

Intergroup Meeting - Agenda
Wednesday, January 3, 7-8:30PM
First Unitarian Universalist Center, 1187 Franklin St., San Francisco, CA 94109

Intergroup coordinates services which individual groups in San Francisco and Marin cannot provide. We bring these services, as well as service opportunities, to our Member Groups. Our Intergroup observes the intent and spirit of A.A.'s Twelve Traditions and Twelve Concepts for World Service, as well as A.A.'s Three Legacies of Recovery, Unity, and Service.

7:00 Getting Started

1. Open with the Serenity Prayer.
2. Call to order. Statement of Purpose.
3. Review the minutes and agenda.
4. Roll Call: If you are late, please see the secretary to be sure you are marked in attendance.
5. AA Anniversaries.
6. Approval of agenda.
7. Approval of last month's Intergroup Meeting minutes.
8. Arrange hospitality volunteers for next meeting.
9. Collect contributions for dinner.
10. Website Calendar & Guidelines for Intergroup Agenda Items

7:15 Standing Reports

1. Board Chair
2. Treasurer
 - a. Overview of 2018 budget
 - b. Thankful 10'ers
 - c. Digital contributions
3. Central Office Manager

7:30 Intergroup Committee/Activity Reports (2 minutes/report)

7:40 Liaison Reports

7:50 IGR Reports

8:00 Discussion items

- Overview of voting procedures
 - Mock voting demonstration
- Continue to watch Video on voting procedures. (NAATW presentation)

8:15 Old Business

- Online meetings – SF mom's group is now AA sober mom's, no longer a specific area meeting so we suggest having a listing for online meetings, see screen shot.

8:25 What's On Your Mind

8:30 Adjourn with the Responsibility Statement

Intergroup Information

1. Next Intergroup Meeting, Wednesday February 7, 2018 in Marin

St. Andrew Presbyterian Church, 101 Donahue St, Marin City, CA 94965

Please call the Central Office, 415-674-1821, with questions.

2. Intergroup Newcomers

If you are here for the first time tonight, we welcome you and we appreciate your presence and your participation.

3. Intergroup Voting

Only elected Intergroup Representatives (IGR) or Alternate Intergroup Representatives (AIGR) vote. An elected Intergroup Representative may vote after: a) having attended the Intergroup orientation and b) having attended a previous Intergroup meeting as an elected representative. An elected Alternate Intergroup Representative may vote at the first meeting attended. Time of term and method of selection of both IGR and AIGR is determined by individual Member Groups.

4. Registration Sheet

If you are an elected Intergroup Rep (IGR), please be sure to fill out the registration sheet. If you are visiting, please do not fill out the registration sheet!

5. Meeting Absences

Any Member Group who has not sent a representative for 3 consecutive meetings will be considered "inactive" for purposes of voting and determining a quorum.

6. Procedures for Intergroup Agenda (i.e. how to get things going)

Intergroup Committee Chairs and Intergroup Reps may suggest that an item or topic be placed on the monthly Intergroup agenda by contacting the Central Office Manager or the Board Chairperson by email at least two weeks prior to the monthly Intergroup meeting.

A proposed agenda items should be able to be stated as a single simple declarative proposition (e.g. "Intergroup Reps should be required to wear tennis shoes to Intergroup meetings").

The first time that a proposed item or topic is placed on the Intergroup agenda it shall be placed on the "New Business" calendar as a discussion only item (i.e. as opposed to a "voting item")

Thereafter, an item or topic which is placed on the agenda for a second time shall be placed on the "Old Business" calendar as either a discussion only item, or, if the issue is deemed ripe for a vote, as a voting item.

(The exception to this limitation (i.e. that an item not be on the agenda as a voting item until after it has at least once been on the agenda as a discussion only item) is where the item is determined by the Board Chairperson to be an "Urgent Matter")

Discussion of an agenda item shall not be unlimited, and shall be monitored by the Board Chairperson as to the allotted time to be afforded to any single individual to express an opinion or provide information on the item.

When the matter is on the agenda as a "voting item" the item will pass on a simple majority (i.e. 51%+) if it is a minor matter (including, where applicable, the expenditure of only a nominal amount of money); but, that all other matters shall be passed only by 2/3 majority, especially where policy or precedent are being established, or an appreciable amount of money is to be spent, or, where the issue has been the subject of considerable controversy (i.e. lots of "loving discussion").

Proposed Intergroup Meeting Minutes
 Wednesday, December 6, 2017, 7 - 8:30PM
 First Unitarian Universalist Center, 1187 Franklin St., San Francisco, CA 94109

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7:00 Getting Started

Open with the Serenity Prayer.

Call to order. Statement of Purpose.

Review the minutes and agenda.

Roll Call: If you are late, please see the secretary to be sure you are marked in attendance.

Marin Groups	San Francisco Groups	Blue Book Special	Each Day a New Beginning	Saturday Beginners
Men's Two Plus	A is for Alcohol	Came To Believe	Embarcadero Group	Serenity Seekers
Mill Valley 7am	Any Lengths	Castro Discussion	Experience, Strength & Hope	Sunday Night Castro Discussion
Monday Blues	Anything is Possible	Castro Monday Night BB	Girls Gone Mild	Sundown
Monday Night Stag Tiburon	As Bill Sees It Th 6pm	Cocktail Hour	Kool Fresh Kids Club	Sunset 9'ers
On Awakening	Be Still	Come 'n Get It!	Join the Tribe	Sunset Speaker Step
Thursday Night Chip	Beginners Warmup	Cow Hollow Young People	Lunch with Bill	Too Early
Tuesday Beginners	Big Book Basics	Creative Alcoholics	Reality Farm	Valencia Smokefree

AA Anniversaries

- Lara, Caroline, Ken, Jacqueline

Approval of agenda.

Approval of last month's Intergroup Meeting minutes.

Arrange hospitality volunteers for next meeting.

- Cathy (salad), Dorothy (dessert), Alix (dessert), Karen (salad)

Collect contributions for dinner.

- Starting next month, Venmo contributions for dinner will go directly to the Hospitality Chair

Website Calendar & Guidelines for Intergroup Agenda Items

7:15 Standing Reports

Board Chair – Liz

- Last month was Gratitude Month, so thank your groups for contributing
- Technology Committee was mentioned in Box 459 re: digital contributions – woohoo!
- Looking for someone to be administrator for Facebook group
- Also need a chair for PI/CPC committee
- Counting inventory this weekend

Treasurer – Alix

- Rating for Oct 2017 was "Excellent", but we are below having 3 months of Unrestricted Cash
- Group contributions were way down, as were individual contributions, continuing a trend for the past few months. Not a cause for concern, but good to talk to your groups about it and get money in before the end of the year.
- Most of the intergroup reps passed a 2nd basket for Gratitude Month; those who weren't able to do that had financial concerns for their group
- 2018 Intergroup budget will be presented at January's Intergroup Rep Meeting

Central Office Manager – Maury

- Volunteer Appreciation Dinner in November was a success!
- There are still open phone shifts at Central Office
- Central Office will be closed on Christmas and New Years Day
- There are a number of alcohons and events around the holidays, so be sure to check aasf.org
- If you are aware of any meetings that will be canceled due to the holidays, please let Central Office know ASAP
- The Alano Club in SF is shut down. We are missing information for some of the meetings that used to meet there, so it's important to communicate with Central Office so that the directory is up to date.
- There are over 100 service opportunities between H&I, PI/CPC, General Service, Teleservice, and Intergroup. We need more participation from members of the fellowship.

7:30 Intergroup Committee/Activity Reports (2 minutes/report)

- **SOS (Dorothy)**
 - Spirit Of Service brings meetings to members who cannot make it to meetings. They are having trouble finding members who could use this service, somewhat due to lack of word of mouth about this service.
- **Archives (Kim)**
 - Archives held an event on 12/3 about the history of AA in San Quentin and Folsom prisons. It was very well-attended.
- **Fellowship (Michael)**
 - Founders Day will be at 1187 Franklin in SF on June 9th – preparations are already underway
 - Traditions workshop at Mission Fellowship will be moving to Central Office on the 4th Saturday of each month starting in January
- **SF Teleservice (Lara)**
 - Orientation is on the 3rd Monday of the month at 6pm at Central Office. More folks are needed for this committee.
 - Also looking for an Information Chair and a Sunday Coordinator
- **PI/CPC (Justin)**
 - Very much in need of more people for the committee -- 2 year sobriety requirement
 - Meet 2nd Monday of the month (orientation is 6pm, meeting is 7pm)

7:40 Liaison Reports

- **Marin PI/CPC (Cathy)**
 - PI doing monthly presentations at Redwood and Novato High Schools are going well; all students were given a Marin meeting directory, and Marin PI/CPC received several thank you notes from the students at Novato.
 - CPC outreach about "sponsoring your doctor" had some concern about personal anonymity, the consequences of medical coverage, and breaking Tradition 11.
 - Future discussions include "Working with Veterans" and contacting participants from annual Senior Information Fair held in October
 - Next meeting will be December 21st at 7pm at San Rafael Alano Club
 - Speaker workshop on Thursday, January 25th from 7:30-8:15 followed by the regular business meeting
- **District 10 General Service (Jacqueline)**
 - Found out that the audio version of the Navajo Blue Book is completed

- Monday, December 18 is next meeting – voting on a few different positions, so all are welcome!
- **Marin H&I (Karen)**
 - 10 new members last month, but still have openings
- **Sobriety by the Bay Conference (Seth)**
 - January 26-28 at the Midway in Bayview
 - Registration is \$15 before 1/1, \$20 after 1/1
 - Lots of speakers, 4th step workshop
 - Sobrietybythebay.org is the website

8:00 Discussion items

Marin 2020

- There is a lot of misinformation and confusion surrounding this issue, so this is being brought up as a discussion topic to provide some clarity.
- The background is that back in 2015, there was a discussion from a group of Marin members about a separate Marin Intergroup. As this did not come through the existing Intergroup structure and those involved did not want to participate in the existing structure we voted not to list the groups monthly meeting in our schedule. In 2016, in response to the survey we conducted about our services, we formed an ad hoc research committee started looking into the feasibility of a Marin bookstore. The committee never brought information back.
- The Marin 2020 group had a spaghetti feed last month to raise money for the committee and advertised that it was co-presented by Marin General Service, which was not accurate.
- There is an unofficial Marin 2020 website (aamarin.org) funded by the Marin 2020 group, but it is not updated with meeting information regularly, which is concerning if it comes up in a Google search for an alcoholic in search of a meeting.
- Now that this is coming up again, if any registered Marin IGR wants to discuss a Marin 2020 split or the formation of a committee, we will put this on this agenda as a discussion topic.
- There was more discussion around how the topic should be approached at Intergroup meetings, how the Marin 2020 group meetings are going, and how the main argument in support for a Marin Intergroup is access to and money from AA literature.
- Ken shared that when Phoenix Intergroup had a similar issue back in 2000, they opened a satellite book store for members in the Scottsdale area.

Video on voting procedures (NAATW/SF Unity Day presentation) will be carried over into next month

8:20 Old Business

Listing Online meetings

- SF Mom's Group is now AA Sober Moms. They are no longer a specific area meeting so we suggest having a listing for online meetings.

8:25 What's On Your Mind

- Julie shared a concern from her group about electronic contributions and whether it would be a breach of anonymity for the treasurer to see their names. Maury clarified that these donations can be made "private" and they are not being shared at the level of press/radio/films, so it's not a break of traditional anonymity.
- Jane introduced Ann-Marie as the new chair for The Buzz.

8:30 Adjourn with the Responsibility Statement

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Please call the Central Office, 415-674-1821, with questions.

Intergroup, November 2017

Treasurer's Report

Month Ended November 2017

For November 2017, Total Revenue was \$15,983, under budget by \$7,686. This was mainly due to lower than expected individual contributions, which were under budget by \$5,528, in addition to group contributions being under budget by \$1,619. Total Operating Expense for November was \$25,391, over budget by \$3,506. The result is a Net Operating Deficit of \$9,714. Net Deficit year to date is \$11,864 which is a \$4,364 benefit to the budgeted deficit.

Group Contributions for November were \$9,381, under budget by \$1,619. Individual Contributions were \$3,272, under budget by \$5,528.

Total Unrestricted Cash for November 2017 was \$60,124, a decrease of \$4,977 from October 2017. Unrestricted Cash is over 2 months of operating expenses.

The rating for November 2017 is "Excellent".

OVERALL RATING: Excellent

INTERGROUP FINANCE RATING SYSTEM

Every month we rate our monthly finances as "Excellent", "Good", "Fair" or "Poor". Generally speaking, here are the definitions of those terms:

EXCELLENT: We exceeded our budget. Our income was greater than our expenses for the month and we have more than two months' worth of operating expenses in unrestricted cash balances. Operating expenses are roughly \$22K/month, so we'd have over \$44K in unrestricted cash balances for the month. The Intergroup rating has been "excellent" since December 2016.

GOOD: We are meeting our budget. Our income for the month, or for the YTD, was slightly greater than our expenses and we'd have approximately 1.5 - 2 months of operating expenses in unrestricted cash balances.

FAIR: We are not meeting our budget. Our expenses were greater than our income for the month and for the YTD - and our unrestricted cash balance would be somewhere between 1 and 1.5x our operating expenses.

POOR: We are not meeting our budget and our unrestricted cash balances fell below one month of operating expenses. The last time we were "poor" was in September 2016.

Intercounty Workshop of AA
Income and Expense
Actual to Budget
January through November 2017

					TOTAL			
	Nov 2017	Budget	\$ vs. Budget	% to Budget	Jan - Nov 17	Budget	\$ vs. Budget	% to Budget
Revenue								
Contributions from Groups	9,381	11,000	(1,619)	-14.7%	153,115	155,500	(2,385)	-1.5%
Contributions from Individuals	3,273	8,800	(5,528)	-62.8%	41,217	46,800	(5,583)	-11.9%
Gratitude Month	1,474	2,500	(1,026)	-41.0%	5,699	6,500	(801)	-12.3%
Intergroup Event Revenue	-	-	-	0.0%	12,114	8,500	3,614	42.5%
Other Revenue	96	35	61	174.4%	1,356	445	911	204.7%
Sales - Bookstore	9,664	7,328	2,336	31.9%	87,240	80,608	6,632	8.2%
Cost of Bookstore Sales	(7,905)	(5,994)	(1,911)	31.9%	(70,611)	(65,934)	(4,677)	7.1%
Gross Margin - Bookstore	<u>1,759</u>	<u>1,334</u>	<u>425</u>	<u>31.9%</u>	<u>16,629</u>	<u>14,674</u>	<u>1,955</u>	<u>13.3%</u>
Total Revenue	<u>15,983</u>	<u>23,669</u>	<u>(7,686)</u>	<u>-32.5%</u>	<u>230,129</u>	<u>232,419</u>	<u>(2,290)</u>	<u>-1.0%</u>
 Expense								
Employee Expenses	16,514	13,997	2,517	18.0%	150,868	152,928	(2,060)	-1.3%
 Committees								
PI/CPC	2	150	(148)	-98.6%	273	700	(427)	-61.0%
Access Committee	-	-	-	0.0%	-	350	(350)	-100.0%
Sunshine Club	-	-	-	0.0%	52	100	(48)	-47.9%
Archives Committee	-	-	-	0.0%	97	30	67	224.8%
Committees - Other	-	30	(30)	-100.0%	-	330	(330)	-100.0%
Total Committees	<u>2</u>	<u>180</u>	<u>(178)</u>	<u>-98.9%</u>	<u>423</u>	<u>1,510</u>	<u>(1,087)</u>	<u>-72.0%</u>
Intergroup Sponsored Events	1,722	100	1,622	1,621.9%	10,249	11,900	(1,651)	-13.9%
Professional Fees	-	-	-	0.0%	1,663	1,500	163	10.8%
Postage	425	95	330	347.4%	1,032	1,175	(143)	-12.2%
Rent - Office	4,592	4,592	(0)	0.0%	49,174	49,174	0	0.0%
Rent - Other	-	75	(75)	-100.0%	995	1,020	(25)	-2.5%
Filing/Fees	-	-	-	0.0%	476	500	(24)	-4.8%
Insurance	-	-	-	0.0%	2,485	2,500	(15)	-0.6%
Internet Expense	502	150	352	234.4%	2,098	1,650	448	27.2%
IT Services	-	200	(200)	-100.0%	-	1,800	(1,800)	-100.0%
IT Hardware	-	-	-	0.0%	-	300	(300)	-100.0%
IT Software	-	-	-	0.0%	207	740	(533)	-72.1%
Office Supplies	145	120	25	20.5%	2,136	1,320	816	61.8%
Paper Purchased	211	125	86	69.0%	1,150	1,375	(225)	-16.3%
Printing	-	-	-	0.0%	-	-	-	0.0%
Equipment Lease	422	408	14	3.5%	4,903	4,489	414	9.2%
Repair & Maintenance	576	240	336	140.2%	5,062	2,940	2,122	72.2%
Security System	-	100	(100)	-100.0%	426	1,100	(674)	-61.3%
Payroll Expenses	8	10	(2)	-20.0%	81	110	(29)	-26.6%
Telephone	179	200	(21)	-10.5%	1,884	2,200	(316)	-14.3%
Phone Book Listings	93	93	-	0.0%	1,023	1,023	-	0.0%
Travel	-	1,200	(1,200)	-100.0%	1,734	3,600	(1,866)	-51.8%

Intercounty Fellowship of AA
Income and Expense
Actual to Budget
January through November 2017

					TOTAL			
	<u>Nov 2017</u>	<u>Budget</u>	<u>\$ vs. Budget</u>	<u>% to Budget</u>	<u>Jan - Nov 17</u>	<u>Budget</u>	<u>\$ vs. Budget</u>	<u>% to Budget</u>
Training	-	-	-	0.0%	572	400	172	43.0%
Bad Checks	-	-	-	0.0%	-	-	-	0.0%
Miscellaneous Expense	-	-	-	0.0%	-	-	-	0.0%
Total Expense	<u>25,391</u>	<u>21,885</u>	<u>3,506</u>	<u>16.0%</u>	<u>238,641</u>	<u>245,254</u>	<u>(6,613)</u>	<u>-2.7%</u>
Net Operating Surplus/(Deficit)	<u>(9,409)</u>	<u>1,784</u>	<u>(11,193)</u>	<u>-627.4%</u>	<u>(8,511)</u>	<u>(12,835)</u>	<u>4,324</u>	<u>-33.7%</u>
Interest Income	43	45	(2)	-5.5%	475	495	(20)	-4.0%
Depreciation/Amortization Expense	<u>(348)</u>	<u>(348)</u>	<u>-</u>	<u>0.0%</u>	<u>(3,828)</u>	<u>(3,828)</u>	<u>-</u>	<u>0.0%</u>
Net Surplus/(Deficit)	<u>(9,714)</u>	<u>1,481</u>	<u>(11,195)</u>	<u>-755.9%</u>	<u>(11,864)</u>	<u>(16,168)</u>	<u>4,304</u>	<u>-26.6%</u>

Intercounty Fellowship of AA
Balance Sheet
Actual to Budget
January through November 2017

	<u>30-Nov-17</u>	<u>31-Oct-17</u>	<u>\$ Change</u>	<u>30-Nov-16</u>	<u>\$ Change</u>
ASSETS					
Current Assets					
Cash					
Unrestricted Cash	60,124	65,101	(4,977)	43,308	16,816
Restricted Cash	125,232	125,232	-	130,540	(5,308)
Total Cash	<u>185,356</u>	<u>190,333</u>	<u>(4,977)</u>	<u>173,848</u>	<u>11,508</u>
Accounts Receivable	(467)	(797)	330	9	(476)
Inventory - Bookstore	20,507	22,278	(1,771)	25,427	(4,920)
Total Current Assets	<u>205,396</u>	<u>211,814</u>	<u>(6,418)</u>	<u>199,284</u>	<u>6,112</u>
Fixed Assets	11,210	11,558	(348)	15,553	(4,343)
Deposits	6,698	6,698	-	6,698	-
TOTAL ASSETS	<u><u>223,304</u></u>	<u><u>230,070</u></u>	<u><u>(6,766)</u></u>	<u><u>221,535</u></u>	<u><u>1,769</u></u>
LIABILITIES & NET ASSETS					
Liabilities					
Current Liabilities					
Accounts Payable	2,132	-	2,132	-	2,132
Payroll Tax Liabilities	3,943	3,298	645	3,635	308
Sales Tax Payable	717	547	170	554	163
Total Current Liabilities	<u>6,792</u>	<u>3,844</u>	<u>2,948</u>	<u>4,189</u>	<u>2,603</u>
Total Liabilities	6,792	3,844	2,948	4,189	2,603
Net Assets					
Net Assets, Beginning of Year	228,376	228,376	-	199,894	28,482
Net Surplus/(Deficit), YTD	(11,864)	(2,150)	(9,714)	17,454	(29,318)
Total Net Assets	<u>216,512</u>	<u>226,226</u>	<u>(9,714)</u>	<u>217,348</u>	<u>(836)</u>
TOTAL LIABILITIES & NET ASSETS	<u><u>223,304</u></u>	<u><u>230,070</u></u>	<u><u>(6,766)</u></u>	<u><u>221,537</u></u>	<u><u>1,767</u></u>

Intercounty Fellowship of AA
 Approved 2018 Budget
 Dec 18, 2017

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Projected</u>	<u>2018 Budget</u>
Ordinary Income/Expense					
Income					
Gratitude Month					
Gratitude Month - Groups	\$ 20,785	\$ 18,616	\$ 14,375	\$ 18,919	\$ 20,243
Gratitude Month - Individual	\$ 305	\$ 1,460	\$ 2,055	\$ 1,780	\$ 1,905
Total Gratitude Month	<u>\$ 21,090</u>	<u>\$ 20,076</u>	<u>\$ 16,430</u>	<u>\$ 20,699</u>	<u>\$ 22,148</u>
Group Contributions					
Group Contributions	\$ 152,410	\$ 138,572	\$ 169,254	\$ 165,115	\$ 180,700
Group Contributions (Honors)	\$ -	\$ -		\$ -	\$ -
Honors (Group Contributions)	\$ 78	\$ 120	\$ -	\$ 3,339	\$ -
Total Group Contributions	<u>\$ 152,488</u>	<u>\$ 138,692</u>	<u>\$ 169,254</u>	<u>\$ 168,454</u>	<u>\$ 180,700</u>
Individual Contributions					
Faithful Fiver	\$ 15,069	\$ 15,259	\$ 29,332	\$ 26,175	\$ 27,746
Honorary Contributions	\$ 1,862	\$ 1,902	\$ 2,369	\$ 3,339	\$ 3,539
Individual - Unrestricted	\$ 21,534	\$ 23,818	\$ 29,489	\$ 20,503	\$ 21,580
Total Individual Contributions	<u>\$ 38,465</u>	<u>\$ 40,979</u>	<u>\$ 61,190</u>	<u>\$ 50,017</u>	<u>\$ 52,865</u>
Newsletter Subscript.	\$ 188	\$ 154	\$ 77	\$ 99	\$ 88
Sales - Bookstore	\$ 121,687	\$ 98,387	\$ 88,776	\$ 90,940	\$ 91,000
Bag Fees (SF ordinance)	\$ 30	\$ 28	\$ 31	\$ 37	\$ 35
Customer Shipping	\$ 4,265	\$ 3,546	\$ 3,854	\$ 3,590	\$ 3,722
Intergroup Event Income	\$ 1,721	\$ 3,252	\$ 313	\$ 12,114	\$ 3,000
Total Income	<u>\$ 339,932</u>	<u>\$ 301,540</u>	<u>\$ 339,924</u>	<u>\$ 345,951</u>	<u>\$ 353,558</u>
Cost of Goods Sold					
Cost of Books Sold					
Cost of Books Sold - Software	\$ 348	\$ 348	\$ 348	\$ 348	\$ 348
Cost of Goods Sold - Shipping	\$ 244	\$ 353	\$ 356	\$ 308	\$ 339
Cost of Books Sold	\$ 86,888	\$ 68,213	\$ 64,974	\$ 66,805	\$ 66,849
Total Cost of Books Sold	<u>\$ 87,479</u>	<u>\$ 68,561</u>	<u>\$ 65,677</u>	<u>\$ 67,462</u>	<u>\$ 67,536</u>
Shipping Orders	\$ 4,679	\$ 3,404	\$ 3,403	\$ 3,657	\$ 3,488
Credit Card Processing Fees	\$ 5,228	\$ 4,275	\$ 5,260	\$ 5,668	\$ 5,700
Inventory Adjustments	\$ (46)	\$ 556	\$ 535	\$ (328)	\$ -
Total COGS	<u>\$ 97,340</u>	<u>\$ 76,796</u>	<u>\$ 74,875</u>	<u>\$ 76,458</u>	<u>\$ 76,724</u>
Gross Profit	<u>\$ 242,592</u>	<u>\$ 227,795</u>	<u>\$ 265,049</u>	<u>\$ 269,493</u>	<u>\$ 276,834</u>

Intercounty Fellowship of AA
 Approved 2018 Budget
 Dec 18, 2017

	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Projected</u>	<u>2018 Budget</u>
Expense					
Committees					
PI/CPC	\$ -	\$ -	\$ -	\$ -	\$ 1,980
Access Expenses					
Sunshine Club / SOS	\$ 65	\$ 58	\$ 55	\$ 52	\$ 205
Access Expenses	\$ 1,205	\$ 335	\$ 226	\$ -	\$ -
Total Access Expenses	\$ 1,270	\$ 393	\$ 281	\$ 52	\$ 205
Archives Committee	\$ 51	\$ 28	\$ -	\$ 97	\$ 3,571
The Point Committee	\$ -	\$ -	\$ -	\$ -	\$ 2,086
Committees - Other	\$ -	\$ 45	\$ -	\$ -	\$ 50
Total Committees	\$ 1,321	\$ 466	\$ 281	\$ 150	\$ 7,892
*Reconciliation Discrepancies	\$ 0				
Employee Expenses					
Employee Incentives	\$ 104	\$ 84	\$ 697	\$ 199	\$ 100
Supplemental comp expense	\$ 11,102	\$ 6,153	\$ 6,347	\$ 6,654	\$ 6,792
Employer Tax Expenses	\$ 11,225	\$ 13,577	\$ 12,958	\$ 12,460	\$ 13,128
Health Benefits	\$ 13,447	\$ 11,906	\$ 11,174	\$ 13,211	\$ 20,233
Wages & Salaries	\$ 122,665	\$ 124,356	\$ 115,304	\$ 131,474	\$ 137,440
Workers Comp Ins.	\$ 951	\$ 1,036	\$ 768	\$ 901	\$ 1,050
Employee Expenses - Other	\$ 109	\$ 110	\$ 117	\$ 13	\$ 250
Total Employee Expenses	\$ 159,603	\$ 157,222	\$ 147,365	\$ 164,912	\$ 178,993
Equipment Lease	\$ 5,844	\$ 4,897	\$ 4,897	\$ 5,311	\$ 5,311
Filing/Fees	\$ 930	\$ 452	\$ 417	\$ 476	\$ 500
Insurance	\$ 2,398	\$ 2,471	\$ 2,488	\$ 2,485	\$ 2,500
Intergroup Events	\$ 3,386	\$ 4,524	\$ 3,623	\$ 10,649	\$ 3,500
Intergroup Literature					
PI/CPC	\$ 451	\$ 384	\$ 240	\$ 273	\$ -
Intergroup Literature - Other	\$ -	\$ 24	\$ 26	\$ -	\$ -
Total Intergroup Literature	\$ 451	\$ 409	\$ 266	\$ 273	\$ -
Internet Expense (Web hosting/ DSL)	\$ 1,604	\$ 1,614	\$ 1,792	\$ 2,248	\$ 2,248
IT Services				\$ -	\$ -
IT Hardware Purchased			\$ 326	\$ 100	\$ -

Intercounty Fellowship of AA
 Approved 2018 Budget
 Dec 18, 2017

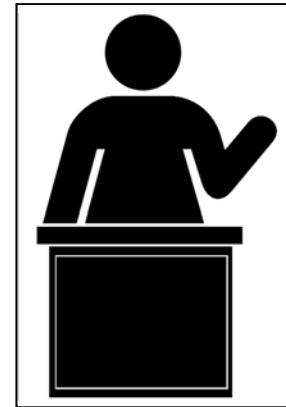
	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Projected</u>	<u>2018 Budget</u>
IT Software Purchased	\$ 521	\$ 519	\$ 705	\$ 232	\$ 500
Office Supplies	\$ 1,940	\$ 1,155	\$ 2,240	\$ 2,278	\$ 2,259
Paper Purchased	\$ 812	\$ 1,095	\$ 1,773	\$ 1,275	\$ 1,500
Payroll Fees	\$ 116	\$ 127	\$ 98	\$ 91	\$ 120
Bad Checks	\$ -	\$ 12	\$ 24	\$ -	\$ -
Bank Fees	\$ 20		\$ 8	\$ -	\$ -
Phone Book Listings	\$ 1,116	\$ 1,116	\$ 1,116	\$ 1,116	\$ -
Postage					
Postage Due	\$ 53	\$ 40	\$ 27	\$ 19	\$ -
Bulk Mail	\$ 1,220	\$ 1,025	\$ 815	\$ 825	\$ -
Non-Bulk Postage	\$ 208	\$ 244	\$ 202	\$ 193	\$ 198
Total Postage	\$ 1,481	\$ 1,309	\$ 1,045	\$ 1,037	\$ 198
Printing	\$ 695	\$ -	\$ 9	\$ -	\$ -
Professional Fees					
Accounting	\$ 1,440	\$ 1,425	\$ 1,450	\$ 1,663	\$ 1,746
Computer Consulting	\$ -				
Professional Development	\$ -				
Professional Fees - Other	\$ -				
Total Professional Fees	\$ 1,440	\$ 1,425	\$ 1,450	\$ 1,663	\$ 1,746
Reconciliation Discrepancies	\$ (1)		\$ 0		
Rent - Office	\$ 49,792	\$ 51,784	\$ 53,499	\$ 53,766	\$ 55,376
Rent - Other	\$ 1,045	\$ 1,020	\$ 1,005	\$ 995	\$ 1,020
Repair & Maintenance	\$ 3,405	\$ 3,117	\$ 3,708	\$ 5,352	\$ 3,230
Security System	\$ 492	\$ 518	\$ 577	\$ 526	\$ 526
Telephone	\$ 2,763	\$ 2,081	\$ 2,732	\$ 2,084	\$ 2,299
Training	\$ 103	\$ 524	\$ 282	\$ 572	\$ 400
Travel	\$ 990	\$ 3,297	\$ 3,003	\$ 1,734	\$ 3,600
Total Expense	\$ 242,267	\$ 244,558	\$ 234,447	\$ 259,175	\$ 273,717
Net Ordinary Income	\$ 325	\$ (16,762)	\$ 30,602	\$ 10,318	\$ 3,117
Other Income/Expense					
Other Income					
Interest Income	\$ 769	\$ 729	\$ 538	\$ 520	\$ 540
Miscellaneous Income	\$ 597	\$ 488	\$ 654	\$ 1,292	\$ 420

Intercounty Fellowship of AA
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	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Projected</u>	<u>2018 Budget</u>
Total Other Income	\$ 1,365	\$ 1,217	\$ 1,192	\$ 1,812	\$ 960
Other Expense					
Amortization Expense					
Amortization Expense - Software	\$ -				
Total Amortization Expense	\$ -				
Depreciation Expense					
Deprec. Exp. - Computers & Office Equipment	\$ 1,365	\$ 696	\$ 518	\$ 533	\$ 533
Depreciation Exp. Leasehold Improvements	\$ 1,974	\$ 1,980	\$ 2,252	\$ 3,544	\$ 3,544
Loss of Fixed Asset Disposal					
Total Depreciation Expense	\$ 3,339	\$ 2,676	\$ 2,770	\$ 4,077	\$ 4,077
Net Other Income	\$ (1,974)	\$ (1,459)	\$ (1,578)	\$ (2,265)	\$ (3,117)
Net Surplus/(Deficit)	\$ (1,649)	\$ (14,647)	\$ 29,024	\$ 8,052	\$ (0)



**PUBLIC INFORMATION &
COOPERATION WITH
THE PROFESSIONAL
COMMUNITY
BECOME A PI/CPC SPEAKER!**



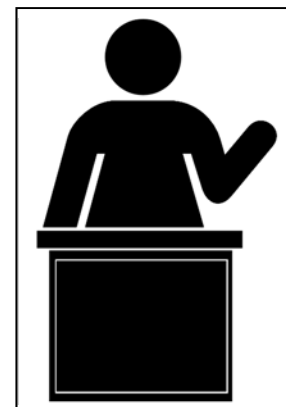
UPCOMING PI/CPC SPEAKER WORKSHOPS (At Central Office):

**Monday, January 8, 2018—6pm *
Monday, February 12, 2018—6pm *
Monday, March 12, 2018—6pm ***

*** PI/CPC Committee Meeting follows at 7pm**



**PUBLIC INFORMATION &
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BECOME A PI/CPC SPEAKER!**



UPCOMING PI/CPC SPEAKER WORKSHOPS (At Central Office):

**Monday, December 11, 2017—6pm *
Monday, January 8, 2017—6pm *
Monday, February 12, 2017—6pm ***

*** PI/CPC Committee Meeting follows at 7pm**

What Public Information/Cooperation with the Professional Community Does —

The Central Office PI/CPC Committee has one ultimate goal, and it is the same as that of every A.A. group and every type of service work:

To carry the message to the alcoholic who still suffers.

But public information tries to reach the alcoholic indirectly, as well as directly, in two ways:

- 1. By informing the general public about the A.A. program**
- 2. By informing "the third person" whose work is or may be involved with the active alcoholic**

Please join us by becoming a PI/CPC Speaker and/or PI/CPC Committee Member

Email for more info at picpc@aasf.org

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*12th Step / Sunshine Club / Spirit of Service
Three-Way Workshop*

*Saturday, January 20, 2018 @ 11:00am
1821 Sacramento Street, San Francisco*

The Sunshine Club, SOS and the 12th Step Committees will hold a joint orientation workshop with speakers from each service commitment.

Sunshine Club volunteers bring meetings to A.A. members who are temporarily unable to get out. **SOS (Spirit of Service)** volunteers bring meetings to members who are permanently homebound. **12th Step** volunteers respond to the wet and/or returning folks who call for help, day or night.

Consider a service commitment with one, two or all three of these service groups. Spread the word in your A.A. circles about these valuable services! We have a particular need for younger and bilingual members for the 12 Step List.



Reasonable Accommodations Policy: Persons requiring reasonable accommodations, including sign language interpreters, assistive listening devices or print materials in alternate formats should contact Central Office (415) 674-1821 no later than Friday, January 12, 2018.



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Digital Contributions At Group Level

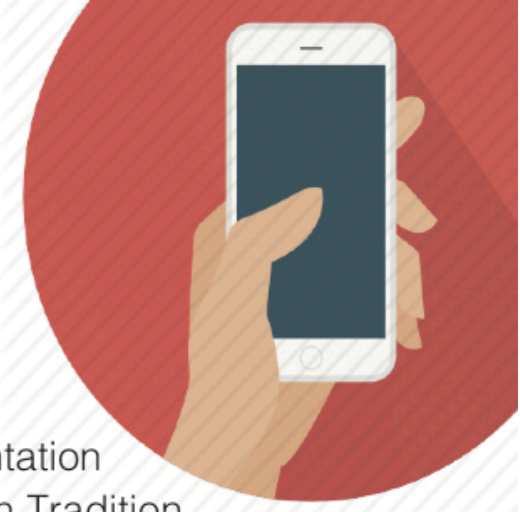
Who? AA members and meeting treasurers

What? Digital Payments made online or any hand held mobile device.

Where? At meeting locations, after meetings at home, Central Office.

When? During 7th Tradition, anytime at meetings. Buying AA Literature.

How? Any selected payment platform.



Suggestion for Digital Contributions

This is an informational document for AA meetings considering the implementation of a digital payment solution for their 7th Tradition collection and other AA services. The subject matter requires a fair amount of research to produce a truly informed group conscience.

Research Results

A smart phone app based payment platform is the most efficient, seamless and minimally disruptive solution to an AA meeting. Out of the multiple payment platforms our committee researched, we found some to score highest across the standards we established. Other platforms that were researched are included in the chart below.

	venmo	PayPal	Square Cash	tilt	Txt2Give	give by cell
Ease of Use	✓	✓	✓	✓	✗	✗
Transaction Fees	⚠	⚠	⚠	⚠	⚠	✗
Privacy	✓	✓	✓	✓	✓	✓
Ownership	✓	⚠	✗	✓	✗	✗
Member Mgmt	✓	✓	✓	⚠	⚠	⚠
Transferability	✓	✓	✗	✓	⚠	✗

This "is meant to be suggestive only. We realize we know only a little. God will constantly disclose more to you and to us." If you're interested in our evaluation methods, please contact digitalcontributions@aasf.org.

Q&A on Digital Contributions At Group Level

Q: Would an digital contribution method replace cash in the basket?

A: All groups operate autonomously but our experience suggests that a digital contribution method would serve *in addition* to passing a basket for cash contributions.

Q: Does this violate traditions?

A: No, using a digital payment platform to collect 7th tradition contributions does not violate AA's 12 Traditions. Although some payment platforms do have social sharing features which can indicate an association with AA, a word of caution and diligence is advised to ensure proper privacy settings are utilized.

Q: Are there fees associated with using a digital payment platform to contribute digitally?

A: When a group member makes a 7th tradition payment to their group, there are typically no fees associated with most payment platforms as long as they make the payment using a debit card or direct from their bank account. However a fee is typically charged to the group member when making a payment using a credit card synched to a payment platform. Our research did not find any payment platforms that charge the recipient (in this case, an AA group) for accepting a payment.

Q: Are other groups already using a digital contributions solution for the 7th tradition?

A: Groups across the US have begun adopting various digital contributions solutions and the number of groups is growing. San Francisco & Marin County's Intergroup has successfully implemented Venmo to collect contributions.

Q: Who handles the administration for a digital payment platform at my group?

A: Each meeting is autonomous and will answer this question for itself through group conscience. Our experience suggests that the treasurer is a likely choice to be the group account administrator. Some groups add more than one trusted servant to share the responsibilities such as a GSR, IGR or secretary. Another alternative is to create a new service position specific to understanding the implementation of a digital payment platform and assisting other members who are interested in contributing digitally.

Q: Is there someone I can talk to further or get more information about this?

A: Yes, email digitalcontributions@aasf.org

PROCEDURES FOR INTERGROUP AGENDA, DISCUSSION AND VOTING

Intergroup Committee Chairs and Intergroup Reps may suggest that an item or topic be placed on the monthly Intergroup agenda by contacting the Central Office Manager or the Board Chairperson (chair@aasf.org) by email at least two weeks prior to the monthly Intergroup meeting.

A proposed agenda item should be able to be stated as a single simple declarative proposition (e.g. "Intergroup Reps should be required to wear tennis shoes to Intergroup meetings"), and indicated whether a discussion only item or a voting item (motion).

The first time that a proposed item or topic is placed on the Intergroup agenda it shall be placed on the "New Business" calendar. Thereafter, if the same item or topic appears on the agenda, it will be placed on the "Old Business" calendar.

Items originally placed on the agenda as Discussion only items often, though not always, foster a voting item. This can happen by an IGR making a motion during the discussion at the Intergroup meeting, OR via email to the Board Chairperson two weeks prior to an Intergroup meeting. **All motions (voting items) require a 2nd from an eligible voting member in order to proceed to consideration/discussion and then a vote.**

It is the intent of Intergroup that most voting items not be voted on at the motion's introduction as "New Business" allowing time to discuss and fully consider the item and for the emergence of an informed group conscience. (The exception to this limitation is where the item is determined by the Board Chairperson to be an "Urgent Matter" or routine / "housekeeping" items requiring little, if any, discussion)

Discussion of an agenda item, however, shall not be unlimited, and shall be monitored by the Board Chairperson as to the allotted time afforded to any single individual to express an opinion or provide information on the item (typically no longer than 2 minutes, each). IGRs are encouraged to obtain their group's conscience at the first opportunity after a voting item is introduced.

Amendments may be offered during the discussion of the voting item, but only the motion's original maker may accept the amendment. If so accepted, the new, amended motion, becomes the topic of discussion.

Eligibility to Vote

- Intergroup Representatives are granted voting rights upon completion of both registration **and** orientation and after attending one (1) regularly scheduled Intergroup meeting. IGRs that become inactive (by missing 3 consecutive Intergroup meetings) must re-register by completing and submitting a new registration form in order to vote that night. Re-registering also adjusts the quorum. After a 1 year absence (from the time of deactivation), the IGR must attend Orientation, in order to become eligible to vote.
- Alternates are granted voting rights upon completion of registration and may vote for three (3) consecutive meetings without attending an Orientation. Following the third meeting, the registered IGR is considered inactive and the Alternate must then attend an Orientation to continue voting privileges. Following Orientation, the Alternate shall be considered the Group's IGR.
- Board members, committee chairs or others in attendance are allowed to vote only to the extent that they are also IGRs.

Quorum and Voting

A majority of the total number of registered Groups entitled to vote at an annual, regular or special Intergroup meeting, as of the Record Date for such meeting, shall constitute a quorum at such meeting. Eligible IGRs will be asked to stand up and count-off. The Secretary will also determine the quorum based on the roll-call.

Choosing the Voting Method

Typically, the Board Chairperson (or their designee) will get a sense of the room and make a determination when the item is ready for a vote. Voting members must determine how to vote: Simple Majority or Substantial Unanimity. The vote of voting method is conducted via Substantial Unanimity (66.67%).

Simple Majority is counted as 50% + 1 vote of all those eligible to vote. Used in case of procedural matters, if items are less controversial, if the motion involves little money and if there is no great impact on the groups.

Substantial Unanimity is $\frac{2}{3}$ (66.67%) of all those eligible to vote. Used if the motion affects policy, precedent, more money, or has a greater impact / affects many groups or Alcoholics Anonymous as a whole.

Substantial Unanimity is preferred in most matters; Simple Majority should be used sparingly.

Vote Counting

After both the number of eligible voters and the method of voting have been determined, voting can proceed. All voting for motions is by hand. Voting for officers and directors is by paper ballot. There will be a call for each of 3 positions: those in favor, those opposed, those who abstain.

Abstentions may be tendered when: The IGR feels insufficiently informed to make an appropriate decision, but the remainder of Intergroup has moved to proceed with voting OR in rare circumstances, where the motion may directly benefit the IGR or their group

Minority Opinion

After voting on a motion, the side which did not prevail is given an opportunity to speak to their position. Calls for additional minority opinions should ideally focus on hearing new or differing thoughts to **add to the conversation**, rather than reiterating or repeating the same thoughts.

The Board Chairperson will determine when the full and varied minority opinion has been expressed, and will then ask if, in hearing these opinions, anyone having voted in the majority wishes to change their vote. If anyone so indicates, a re-vote and recount must occur in the same manner as originally performed. If not, the motion will carry.