

## Finance Subcommittee Report Area 59 Panel 67 6/11/2017

The Finance Subcommittee in addition with their advisor Area Treasurer, Curt C. has met several times since the beginning of Panel 67 and has communicated frequently via email. The Finance meeting minutes are available from our Secretary, Andy S., DCM (D35) and we submitted the minutes to the Area Officers. We met at the following events.

- ❖ 2<sup>nd</sup> Quarter Area Meeting - 3/12/2017
- ❖ Pre-Conference Meeting - 4/7/2017
- ❖ Sub Committee Member's Home – 5/27/2017
- ❖ 3<sup>rd</sup> Quarterly Area Meeting – 6/11/2017

With budget planning behind us, our focus has shifted to other Delegate Recommendations for the finance subcommittee. I am pleased to report on the status of each of the 18 recommendations.

1. COMPLETE: Contacted the previous Finance Subcommittee Chairperson for questions and experiences.
2. IN PROGRESS: We have met and will continue to meet between Area meetings as needed.
3. COMPLETE: We are all familiar with the Finance Guidelines and the literature in the 7th Tradition envelopes.
4. COMPLETE: We are all familiar with the budget and prudent reserve policies for Area 59.
5. IN PROCESS: We continue to explore ways in which we can assist districts in their 7th Tradition activities, by contacting DCMs, and presenting at district meetings and workshops.
6. COMPLETE: We assigned subcommittee members to districts in proximity to their home districts, to help cover the responsibility for bringing Finance displays and presentations.
7. COMPLETE: All subcommittee members have their own new Finance displays.
8. IN PROCESS: 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.
9. COMPLETED: Created and submitted the Fiscal 2017 budget. TO BE COMPLETED: The Fiscal year 2018 Budget in December 2017.
10. COMPLETED: The budget format to include starting operating cash and a budgeted ending operating cash amount for the end of the fiscal year. Accounting for the starting and ending operating cash balances will help us maintain our prudent reserve, while enabling us to propose an unbalanced budget, if we have accumulated excess cash prior to the start of the fiscal year.
11. COMPLETED: Create both a budget and a budget narrative to ensure an informed Area Committee. Assign Subcommittee members to other subcommittee chairs and panel members for discussion of needed monies for the fiscal year. Obtain a list of Area Properties and equipment updates to be included in the budget. Added money to the Convention budget line item to cover supplies.
12. IN PROCESS: Researched an adjustment to the Area's mileage expense rate and will report we have no recommendation to adjust the current rate, but may make a recommendation in the future.
13. IN PROCESS: Explore setting up online contributions for Area 59 with the possibility of auto-pay functionality to make recurring contribution on the [www.area59aa.org](http://www.area59aa.org) website; to be discussed with Public Information and the Web Servant.

14. IN PROGRESS: Distribute 7<sup>th</sup> Tradition packets to the DCMs to bring back to their GSRs at the June 11, 2017 quarterly meeting in both years of the panel. District 68 should get Spanish packet. Each District should get 25 packets. We are updating the 7th Tradition envelopes, however, due to a backorder of supplies ordered through GSO, there will be a partial distribution of 7th tradition packets to all DCM's at the June Area Meeting. Distribution of remainder of packets will be made at September Area Meeting. We hope to distribute in September to the DCMs for redistribution to groups in their districts; 1,200 to be distributed.
15. IN PROGRESS: We have revised the small green Finance business card for Area - Finance Subcommittee has unanimously decided to eliminate the phrase "and in 2015-2016, you can send to: E.P.G.S.A., Treasurer, PO Box 222, Glenolden, PA 19036-0222" and refer all future donations the Area 59 current Treasurer's address on the Area 59 website on the small green card. Finance Subcommittee will reassess the pie chart on the small green card with respect to values in the "SELF-SUPPORT: Where Money and Spirituality Mix pamphlet and the previous General Service conference suggested values. Finance Subcommittee will also discuss changes to the larger green card in The Seventh Tradition envelopes in regards to increasing its ability to be reprinted with little or no change from year to year.
16. TO BE COMPLETED: We have not yet selected a committee representative for the Area Day planning committee, as this will occur in the second half of the panel.
17. TO BE COMPLETED: We plan to hold a special meeting by November 2017 for the purpose of conducting a subcommittee inventory and look forward to sharing our findings at the December 2017 Area meeting.
18. TO BE COMPLETED: We will update these suggestions based on experience gained during this panel and pass it on to the next panel. We are keeping a running tally of items and will submit our list to the Delegate by November 1<sup>st</sup> 2018.

The subcommittee has been active at district meetings, workshops, and Area events, bringing displays, pamphlets, and giving talks on the 7th Tradition and Area finances, whenever possible. The following activities were reported by subcommittee members:

- ❖ DCM 35 Attended District 35 History of A. A. Seminar
- ❖ DCM 64 Attended April 18th Willingness Homegroup Anniversary
- ❖ DCM 64 Attended May 20<sup>th</sup> Share A Day
- ❖ DCM 48 Public Information Workshop, sponsored by Northeast PA Intergroup-hosted by District 59
- ❖ DCM 48 Attended Back 2 Basics Workshop April 1<sup>st</sup> in District 42

Subcommittee members continue to receive invitations, and will watch the Area calendar for future workshops in which we can participate. Each subcommittee member has been assigned a geographic territory to ensure coverage of the entire Eastern PA region.

In conclusion, if you would like the Finance Subcommittee to attend your workshop or conduct a finance presentation at your District or Workshop, please contact us. Thank you.

Respectfully submitted by: Sue M., Chair (D48)

Finance Subcommittee Members:

Andy S., Secretary (D35), Sharon C. (D64), John Q. (D33), Kate C. (D22), Tom C. (D40)