

Louisiana Area AFG Area 22 Assembly, Inc
Business Meeting—November 6, 2021

I. OPENING

- A. Serenity Prayer
- B. Welcome
- C. Mission Statement
- D. Our Three Legacies
- E. Announcements

II. OFFICERS' REPORTS

- A. Secretary's Report - approval of Minutes
- B. Treasurer's Report
- C. Alternate Delegate's Report
- D. Delegate's Report

III. SPECIAL COMMITTEE REPORTS - 3-minute synopsis, please

- A. New to Area Assembly Meeting
- B. GR's Meeting
- C. DR's Meeting
- D. Convention Committee

IV. COORDINATOR REPORTS (trial 3/3 of agenda change) - 2-minute synopsis, please

- A. Alateen
- B. Archives
- C. Budget & Finance
- D. Forum
- E. Group Records
- F. Hispanic Outreach
- G. Literature
- H. LA Treasure Chest/Newsletter
- I. Public Outreach
- J. Website

V. ONGOING BUSINESS

A. ANNOUNCEMENT: Going forward, Area Assembly Coordinator Reports will be given directly to the Assembly at the Saturday Business Meeting, and Action and Standing Committee Reports will be given to the Area World Service Committee (AWSC) at the Sunday AWSC Meeting.

B. ACTION ITEM: In August, the Area World Service Committee (AWSC) decided to recommend that the Area Assembly end the schedule trial (underway for past 2+ years) and formally adopt the current schedule (Sat: Assembly; Sun: AWSC) - link to original KBDM:

https://www.la-al-anon.org/uploads/1/9/3/3/19330521/01-17_simplified_area_assembly_schedule.pdf

VI. NEW BUSINESS

A. INTRODUCTION: Area Technical Coordinator Position & Job Description Update

https://www.la-al-anon.org/uploads/1/9/3/3/19330521/kbdm_technology_coordinator_position_rev_aug_2021.pdf

and

https://www.la-al-anon.org/uploads/1/9/3/3/19330521/2021_-_technology_coordinator_proposal_rev_5-8.pdf

B. STATUS UPDATE/ACTION ITEM: Alateen Safety Guidelines -

https://www.la-al-anon.org/uploads/1/9/3/3/19330521/2020-10_kbdm_on_alateen_safety_and_behavioral_requirements.pdf

C. INTRODUCTION: Financial motions in need of correcting/updating, as identified by the Budget & Finance Committee **SEE addendum to this agenda, attached

VII. CLOSING

- A. 7th Tradition
- B. Alternate Chair's Report
- C. Closing prayer & Al-Anon Declaration

NOTE: Agendas are tentative and subject to change.

****ADDENDUM to Louisiana Area AFG Area 22 Assembly, Inc**

Business Meeting—November 6, 2021

Financial Motions Identified by Budget & Finance Committee as Needing Correction

Presented to the AWSC 08/22/2021 and approved to go to the Assembly

To be introduced to the Area Assembly 11/06/2021

Motion **11/16/75**. Wording of Motion: 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.)

Action needed: **Rescind** Motion Covering members of ASWC whose expenses are not paid by their individual Al-Anon groups approved November 16, 1975.

(1) MOTION (suggested new motion) Matter under consideration: RESCIND MOTION 11/16/75 referencing AWSC expenses

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

Action needed: **Rescind** motion for Travel Reimbursement Policy for travel expenses that states specific amounts for Area Delegate, Officers, Coordinators and Past Delegates for travel expenses approved on November 11, 2018.

(2) MOTION (suggested new motion) Matter under consideration: RESCIND MOTION 18-05 referencing AWSC travel reimbursement.

Action needed: **Replace** both Motion 11/16/75 & Motion 18-05 with a motion that defines the parameters for calculating reimbursement rates; once a meeting locale is determined, those AWSC members receiving reimbursement will be given totals for each category, as calculated by the Area Treasurer.

(3) MOTION (suggested new motion to replace MOTION 11/16/75 & MOTION 18-05) Matter under consideration: Travel Reimbursement Policy for Area Delegate, Officers, Coordinators, and active Past Delegates to perform their duties at the AWSC and Assembly meetings on behalf of LA AFG Area Assembly, Inc.

Reimbursements payments for registration, lodging, and meals shall not exceed an established dollar-amount cap, as determined by use of the U. S. General Services Administration at www.gsa.gov/perdiem per diem rates for lodging, and meals 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. 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. Once a meeting locale and date are determined, the Area Treasurer will determine and communicate the dollar-amount cap to be used.

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).

Action needed: **Rescind** motion LA AFG Area Assembly, Inc. subscribe to QuickBooks Online Plus passed on January 22, 2017.

(4) MOTION (suggested new motion) Matter under consideration: RESCIND MOTION 17-01 referencing use of online software for treasurer.

Action needed: **Replace** Motion 17-01 with a motion that defines the parameters of the software to be used by the Area Treasurer.

(5) MOTION (suggested new motion) Matter under consideration: Subscribing to Cloud Based Accounting Software

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.