

# Body Meeting Agenda



February 12th 2025 @ 7:00 pm  
Norma Hertzog Center

1. Call to Order - Serenity Prayer -  
Welcome; Ariel L. Chair
2. Readings:
  - a. Twelve Traditions -
  - b. Statement of Purpose -
3. Tradition 2 Presentation: Jackie
  - a. Tradition 3 Volunteer for March -
4. Concept 2 Presentation: Erica
  - a. Concept 3 Volunteer for March -
5. Pamphlet Pick-of-the-Month: CJ
  - a. Pamphlet Volunteer for March -  
*(Volunteers, please make sure to give your information to the Secretary at the end of the meeting)*
6. Board Member Roll Call: Beth C., Secretary
7. Introductions of New Reps and Other Attendees
  - a. New Intergroup Reps -- Name, Meeting Name, City, Day, and Time
  - b. GSR and District Liaisons, Visitors, and Guests
8. Approval of January Body Meeting Minutes
  - 1st -
  - 2nd -
9. Board and Committee Reports:
  - Chair : Ariel L. -

- Vice Chair : Jennifer M. -
- Secretary : Beth C. -
- Treasurer : Ryan H. -
- Office Manager : Skip K. -
- Central Office : Michelle B. -
- Technology : Ezekiel U. -
- Public Information : Manny A. -
- Lifeline : Jackie G. -
- Special Events : Mikayla T. -
- Group Relations : Matt D. -

10. Old Business

- a. Financials Approved Same as Meeting Minutes

b. Directory Reorder Timeline

i. Reps please email group feedback to [chair@oc-aa.org](mailto:chair@oc-aa.org)

c. Join a Committee!

11. New Business

a. Motion-Making Process

b. AA Literature at Central Office

12. AA Related Announcements

13. Motion to Close Meeting

1st -                    2nd -

14. 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 Body Meeting:**

**Wednesday March 12, 2025**

Norma Hertzog Community Center

Body Meeting at 7 pm

New Reps Orientation 6:30 pm

Thank You

“The purpose of the Orange County Intergroup Association shall be to aid the groups in their common purpose of carrying the A.A. message to the alcoholic who still suffers; to perform the local functions of; and to operate and maintain the Central Office of Alcoholics Anonymous in Orange County.”

(Bylaws Page One - ARTICLE II)

## 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

## OC Intergroup Body Meeting

*Wednesday January 8th, 2025 7:00 PM*

- 1. Opening - Call to Order – Meeting called to order by Chair Ariel at 7:01pm.**
- 2. Serenity Prayer**
- 3. Welcome to the body meeting of the Orange County Intergroup Association of Alcoholics Anonymous.**
- 4. Readings**
  - a. 12 Traditions – Mike**
  - b. Statement of Purpose - Meg**
  - c. Tradition Presentation – Shawndra, UNITY  
Volunteer - Tradition 2 for February- Jackie**
  - d. Concept No. 1 - Matt  
Volunteer – Concept No. 2 for February- Erica**
  - e. Pamphlet Pick-of-the-Month Presentation – Vanessa, MANY PATHS TO SPIRITUALITY  
Volunteer – Pamphlet Pick-of-the-Month for February - CJ**
- 5. Secretary: Ariel- Roll Call**
  - a. Present – Chair Ariel, Vice Chair Jennifer, Treasurer Ryan, Office Manager Skip, Technology Ezekiel, Public Information Manny, Lifeline Jackie, Special Events Mikayla, Group Relations Matt, Central Office Michelle**
  - b. Not Present – Secretary Beth**
- 6. Matt - Introductions: New Intergroup Reps, GSR Liaisons, Visitors, and Guests**
  - a. New Intergroup Reps**
  - b. Jaquie, Monday 6pm, Recoverettes Women’s Meeting, Huntington Beach**
  - c. Stephanie, Saturday 10am, Women’s Big Book, Huntington Beach**
  - d. Gabriella, Friday 10am, Women’s Step Study, Huntington Beach**
  - e. Josh, Monday 7pm, NOI, San Clemente**
  - f. Matt, Saturday 8am, Black Print Only, San Juan Capistrano**
  - g. Kathie, Saturday 9am, Women’s Big Book, Huntington Beach**
  - h. Julien, Friday 6:30pm, Trans and Allies, Anaheim**

- i. Glen, Tuesday 5:30pm, South Coast Mens Stag, Laguna Beach**
- j. Mike, Sunday 10am, Hal Hall**
- k. Jax, Friday 12:15pm, Business Mens, Newport Beach**
- l. Pearl, Thursday 7pm, Women's Candlelight, Mission Viejo**
- m. CJ, Mon- Friday 6:45am, Morning Meditation, Costa Mesa**
- n. Brendan, Daily 6am, Taking a Trip, El Adobe San Juan Capistrano**

**b. GSR Liaisons - Jen**

**c. Visitors - none**

**d. Guests - Lynn**

**7. Approval of [previous month] Meeting Minutes**

**1st - Pat          2nd - Joann**

**Meeting minutes approved, no oppositions or changes requested.**

**8. Service Board Reports -**

- a. Chair: Ariel L. – Bylaws copies available online and at all meetings. Ariel read the Service Board duties, and explained including motions process, that the board does not propose motion, that these come from the body per the groups.**
- b. Vice Chair: Jennifer M. – no report**
- c. Secretary: Beth C – absent, no report**
- d. Treasurer: Ryan. – Reviewed with Office Manager and shared with group. P&L, reategorized some definitions and next month numbers should not seem as extreme. All run through an Audit Firm. Prudent reserve, down to 77%, should be at 90%, which raised through group donations. Questions regarding Prudent Reserve amount, treasurer has reached out to GSO to see if money can be put in a money market to keep up with inflation.**
- e. Office Manager: Skip K. – Prudent reserve explanation at the bottom of the Balance Sheet. PR should be at 187, 355 now 137, 009. Get feedback from groups regarding paper directory to revisit in April. Karen Leigh asked for a clarification of request, and read from previous meeting minutes. Thank you to Dolly a Call forwarding volunteer, there are 50 current after hour volunteers. Grapevine books are going up by \$1 next month. Rent going up \$88 a month at Central Office. Lifeline has gone up due to paper costs. If donations are not reflected properly, contact Assistant Manager Darnell.**
- f. Central Office: Michelle B. – no report**
- g. Technology: Ezekiel U. - Facebook does break anonymity so there will be a disclaimer on the site stating this.**

- h. Lifeline: Jackie G. – There are January and December Lifelines available. If you want to contribute; photos (of nature), poems, people to honor. Looking for an author to write a 500 word article on H&I.**
- i. Public Information: Manny A. – meeting will be 4<sup>th</sup> Wednesday of the Month on Zoom. After convention, will be concentration on Fair and panels.**
- j. Group Relations: Matt – no report**
- k. Special Events: Makayla – Idea for April/May, a volleyball tournament with a speaker meeting in Miles Square park in Fountain Valley, with a suggested donation to be on a team. Other games; cornhole, jenga. New committee meeting – 3<sup>rd</sup> Thursday at 6pm. South County central office event on February 22, 11-2pm ; light refreshments, 50/50 raffle. Flyer on table.**

**Need replacement for H&I commitment.**

**9. New Business: Join a committee, sign up forms at desk or email.**

**10. AA Related Announcements –**

**For more information and/or flyers on events, please visit: <https://www.oc-aa.org/events/>**

**South OC H&I Representative – Maya**

**South Orange County H&I meets the 3<sup>rd</sup> Wednesday of the month at 6:00 pm (new members' orientation) and 6:45 pm (business meeting), Laguna Beach Canyon Club (small room), 20456 Laguna Canyon Road, Laguna Beach. For more information, go to [www.sochic.club](http://www.sochic.club) or email [info@sochic.club](mailto:info@sochic.club). Currently 6 panel slots open. If you know a place that needs or wants a panel**

**North OC H&I Representative – Mikayla**

**Orange County H&I meets the 2<sup>nd</sup> Sunday of the month at 4:00 pm (Institutions) and 6:00 pm (Hospitals) at the Garden Grove Alano Club (9845 Belfast Dr., Garden Grove.) Orientation is at 3:15 pm and 5:15 pm. The Committee Meeting is at 6:00 pm, and the meeting opens around 5:40 pm. For more information on Orange County H&I, go to [www.ochandi.org](http://www.ochandi.org) or email [contact@ochandi.org](mailto:contact@ochandi.org).**

**Live and Let Live, 40<sup>th</sup> anniversary, Women's Retreat, flyers on table.**

**Manny, OCAA Convention, 40<sup>th</sup> anniversary, flyers on table. May 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup>**

**Banquet is sold out, but Al-Anon Luncheon and other events are still available. Still many parts of**

**the convention are low cost or free of charge. Hotel rooms are available right now. Sign up to volunteer on the website**

**GSR Liason, Dolly. New service guide available on the app under meeting guide news. PRASAA March 7 -9 in Anchorage.**

**11. Motion to close Meeting**

**1st - Joann      2nd - Pat**

**12. 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 -**

**February 12, 2025 7:00 PM**

**Norma Hertzog Community Center**

**1845 Park Ave., Costa Mesa**

**New Reps Orientation 6:30 pm**



## Orange County Intergroup Assoc. of A.A.

## Profit &amp; Loss Previous YTD

02/03/25

January 2024

Accrual Basis

	<u>Jan 24</u>
Ordinary Income/Expense	
Income	
Literature Resale	3,805.00
Birthday Donations	50.00
Group Donations	24,003.45
Individual/Fellowship	1,042.02
Interest Earned	4.64
Literature Sales	20,092.34
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Total Income	48,997.45
Cost of Goods Sold	
Cost of Literature Sold	
Cost of Goods Sold	19,834.79
Cost of Literature Sold - Other	0.00
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Total Cost of Literature Sold	19,834.79
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Total COGS	19,834.79
Gross Profit	29,162.66
Expense	
Accounting	3,910.00
Auto Expense (all Mgrs.)	62.28
Convention & Svs Event Expense	55.00
Copier Expense	293.59
Credit Card Expense	353.23
Freight and Shipping Costs	7.50
Insurances	405.80
Intergroup Expense	1,899.76
Internet Expense	177.49
Lease Expense	284.05
"LIFELINE" Expense	1,625.00
Maintenance & Repairs	160.00
Offices' Supplies & Expenses	206.67
Payroll Tax Expense	859.54
Reimb. Health	500.00
Rent Main/Satellite Offices	1,246.00
Salaries	10,271.68
Telephone Expense	386.57
Utilities	67.37
Volunteers Coffee & Water	40.50
Website Expense	356.99
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Total Expense	23,169.02
Net Ordinary Income	5,993.64
Other Income/Expense	
Other Income	
Purchase Discounts	717.82
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Total Other Income	717.82
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Net Other Income	717.82
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Net Income	<u><u>6,711.46</u></u>

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

January 2025

	Jan 25	Jan 24	% Change	Jan 25
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Literature Resale	1,926.54	3,805.00	-49.4%	1,926.54
Bank Adjustments	-57.79	0.00	-100.0%	-57.79
Birthday Donations	66.00	50.00	32.0%	66.00
Group Donations	19,225.68	24,003.45	-19.9%	19,225.68
Individual/Fellowship	837.58	1,042.02	-19.6%	837.58
Interest Earned	4.65	4.64	0.2%	4.65
Literature Sales	7,698.76	20,092.34	-61.7%	7,698.76
<b>Total Income</b>	<b>29,701.42</b>	<b>48,997.45</b>	<b>-39.4%</b>	<b>29,701.42</b>
<b>Cost of Goods Sold</b>				
<b>Cost of Literature Sold</b>				
Cost of Goods Sold	7,989.00	19,834.79	-59.7%	7,989.00
Cost of Literature Sold - Other	0.00	0.00	0.0%	0.00
<b>Total Cost of Literature Sold</b>	<b>7,989.00</b>	<b>19,834.79</b>	<b>-59.7%</b>	<b>7,989.00</b>
Shipping / Misc. Adjustments	-775.85	0.00	-100.0%	-775.85
<b>Total COGS</b>	<b>7,213.15</b>	<b>19,834.79</b>	<b>-63.6%</b>	<b>7,213.15</b>
<b>Gross Profit</b>	<b>22,488.27</b>	<b>29,162.66</b>	<b>-22.9%</b>	<b>22,488.27</b>
<b>Expense</b>				
Accounting	0.00	3,910.00	-100.0%	0.00
Auto Expense (all Mgrs.)	109.27	62.28	75.5%	109.27
Convention & Svcs Event Expense	0.00	55.00	-100.0%	0.00
Copier Expense	100.74	293.59	-65.7%	100.74
Credit Card Expense	286.15	353.23	-19.0%	286.15
Freight and Shipping Costs	0.00	7.50	-100.0%	0.00
Insurances	444.60	405.80	9.6%	444.60
Intergroup Expense	1,423.04	1,899.76	-25.1%	1,423.04
Internet Expense	177.52	177.49	0.0%	177.52
Lease Expense	284.05	284.05	0.0%	284.05
"LIFELINE" Expense	1,871.00	1,625.00	15.1%	1,871.00
Maintenance & Repairs	160.00	160.00	0.0%	160.00
Offices' Supplies & Expenses	374.14	206.67	81.0%	374.14
Payroll Tax Expense	857.33	859.54	-0.3%	857.33
Reimb. Health	800.00	500.00	60.0%	800.00
Rent Main/Satellite Offices	1,283.38	1,246.00	3.0%	1,283.38
Salaries	11,064.25	10,271.68	7.7%	11,064.25
Sales Tax on Lease	0.00	0.00	0.0%	0.00
Telephone Expense	409.99	386.57	6.1%	409.99
Utilities	58.22	67.37	-13.6%	58.22
Volunteers Coffee & Water	43.00	40.50	6.2%	43.00
Website Expense	358.99	356.99	0.6%	358.99
<b>Total Expense</b>	<b>20,105.67</b>	<b>23,169.02</b>	<b>-13.2%</b>	<b>20,105.67</b>
<b>Net Ordinary Income</b>	<b>2,382.60</b>	<b>5,993.64</b>	<b>-60.3%</b>	<b>2,382.60</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Purchase Discounts	0.00	717.82	-100.0%	0.00
<b>Total Other Income</b>	<b>0.00</b>	<b>717.82</b>	<b>-100.0%</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>717.82</b>	<b>-100.0%</b>	<b>0.00</b>
<b>Net Income</b>	<b>2,382.60</b>	<b>6,711.46</b>	<b>-64.5%</b>	<b>2,382.60</b>

**Orange County Intergroup Assoc. of A.A.**  
**Balance Sheet**  
As of January 31, 2025

	<u>Jan 31, 25</u>	<u>Jan 31, 24</u>	<u>% Change</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
Venmo	1,323.59	3,601.48	-63.25%
Paypal Cash	1,190.35	1,803.35	-33.99%
Bus. Int. Maximizer	137,013.56	136,958.77	0.04%
Cash in Drawer	470.42	470.42	0.0%
Cash on Hand	268.00	215.00	24.65%
Checking BofA	<u>27,646.10</u>	<u>42,146.69</u>	<u>-34.41%</u>
<b>Total Checking/Savings</b>	<b>167,912.02</b>	<b>185,195.71</b>	<b>-9.33%</b>
<b>Accounts Receivable</b>			
Accounts Receivable	<u>0.32</u>	<u>0.32</u>	<u>0.0%</u>
<b>Total Accounts Receivable</b>	<b>0.32</b>	<b>0.32</b>	<b>0.0%</b>
<b>Other Current Assets</b>			
Inventory (at cost)	550.29	0.00	100.0%
Inventory Asset (Costs of inventory purchased for resale)	35,372.59	43,488.63	-18.66%
Undeposited Funds	<u>839.13</u>	<u>736.88</u>	<u>13.88%</u>
<b>Total Other Current Assets</b>	<b><u>36,762.01</u></b>	<b><u>44,225.51</u></b>	<b><u>-16.88%</u></b>
<b>Total Current Assets</b>	<b>204,674.35</b>	<b>229,421.54</b>	<b>-10.79%</b>
<b>Fixed Assets</b>			
Accum Depreciation	-48,278.00	-48,278.00	0.0%
Furniture & Equipment	<u>63,625.66</u>	<u>63,625.66</u>	<u>0.0%</u>
<b>Total Fixed Assets</b>	<b>15,347.66</b>	<b>15,347.66</b>	<b>0.0%</b>
<b>Other Assets</b>			
Right-Of-Use Assets	54,322.00	54,322.00	0.0%
Deposits	2,669.79	2,769.79	-3.61%
Prepaid Expenses	<u>2,772.00</u>	<u>2,772.00</u>	<u>0.0%</u>
<b>Total Other Assets</b>	<b>59,763.79</b>	<b>59,863.79</b>	<b>-0.17%</b>
<b>TOTAL ASSETS</b>	<b><u>279,785.80</u></b>	<b><u>304,632.99</u></b>	<b><u>-8.16%</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
Accounts Payable	<u>5,726.70</u>	<u>1,330.20</u>	<u>330.51%</u>
<b>Total Accounts Payable</b>	<b>5,726.70</b>	<b>1,330.20</b>	<b>330.51%</b>
<b>Other Current Liabilities</b>			
Current Portion of Lease Liab	48,130.00	48,130.00	0.0%
*Sales Tax Payable	217.57	1,323.41	-83.56%
Payroll-FICA (Social Security)	685.95	636.85	7.71%
Payroll-FWH (Federal Withholding)	520.99	493.00	5.68%
Payroll-Medicare	160.51	148.94	7.77%
Payroll-SDI (State Disability Insurance)	139.97	113.00	23.87%

**Orange County Intergroup Assoc. of A.A.**  
**Balance Sheet**  
 As of January 31, 2025

	<u>Jan 31, 25</u>	<u>Jan 31, 24</u>	<u>% Change</u>
Payroll-SWHCA (State Withholding CA)	207.06	139.04	48.92%
<b>Total Other Current Liabilities</b>	<u>50,062.05</u>	<u>50,984.24</u>	<u>-1.81%</u>
<b>Total Current Liabilities</b>	<u>55,788.75</u>	<u>52,314.44</u>	<u>6.64%</u>
<b>Long Term Liabilities</b>			
Long Term Portion of Lease Liab	7,683.00	7,683.00	0.0%
Capital Lease Obligation	3,021.00	3,021.00	0.0%
<b>Total Long Term Liabilities</b>	<u>10,704.00</u>	<u>10,704.00</u>	<u>0.0%</u>
<b>Total Liabilities</b>	<u>66,492.75</u>	<u>63,018.44</u>	<u>5.51%</u>
<b>Equity</b>			
Fund Balance	210,910.45	234,903.09	-10.21%
Net Income	2,382.60	6,711.46	-64.5%
<b>Total Equity</b>	<u>213,293.05</u>	<u>241,614.55</u>	<u>-11.72%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>279,785.80</u></u>	<u><u>304,632.99</u></u>	<u><u>-8.16%</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 2024: \$374711 = 1 month = 31226, 4 months = \$124904, 6 months = \$187355  
 Current Prudent Reserve: \$137013 (73% of Maximum Prudent Reserve)

Note 3. Operating Fund Calculation: VM \$1323.59 + PP \$1190.35 + CID \$470.42 + COH \$268.00 + BOA \$27646.10 = \$30898.46