

Area B Treasurer's Report - May 2025

Please accept the following as the Treasurer's Report of 14 Sept 2024 for Period;  
Starting : 31 January 2025  
Ending : 03 May 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

01/02/2025	Fast Transfer From JAYMIE ARTHURSON Contribution from Hamilton Hill H	\$	120.00
02/02/2025	Fast Transfer From Ausma Kenzig Eaton womens Group no 148 Donation to	\$	50.00
17/02/2025	Fast Transfer From WEEKEND MEN'S MEETING Group #120 Contribution	\$	51.95
05/03/2025	Fast Transfer From Thomas Darby Area B 157 Donnybrook contribution	\$	30.00
25/03/2025	Direct Credit 421520 STEPHEN COHEN-JO	\$	500.00
15/04/2025	Fast Transfer From ELIZABETH BRYANT Wednesday night steps Bunbury g	\$	60.00
<u>Total of 1.1 Contributions Made Directly to Bank Account</u>			<b>\$ 811.95</b>

**1.2 Contributions Made via CSO to Bank Account**

<u>Received</u>	<u>Group</u>	<u>Date Made</u>	<u>Amount</u>
18/02/2025	005 Parmelia Group		\$ 10.00
18/02/2025	012 Willagee/Fremantle Sunday Beginners		\$ 20.00
18/02/2025	043 Spearwood ABC Steps Group		\$ 21.72
18/02/2025	076 Mount Barker Group		\$ 30.00
18/02/2025	097 Glen Forrest Women's Group		\$ 20.00
18/02/2025	129 Kalamunda Group		\$ 20.00
18/02/2025	154 Mundijong Chapter 6 Group		\$ 5.00
18/02/2025	165 Gosnells Recovery Meeting		\$ 15.00
12/03/2025	000 Unknown- Contribution		\$ 10.00
12/03/2025	008 Rockingham People's Group		\$ 73.00
12/03/2025	012 Willagee/Fremantle Sunday Beginners		\$ 10.00
12/03/2025	014 Willagee Just for Today Group		\$ 25.00
12/03/2025	043 Spearwood ABC Steps Group		\$ 24.76
12/03/2025	047 Fremantle Unity Group		\$ 70.00
12/03/2025	066 Fremantle Spiritual Concepts Group		\$ 35.00
12/03/2025	069 Coolgardie Group		\$ 9.50
12/03/2025	082 Rockingham Discussion Group		\$ 10.00
12/03/2025	086 Margaret River BB Steps Group		\$ 30.00
12/03/2025	112 Safety Bay "The Turning Point"		\$ 15.85
12/03/2025	118 Willagee Recovery Group		\$ 13.00
12/03/2025	149 Kalamunda A New Freedom		\$ 32.00
12/03/2025	166 Kalgoorlie Steps		\$ 3.00
14/04/2025	008 Rockingham People's Group		\$ 45.00
14/04/2025	012 Willagee/Fremantle Sunday Beginners		\$ 10.00
14/04/2025	023 Coolbellup		\$ 50.00
14/04/2025	029 Willagee Promises Group		\$ 20.00
14/04/2025	043 Spearwood ABC Steps Group		\$ 21.79
14/04/2025	069 Coolgardie Group		\$ 6.50
14/04/2025	081 Pinjarra Steps Meeting Group		\$ 300.00
14/04/2025	082 Rockingham Discussion Group		\$ 10.00
14/04/2025	145 Dunsborough Group		\$ 77.40
14/04/2025	149 Kalamunda A New Freedom		\$ 20.00
14/04/2025	150 Willagee 12 Steps & 12 Traditions		\$ 10.20
14/04/2025	158 Willagee Living Sober		\$ 25.00
<u>Total of 1.2 Contributions Made via CSO to Bank Account</u>			<b>\$ 1,098.72</b>
<u>Total 1.0 Contributions</u>			<b>\$ 1,910.67</b>

**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>
19/02/2025	AA 80 PROJECT	\$ 1,000.00
05/03/2025	Printing Reimbursement	\$ 20.00
		<b>\$ 1,020.00</b>

### 2.2 Expenses Paid From Prison Literature Fund

<u>Date</u>	<u>Description</u>	<u>Amount</u>
04/03/2025	Karnet Prison Banners and Literature	\$ 350.20
31/03/2025	Karnet Prison	\$ 101.75
28/04/2025	Karnet Prison	\$ 60.00
		<b>\$ 511.95</b>

### 2.3 Expenses Paid From Public Information Literature Fund

<u>Date</u>	<u>Description</u>	<u>Amount</u>
	None	-
		<b>\$ -</b>

### 2.4 Expenses Paid From Debit Card

<u>Date</u>	<u>Description</u>	<u>Amount</u>
	None	\$ -
		<b>\$ -</b>

<u>Total Expenses</u>	<b>\$ 1,531.95</b>
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## 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

31/Jan/2025	Opening Balance	\$ 5,458.98
	Total from 1.0 Contributions	\$ 1,910.67
	Total from 2.1 Expenses Paid From Bank Account	\$ 1,020.00
19/Feb/2025	Transfer to 3.3 Public Information Literature Fund	\$ (500.00)
05/Mar/2025	Transfer to 3.2 Prison Literature Fund	\$ (350.00)
	Closing Balance	<b>\$ 7,539.65</b>

### 3.2 Prison Literature Fund

31/Jan/2025	Opening Balance	\$ 786.40
05/Mar/2025	Transfer From 3.1 CommBank	\$ 350.00

01/May/2025	Credit from Rockingham Peoples Group	\$ 90.20
	Total From 2.2 Expenses Paid From Prison Literature Fund	\$ (511.95)
03/May/2025	Closing Balance	<b>\$ 714.65</b>
<b>3.3 Public Information Literature Fund</b>		
31/Jan/2025	Openning Balance	\$ 32.30
	Transfer From 3.1 CommBank	\$ 500.00
	Total From 2.3 Expenses Paid From Public Information Literature Fund	\$ -
03/May/2025	Closing Balance	<b>\$ 532.30</b>
<b>3.4 Debit Card</b>		
31/Jan/2025	Openning Balance	\$ (276.30)
	Total From 2.4 Expenses Paid From Debit Card	\$ -
	Transfer From 3.1 CommBank	\$ 300.00
03/May/2025	Closing Balance	<b>\$ 23.70</b>
<u>Total Closing Balance of All Accounts</u>		<b>\$ 8,810.30</b>

4.0 Allocation of Funds

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

<b>4.1 Balance Available For Allocation</b>	<b>\$ 8,810.30</b>
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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
	<b>\$ 3,275.00</b>
<u>Contributions - Previous 12 Months</u>	
Combined Tradition 7 Contributions	<b>\$ 5,400.00</b>

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

The commitee 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.

<u>Prudent Reserve of 12 Months Expenses</u>	<u>\$ 3,275.00</u>
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#### **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.

<u>Effective Balance of Unallocated Funds</u>	<u>\$ 5,535.30</u>
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### **5.0 Issues**

1) The issue that currently, for purchases to be made from the bank account, two approvers need to physically be on the same computer has been resolved.

Changing banks is possible but would involve informing all parties of a BSB and Account number change and is therefore undesirable.

Adding CommBank's business product requires us to have an Australian Business Number (ABN) which involves registering with government agencies and is also undesirable.

Using Zoom's ability to remote control computers means the treasurer can start a payment on their computer, allow the second approver remote control of their computer screen so the second approver can review and add their required password for the payment.

This solution will be documented and added to the treasurer's report for future users.

2) To prepare for the changeover of service positions we should consider adding signatories to the CommBank account. An in person meeting in Fremantle will be required for this with two existing signatories, the persons being added and letters of intent from those to be removed

3) For a smooth handover of the treasury I request we find a suitable candidate early so they may shadow the existing treasurer.

### **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 documenting the processes required to perform their duties and finding a suitable replacement for changeover at the beginning of 2026.**

**Area B has an excess of funds, would all groups please consider if they would like assistance from Area B and provide input on how Area B could distribute these funds to best serve the fellowship**

Yours in Service,

Dan S

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