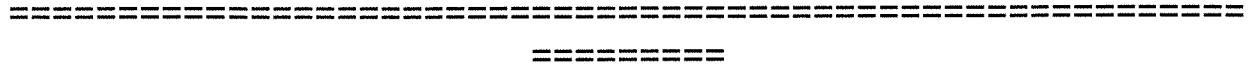


OCAA INTERGROUP SERVICE BODY MEETING

(Held the second Wednesday of each Month – 7:00pm // Orientation of New Reps – 6:30pm)

Norma Hertzog Community Center, 1845 Park Ave., Costa Mesa, CA 92627

MEETING DATE: April 10th, 2024



AGENDA:

7:00pm - Call to order-Moment of Silence followed by the we version of the Serenity Prayer: Chris W., Chair

- 1. **Welcome:** Chris W., Chair
- 2. **Readings:**
 - 12 Traditions_____
 - Statement of Purpose_____
- 3. **Tradition 4 Presentation (2-3 minute report):** Matt D
Tradition 5 Volunteer for next month (May)
- 4. **Concept 4 Report:** Jillian T.
- 5. **Concept 5 Report May:** Ezekiel U.
- 6. **Pamphlet Pick-of-the-Month (2-3 minute report):** Karen-Leigh

Pamphlet Volunteer for next month (May): *(Volunteers, after meeting please give your Phone Number to our Secretary, Jennavev V.)*
- 7. **2024 Intergroup Service Body Meeting Schedule:**
Apr 10, May 8, Jun 12, Jul 10, Aug 14, Sep 4 (1st Weds.), Oct 9, Nov 13, and Dec 11 *(Note: Sept. date rescheduled due to the unavailability of the Norma Hertzog Center.)*

8. **Board Members Roll Call:** Jennavev V., Secretary

9. **Approval of "Body" Minutes. Secretary Jennavev V.**

10. Introductions by Chair

Acknowledge and recognize: Central Office Volunteers, Past Intergroup Board Members, Assistant Office Managers, Lifeline Editor, District Intergroup Liaisons, H&I Liaisons. (AA announcements under new business)

11. Board and Committee' Reports:

- **Chair: Laura R.**

- **Vice: Laura R.**

- **Secretary: Jennavev V. Position Open Jennavev will train next person**

- **Treasurer: Tom P.**

- **Central Office: Lindsay K.**

- **Office Manager: Skip K.**

- **Technology: Ariel L.**

- **Public Information: Michelle B.**

- **Special Events: Jillian T.**

- **Group Relations: Casey W. (Intro of New Reps) Name, Meeting Name, City, Day & Time,**

- **Lifeline: Ezekiel U.**

12. Old Business:

A: "Would you like our Central Office to sell chips?" For example, Newcomer, 30-60-90-days, 6 months, 9 months... aluminum chips. No other details at this point just Yes or No. Ask your groups and bring back their voice to April Intergruop meeting.

B. Join Standing Committees See Lifeline page 2 or See Website Events Page for Day, Time, Location/Zoom of each committee that meets each month. (See Flyers for more info on each committee)

13. New Business:

14. Floor Open – AA Related Announcements

15. 90 Second Sample "Intergruop Report"

16. Meeting Closes with The Responsibility Statement

"I am Responsible. When anyone, anywhere, reaches out for help, I want the hand of A.A. always to be there. And for that: I am responsible."

Next Intergruop Body Meeting: 7pm Wednesday, May 8th, 2024 Norma Hertzog
Community Center, 1845 Park Ave., Costa Mesa
6:30pm New Rep Orientation

STATEMENT OF PURPOSE

THIS ASSOCIATION WAS FORMED BY THE AA GROUPS WITHIN ORANGE COUNTY FOR THE EXPRESS PURPOSE OF ESTABLISHING A CENTRAL OFFICE THROUGH WHICH THE GROUPS, THEIR MEMBERS AND THE GENERAL PUBLIC COULD BE SERVED MORE EFFECTIVELY THAN COULD BE DONE BY THE GROUPS INDIVIDUALLY.

THE SERVICE WHICH THE CENTRAL OFFICE SUPPLIES INCLUDE:

- ASSIGNING "TWELTH STEP" CALLS ON A GEOGRAPHICAL BASIS.
- MAINTAINING A SUPPLY OF APPROVED BOOKS AND LITERATURE.
- MAINTAINING AA LISTINGS IN TELEPHONE DIRECTORIES.
- PUBLISHING A DIRECTORY OF LOCAL AA MEETINGS.
- SERVING AS A COMMUNICATION CENTER FOR LOCAL GROUPS, KEEPING THEM INFORMED ABOUT AA ACTIVITIES BY NEWSLETTERS, BULLETINS OR OTHER MEDIA.
- HANDLING REQUESTS FOR INFORMATION ABOUT AA FROM THE GENERAL PUBLIC.
- FURNISHING SPEAKERS FOR AA GROUPS AND FOR NON-AA ORGANIZATIONS.
- SPONSORING AND ARRANGING ANY JOINT SOCIAL AFFAIRS WHICH THE MEMBER'S MAY DESIRE.

THESE ACTIVITIES ARE SUPPORTED BY THE VOLUNTARY CONTRIBUTIONS OF GROUPS WITHIN THE INTERGROUP AREA. AN ACCOUNTING OF THE FUNDS RECEIVED IS MADE AT EACH MONTHLY INTERGROUP MEETING.

EVERY AA GROUP IN ORANGE COUNTY IS AUTOMATICALLY A MEMBER OF THIS ASSOCIATION; ENTITLED TO REPRESENTATION AND A VOTE AT EACH INTERGROUP MEETING.

ANY AA MEMBER IS WELCOME AS A GUEST AT ALL INTERGROUP MEETINGS.

ORANGE COUNTY CENTRAL OFFICE
1526 BROOKHOLLOW DR., #75
SANTA ANA, CA 92705-5404

OCAA INTERGROUP SERVICE BODY MEETING

(Held the second Wednesday of each Month – 7:00pm // Orientation of New Reps – 6:30pm)

Norma Hertzog Community Center, 1845 Park Ave., Costa Mesa, CA 92627

MEETING DATE: March 13th, 2024

=====

AGENDA:

7:00pm - Call to order-Moment of Silence followed by the we version of the Serenity Prayer:

Chris W., Chair

1. Welcome: Chris W., Chair

Temporary for this meeting as planned Chris West the Chair will step aside for Laura Rocha the Vice Chair to step in as acting chair for acclimation and experience.

2. Readings:

- 12 Traditions: Richard
- Statement of Purpose: Anthony

3. Tradition 3 Presentation (2-3 minute report): Doc
Tradition 4 Volunteer for next month (April): Matt D.

4. Concept 3 Report: Jennavev V. Secretary

5. Concept 4 Report April: Jillian T.

6. Pamphlet Pick-of-the-Month (2-3 minute report): Brendan N.

Pamphlet Volunteer for next month (April): Karen-leigh

7. 2024 Intergroup Service Body Meeting Schedule:

Mar 13, Apr 10, May 8, Jun 12, Jul 10, Aug 14, Sep 4 (1st Weds.), Oct 9, Nov 13, and Dec 11 (*Note: Sept. date rescheduled due to the unavailability of the Norma Hertzog Center.*)

8. Board Members Roll Call: Jennavev V., Secretary – Skip K absent; all other board members were in attendance.

9. Approval of February “Body” Minutes. Secretary Jennavev V.

Motion to approve February minutes by Kim. Motion was seconded by Joanne.

10. Introductions by Chair

Acknowledge and recognize: Central Office Volunteers, Past Intergroup Board Members, Assistant Office Managers, Lifeline Editor, District Intergroup Liaisons, H&I Liaisons. (AA announcements under new business)

Manny – Past intergroup rep

Darnell – SA Office manager

Karen-leigh – Assist office manager

Dolly – Laguna Niguel

Jen – Life Line Editor

John H – District 12 Liaison

Jeff C – District 5 Liaison

11. Board and Committee’ Reports:

- **Chair: Laura R.** – No report.
- **Vice: Chris W.** – No report.
- **Secretary: Jennavev V.** – No report.
- **Treasurer: Tom P.** – Events are a good reminder that contributions are well spent and good for the newcomer. Increase in individual and birthday contributions.
- **Central Office: Lindsay K.** – Committee meeting was yesterday at central office at 10am. Planning a potluck at south county possibly end of April/early May. 9-6 volunteers still needed for central office. Volunteers to take old literature out to places. Thursday April 11 at 10am.

- **Office Manager: Skip K.** – Absent. No report.
- **Technology: Ariel L.** – Committee meeting discussed anonymity online; there is an ever-changing nature of the internet. Looking into possibly creating a social media group for AA and how this may affect it.
- **Public Information: Michelle B.** – Encouraged support on the committee. 4th Wednesday of the month, and on zoom! Upcoming panels at High schools, April 12th and 5th; volunteers needed (2 years of sobriety required). OC fair application has been started and will also need volunteers (6 months of sobriety required). OC Fair will be in July.
- **Special Events: Jillian T.** – OCAA Intergroup 2nd annual St. Patrick's Day Event March 17th from 4-7pm at Norma Hertzog Center. Speakers start at 5pm.
- **Group Relations: Casey W. (Intro of New Reps)**

Colby U. – Recoverettes – Monday at 6:00pm - Huntington Beach

Anthony T. – Men in solution – Friday at 6:00pm – Huntington Beach

Kat G. – Saddleback Valley Fellowship – Daily at 7:30pm – Lake Forest

Chris E. – Huggers II – Daily at 8:00am - Zoom

- **Lifeline: Ezekiel U.** – Presented a brief overview and highlights on this month's addition, including the word search, and reminded the group of the importance of Lifeline. It was created in 1963!

12. New Business:

A: "Would you like our Central Office to sell chips?" For example, Newcomer, 30-60-90-days, 6 months, 9 months... aluminum chips. No other details at this point just Yes or No. Ask your groups and bring back their voice to next Intergroup meeting.

13. Old Business

A. Join Standing Committees See Lifeline page 2 or See Website Events Page for Day, Time, Location/Zoom of each committee that meets each month. (See Flyers for more info on each committee)

14. Floor Open – AA Related Announcements

Manny – OCAA convention March 29, at the Costa Mesa Hilton. Still some seat left.
If you didn't pay for the banquet there will still be seating in order to hear the speaker.

Karen-Leigh – Woman to Woman San Diego Conference on September 22nd, 2024.

Mikayla – H&I meets 2nd Sunday every month in Garden Grove. Jails meeting is at 3:15pm; business meeting 4pm. Orientation is at 5:15pm. Business meeting is at 6pm. Must have at least 9 months of sobriety.

Steve K. made a motion to adjourn, seconded by Joanne at 7:59pm

15. Meeting Closes with The Responsibility Statement

"I am Responsible. When anyone, anywhere, reaches out for help, I want the hand of A.A. always to be there. And for that: I am responsible."

Next Intergroup Body Meeting: 7pm Wednesday, April 10, 2024

Norma Hertzog Community Center, 1845 Park Ave., Costa Mesa

6:30pm New Rep Orientation

Orange County Intergroup Assoc. of A.A.
Profit & Loss Previous YTD
January through March 2023

	Jan - Mar 23
Ordinary Income/Expense	
Income	
Birthday Donations	588.00
Group Donations	57,997.36
Individual/Fellowship	2,782.64
Interest Earned	13.09
Literature Sales	34,738.52
Total Income	96,119.61
Cost of Goods Sold	
Cost of Literature Sold	
Cost of Goods Sold	28,221.80
Total Cost of Literature Sold	28,221.80
Inventory Adjustments	298.59
Total COGS	28,520.39
Gross Profit	67,599.22
Expense	
Accounting	1,465.00
Auto Expense (all Mgrs.)	164.23
Copier Expense	93.12
Credit Card Expense	694.97
Freight and Shipping Costs	101.84
Insurances	593.40
Intergroup Expense	2,032.08
Internet Expense	457.44
Lease Expense	780.00
"LIFELINE" Expense	7,958.61
Maintenance & Repairs	580.00
Offices' Supplies & Expenses	723.84
Payroll Tax Expense	2,337.23
Postage	139.87
Public Info Expense	1,575.00
Reconciliation Discrepancies	125.44
Reimb. Health	1,750.00
Rent Main/Satellite Offices	11,705.13
Salaries	35,201.34
EE Retention Credit (From IRS ERTC)	-58,287.44
Sales Tax on Lease	72.15
Special Events Expense	2,532.07
Telephone Expense	1,126.96
Utilities	148.22
Volunteers Coffee & Water	105.98
Website Expense	1,246.77
Total Expense	15,423.25
Net Ordinary Income	52,175.97
Other Income/Expense	
Other Income	
Purchase Discounts	103.96
Total Other Income	103.96
Other Expense	
Balancing Adjustments	0.00
Total Other Expense	0.00
Net Other Income	103.96
Net Income	52,279.93

Orange County Intergroup Assoc. of A.A.

Profit & Loss Prev Year Comparison

March 2024

	Mar 24	Mar 23	% Change	Jan - Mar 24
Ordinary Income/Expense				
Income				
Literature Resale	2,074.23	0.00	100.0%	8,012.15
Birthday Donations	475.00	350.00	35.7%	662.65
Group Donations	15,452.66	14,690.68	5.2%	52,103.50
Individual/Fellowship	1,533.60	478.00	220.8%	3,473.62
Interest Earned	4.64	4.51	2.9%	13.62
Literature Sales	7,758.43	12,106.82	-35.9%	35,532.19
Shipping and Delivery Income	0.00	0.00	0.0%	-7.50
Total Income	27,298.56	27,630.01	-1.2%	99,790.23
Cost of Goods Sold				
Cost of Literature Sold				
Cost of Goods Sold	8,087.41	9,723.32	-16.8%	36,068.10
Cost of Literature Sold - Other	0.00	0.00	0.0%	0.00
Total Cost of Literature Sold	8,087.41	9,723.32	-16.8%	36,068.10
Inventory Adjustments	0.00	-1.76	100.0%	0.00
Shipping / Misc. Adjustments	0.00	0.00	0.0%	-338.95
Total COGS	8,087.41	9,721.56	-16.8%	35,729.15
Gross Profit	19,211.15	17,908.45	7.3%	64,061.08
Expense				
Accounting	0.00	0.00	0.0%	3,910.00
Auto Expense (all Mgrs.)	89.47	78.08	14.6%	241.16
Convention & Svs Event Expense	0.00	0.00	0.0%	55.00
Copier Expense	0.00	0.00	0.0%	293.59
Credit Card Expense	190.32	230.43	-17.4%	748.02
Freight and Shipping Costs	0.00	0.00	0.0%	7.50
Insurances	0.00	0.00	0.0%	724.50
Intergroup Expense	206.24	206.00	0.1%	2,312.24
Internet Expense	177.22	163.76	8.2%	531.93
Lease Expense	284.05	260.00	9.3%	852.15
"LIFELINE" Expense	1,625.00	3,352.87	-51.5%	4,875.00
Maintenance & Repairs	160.00	240.00	-33.3%	480.00
Offices' Supplies & Expenses	407.97	364.35	12.0%	1,511.35
Payroll Tax Expense	743.74	757.80	-1.9%	3,138.26
Postage	0.00	65.46	-100.0%	136.00
Public Info Expense	160.08	75.00	113.4%	160.08
Reconciliation Discrepancies	-0.01	125.44	-100.0%	-0.02
Reimb. Health	500.00	750.00	-33.3%	1,500.00
Rent Main/Satellite Offices	7,179.08	3,901.71	84.0%	12,443.08
Salaries	10,255.36	15,233.50	-32.7%	30,249.17
EE Retention Credit (From IRS ERTC)	0.00	-58,287.44	100.0%	0.00
Sales Tax on Lease	0.00	24.05	-100.0%	0.00
Special Events Expense	1,127.46	1,987.74	-43.3%	1,127.46
Taxes & Licenses	20.00	0.00	100.0%	20.00
Telephone Expense	385.27	388.76	-0.9%	1,157.16
Utilities	71.57	2.91	2,359.5%	195.77
Volunteers Coffee & Water	32.50	16.00	103.1%	99.50
Website Expense	358.99	534.79	-32.9%	1,083.96
Total Expense	23,974.31	-29,528.79	181.2%	67,852.86
Net Ordinary Income	-4,763.16	47,437.24	-110.0%	-3,791.78
Other Income/Expense				
Other Income				
Purchase Discounts	0.00	0.00	0.0%	717.82
Total Other Income	0.00	0.00	0.0%	717.82
Other Expense				
Balancing Adjustments	0.00	0.00	0.0%	0.00
Total Other Expense	0.00	0.00	0.0%	0.00
Net Other Income	0.00	0.00	0.0%	717.82
Net Income	-4,763.16	47,437.24	-110.0%	-3,073.96

Orange County Intergroup Assoc. of A.A.
Balance Sheet
As of March 31, 2024

	<u>Mar 31, 24</u>	<u>Mar 31, 23</u>	<u>% Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Venmo	3,197.84	5,315.57	-39.84%
Paypal Cash	1,511.74	1,369.53	10.38%
Bus. Int. Maximizer	136,967.75	132,813.04	3.13%
Cash in Drawer	470.42	780.79	-39.75%
Cash on Hand	315.00	230.00	36.96%
Checking BofA	<u>33,439.98</u>	<u>70,156.22</u>	<u>-52.34%</u>
Total Checking/Savings	175,902.73	210,665.15	-16.5%
Accounts Receivable			
Accounts Receivable	<u>0.32</u>	<u>0.00</u>	<u>100.0%</u>
Total Accounts Receivable	0.32	0.00	100.0%
Other Current Assets			
Inventory Asset (Costs of inventory purchased for resale)	22,768.21	36,022.05	-36.79%
Undeposited Funds	<u>1,022.59</u>	<u>2,151.97</u>	<u>-52.48%</u>
Total Other Current Assets	23,790.80	38,174.02	-37.68%
Total Current Assets	199,693.85	248,839.17	-19.75%
Fixed Assets			
Accum Depreciation	-68,937.00	-68,937.00	0.0%
Furniture & Equipment	<u>90,972.66</u>	<u>79,314.66</u>	<u>14.7%</u>
Total Fixed Assets	22,035.66	10,377.66	112.34%
Other Assets			
Deposits	<u>2,769.79</u>	<u>3,769.79</u>	<u>-26.53%</u>
Total Other Assets	2,769.79	3,769.79	-26.53%
TOTAL ASSETS	<u>224,499.30</u>	<u>262,986.62</u>	<u>-14.64%</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	<u>1,330.20</u>	<u>-187.00</u>	<u>811.34%</u>
Total Accounts Payable	1,330.20	-187.00	811.34%
Other Current Liabilities			
Square Tips	32.00	0.00	100.0%
*Sales Tax Payable	3,056.98	2,573.07	18.81%
Payroll-FICA (Social Security)	28.66	940.53	-96.95%
Payroll-FWH (Federal Withholding)	-113.02	838.40	-113.48%
Payroll-Medicare	6.71	220.06	-96.95%
Payroll-SDI (State Disability Insurance)	23.33	107.11	-78.22%
Payroll-SWHCA (State Withholding CA)	<u>16.09</u>	<u>232.31</u>	<u>-93.07%</u>
Total Other Current Liabilities	3,050.75	4,911.48	-37.89%
Total Current Liabilities	4,380.95	4,724.48	-7.27%

Orange County Intergroup Assoc. of A.A.
Balance Sheet
 As of March 31, 2024

	<u>Mar 31, 24</u>	<u>Mar 31, 23</u>	<u>% Change</u>
Long Term Liabilities			
Capital Lease Obligation	8,547.00	8,547.00	0.0%
Total Long Term Liabilities	<u>8,547.00</u>	<u>8,547.00</u>	<u>0.0%</u>
Total Liabilities	12,927.95	13,271.48	-2.59%
Equity			
Fund Balance	214,645.31	197,435.21	8.72%
Net Income	-3,073.96	52,279.93	-105.88%
Total Equity	<u>211,571.35</u>	<u>249,715.14</u>	<u>-15.28%</u>
TOTAL LIABILITIES & EQUITY	<u>224,499.30</u>	<u>262,986.62</u>	<u>-14.64%</u>

** Prudent Reserve consists of Bus. Int. Maximizer account.

Note 1. Per our Bylaws, Article X, Section 1: The financial policy of the Orange County Intergroup Association shall be: Maintain sufficient operating funds plus an ample reserve fund. Ample reserve (prudent reserve) is defined as four to six months of operating expenses based on the annual audit or review. Sufficient operating funds are determined as approximately one month of the monthly expenses, but not more than two months.

Note 2. Prudent Reserve calculation: Year end 2022: \$356695 = 1 month = 29724, 4 months = \$118896, 6 months = \$178344
 Current Prudent Reserve: \$1369967.75 (77% of Maximum Prudent Reserve)

Note 3. Operating Fund Calculation: VM \$3197.84 + PP \$1511.74 + CID \$470.42 + COH \$315.00 + BOA \$33439.98 = \$38934.98

THE TWELVE TRADITIONS OF ALCOHOLICS ANONYMOUS

(SHORT FORM)

1. Our common welfare should come first; personal recovery depends upon A.A. unity.
2. For our group purpose there is but one ultimate authority—a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for A.A. membership is a desire to stop drinking.
4. Each group should be autonomous except in matters affecting other groups or A.A. as a whole.
5. Each group has but one primary purpose—to carry its message to the alcoholic who still suffers.
6. An A.A. group ought never endorse, finance, or lend the A.A. name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.
7. Every A.A. group ought to be fully self-supporting, declining outside contributions.
8. Alcoholics Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. A.A., as such, ought never be organized; but we may create service boards or committees directly responsible to those they serve.
10. Alcoholics Anonymous has no opinion on outside issues; hence the A.A. name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, and films.
12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

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A summary of the Twelve Traditions can be found in the appendices of the book *Alcoholics Anonymous*.