

Central Office Chair – Casey W. –
Office Manager - Skip K. –
LifeLine – Ezekiel U. –
Technology Chair – Brendan –
Public Information – Michelle B. –
Special Events – Jackie –
Group Relations – Beth C. –
Intergroup Secretary – Ariel –

10. Floor open -

11. AA Related Announcements -

Closing - Responsibility Statement -

I Am Responsible, when anyone, anywhere, reaches out for help, I want the hand of AA always to be there, and for that, I am responsible.

NEXT INTERGROUP BODY MEETING -

Wednesday, July 10th

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

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

MINUTES

OC Intergroup Body Meeting

Wednesday, May 8th, 2024 | 7:00 pm

1. **Opening – Call to order - Serenity Prayer** Meeting called to order at 7:00pm by Mike F. (Past Chair)

2. **Facilitator Welcoming Statement – Thank you all for being a part of Orange County Intergroup.**

• **Facilitator to explain special circumstances.**

Matt made a motion to open the floor up for nominations to fill vacant board positions. Sarah seconded the motion. No oppositions.

Following individuals were self-nominations -
Brenden M., Beth C., Jackie G., and Matt D., Manny A.,

3. **Readings (as time permits)**

a. **12 Traditions** – Manny A.

b. **Statement of Purpose** – Richard

c. **Tradition 5 Presentation:** Bree

Volunteer - Tradition 6 in June: Joanie

d. **Pamphlet Pick-of-the-Month:** Rachel

Volunteer - June Pamphlet Pick: Belinda

e. **Concept 5 Report:** Ezekiel – Tabled till next month due to time restriction.

4. **Board Attendance – Roll Call (Jenavev)**

5. **Introductions: (as time permits) New Reps, GSR Liaisons, Visitors and Guests (Casey)**

Ryan A – Laguna Beach – Thurs – 8pm – Do or Die Beginners Meeting

Diana Vargas – Zoom – Daily – 7:30am – Attitude Modification

Benton C. – Saturday – 11am – Acceptance Group

Approval of April Meeting Minutes –

Motion - 1st Bree, 2nd Brenden. No oppositions.

6. **Old Business – (facilitator to explain)**

7. **New Business – (facilitator to explain)**

8. Service Board Reports - (Use space provided to take notes)

Chair – Vacant board position; No report.
Vice Chair - Vacant board position; No report.
Treasurer - Tom P. - Absent; No report.
Central Office Chair – Lindsay K. - No report.
Office Manager - Skip K. – If your meeting is wheelchair accessible; please email central office so online guides can be updated. DeafAA.org is a helpful resource for hearing impaired individuals.
LifeLine – Ezekiel U. – Lifeline through email has been a great success. Please continue to send in stories!
Technology Chair – Ariel L. – Will be submitting referrals to the board.
Public Information – Michelle B. – Come to the committee meetings to be a part of planning for the upcoming Fair event. The Fair booth slot will be July 31 st -August 8 th .
Special Events – Jillian T. - Possible upcoming sound bath event, June 22 nd . The Norma Hertzog Center does not have open availability that day so a big event space will be needed at an affordable price.
Group Relations – Casey W. - No report.
Intergroup Secretary - Jennavev V. – No report.

10. Floor open -

11. AA Related Announcements - Mikayla made a motion to close the meeting. Brendan seconded motion.

Closing - Responsibility Statement -

I Am Responsible, when anyone, anywhere, reaches out for help, I want the hand of AA always to be there, and for that, I am responsible.

NEXT INTERGROUP BODY MEETING -

Wednesday, June 12th

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

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

	Jan - May 23
Ordinary Income/Expense	
Income	
Birthday Donations	676.00
Group Donations	86,297.39
Individual/Fellowship	3,572.97
Interest Earned	22.08
Literature Sales	55,431.89
	146,000.33
Total Income	146,000.33
Cost of Goods Sold	
Cost of Literature Sold	
Cost of Goods Sold	45,119.30
	45,119.30
Total Cost of Literature Sold	45,119.30
Inventory Adjustments	94.32
	94.32
Total COGS	45,213.62
Gross Profit	100,786.71
Expense	
Accounting	2,710.00
Auto Expense (all Mgrs.)	324.18
Copier Expense	578.77
Credit Card Expense	1,081.11
Freight and Shipping Costs	131.84
Insurances	1,118.41
Intergroup Expense	2,438.08
Internet Expense	844.87
Lease Expense	1,064.05
"LIFELINE" Expense	10,058.61
Maintenance & Repairs	900.00
Offices' Supplies & Expenses	1,672.01
Outside Service	14,571.87
Payroll Tax Expense	5,015.23
Postage	265.87
Public Info Expense	2,575.00
Reconciliation Discrepancies	-89.20
Reimb. Health	2,750.00
Rent Main/Satellite Offices	19,508.55
Returned Checks	300.00
Salaries	54,031.52
EE Retention Credit (From IRS ERTC)	-58,287.44
Sales Tax on Lease	72.15
Special Events Expense	2,032.07
Taxes & Licenses	19.00
Telephone Expense	1,869.51
Utilities	304.72
Volunteers Coffee & Water	169.48
Website Expense	1,958.75
	69,989.01
Total Expense	69,989.01
Net Ordinary Income	30,797.70
Other Income/Expense	
Other Income	
Purchase Discounts	312.83
	312.83
Total Other Income	312.83
Other Expense	
Balancing Adjustments	0.00
	0.00
Total Other Expense	0.00
Net Other Income	312.83
Net Income	31,110.53

**Orange County Intergroup Assoc. of A.A.
Profit & Loss Prev Year Comparison
May 2024**

	May 24	May 23	% Change	Jan - May 24
Ordinary Income/Expense				
Income				
Literature Resale	459.78	0.00	100.0%	11,014.18
Bank Adjustments	0.00	0.00	0.0%	-19.80
Birthday Donations	221.00	88.00	151.1%	1,013.65
Group Donations	11,693.59	19,004.05	-38.5%	82,032.89
Individual/Fellowship	454.87	505.33	-10.0%	4,256.24
Interest Earned	4.64	4.62	0.4%	22.75
Literature Sales	7,673.21	13,375.16	-42.6%	51,574.80
Shipping and Delivery Income	-7.50	0.00	-100.0%	-22.50
Total Income	20,499.59	32,977.16	-37.8%	149,872.21
Cost of Goods Sold				
Cost of Literature Sold				
Cost of Goods Sold	6,750.38	11,001.37	-38.6%	51,832.85
Cost of Literature Sold - Other	65.60	0.00	100.0%	65.60
Total Cost of Literature Sold	6,815.98	11,001.37	-38.0%	51,898.45
Inventory Adjustments	0.00	-204.27	100.0%	0.00
Shipping / Misc. Adjustments	-236.39	0.00	-100.0%	-803.79
Total COGS	6,579.59	10,797.10	-39.1%	51,094.66
Gross Profit	13,920.00	22,180.06	-37.2%	98,777.55
Expense				
Accounting	1,465.00	1,245.00	17.7%	5,375.00
Auto Expense (all Mgrs.)	136.73	72.77	87.9%	456.41
Bank Charges	0.00	0.00	0.0%	-32.00
Convention & Svs Event Expense	0.00	0.00	0.0%	855.54
Copier Expense	0.00	0.00	0.0%	554.15
Credit Card Expense	162.72	208.87	-22.1%	1,151.56
Freight and Shipping Costs	0.00	30.00	-100.0%	7.50
Insurances	444.60	386.90	14.9%	1,329.77
Intergroup Expense	39.00	406.00	-90.4%	2,590.48
Internet Expense	177.06	201.74	-12.2%	886.05
Lease Expense	284.05	284.05	0.0%	1,420.25
"LIFELINE" Expense	1,625.00	1,575.00	3.2%	8,125.00
Maintenance & Repairs	160.00	160.00	0.0%	880.00
Offices' Supplies & Expenses	49.67	758.68	-93.5%	2,147.02
Payroll Tax Expense	827.19	693.56	19.3%	5,111.42
Postage	0.00	0.00	0.0%	153.68
Public Info Expense	100.00	500.00	-80.0%	580.08
Reconciliation Discrepancies	0.00	0.00	0.0%	0.00
Reimb. Health	800.00	500.00	60.0%	2,800.00
Rent Main/Satellite Offices	5,264.00	3,901.71	34.9%	21,725.08
Salaries	10,830.99	9,764.08	10.9%	51,893.18
EE Retention Credit (From IRS ER...)	0.00	0.00	0.0%	0.00
Sales Tax on Lease	0.00	0.00	0.0%	0.00
Special Events Expense	0.00	0.00	0.0%	1,057.46
Taxes & Licenses	0.00	0.00	0.0%	120.00
Telephone Expense	385.25	36.00	970.1%	1,927.88
Utilities	33.69	75.90	-55.6%	229.46
Volunteers Coffee & Water	26.50	24.50	8.2%	175.50
Website Expense	358.99	355.99	0.8%	1,801.94
Total Expense	23,170.44	21,180.75	9.4%	113,322.41

**Orange County Intergroup Assoc. of A.A.
 Profit & Loss Prev Year Comparison
 May 2024**

	<u>May 24</u>	<u>May 23</u>	<u>% Change</u>	<u>Jan - May 24</u>
Net Ordinary Income	-9,250.44	999.31	-1,025.7%	-14,544.86
Other Income/Expense				
Other Income				
Purchase Discounts	0.00	208.87	-100.0%	717.82
Total Other Income	0.00	208.87	-100.0%	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	208.87	-100.0%	717.82
Net Income	<u>-9,250.44</u>	<u>1,208.18</u>	<u>-865.7%</u>	<u>-13,827.04</u>

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

	<u>May 31, 24</u>	<u>May 31, 23</u>	<u>% Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Venmo	2,671.41	6,196.32	-56.89%
Paypal Cash	720.06	4,986.24	-85.56%
Bus. Int. Maximizer	136,976.88	136,922.03	0.04%
Cash in Drawer	470.42	433.09	8.62%
Cash on Hand	313.00	230.00	36.09%
Checking BofA	<u>23,155.28</u>	<u>44,139.77</u>	-47.54%
Total Checking/Savings	<u>164,307.05</u>	<u>192,907.45</u>	-14.83%
Accounts Receivable			
Accounts Receivable	<u>0.32</u>	<u>0.00</u>	100.0%
Total Accounts Receivable	<u>0.32</u>	<u>0.00</u>	100.0%
Other Current Assets			
Inventory (at cost)	-15,764.75	0.00	-100.0%
Inventory Asset (Costs of inventory purchased for resale)	40,402.46	31,712.18	27.4%
Undeposited Funds	<u>2,148.36</u>	<u>1,934.28</u>	11.07%
Total Other Current Assets	<u>26,786.07</u>	<u>33,646.46</u>	-20.39%
Total Current Assets	<u>191,093.44</u>	<u>226,553.91</u>	-15.65%
Fixed Assets			
Accum Depreciation	-68,937.00	-68,937.00	0.0%
Furniture & Equipment	<u>90,972.66</u>	<u>79,314.66</u>	14.7%
Total Fixed Assets	<u>22,035.66</u>	<u>10,377.66</u>	112.34%
Other Assets			
Deposits	<u>2,769.79</u>	<u>3,769.79</u>	-26.53%
Total Other Assets	<u>2,769.79</u>	<u>3,769.79</u>	-26.53%
TOTAL ASSETS	<u><u>215,898.89</u></u>	<u><u>240,701.36</u></u>	<u><u>-10.3%</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	<u>5,022.81</u>	<u>175.00</u>	2,770.18%
Total Accounts Payable	<u>5,022.81</u>	<u>175.00</u>	2,770.18%
Other Current Liabilities			
*Sales Tax Payable	1,408.38	1,705.55	-17.42%
Payroll-FICA (Social Security)	64.33	601.44	-89.3%
Payroll-FWH (Federal Withholding)	-46.02	401.40	-111.47%
Payroll-Medicare	15.06	140.75	-89.3%
Payroll-SDI (State Disability Insurance)	29.68	195.00	-84.78%
Payroll-SWHCA (State Withholding CA)	<u>39.38</u>	<u>389.48</u>	-89.89%
Total Other Current Liabilities	<u>1,510.81</u>	<u>3,433.62</u>	-56.0%
Total Current Liabilities	<u>6,533.62</u>	<u>3,608.62</u>	81.06%

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

	<u>May 31, 24</u>	<u>May 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	15,080.62	12,155.62	24.06%
Equity			
Fund Balance	214,645.31	197,435.21	8.72%
Net Income	<u>-13,827.04</u>	<u>31,110.53</u>	<u>-144.45%</u>
Total Equity	<u>200,818.27</u>	<u>228,545.74</u>	<u>-12.13%</u>
TOTAL LIABILITIES & EQUITY	<u><u>215,898.89</u></u>	<u><u>240,701.36</u></u>	<u><u>-10.3%</u></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: \$136976.88 (77% of Maximum Prudent Reserve)

Note 3. Operating Fund Calculation: VM \$2671.41 + PP \$720.06 + CID \$470.42 + COH \$313.00 + BOA \$23155.28 = \$27333.17