

# BUDGET & FINANCE ACTION COMMITTEE REPORT

For AWSC Meeting

Saturday, August 21, 2021

Submitted by: Pebble B., B&F Coordinator  
budgetandfinance@la-al-anon.org

## GOALS & OBJECTIVES:

Review income and expenses to ensure we are prudent with the Assembly money; ensure necessary financials are on website for all members to peruses, ensure all financial documents are filed/submitted to meet Assemblies legal obligations; ensure Assembly is and remains financially healthy; compile and formulate accurate budgets

## NUMBER OF MEMBERS ATTENDED 6

(Members of Committee are: Pebble B., Budget & Finance Coordinator, Hope L., Treasurer, Carmen O., GR Meeting Chair, Lucy W., Danny C., and Buddy H.)

## GOALS:

- COMPLETED: Motion regarding On-line Contributions presented at May Assembly
  - *Wording of Motion: Propose LA Area Assembly AFG, Inc. allow an online platform be used for members to make contributions Motion made by: Pebble B., GR; seconded by: Allan L., GR 24 voting GRs; yes: 23, no: 1; abstain: 0 Motion passed*
    - As Area Assembly's elected trusted servant, Sam B. the Treasurer, along with consul from other trusted servants, is charged with selecting which on-line platform to use.
    - Members of committee suggest PayPal and later perhaps add Zelle and Venmo to use
- The KBDM for number of signatures (2 versus 1 signature) on checks written on LA Area Assembly AFG, Inc. account was posted on website for members to see & and provide comments (none received); AWSC will determine when this is presented to Assembly for a vote; does our present insurance policy cover financial theft or does this need to be added to our policy?

## NEW GOALS:

- Motions with specific wording that need to be rescinded and replaced with more relevant worded motions to stand the test of time.
  - Two motions for who and how reimbursement of expenses to serve Assembly:
    - 11/16/75. The State Assembly will cover the State Assembly expenses of those members of AWSC whose expenses are not paid by their individual Al-Anon groups. (... motion that the Assembly contribute toward the state assembly expenses of those members of AWSC. whose expenses are not paid by their individual Al-Anon groups.)
    - Motion 18-05 Matter under consideration: Travel Reimbursement Policy Wording of motion: LA Area Assembly reimburse Area Delegate, Officers, Coordinators, and past Delegates for travel expenses as follows: \$0.14 per mile, up to \$155 for lodging, meals, and registration for those who attend for two nights, and up to \$80 for those who attend for one night. Those who live 120 miles or more from Assembly or whose travel time is two hours or 11 more qualify for two-night stays. Receipts must be submitted for reimbursement of actual amount expended. Motion submitted by: Charlotte B. Seconded by: Terry C. Motion passed unanimously: 41 voting GRs Yes: 41 No: 0 Abstained

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- Example of 1 motion to replace these 2:
  - *Reimbursements payments for lodging, meals and incidentals shall not exceed the U. S. General Services Administration at [www.gsa.gov/perdiem](http://www.gsa.gov/perdiem) per diem rates for lodging, meals, and incidentals in the city where Assembly is held. Reimbursement payments for mileage shall not exceed the current year's IRS mileage reimbursement rate for a charity at [www.irs.gov/taxprofessionals/standard-mileage-rates](http://www.irs.gov/taxprofessionals/standard-mileage-rates). Those who live 120 miles or more from the Assembly location or whose travel time is two hours or more will qualify for two-night lodging. Receipts must be submitted for reimbursement of actual amount expended. Members will deduct amount paid by any AFG group or entity they may be representing at the Area Assembly such as Group Representative, District Representative and/or Liaison. It is recommended that members share lodging and travel whenever possible.*
  - One motion for Assembly using on-line accounting software:
    - Motion 17-01: New Business: Eric n discussed purchasing new software for Treasurer (QuickBooks Online Plus). Motion was made by Pebble B I move La. Assembly Inc. subscribe to QuickBooks Online Plus. Submitted by Pebble B., seconded by Becky P. Motion passed (43 yes, 0 no,0 abstain).
  - Example of replacement motion:
    - *LA AFG Area Assembly, Inc. will subscribe to a cloud-based accounting software platform which will allow members serving as trusted servants from anywhere in Area 22 to have access to all the features and files of the accounting system.*

### DISCUSSION:

- Through 2<sup>nd</sup> Quarter, Assembly has a net loss of \$1,433 due to the one-time contribution to WSO as per our motion (**Motion 16-01**) **01/24/16** Annually Area Assembly will donate the previous year end's net income to WSO payable after the Treasurer's report is approved at the first Assembly of the following year commencing with 2015 net income.) which should self-correct by end of year; note if there is no net income at the end of the year no net income contribution will be made to WSO in 2023