

Area B Treasurer's Report - January 20205

Please accept the following as the Treasurer's Report of 14 Sept 2024 for Period;
Starting : 14 September 2024
Ending : 31 January 2025

Purpose

The purpose of this report is to provide detailed Treasury information for Area B showing how monies were received, spent and allocated for the period above.

- Area B holds funds in four locations;
- 1. A Commonwealth Bank account with four signatories
 - Sam P
 - Dan S
 - Lindsey F
 - Claire S
 - 2. A Prison Literature Fund held by the AA Central Service Office with the following approvers
 - Sam P
 - Tom
 - 3. A Public Information Literature Fund held by the AA Central Service Office with the following approvers
 - Lyndal
 - Dana B
 - Sam P
 - 4. A Debit Card issued by Australia Post for online purchases. This is held in the treasurer's name, details available on request.

- This report shows;
- 1.0 Contributions
 - 1.1 Contributions Made Directly to Bank Account
 - 1.2 Contributions Made via CSO to Bank Account
 - 2.0 Expenses
 - 2.1 Expenses Paid From Bank Account
 - 2.2 Expenses Paid From Prison Literature Fund
 - 2.3 Expenses Paid From Public Information Literature Fund
 - 2.4 Expenses Paid From Debit Card
 - 3.0 Statement of Accounts
 - 3.1 Bank Account
 - 3.2 Prison Literature Fund
 - 3.3 Public Information Literature Fund
 - 3.4 Debit Card
 - 4.0 Allocation of Funds
 - 4.1 Balance Available For Allocation
 - 4.2 Prudent Reserve
 - 4.3 Reserve For Approved Purchases Not Made
 - 4.4 Effective Balance of Unallocated Funds
 - 5.0 Issues
 - 6.0 Looking Forward and Closing Remarks

1.0 Contributions

The following contributions were received by Area B during the period of this report.

1.1 Contributions Made Directly to Bank Account		
Received	Group	Amount
13/12/2024	Esperance Group	\$ 400.00

28/11/2024	WAYPAA	\$	292.00
08/11/2024	Donnybrook 157	\$	50.00
31/10/2024	Mandurah Sunday Morning	\$	120.00
<u>Total of 1.1 Contributions Made Directly to Bank Account</u>			\$ 862.00

1.2 Contributions Made via CSO to Bank Account

<u>Received</u>	<u>Group</u>	<u>Date Made</u>	<u>Amount</u>
09/10/2024	006 Busselton Group		\$ 162.63
09/10/2024	014 Willagee Just for Today Group		\$ 25.00
09/10/2024	023 Coolbellup		\$ 100.00
09/10/2024	031 Glen Forrest Monday Wed Group		\$ 100.00
09/10/2024	046 Armadale Group/Living Sober/Steps&Trads/Daily Reflections Mtgs		\$ 80.00
09/10/2024	066 Fremantle Spiritual Concepts Group		\$ 50.00
09/10/2024	118 Willagee Recovery Group		\$ 40.00
09/10/2024	129 Kalamunda Group		\$ 37.65
09/10/2024	133 Mundijong Group		\$ 15.00
09/10/2024	149 Kalamunda A New Freedom		\$ 26.00
09/10/2024	158 Willagee "Living Sober" Group		\$ 26.94
09/10/2024	166 Kalgoorlie Steps		\$ 3.00
09/10/2024	Unknown 00 -		\$ 10.00
12/11/2024	002 Willagee/Beaconsfield Group		\$ 30.00
12/11/2024	005 Parmelia Group		\$ 10.00
12/11/2024	012 Willagee/Fremantle Sunday Beginners		\$ 20.00
12/11/2024	043 Spearwood ABC Steps Group		\$ 20.66
12/11/2024	047 Fremantle Unity Group		\$ 45.00
12/11/2024	054 Esperance Group		\$ 85.11
12/11/2024	057 Margaret River Group		\$ 60.00
12/11/2024	082 Rockingham Discussion Group		\$ 10.00
12/11/2024	139 Southlakes Candlelight Group		\$ 50.00
12/11/2024	149 Kalamunda A New Freedom		\$ 15.00
12/11/2024	166 Kalgoorlie Steps		\$ 3.00
12/12/2024	005 Parmelia Group		\$ 10.00
12/12/2024	008 Rockingham People's Group		\$ 160.00
12/12/2024	012 Willagee/Fremantle Sunday Beginners		\$ 15.00
12/12/2024	043 Spearwood ABC Steps Group		\$ 20.25
12/12/2024	066 Fremantle Spiritual Concepts Group		\$ 40.00
12/12/2024	069 Coolgardie Group		\$ 2.75
12/12/2024	099 Heathridge Steps Group		\$ 20.00
12/12/2024	107 Vasse Group		\$ 46.00
12/12/2024	129 Kalamunda Group		\$ 19.46
12/12/2024	149 Kalamunda A New Freedom		\$ 10.00
12/12/2024	150 Willagee Courage to Change		\$ 25.00
12/12/2024	158 Willagee "Living Sober" Group		\$ 25.84
12/12/2024	165 Gosnells Recovery Meeting		\$ 10.00
12/12/2024	166 Kalgoorlie Steps		\$ 2.60
13/01/2025	008 Rockingham People's Group		\$ 30.00
13/01/2025	012 Willagee/Fremantle Sunday Beginners		\$ 20.00
13/01/2025	118 Willagee Recovery Group		\$ 15.00

13/01/2025	145 Dunsborough Group	\$ 25.56
	<u>Total of 1.2 Contributions Made via CSO to Bank Account</u>	<u>\$ 1,522.45</u>
	<u>Total 1.0 Contributions</u>	<u>\$ 2,384.45</u>

Thanks to the above groups for your generous contributions.

2.0 Expenses

2.1 Expenses Paid From Bank Account

<u>Date</u>	<u>Description</u>	<u>Amount</u>
-	-	\$ -
		<u>\$ -</u>

2.2 Expenses Paid From Prison Literature Fund

<u>Date</u>	<u>Description</u>	<u>Amount</u>
17/Oct/2024	Message Stick	\$ (96.00)
		<u>\$ (96.00)</u>

2.3 Expenses Paid From Public Information Literature Fund

<u>Date</u>	<u>Description</u>	<u>Amount</u>
25/Oct/2024	BB Mandurah Tuesday Nights	\$ (227.40)
12/Nov/2024	Doctors Packs	\$ (21.20)
13/Jan/2025	Meeting Information Merredin	\$ (33.80)
		<u>\$ (282.40)</u>

2.4 Expenses Paid From Debit Card

<u>Date</u>	<u>Description</u>	<u>Amount</u>
3/Oct/2024	Zoom Monthly Subscription Oct	\$ (24.63)
3/Nov/2024	Zoom Monthly Subscription Nov	\$ (24.63)
2/Dec/2024	Zoom Monthly Subscription Dec	\$ (24.63)
28/Jan/2024	Zoom Monthly Subscription Jan (Partial)	\$ (18.27)
29/Jan/2024	Zoom Yearly Subscription 2025	\$ (267.36)
		<u>\$ (359.52)</u>
	<u>Total Expenses</u>	<u>\$ (737.92)</u>

3.0 Statement of Accounts

The following is a statement of activity in our three operating accounts. This shows totals of expenses from Section 2.0 and transfers between our accounts.
The total balances below have been reconciled to statements from the Commonwealth Bank, CSO and Post Office.

3.1 Bank Account

14/Sep/2024	Opening Balance	\$ 5,408.53
	Total from 1.0 Contributions	\$ 2,384.45
	Total from 2.1 Expenses Paid From Bank Account	\$ -
	Transfer to 3.4 Debit Card	<u>\$ (300.00)</u>

31/Jan/2025	Closing Balance	\$ 7,492.98
3.2 Prison Literature Fund		
14/Sep/2024	Openning Balance	\$ 547.40
	Credit Mandurah Wed Night Steps	\$ 250.00
	Credit Rockingham Peoples Group	\$ 85.00
	Total From 2.2 Expenses Paid From Prison Literature Fund	\$ (96.00)
31/Jan/2025	Closing Balance	\$ 786.40
3.3 Public Information Literature Fund		
14/Sep/2024	Openning Balance	\$ 314.70
	Total From 2.3 Expenses Paid From Public Information Literature Fund	\$ (282.40)
31/Jan/2025	Closing Balance	\$ 32.30
3.4 Debit Card		
14/Sep/2024	Openning Balance	\$ 83.22
	Total From 2.4 Expenses Paid From Debit Card	\$ (359.52)
	Transfer From 3.1 CommBank	\$ 300.00
31/Jan/2025	Closing Balance	\$ 23.70
<u>Total Closing Balance of All Accounts</u>		\$ 8,335.38

4.0 Allocation of Funds

The following shows how the Total Closing Balance in section 3.0 Statement of Accounts is Allocated

4.1 Balance Available For Allocation	\$ 8,335.38
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4.2 Prudent Reserve

The calculation of the Prudent Reserve for Area B is based on the guidelines provided by the General Service Conference.

This guideline suggests that the Prudent Reserve should preferably be equivalent to one to twelve months' operating expenses, depending on the local needs of the specific area.

The Area B Committee has considered the following estimated future Operating Expenses and the previous actual Tradition 7 Contributions received over a 12 Month period.

<u>Expenses - Future 12 Month Estimate</u>	
Conference Levy	\$ 3,000.00
Zoom	\$ 275.00
	\$ 3,275.00
<u>Contributions - Previous 12 Months</u>	
Combined Tradition 7 Contributions	\$ 5,400.00

Given that;
- contributions are below what is needed to sustain the Area and
- there is a high likelihood of further increases in costs in the Australian economy

The committee group's conscience it to maintain the maximum suggested reserve of 12 Months.

This reserve was reviewed in July, a proposal to reduce the reserve and free up funds for use elsewhere is included in 5.0 Issues.

Prudent Reserve of 12 Months Expenses \$ 3,275.00

4.3 Reserve For Approved Purchases Not Made

There are no expenses which have been approved but not yet paid.

4.4 Effective Balance of Unallocated Funds

The following balance shows funds which have not been allocated either to a reserve or an approved purchase. This shows excellent scope to take on additional expenses.

Effective Balance of Unallocated Funds \$ 5,060.38

5.0 Issues

1) The proposal at last Assembly to change bank accounts was made in error. The issue is that currently, for purchases to be made from the bank account, two approvers need to physically be on the same computer.

CommBank has a business product which addresses this issue with a workflow, we request approval to add this to our current bank account

6.0 Looking Forward and Closing Remarks

Area B need not fear economic insecurity.

The need to seek increased contributions from groups has subsided with contributions over the past year now at \$5400 which is far greater than the amount required to cover Area B's core obligations to pay it's conference levy and Zoom subscription.

The treasurer will now focus on enabling the payment "workflow" features available with CommBank so both approvers do not need to be in the same room as each other.

Yours in Service,
Dan S
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