

Knowledge-Based Decision Making (KBDM)
to reach an informed group conscience

Housekeeping/Updating of Motions re: Finances

To add to this KBDM document, please email Angela A. chair@la-al-anon.org

Date started: January 2022

Updated:

Disposition: Approved (August 2021) by AWSC for presentation to the Area Assembly at the November 2021 Assembly; tabled there with request for KBDM document.

Topic: Possibly rescinding two outdated and/or problematic motions re: reimbursement of AWSC members' expenses, and replacing the two with one more functional and current motion.

Framing: This matter originated in the Budget and Finance Committee. During a comprehensive review of the financial motions currently in our Procedure's Digest, the B&F Committee identified that Motion 11/16/75, which was passed in 1975 was vague and non-functional, and thereby needed to be officially removed or rescinded.

During the same review, the B&F Committee noted that a related motion, Motion 18-05, which was carefully crafted and intended to update our AWSC Members' reimbursement policies in 2018, was unfortunately too specific to be helpful going forward.

Both the B&F Committee and the AWSC Committee have recommended that the Area Assembly take corrective action by first, rescinding both motions, and secondly, replacing them with a new motion that better outlines the procedure for determining a dollar-amount cap for reimbursing AWSC Members for their attendance at in-person Area Assembly/AWSC Meetings. The suggested new motion is more functional and flexible because it (1) takes into account reimbursement rates established by the federal government that are based on the cities in which our future meetings could be held and (2) allows for mileage reimbursement rate changes in real time. Otherwise, it very closely follows the spirit of the 2018 motion.

Background Information:

***For a detailed wording of the motions themselves, the actions/procedures needed, and the suggested motions to both rescind and replace, see the appendix at the end of this document.

The Elements of KBDM

- Open communication between leadership and membership
- Dialogue before deliberation
- All those involved in the decision will have full access to all information.
- We have confidence in the competency of our partners—presume goodwill.
- We exist in a culture of trust.

The KBDM Questions

1. What do we know about our membership's needs, wants, and preferences that is relevant to this discussion?
 - We know that all trusted servant members of the Area Assembly and AWSC, including the B&F Committee members, take prudent stewardship of the Assembly finances very seriously.
 - We know that we want our Procedures Digest up-to-date with functional motions
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2. What do we know about our resources that is relevant to this discussion?
 - We know that future panels of both the Assembly and the AWSC will rely on our Procedure's Digest for years to come.
 - We know that the effort put into the drafting of the Motion 18-05 has served us well and the spirit of this motion can continue to serve us well into the future.

3. What do we know about our environment that is relevant to this discussion?
 - We know that our finances rely solely on member and group contributions, and that we wish to remain highly responsible to those groups and members in how we utilize the funds entrusted to us.
 - We hope to be meeting in person again in the near future, and that when we are able to do so, our expenses will increase accordingly

4. What are the ethical implications of our choices (the pros and cons)?
 - a. PROS:
 - if we handle this housekeeping now, we will not need to revisit it again in the near future.
 - b. CONS:
 - this is a fairly complicated series of procedural moves that can be difficult to transact via virtual meetings

5. What do we wish we knew but don't?
 - Will this document address all of the concerns and apprehensions of the Assembly members?
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***APPENDIX:

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, active Past Delegates, and Special Committee Chairs 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.