

Body Meeting Agenda

October 9, 2024 @ 7 pm
Norma Hertzog Center



Open Meeting - Call to Order - Serenity Prayer

1. Welcome to the body meeting of the Orange County Intergroup Association of Alcoholics Anonymous.

2. Readings:

a. 12 Traditions -

b. Statement of Purpose -

c. Tradition 10 Presentation – Joanie

Volunteer – Tradition 11

Presentation in November -

d. Pamphlet Pick-of-the-Month – John

Volunteer – November Pamphlet -

3. Secretary: Ariel - Roll Call

4. Beth - Introductions: New Intergroup Reps, GSR Liaisons, Visitors and guests.

5. Approval of September Meeting Minutes:

1st _____ 2nd _____

6. Old Business -

7. New Business -

8. Service Board Reports-

- Chair : Lindsay K. -
- Vice Chair : Jilllian 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. -

9. Announcements:

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.”

Next Body Meeting :

Wednesday Nov.13 2024

Norma Hertzog Community Center

Body Meeting at 7pm

New Reps Orientation 6:30pm

Body Meeting Schedule:

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 September 4th, 2024 7:00 PM

1. **Opening - Call to Order - Serenity Prayer** Meeting called to order at 7:06 by Chair Lindsay K.
2. **Welcome to the body meeting of the Orange County Intergroup Association of Alcoholics Anonymous.**
3. **Readings**
 - a. **12 Traditions** - Barbara
 - b. **Statement of Purpose** - Mike
 - c. **Tradition 9 Presentation** - Dolly
Volunteer - Tradition 10 in October - Joanie
 - d. **Pamphlet Pick-of-the-Month Presentation** - Access to A.A.: Members share on Overcoming Barriers (P-83) - Matt
Volunteer - October Pamphlet Pick-of-the-Month - John
4. **Secretary: Ariel - Roll Call**
5. **Beth - Introductions: New Intergroup Reps, GSR Liaisons, Visitors, and Guests**

Maureen - Saturday Night Live Big Book - Huntington Beach - Saturday 7:00 pm

Mark - Tustin Book Study - Tustin - Tuesday 7:00 pm

Katie - Westminster Beginners 12 x 12 - Huntington Beach - Monday 6:00 pm

Sharon - Refugees Group - Costa Mesa - Saturday 6:00 pm

James - Queer Ideas of Fun - Costa Mesa - Monday 7:30 pm

Dave District 18 Liason

Dolly GSR Liaison

Denise - Guest

Approval of August Meeting Minutes

1st - Meg 2nd - Mike

Meeting minutes approved, no oppositions or changes requested.

6. Service Board Reports -

- a. **Chair: Lindsay K.** - Will be opening nominations for the new board next month and elections will be held in November.
- b. **Vice Chair: Jillian T.** - Not Present, No Report
- c. **Secretary** - No Report
- d. **Treasurer: Tom P.** - Contributions down from last month by a small amount
Accounting expenses are higher than normal as we are doing our annual accounting review according to the by-laws; there will be at least one more installment.
- e. **Office Manager: Skip K.** - **Central office is having difficulty filling volunteer positions in Santa Ana from 9 am to 6 pm.** If there are no volunteers and/or volunteers do not show up the priority is answering the phones. This conflicts with other duties of the office manager and if the phone is busy, he is unable to complete his other required duties, including the monthly financial report which needs to be completed so the treasurer can present it at the Intergroup body meeting. Skip invited new volunteer Kayla to share her experience volunteering at Central Office in Santa Ana.
- f. **Central Office: Casey W.** - Visit Central Office or our Satellite office in South County to be entered into our monthly book drawing. Purchase is not required to be entered into the monthly drawing.
- g. **Technology: Brendan M.** - Facebook has been created. Technology Chair is looking for input/changes that need to be made. Facebook page will be completed this Monday. The Facebook will only be used for posting flyers, members will be unable to comment, and we will be posting without members personal information.
- h. **Lifeline: Ezekiel U.** - When you view the Lifeline online there are hyperlinks that are clickable and there are QR codes available on the Lifeline as well. Please make sure to check out the stories submitted and encourage A.A. members to submit their own stories and/or reach out if you have someone you'd like to see interviewed.
- i. **Public Information: Michelle B.** - Please join a committee! PI meets the 4th Wednesday of the month at 5:30 pm on Zoom. High school panels are coming up, please reach out to the Chair if you are interested and we encourage you to attend the committee meeting for more information regarding the panels. Thank you to all attendees to the Recovery Rally in Garden Grove in August.
- j. **Group Relations: Beth C.** - No Report

k. Special Events: Jackie G. - Not Present, Next event: OC Intergroup Annual BBQ on Sunday September 22nd from 12 pm to 3 pm at Tewinkle Park. Special events committee is still desperately in need of volunteers for mostly planning/shopping and bbqing.

7. AA Related Announcements -

For more information and/or flyers on events, please visit: <https://www.oc-aa.org/events/>

Mike M.

OCAA Convention has been moved to the first weekend of May. Can book a hotel online through the oc-aa.org website, but you are currently unable to book through the Hilton website.

Michelle B.

OCAA Planning Committee is looking for volunteers.

South OC H&I Representative

South Orange County H&I meets the 3rd Wednesday of the month at 6:00 pm (new members' orientation) and 6:45 pm (business meeting), Laguna Beach Canyon Club (small room), 20456 Laguna Canyon Road, Laguna Beach. For more information, go to www.sochic.club or email info@sochic.club. Annual Chili Cook Off is Saturday October 26th.

North OC H&I Representative

Orange County H&I meets the 2nd Sunday of the month at 4:00 pm (Institutions) and 6:00 pm (Hospitals) at the Garden Grove Alano Club (9845 Belfast Dr., Garden Grove.) Orientation is at 3:15 pm and 5:15 pm. The Committee Meeting is at 6:00 pm, and the meeting opens around 5:40 pm. For more information on Orange County H&I, go to www.ochandi.org or email contact@ochandi.org.

Motion to close Meeting

1st - Kayla 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.

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

	Jan - Sep 23
Ordinary Income/Expense	
Income	
Birthday Donations	873.00
Group Donations	162,133.02
Individual/Fellowship	6,385.95
Interest Earned	40.38
Literature Sales	100,497.29
Shipping and Delivery Income	6.00
	269,935.64
Total Income	269,935.64
Cost of Goods Sold	
Cost of Literature Sold	
Cost of Goods Sold	80,634.36
	80,634.36
Total Cost of Literature Sold	80,634.36
Inventory Adjustments	2,771.81
Shipping / Misc. Adjustments	-1.86
	83,404.31
Total COGS	83,404.31
Gross Profit	186,531.33
Expense	
Accounting	7,988.75
Auto Expense (all Mgrs.)	594.85
Copier Expense	711.63
Credit Card Expense	2,272.22
Freight and Shipping Costs	199.34
Insurances	2,736.13
Intergroup Expense	3,914.08
Internet Expense	1,626.74
Lease Expense	2,200.25
"LIFELINE" Expense	16,358.61
Maintenance & Repairs	1,682.00
Offices' Supplies & Expenses	6,366.39
Outside Service	18,846.16
Payroll Tax Expense	8,189.06
Postage	403.52
Public Info Expense	4,650.00
Reconciliation Discrepancies	-87.42
Reimb. Health	4,750.00
Rent Main/Satellite Offices	36,470.26
Returned Checks	300.00
Salaries	93,067.16
EE Retention Credit (From IRS ERTC)	-75,384.58
Sales Tax on Lease	72.15
Special Events Expense	3,691.50
Taxes & Licenses	19.00
Telephone Expense	3,433.42
Utilities	747.02
Volunteers Coffee & Water	389.98
Website Expense	5,412.07
	151,620.29
Total Expense	151,620.29
Net Ordinary Income	34,911.04
Other Income/Expense	
Other Income	
Purchase Discounts	846.09
	846.09
Total Other Income	846.09
Other Expense	
Balancing Adjustments	0.00
	0.00
Total Other Expense	0.00
Net Other Income	846.09
Net Income	35,757.13

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

September 2024

	Sep 24	Sep 23	% Change	Jan - Sep 24
Ordinary Income/Expense				
Income				
Literature Resale	1,483.09	0.00	100.0%	21,061.35
Bank Adjustments	0.00	0.00	0.0%	-49.60
Birthday Donations	30.00	0.00	100.0%	1,137.65
Group Donations	13,655.67	14,681.90	-7.0%	157,383.76
Individual/Fellowship	2,400.00	662.50	262.3%	8,084.93
Interest Earned	4.49	4.50	-0.2%	41.01
Literature Sales	8,336.76	10,104.51	-17.5%	90,132.16
Shipping and Delivery Income	-7.50	0.00	-100.0%	-48.75
Total Income	25,902.51	25,453.41	1.8%	277,742.51
Cost of Goods Sold				
Cost of Literature Sold				
Cost of Goods Sold	8,150.47	8,308.62	-1.9%	92,645.20
Cost of Literature Sold - Other	0.00	0.00	0.0%	65.60
Total Cost of Literature Sold	8,150.47	8,308.62	-1.9%	92,710.80
Inventory Adjustments	0.00	-0.01	100.0%	0.00
Shipping / Misc. Adjustments	-151.72	0.00	-100.0%	-1,658.56
Total COGS	7,998.75	8,308.61	-3.7%	91,052.24
Gross Profit	17,903.76	17,144.80	4.4%	186,690.27
Expense				
Accounting	0.00	0.00	0.0%	13,275.00
Auto Expense (all Mgrs.)	173.35	80.39	115.6%	889.46
Bank Charges	0.00	0.00	0.0%	-32.00
Convention & Svs Event Expense	0.00	0.00	0.0%	855.54
Copier Expense	0.00	0.00	0.0%	841.95
Credit Card Expense	260.33	234.78	10.9%	2,413.73
Freight and Shipping Costs	0.00	7.50	-100.0%	7.50
Insurances	444.60	405.80	9.6%	3,181.20
Intergroup Expense	413.42	840.53	-50.8%	3,638.56
Internet Expense	177.19	176.71	0.3%	1,594.68
Lease Expense	284.05	284.05	0.0%	2,556.45
"LIFELINE" Expense	575.00	1,575.00	-63.5%	14,826.00
Maintenance & Repairs	160.00	240.00	-33.3%	1,846.00
Offices' Supplies & Expenses	96.05	1,555.23	-93.8%	4,175.99
Payroll Tax Expense	805.95	786.89	2.4%	8,392.58
Postage	0.00	0.00	0.0%	309.24
Public Info Expense	0.00	500.00	-100.0%	741.85
Reconciliation Discrepancies	0.00	0.00	0.0%	-0.01
Reimb. Health	800.00	500.00	60.0%	6,000.00
Rent Main/Satellite Offices	0.00	5,256.58	-100.0%	33,891.22
Salaries	10,623.42	9,692.00	9.6%	93,298.74
Sales Tax on Lease	0.00	0.00	0.0%	0.00
Special Events Expense	1,063.20	0.00	100.0%	3,783.05
Taxes & Licenses	0.00	0.00	0.0%	269.31
Telephone Expense	384.99	410.94	-6.3%	3,469.26
Utilities	111.36	132.14	-15.7%	596.21
Voided Transaction	0.00	0.00	0.0%	-36.00
Volunteers Coffee & Water	34.00	41.50	-18.1%	399.50
Website Expense	1,605.43	1,291.43	24.3%	5,664.71
Total Expense	18,012.34	24,011.47	-25.0%	206,849.72
Net Ordinary Income	-108.58	-6,866.67	98.4%	-20,159.45
Other Income/Expense				
Other Income				
Purchase Discounts	0.00	112.63	-100.0%	717.82
Total Other Income	0.00	112.63	-100.0%	717.82
Net Other Income	0.00	112.63	-100.0%	717.82
Net Income	-108.58	-6,754.04	98.4%	-19,441.63

Orange County Intergroup Assoc. of A.A.

Balance Sheet

As of September 30, 2024

	<u>Sep 30, 24</u>	<u>Sep 30, 23</u>	<u>% Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Venmo	1,251.77	7,232.86	-82.69%
Paypal Cash	694.38	7,006.90	-90.09%
Bus. Int. Maximizer	136,995.14	136,940.33	0.04%
Cash in Drawer	470.42	470.42	0.0%
Cash on Hand	298.00	230.00	29.57%
Checking BofA	23,557.18	39,596.86	-40.51%
Total Checking/Savings	<u>163,266.89</u>	<u>191,477.37</u>	<u>-14.73%</u>
Accounts Receivable			
Accounts Receivable	0.32	0.00	100.0%
Total Accounts Receivable	<u>0.32</u>	<u>0.00</u>	<u>100.0%</u>
Other Current Assets			
Inventory (at cost)	550.29	0.00	100.0%
Inventory Asset (Costs of inventory purchased for resale)	17,198.00	29,431.39	-41.57%
Undeposited Funds	2,819.52	-189.92	1,584.58%
Total Other Current Assets	<u>20,567.81</u>	<u>29,241.47</u>	<u>-29.66%</u>
Total Current Assets	<u>183,835.02</u>	<u>220,718.84</u>	<u>-16.71%</u>
Fixed Assets			
Accum Depreciation	-68,937.00	-68,937.00	0.0%
Furniture & Equipment	90,972.66	90,972.66	0.0%
Total Fixed Assets	<u>22,035.66</u>	<u>22,035.66</u>	<u>0.0%</u>
Other Assets			
Deposits	2,669.79	3,769.79	-29.18%
Total Other Assets	<u>2,669.79</u>	<u>3,769.79</u>	<u>-29.18%</u>
TOTAL ASSETS	<u><u>208,540.47</u></u>	<u><u>246,524.29</u></u>	<u><u>-15.41%</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	1,944.49	633.02	207.18%
Total Accounts Payable	<u>1,944.49</u>	<u>633.02</u>	<u>207.18%</u>
Credit Cards			
Orange County Intergroup Assoc. (Office Debit Card)	0.00	49.00	-100.0%
Total Credit Cards	<u>0.00</u>	<u>49.00</u>	<u>-100.0%</u>
Other Current Liabilities			
*Sales Tax Payable	2,773.54	2,500.15	10.94%
Payroll-FICA (Social Security)	51.45	531.63	-90.32%
Payroll-FWH (Federal Withholding)	-99.02	278.40	-135.57%
Payroll-Medicare	12.07	224.05	-94.61%
Payroll-SDI (State Disability Insurance)	59.78	312.47	-80.87%

Orange County Intergroup Assoc. of A.A.
Balance Sheet
 As of September 30, 2024

	<u>Sep 30, 24</u>	<u>Sep 30, 23</u>	<u>% Change</u>
Payroll-SWHCA (State Withholding CA)	47.48	256.23	-81.47%
Total Other Current Liabilities	<u>2,845.30</u>	<u>4,102.93</u>	-30.65%
Total Current Liabilities	4,789.79	4,784.95	0.1%
Long Term Liabilities			
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>	0.0%
Total Liabilities	13,336.79	13,331.95	0.04%
Equity			
Fund Balance	214,645.31	197,435.21	8.72%
Net Income	<u>-19,441.63</u>	<u>35,757.13</u>	-154.37%
Total Equity	<u>195,203.68</u>	<u>233,192.34</u>	-16.29%
TOTAL LIABILITIES & EQUITY	<u>208,540.47</u>	<u>246,524.29</u>	<u>-15.41%</u>

** 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: \$136995.14 (77% of Maximum Prudent Reserve)

Note 3. Operating Fund Calculation: VM \$1251.77 + PP \$694.38 + CID \$470.42 + COH \$298.00 + BOA \$23557.18 = \$26271.75