accounts Receivable</b>	<b>0.32</b>	<b>0.00</b>	<b>100.0%</b>
<b>Other Current Assets</b>			
Inventory Asset (Costs of inventory purchased for resale)	58,215.79	29,264.31	98.93%
Undeposited Funds	<u>4,253.96</u>	<u>2,890.24</u>	<u>47.18%</u>
<b>Total Other Current Assets</b>	<b>62,469.75</b>	<b>32,154.55</b>	<b>94.28%</b>
<b>Total Current Assets</b>	<b>235,813.70</b>	<b>235,633.29</b>	<b>0.08%</b>
<b>Fixed Assets</b>			
Accum Depreciation	-68,937.00	-68,937.00	0.0%
Furniture & Equipment	<u>90,972.66</u>	<u>90,972.66</u>	<u>0.0%</u>
<b>Total Fixed Assets</b>	<b>22,035.66</b>	<b>22,035.66</b>	<b>0.0%</b>
<b>Other Assets</b>			
Deposits	<u>2,769.79</u>	<u>3,769.79</u>	<u>-26.53%</u>
<b>Total Other Assets</b>	<b>2,769.79</b>	<b>3,769.79</b>	<b>-26.53%</b>
<b>TOTAL ASSETS</b>	<b><u>260,619.15</u></b>	<b><u>261,438.74</u></b>	<b><u>-0.31%</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
Accounts Payable	<u>7,126.39</u>	<u>5,965.90</u>	<u>19.45%</u>
<b>Total Accounts Payable</b>	<b>7,126.39</b>	<b>5,965.90</b>	<b>19.45%</b>
<b>Other Current Liabilities</b>			
*Sales Tax Payable	907.80	563.41	61.13%
Payroll-FICA (Social Security)	41.50	585.76	-92.92%
Payroll-FWH (Federal Withholding)	-92.02	286.40	-132.13%
Payroll-Medicare	9.73	156.07	-93.77%
Payroll-SDI (State Disability Insurance)	25.63	310.83	-91.75%
Payroll-SWHCA (State Withholding CA)	<u>33.05</u>	<u>253.10</u>	<u>-86.94%</u>
<b>Total Other Current Liabilities</b>	<b>925.69</b>	<b>2,155.57</b>	<b>-57.06%</b>
<b>Total Current Liabilities</b>	<b>8,052.08</b>	<b>8,121.47</b>	<b>-0.85%</b>
<b>Long Term Liabilities</b>			

**Orange County Intergroup Assoc. of A.A.**  
**Balance Sheet**  
 As of July 31, 2024

	<u>Jul 31, 24</u>	<u>Jul 31, 23</u>	<u>% Change</u>
Capital Lease Obligation	8,547.00	8,547.00	0.0%
Total Long Term Liabilities	<u>8,547.00</u>	<u>8,547.00</u>	<u>0.0%</u>
Total Liabilities	16,599.08	16,668.47	-0.42%
Equity			
Fund Balance	214,645.31	197,435.21	8.72%
Net Income	<u>29,374.76</u>	<u>47,335.06</u>	<u>-37.94%</u>
Total Equity	<u>244,020.07</u>	<u>244,770.27</u>	<u>-0.31%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>260,619.15</u></b>	<b><u>261,438.74</u></b>	<b><u>-0.31%</u></b>

\*\* Prudent Reserve consists of Bus. Int. Maximizer account.

Note 1. Per our Bylaws, Article X, Section 1: The financial policy of the Orange County Intergroup Association shall be: Maintain sufficient operating funds plus an ample reserve fund. Ample reserve (prudent reserve) is defined as four to six months of operating expenses based on the annual audit or review. Sufficient operating funds are determined as approximately one month of the monthly expenses, but not more than two months.

Note 2. Prudent Reserve calculation: Year end 2022: \$356695 = 1 month = 29724, 4 months = \$118896, 6 months = \$178344  
 Current Prudent Reserve: \$136986.01 (77% of Maximum Prudent Reserve)

Note 3. Operating Fund Calculation: VM \$2518.82 + PP \$950.25 + CID \$470.42 + COH \$313.00 + BOA \$32105.13 = \$36357.62



# How your contributions support Orange County Intergroup

Your generous contributions provide the funding we need to keep the doors open and the lights on to provide books and pamphlets to meetings such as yours. Central Office does not make a profit from literature or anything sold. Just like a meeting of AA, Central Office operates on the 7<sup>th</sup> Tradition alone. We are here to help the Groups carry the message of AA to the alcoholic who still suffers. **Contributing monthly** helps Central Office to provide the following:

- \*Provide Literature for individuals, groups, and H&I
- \*Publish the Lifeline newsletter
- \*Pay for rent, office supplies, insurance, taxes and Special Workers office management.
- \*Answer phone calls and emails from those seeking help.
- \*Coordinate, train call-forwarding and office volunteers.
- \*Manage Inventory
- \*Maintain a list of 12-step volunteers
- \*Furnish speakers for schools and maintain a speaker list.
- \*Maintain our local website.
- \*Keep members informed about AA, events, workshops.
- \*Respond to requests for info about AA from the public.
- \*Produce and publish Meeting directories and other literature.

Individual and Birthday contributions are always welcome! Information on how to contribute can be found in the Lifeline newsletter, on our website [oc-aa.org](http://oc-aa.org) or by calling Central Office at 714-556-4555.

In Love and Service,

*Your Central Office*

# OC INTERGROUP

## ANNUAL BBQ

COME OUT AND SUPPORT YOUR LOCAL INTERGROUP

BOUNCE HOUSE  
&  
GAMES!

Speakers starting  
@ 1pm

22  
SEP



USE CODE TO DONATE TO SUPPORT  
INTERGROUP

VOLUNTEER  
SIGN UP!



DISH/ITEM SIGN UP



12-3pm Tewinkle Park, Shelter #1

Contact Jackie G for inquires 908-309-5407

**ANY SIDE DISH OR DESSERT IS ENCOURAGED/BYO CHAIR  
HALF OF THE PROCEEDS FROM THE RAFFLE SUPPORTS OUR INTERGROUP**