

Body Meeting Agenda



April 9th 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 4 Presentation: Gabriel
 - a. Tradition 5 Volunteer for May -
4. Concept 4 Presentation: Richard
 - a. Concept 5 Volunteer for May -
5. Pamphlet Pick-of-the-Month: Josh
 - a. Pamphlet Volunteer for May -
(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 March Body Meeting Minutes
 - 1st -
 - 2nd -
9. Board and Committee Reports:
 - Chair : Ariel L. -

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

10. Old Business

- a. Directory Reorder Timeline

- i. Feedback from groups - no action to be taken at this time
- b. May Body Meeting Change - May 7th
- c. Join a Committee!

11. New Business

- a. Potentially cutting costs in near future

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 May 7th, 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

MINUTES

OC Intergroup Body Meeting

Wednesday March 12th, 2025, 7:00 PM

1. **Opening - Call to Order - Serenity Prayer.** *Meeting called to order by Ariel L. at 7:05 PM*
2. **Welcome to the Body meeting of the Orange County Intergroup Association of Alcoholics Anonymous.**
3. **Readings**
 - a. **12 Traditions – Ariel**
 - b. **Statement of Purpose - Sharon**
 - c. **Tradition Presentation – Tradition Two – Richard
Volunteer - Tradition Three for March - Gabriel**
 - d. **Pamphlet Pick-of-the-Month Presentation – Jackie “The God Word” Pamphlet
Volunteer – April Pamphlet Pick-of-the-Month – Richard**
 - e. **Concept No. 3 - Beth
Volunteer – March Concept No. 4 - Josh**
4. **Secretary: Beth C. - Roll Call**
 - a. **Present –**
 - b. **Not Present – Ezekial**
5. **Matt - Introductions: New Intergroup Reps, GSR Liaisons, Visitors, and Guests**
 - a. **New Intergroup Reps – Melanie S. Balboa Speaker Group Thurs 7:30 p.m.; Joshua O. The Other 12 & 12 Sun 5:30 p.m.; Phil G Charter Men’s Stag Monday; Sunday 7 p.m.**
 - b. **GSR Liaisons – Dolly & Dave Intergroup Liaison**
 - c. **Visitors – Bill & Dee**
 - d. **Guests - None**
6. **Approval of February 2025 Meeting Minutes**

1st – Gabby 2nd - Joanne

Meeting minutes approved, no opposition or changes requested.
7. **Service Board Reports -**

- a. **Chair: Ariel L.** – Reiterated the purpose of Central Office. If you need help with making a motion, please send Ariel and email and she or Skip will be able to help you in that process. Still looking for feedback regarding whether or not to keep printing the directories. Intergroup meeting will be on the 7th of May, not the 14th.
- b. **Vice Chair: Jennifer M.** – No report
- c. **Secretary: Beth C.** – No report
- d. **Treasurer: Ryan H.** – The P&L Previous Year Comparison shows donations were up; however, we are still not covering all of our expenses. The accounting costs in February were higher but warranted. Financial Summary was completed. Employee Retention Credit issues costs us \$3,000, but was necessary. Ryan spoke with GSO regarding the Prudent Reserve and placing it in an investment account and he shared with the Body that GSO deposits funds into investment accounts. This will require a motion from the Body. Central Office requires \$25,000 to \$30,000 to cover costs each month. Prefer monthly contributions from the groups. Ways to reduce costs could be producing less Lifelines, less literature, encourage all meetings to have reps and to make regular monthly contributions. Use the brochures provided to show you how to be a treasurer.
- e. **Central Office: Michelle B.** – Explained what Central Office does. Lifelines has a great article on what Central Office does thanks to Dolly, offer Lifelines for free; field calls and we still need volunteers, keep members informed of events going on in the O.C., 12-steps calls, speakers for meetings, 24-hours answer line.
- f. **Technology: Ezekiel U.** – No report
- g. **Lifeline: Jackie G.** – Introduced the March Lifeline, including an article on the 7th Tradition. Send articles and pics. 1st Thurs @ 7 p.m.
- h. **Public Information: Manny A.** – Zoom has been set up. Need volunteers to help with panels. Summer bring the Fair booth. 4th Wed 5:30 p.m. for committee meeting.
- i. **Group Relations: Matt D.** – Two meetings Canyon Club into Action Sat 12:30 p.m. an attendee complained that they could not stay if they did not contribute. Another hybrid meeting with kicked off and could not get back in. Both issues will be looked into. Need volunteers 3rd Wednesday @ 7 p.m. come join the committee
- j. **Special Events: Makayla T.** – Trivia Night fliers are on the website and will be in the Lifelines next month. Sat May 17th 3:30 to 5:30 p.m. Game starts at 4 pm at the Sports Basement in F.V. \$50 donation for team of 8. Single registration also available. 50/50 raffle and prizes are being awarded. Skip will email flier out to everyone.

8. **New Business: Ariel** – No new business

9. AA Related Announcements –

H&I Convention – see flier and info on CO website

Women to Women Conference – see flier and info on CO website

Preconference Boot Camp hosted by Dist 6, 12, 18 March 23, 2025 @ 8:30 a.m. to 12:30 p.m. at the Norma Herzog Community Center. It will be hybrid. Zoom ID 842 1513 8856 Passcode: aabootcamp

GSR – Dolly – GSR’s will be bringing agenda items for your groups to discuss, which in turn will be submitted to our delegate to take to the GS Conference in April. To view agenda items, go to the Area 9 website under DELEGATE.

<https://msca09aa.org/general-service-conference-2/gsc2025-75th-gsc-materials/>

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

South OC H&I Representative

South Orange County H&I meets on the 3rd 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 or email info@sochic.club.

Manny

OCAA Convention - May 2nd, 3rd, and 4th Costa Mesa Hilton

Banquet is sold out, hotel stated they cannot offer the same rate once we meet our max. 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, but they will run out soon. Sign up to volunteer on the website. Lots of cool events. The movie room is going to have a big screen too.

10. Motion to close Meeting

1st - Jackie 2nd - CJ

11. 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 -

April 9, 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 & Loss Previous YTD
 January through March 2024**

	Jan - Mar 24
Ordinary Income/Expense	
Income	
Literature Resale	8,012.15
Birthday Donations	662.65
Group Donations	52,103.50
Individual/Fellowship	3,473.62
Interest Earned	13.62
Literature Sales	35,555.19
Shipping and Delivery Income	-7.50
Total Income	99,813.23
Cost of Goods Sold	
Cost of Literature Sold	
Cost of Goods Sold	36,068.10
Cost of Literature Sold - Other	0.00
Total Cost of Literature Sold	36,068.10
Shipping / Misc. Adjustments	-338.95
Total COGS	35,729.15
Gross Profit	64,084.08
Expense	
Accounting	3,910.00
Auto Expense (all Mgrs.)	241.16
Bank Charges	-32.00
Convention & Svs Event Expense	55.00
Copier Expense	293.59
Credit Card Expense	748.02
Freight and Shipping Costs	7.50
Insurances	724.50
Intergroup Expense	2,312.24
Internet Expense	531.93
Lease Expense	852.15
"LIFELINE" Expense	4,875.00
Maintenance & Repairs	480.00
Offices' Supplies & Expenses	1,369.38
Payroll Tax Expense	2,389.07
Postage	136.00
Public Info Expense	80.04
Reconciliation Discrepancies	-0.02
Reimb. Health	1,500.00
Rent Main/Satellite Offices	12,443.08
Salaries	30,249.17
Special Events Expense	1,127.46
Taxes & Licenses	20.00
Telephone Expense	1,157.16
Utilities	195.77
Volunteers Coffee & Water	99.50
Website Expense	1,083.96
Total Expense	66,849.66
Net Ordinary Income	-2,765.58
Other Income/Expense	
Other Income	
Purchase Discounts	717.82
Total Other Income	717.82
Net Other Income	717.82
Net Income	-2,047.76

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

March 2025

	Mar 25	Mar 24	% Change	Jan - Mar 25
Ordinary Income/Expense				
Income				
Literature Resale	1,312.75	2,074.23	-36.7%	5,882.79
Bank Adjustments	0.02	0.00	100.0%	0.23
Birthday Donations	193.72	475.00	-59.2%	262.72
Group Donations	17,903.56	15,452.66	15.9%	51,626.59
Individual/Fellowship	263.00	1,533.60	-82.9%	2,400.58
Interest Earned	4.65	4.64	0.2%	13.50
Literature Sales	5,964.64	7,781.43	-23.4%	20,568.92
Total Income	25,642.34	27,321.56	-6.2%	80,755.33
Cost of Goods Sold				
Cost of Literature Sold				
Cost of Goods Sold	6,440.23	8,087.41	-20.4%	22,085.28
Cost of Literature Sold - Other	0.00	0.00	0.0%	0.00
Total Cost of Literature Sold	6,440.23	8,087.41	-20.4%	22,085.28
Shipping / Misc. Adjustments	0.00	0.00	0.0%	-1,858.36
Total COGS	6,440.23	8,087.41	-20.4%	20,226.92
Gross Profit	19,202.11	19,234.15	-0.2%	60,528.41
Expense				
Accounting	2,520.00	0.00	100.0%	4,225.00
Auto Expense (all Mgrs.)	24.50	89.47	-72.6%	166.12
Bank Charges	0.00	-32.00	100.0%	0.00
Copier Expense	47.94	0.00	100.0%	231.70
Credit Card Expense	182.85	190.32	-3.9%	746.95
Insurances	0.00	0.00	0.0%	789.10
Intergroup Expense	428.42	206.24	107.7%	2,058.17
Internet Expense	184.21	177.22	3.9%	695.94
Lease Expense	284.05	284.05	0.0%	852.15
"LIFELINE" Expense	1,835.00	1,625.00	12.9%	5,541.00
Maintenance & Repairs	160.00	160.00	0.0%	480.00
Offices' Supplies & Expenses	57.70	266.00	-78.3%	1,319.97
Payroll Tax Expense	780.17	743.74	4.9%	2,483.91
Postage	0.00	0.00	0.0%	2.59
Public Info Expense	0.00	80.04	-100.0%	0.00
Reconciliation Discrepancies	0.00	-0.01	100.0%	0.00
Reimb. Health	800.00	500.00	60.0%	2,400.00
Rent Main/Satellite Offices	4,363.38	7,179.08	-39.2%	10,010.14
Salaries	10,310.34	10,255.36	0.5%	31,572.93
Sales Tax on Lease	0.00	0.00	0.0%	0.00
Special Events Expense	0.00	1,127.46	-100.0%	0.00
Taxes & Licenses	0.00	20.00	-100.0%	20.00
Telephone Expense	384.99	385.27	-0.1%	1,179.97
Utilities	59.65	71.57	-16.7%	167.46
Volunteers Coffee & Water	47.00	32.50	44.6%	164.25
Website Expense	358.99	358.99	0.0%	1,076.97
Total Expense	22,829.19	23,720.30	-3.8%	66,184.32
Net Ordinary Income	-3,627.08	-4,486.15	19.2%	-5,655.91
Other Income/Expense				
Other Income				
Purchase Discounts	0.00	0.00	0.0%	0.00
Total Other Income	0.00	0.00	0.0%	0.00
Other Expense				
Balancing Adjustments	588.11	0.00	100.0%	588.11
Total Other Expense	588.11	0.00	100.0%	588.11
Net Other Income	-588.11	0.00	-100.0%	-588.11
Net Income	-4,215.19	-4,486.15	6.0%	-6,244.02

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

	<u>Mar 31, 25</u>	<u>Mar 31, 24</u>	<u>% Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Venmo	273.87	3,197.84	-91.44%
Paypal Cash	255.16	1,511.74	-83.12%
Bus. Int. Maximizer	137,022.41	136,967.75	0.04%
Cash in Drawer	50.00	470.42	-89.37%
Cash on Hand	100.31	315.00	-68.16%
Checking BofA	<u>22,671.97</u>	<u>35,984.96</u>	<u>-37.0%</u>
Total Checking/Savings	160,373.72	178,447.71	-10.13%
Accounts Receivable			
Accounts Receivable	0.32	0.32	0.0%
Total Accounts Receivable	0.32	0.32	0.0%
Other Current Assets			
Inventory (at cost)	550.29	0.00	100.0%
Inventory Asset (Costs of inventory purchased for resale)	39,614.83	46,091.81	-14.05%
Undeposited Funds	<u>1,366.46</u>	<u>1,047.37</u>	<u>30.47%</u>
Total Other Current Assets	<u>41,531.58</u>	<u>47,139.18</u>	<u>-11.9%</u>
Total Current Assets	201,905.62	225,587.21	-10.5%
Fixed Assets			
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>
Total Fixed Assets	15,347.66	15,347.66	0.0%
Other Assets			
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>
Total Other Assets	<u>59,763.79</u>	<u>59,863.79</u>	<u>-0.17%</u>
TOTAL ASSETS	<u><u>277,017.07</u></u>	<u><u>300,798.66</u></u>	<u><u>-7.91%</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	4,537.80	4,962.80	-8.56%
Total Accounts Payable	4,537.80	4,962.80	-8.56%
Other Current Liabilities			
Current Portion of Lease Liab	48,130.00	48,130.00	0.0%
*Sales Tax Payable	1,337.00	2,610.98	-48.79%
Payroll-FICA (Social Security)	639.20	635.85	0.53%
Payroll-FWH (Federal Withholding)	480.99	487.99	-1.43%
Payroll-Medicare	149.60	148.71	0.6%
Payroll-SDI (State Disability Insurance)	130.92	112.83	16.03%

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

	<u>Mar 31, 25</u>	<u>Mar 31, 24</u>	<u>% Change</u>
Payroll-SWHCA (State Withholding CA)	200.90	150.17	33.78%
Total Other Current Liabilities	<u>51,068.61</u>	<u>52,276.53</u>	-2.31%
Total Current Liabilities	55,606.41	57,239.33	-2.85%
Long Term Liabilities			
Long Term Portion of Lease Liab	7,683.00	7,683.00	0.0%
Capital Lease Obligation	<u>3,021.00</u>	<u>3,021.00</u>	0.0%
Total Long Term Liabilities	<u>10,704.00</u>	<u>10,704.00</u>	0.0%
Total Liabilities	66,310.41	67,943.33	-2.4%
Equity			
Fund Balance	210,910.45	234,903.09	-10.21%
Net Income	<u>-203.79</u>	<u>-2,047.76</u>	90.05%
Total Equity	<u>210,706.66</u>	<u>232,855.33</u>	-9.51%
TOTAL LIABILITIES & EQUITY	<u>277,017.07</u>	<u>300,798.66</u>	<u>-7.91%</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 2023: \$374711 = 1 month = 31226, 4 months = \$124904, 6 months = \$187355
 Current Prudent Reserve: \$137017.76 (73% of Maximum Prudent Reserve)

Note 3. Operating Fund Calculation: VM \$273.87 + PP \$255.16 + CID \$50.00 + COH \$100.31 + BOA \$22671.97 = \$23351.31