



## Finance Subcommittee Report Area 59, Panel 65 March 13, 2016

The Finance Subcommittee has met 14 times since the beginning of Panel 65, including 4 times since our last report:

- December 13, 2015
- January 10, 2016
- February 21, 2016
- March 13, 2016

Our most recent activity as a group was to submit a proposed change to the Area Structure Manual to the Structure subcommittee for their consideration. The suggested edit is to the description of the Finance subcommittee on page 22, in order to clarify our responsibilities. We would like to add mention of the budget planning process, as the current description does not cover this crucial element of our service work. This issue was identified during the October subcommittee inventory (Delegate's Recommendation #14) and we subsequently discussed the proposed wording as a group. We look forward to receiving the Structure subcommittee's response.

During our conference call meeting in February, we discussed the idea of proposing a change to the Area's mileage expense rate. At this time, we will take no action.

We continue to implement the Delegate's Recommendations for our subcommittee. I am pleased to report on the status of each of the 15 recommendations, with 10 completed, 4 ongoing, and 1 upcoming:

1. COMPLETE: We are all familiar with the *Finance Guidelines* and the literature in the 7<sup>th</sup> Tradition envelopes.
2. COMPLETE: We are all familiar with the budget and prudent reserve policies for Area 59.
3. ONGOING: We continue to explore ways in which we can assist districts in their 7<sup>th</sup> Tradition activities, by contacting DCMs, and presenting at district meetings and workshops.
4. COMPLETE: We assigned subcommittee members to districts in proximity to their home districts, to help cover the responsibility for bringing Finance displays and presentations.
5. COMPLETE: We have created four new Finance displays.
6. ONGOING: We continue to provide a Finance display at all Area events, including workshops, Share-A-Days, and other functions. All subcommittee members and the Treasurer each have their own displays.
7. COMPLETE: We researched an adjustment to the Area's mileage expense rate and reported findings to the Area Committee at the June 2015 meeting. We had no recommendation to adjust the current rate.
8. COMPLETE: We proposed the FY15 budget, which passed in March 2015, and the FY16 budget, approved in December 2016.
9. COMPLETE FOR FY15, UPCOMING FOR FY16: We updated the 7<sup>th</sup> Tradition envelopes and distributed 1,200 in September 2015 and plan to distribute 1,200 again in June 2016.
10. COMPLETE: During the budget planning process, we obtained a list of Area properties and any equipment upgrades were included in the budgets.

11. COMPLETE: We revised the small green Finance business card for Area 59.
12. ONGOING: We have met, and will continue to meet, in between Area Committee meetings, by conference call and in person, when possible.
13. COMPLETE: We selected a committee representative for the Area Day planning committee, who will be joining the lunchtime meetings at our next five meetings.
14. COMPLETE: We held a special meeting by November 2015 (i.e. on October 18, 2015) for the purpose of conducting a subcommittee inventory and shared our findings at the December 2015 Area meeting.
15. ONGOING: We have begun to formulate a list of Finance Subcommittee Recommendations for Panel 67 in order to keep a running tally of items and will submit these to the Delegate by November 1, 2016.

The subcommittee is always willing to send a member to district meetings, workshops, and Area events, to bring a display and pamphlets and give a talk on the 7<sup>th</sup> Tradition and Area finances. The following activities were reported by subcommittee members since our December report:

- DCM D27
  - January 5, 2016: Invited to present to approximately 15 members of the Harrisburg Intergroup Association on the topic of budgets in AA. The intergroup asked me to give a presentation on how Area 59 develops the annual budget and any suggestions for them as they consider creating an annual budget. Traveled to Harrisburg for the 90 minute meeting.
  - January 17: Attended Area 59 / SEPIA Share-A-Day Planning Meeting
  - February 7: Presented for 5 minutes on Finance at the Area 59 / SEPIA Share-A-Day in Philadelphia
- DCM D39
  - January: Brought display to District 40 workshop
  - February 26-28: Attended NERAASA in Massachusetts
- DCM D46
  - March 5: District 46 hosted workshop with Finance presentation

Respectfully submitted by: Caroline N., Chair (D27)

Members: Wayne L., Secretary (D43); Jeff L. (D35); Ed Z. (D39); Bob E. (D46); Gene M. (D59)