

***** APPROVED MID-SOUTHERN CALIFORNIA AREA 09 MINUTES *****

**AREA Service Committee (ASC) MINUTES
February 9, 2020**

Location:
UFCW LOCAL 324
8530 Stanton Avenue
Buena Park, CA 90620

9:03 AM – Meeting Called to Order

Delegate Report – Ed L.

(●) Thanks to non-alcoholic, Ellen Schafhauser, we now have a Panel 70 logo, which I see Ryan is already using in her finely upgraded eblasts! Cost for design and production of 500 buttons is \$268. (●) Thanks to Hiro for running a very successful orientation of new, Panel 70 chairs and DCMs/DCMCs. (●) I have already begun to take reservations for Delegate’s Report-backs, with District 12. (●) Have increased communications in the “Delegate’s Bulletin Board (DBB),” which can be found in the upper right corner of our website; posting this morning’s Delegate’s Sharing Session in the DBB; and providing information to Katherine C for newsletter. Bob H. has Newsletters for each District – Representative from each District to see him (●) Will be attending PRAASA; have provided information for five volunteers; have \$105 to be used in scholarships to attend; will be reading 2019 PRAASA minutes as past secretary; attend my first “delegate’s luncheon” with other 14 Pacific Region delegates; and continue to serve on the PRAASA Delegate’s Advisory Board until 2020 PRAASA done. Additionally, PRAASA 2021 is hosted by Area 93 and the hotel will be the Marriott in Burbank (●) I have registered for the International Convention, where I hope to volunteer, as in Atlanta. Also planning on the Regional Forum in Las Vegas on August 21-23. (●) Have made all the required arrangements for attending the Conference in April, including sending in \$3,200 Conference-support fee. Am looking forward to the [Pre-Conference Boot Camp](#) on March 14 and our Pre-Conference Workshop on April 5. (●) Am actively working on my responsibilities on the Conference Literature Committee, and will participate in Trustee’s Report-back on February 12th. (●) Have been active responding to the GSO mailman on various topics, and visited a group in Lucerne Valley concerning Al-Anon members identifying themselves as open speaker meeting in Lucerne Valley.

Passed out the 70th GSC Agenda Items – A large number of them. Brief description of the process.

10:15 AM to 11:15 AM COMMITTEE MEETNGS

11:15 AM LUNCH

12:01 PM – Call to Order with Serenity Prayer (Meeting Back in Session)

Readings in English and Spanish

Language	Declaration of Unity	Preamble	Statement of Purpose and Membership
English	Matt	Andrew	Alex
Spanish	Jaime	Spanish Gentleman	Luis

12:19 PM Introductions – Past Delegates, New Alt DCMCs and DCMCs, New Alt DCMs and DCMs, New Alt GSRs and GSRs, New District Officers, Visitors, and Area Board Members

December Minutes

- Chair Entertained a Motion to Approve December Minutes
- Motion to approve from Lynn
- Seconded by Cheryl

- No Discussion
- Minutes approved (passed)

Old Business – None

New Business

1. Motion to Increase the Spanish Convention Liaison Budget

- Claudia M. made the Motion
- Jeryl Seconded
- Open for discussion
 - Finance Chair – Confirmed it is a legitimate expense and should have the funding for it.
 - Many members went to the vote with questions:
 - What is the purpose of the role?
 - Why is the budget increasing?
 - Both Jim B., Panel 68 Conventions Liaison English, and Ryan H, Panel 70 Conventions Liaison Chair, provided context on why the budget is needed. Example reasons include: Covering the cost of registration, travel and hotel. Also, Jim B. clarified that it is not strictly for “Conventions” and cited the guidelines for a reference.
- End of discussion

2. Hispanic Women’s Workshop Liaisons – Mitchell Appointed and Confirmed 2020 Liaisons:

- Claudia M. and Patricia C.

3. 2019 Audit Committee Members – Mitchell Appointed and Confirmed

- Tammi R., John R. Sarah S. (Rozanne, 2018 Audit Committee) offered to be available for questions)

4. Finance Committee Floor Motion

- Carlos G Finance Chair Made Motion – “To Direct the Executive Board to obtain a “Doing Business As” (also known as a “DBA”) for Mid-Southern California Area 09, which will be MSCA 09.
 - Rich – Provided Background information – It is an operating name vs. the legal name, and can be used, for example, when making out checks to the Area.
- Scott R. – Seconded the motion
- Questions from the Body
 - Bob – Can you write it out to DBA and official name?
 - Response - Yes
 - Laura – Question about online contributions?
 - Response - Paypal being setup.
 - Rozanne – What else does DBA do?
 - Response
 - Protects use of the name
 - Consistency

Board Reports

Delegate Report – Ed. L

- See above.

Alt Delegate – Hiro S. – No Report.

Accounts Payable - Jose A.

- Met with Diane to learn more about QuickBooks
- Spanish committees’ lower budgets because they did not have a Chair
 - Speak with Carlos/Jesus if you need to increase the budget.
- 1 Debit Card purchase - \$60.98
- 18 Checks – 1,948.74
- Total Amount Paid - \$2,009.72
- Amount in Bank - \$26,605.15

- Payments covered - Water and Electricity at the Archives, Area Committees, Area Officers, Interpreter, Webpage. These were entered in QuickBooks.
- I have a lot to learn in the service of Treasurer Accounts Payable. Thank you for letting me be of Service.

Accounts Receivable

I'm happy to be here sober one more day and grateful to be of service. I'm busy learning about my new job, it's a lot of work because we have the good fortune of having the participation of so many groups as well as individual and District contributions, Thanks Jose for your help and support.

I would like to **humbly request to the GSRs to check with their group treasurers that they have their group numbers and to make sure they include them when they send in contributions, preferably write the group number on the memo line of the check.** Also, the checks should be made out to Mid Southern California Area Assembly as that is our official name and apparently banks are checking to match the name on the check to the name on the account. Thanks.

I closed the books on 2019 and reconciled the bank statement to the check register. I also prepared 1099 misc forms for our 3 independent contractors.

Since the last ASC I attended the Board Meeting and the New Panel Orientation at the Archives. Thanks to Hiro for putting on a great presentation and thanks for the members that attended for your participation. We had a lot of great input and discussion.

As of February 9, 2020 our checking account balance is \$30,362.12. Our Savings Account i.e. the Prudent Reserve balance is \$7,500.90.

Thanks for the opportunity to be of service

Chair Report – Mitchell B.

- Hi, my name is Mitchell and I am an alcoholic. Since the January 12 Area 09 ASC in Torrance I attended the Eboard meeting on January 19 in Riverside. * I prepared the Agenda for today's February ASC. * I attended the Panel 70 Orientation at the MSCA 09 Headquarters in Riverside on February 1 and helped with making photocopies with the Archives Committee. * I attended District meeting for District 6 on February 5 in Huntington Beach and District 15 in Brea on February 7. * I asked two members to serve as liaisons for the 2020 Hispanic Women's Workshop – Claudia M. and Patricia C. * 2019 Audit Committee - Mitchell to reach out to potential 2019 Audit Committee (Appointed 2019 Audit Committee by the time of the report) * I have been in contact with Area 93 PRAASA 2021 Planning Chair Melvin M. about transferring items for PRAASA 2021. MSCA09 still has two shipping cases with equipment that is part of the PRAASA inventory and these will be shared with Area 93 for next year's event. * I have been receiving MailChimp updates from PRAASA 2020 in Tucson and look forward to the vent in March. * Thank you for letting me be of service.

Secretary Report – Ryan W.

- Tactical for Today:
 - *Budget information distributed is correct. * Thank Bob and Mitchell for printing! * Thank you to Tony for helping with sign-in, can tell he is going to be an incredible help and has many good ideas for improving the sign-in process. I realize the forms are not current.
 - Key Things – Check-in sheets will not be fully updated until the GSO registration program is opened again. * Learning best way to get materials organized for everyone. * Forgot to bring the box for submitting Committee and Chair reports. Please feel free to email them to msca09secretary@gmail.com or bring them to me.
- Translation

- Important: Need a translation subcommittee in Area 09. This is a direct call to action to those of you who are bilingual. We need your help. Please help us continue the legacy of making all of the Area 09 material available in both English and Spanish.
- Until there is a translation commitment filled, I will be publishing everything in English. * If a bilingual member of the Area wants to translate it and send me a translated copy, please do, and I will send it out to the body.
- Website
 - Worked with webmaster to update the Area Chair and Board contacts on the website
 - General Housekeeping on website (moved old items out of Featured List, etc.)
- DCM and Committee Chairs
 - Moving into March, work with DCMs and Committee Chairs to submit all reports electronically at least 1 week prior to the Area Meeting (vs. by hand on the day of the event). This will streamline the process and ensures transparency of activities and upcoming events for those interested, etc.
- Email
 - Slow-start but spent some time in the Mail Chimp to understand its capabilities. Looking to improve moving forward.
- Attended
 - January Board Meeting
 - Servicepalooza hosted by AAOCYPA
 - New Panel Orientation
- Looking forward to PRAASA and diving into the 2020 Agenda Items.

Standing Committee and District Reports in Related Documents

No Coordinate Committee Reports

Recap of Actions

- **Motions and Questions**
 - DBA – Direct the Executive Board to obtain a Doing Business As (DBA) for Mid Southern California Area 09
 - Increase Spanish Convention Liaison Budget
- Submit DCM and Chair forms digitally moving forward – Look for more information, direction
- Call to action for Translation Committee

Birthdays Celebrated

Motion to Close

- Seconded
- Body Approved

Closing Prayer – Responsibility Prayer