Body Meeting Agenda

September 2, 2026 @ 7:00 pm
Norma Hertzog Center

1. Call to Order - Serenity Prayer -
2. Readings:
    a. Twelve Traditions -
    b. Statement of Purpose -
3. Tradition 9 Presentation: Luis
    - Tradition 10 Volunteer for October -
4. Concept 9 Presentation: Ariel
    - Concept 10 Volunteer for October -
5. Pamphlet Presentation *Is A.A. For You?*: Josh
    - Pamphlet Volunteer for October *Hispanic Women in A.A.* -
6. Board Member Roll Call: Mike M., Vice Chair
7. Introductions of New Reps and Other Attendees: Josh O., Group Relations Chair
    a. New Intergroup Reps -- Name, Meeting Name, City, Day, and Time

b. GSR and District Liaisons, Visitors, and Guests

8. Approval of July Body Meeting Minutes

1st - 2nd -

9. Old Business

1. The body meeting for September will be taking place on September 2nd (1st Wednesday of the month)

10. New Business

1. We need to vote in a new Public Information Chair (Min. 5 years of sobriety)
2. The Intergroup body meeting for November will be held **Nov. 18 (3rd Wednesday)**
3. Verbiage for bylaw revision:

- **Current verbiage:** Article X. Section 5. Audits. The accounts of the Intergroup Association shall be audited every 5 years, with a review done every year in between. The audit shall be conducted by a Certified Public Accountant.
- **Proposed verbiage:** Article X. Section 5. Audits and Financial Reviews. The accounts of the Intergroup Association shall be reviewed every year by a Certified Public Accountant. An audit may be conducted instead of a financial review if it is deemed necessary by a majority vote of the board.

11. Board and Committee Reports:

- Chair : Mikayla T. -
- Vice Chair : Mike M. -
- Secretary : Terri L. -

- Treasurer : Ryan H. -
- Lifeline: Matt D. -
- Public Information: -
- Group Relations: Josh O. -
- Central Office: Nichole R. -
- Office Manager: Skip K. -
- Special Events: CJ D. -
- Technology Chair: Ian S. -

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 October 14, 2026

Norma Hertzog Community Center

Body Meeting at 7 pm

New Reps Orientation 6:30 pm

AUGUST MINUTES

OC Intergroup Body Meeting

Wednesday August 12, 2026, 7:00 PM

Opening - Call to Order -Serenity Prayer – Meeting called to order by Mike M. at 7:01 PM

Welcome to the Body meeting of the Orange County Intergroup Association of Alcoholics Anonymous 1. Readings:

a. Twelve Traditions – Gabriel

b. Statement of Purpose - Scott

c. Tradition Presentation –Tradition 8 - Luis

d. Volunteer - Tradition 9 for September - Luis

e. Concept Presentation – Concept 8 - Jim

f. Volunteer – Concept 9 for September - Ariel

g. Pamphlet Presentation – Richard – Young People in AA

h. Volunteer – Pamphlet Presentation for September - Josh- Is AA for You?

2. Mike - Board Member Roll Call

Present –Vice Chair - Mike M., Secretary – Terri L., Treasurer - Ryan H., Lifeline - Matt D., Group Relations- Josh; Technology-Ian S., Special Events-C.J. D., Public Information - Brittany H., Central Office Liaison – Nichole R.; Central Office Manager - Skip K.

Absent – Chair-Mikayla

3. Josh O. Group Relations - Introduction of new reps and other attendees.

Brandon – The AA Way of Life in Mission Viejo, Mondays at 7:00pm; Jennifer – Zoom "Grit & Grace on Tuesdays at 5:00pm; Joseph - San Clemente Men's Big Book Study, Friday 7:00pm; Jeff -Living Sober Speaker Meeting on Saturday 8:00pm Laguna Beach St. Mary's Episcopal Church; Dave – Men's Keep it Simple Book Study, Monday 7:30pm in Huntington Beach; Darrin – Charter Men's Stag in Rancho Santa Margarita, Mondays 7:00pm; Kayla / Mana – Wild Bunch Women's in Costa Mesa on Tuesday at 7:00pm; Ariel – Sunday Night Speaker Meeting of Orange in Orange at 7:00pm; Gabriel – Laguna Woods, Sundays at 7:00pm a. GSR Liaisons – Dolly-District 12; Scott-District 5

b. H&I Liaison-

c. Visitors and Guests – none

4. Approval of July 2026 Meeting Minutes

1st – Effie 2nd – Joe

5. Old Business - None
6. New Business
   a. The body meeting for September will be held on September 2nd (1st Wednesday of the month rather than the 2nd Wednesday).
   b. We need to vote in a new Public Information Chair. A minimum of five years of sobriety is required.

      No nominations from the floor were heard for the position. Mike asks reps to consider whether they or perhaps someone they know would be willing to fill the position.

5. Service Board Reports -
   a. Chair: Mikayla T. – Absent
   b. Vice Chair: Mike M. – The bylaws need an amendment. Our current bylaws mandate that a financial review be performed every year except every 5th year when a financial audit must be performed. In reviewing our records, we found that there has not been a financial audit performed since 2014 although a financial review has been performed every year.

      Mike consulted previous board members and could find no documentation to explain why the audits were stopped. It is presumed that the expense was too high (financial reviews are approximately $11k per year while an audit is over $25k) and it may be that previous boards did not know the bylaws or felt that a financial review was sufficient.

      At any rate, our present financial position is such that an audit would be an extraordinary expense. The board discussed this and concluded that for now, a yearly financial review should be sufficient unless or until such time as an audit is deemed necessary.

      Mike will therefore draft a revision to Article 10, Section 5 of our bylaws to reflect our current practice of requiring yearly financial reviews, leaving verbiage that allows for a financial audit if future boards deem it necessary. He will bring the this to the next body meeting where it must be seconded by at least two people and if it passes, the reps will bring it to their meetings for a vote.

   c. Secretary: Terri L. Minutes for the most recent Intergroup Body Meeting are usually posted within one week after the meeting on the OC-AA.org website under Member Services-Central Office-Intergroup Docs
   d. Treasurer: Ryan H. – Ryan highlights a few items on the financials. Donations are up in July about $3600 over July 2025. We have paid approximately half of our financial

review.

Question: How do Zoom meeting donations compare with in-person meetings? Answer – There are approximately 1500 in-person meetings in OC every month. Of these, approximately 18% have contributed this year. For Zoom meetings, only about 5-6% contribute. All meetings that contribute are published in the Lifeline. Question: In Jan-Jun 2025 there was a balancing adjustment on the P&L of ~$588 Answer – Skip will check the books and answer that.

e. Lifeline: Matt D.- Encourages all to pick up Lifelines in either of the Central Offices. Volunteers are needed to join Intergroup committees to help spread the message. Check the Zoom information in the Lifeline to join any of the following committees-Public Information, Special Events, Lifeline, Technology, or Group Relations and see where you can help. Oct 1st there will be a special Zoom event on how to write an article for the Lifeline. It will be held immediately after the Lifeline committee meeting – meeting info is in the Lifeline. As always, the Lifeline is looking for people to submit an article, sobriety stories, poems, art, photos, etc. Contact Matt (LifelineCommittee@oc-aa.org) or the Lifeline editor (oclifelineeditor@gmail.com) for any submissions.

f. Public Information: Brittany – Brittany and her team just wrapped up the information booth at the fair. A survey will be sent to the fair volunteers for feedback.

Brittany asks for volunteers to join the PI committee. She holds a monthly meeting – please join if you can help. Zoom info is in the Lifeline,

g. Group Relations: Josh – Group Relations committee meets the 3rd Wed of every month at 7:00pm on Zoom. Check the Lifeline for Zoom information. If you have ideas or can help encourage meetings to have an Intergroup rep, please consider joining the committee.

h. Central Office Liaison – Nichole R. -Central Office could use your help! Volunteers are needed to answer phones at Central Office and after-hours. Stop by Central Office at 1526 Brookhollow Drive #75 in Santa Ana if you can help.

Volunteers are needed for the following shifts:

Monday 12pm-3:00pm

Tuesday 9:00am-12:00pm, 12:00pm-3:00pm

Thursday 9:00am-12:00pm, 12:00pm-3:00pm;

Friday - 9:00am-12:00pm, 12:00pm-3:00pm (2 spots); 3:00pm-5:00pm.

i. Office Manager: Skip K. – Skip is asking for volunteers – it is difficult to handle the 12-step calls while also managing the office. There are often times when no one is in the office but him.

j. Special Events: C.J. D. – C.J. will be coordinating another bowling event for the fellowship in November. He will prepare a flyer to bring to the next meeting and it will be published in the Lifeline as well.

k. Technology: No report. If you are interested in joining the Technology committee, please join Ian on his Zoom committee meeting held the first Monday of every month at 6:00pm. Check the Lifeline for Zoom info.

3. AA Related Announcements:

Karen - Woman to Woman San Diego is coming up next month. The flyer is in the Lifeline.

Jennifer - The GSR summer event is August 22 from 12:00pm to 4:00pm at Lake Park. There will be music, games, dancing, food, speakers and more. Come join the fun.

4. Motion to close meeting: 1st – Frank 2nd – Scott Motion passed

5. 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, September 2, 2026 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 August 2025

	Jan - Aug 25
Ordinary Income/Expense	
Income	
Literature Resale	10,299.74
Bank Adjustments	-49.74
Birthday Donations	1,237.72
Group Donations	167,571.09
Individual/Fellowship	9,092.12
Interest Earned	36.47
Literature Sales	45,814.18
Shipping and Delivery Income	-45.00
Total Income	233,956.58
Cost of Goods Sold	
Cost of Literature Sold	
Cost of Goods Sold	46,447.62
Cost of Literature Sold - Other	82.00
Total Cost of Literature Sold	46,529.62
Shipping / Misc. Adjustments	-2,501.15
Total COGS	44,028.47
Gross Profit	189,928.11
Expense	
Accounting	8,275.00
Auto Expense (all Mgrs.)	424.64
Copier Expense	506.24
Credit Card Expense	2,322.14
Freight and Shipping Costs	0.00
Insurances	3,179.14
Intergroup Expense	3,010.67
Internet Expense	1,616.99
Lease Expense	2,272.40
"LIFELINE" Expense	14,716.00
Maintenance & Repairs	1,606.00
Offices' Supplies & Expenses	3,713.22
Payroll Tax Expense	6,876.84
Postage	321.24
Reconciliation Discrepancies	-0.01
Reimb. Health	6,400.00
Rent Main/Satellite Offices	31,904.04
Salaries	81,919.50
Sales Tax on Lease	0.00
Special Events Expense	198.87
Taxes & Licenses	247.25
Telephone Expense	3,106.27
Utilities	419.95
Volunteers Coffee & Water	488.15
Website Expense	3,276.79
Total Expense	176,801.33
Net Ordinary Income	13,126.78
Other Income/Expense	
Other Income	
Purchase Discounts	0.00
Total Other Income	0.00
Other Expense	
Balancing Adjustments	588.11
Total Other Expense	588.11
Net Other Income	-588.11
Net Income	**12,538.67**

Orange County Intergroup Assoc. of A.A.
Profit & Loss Prev Year Comparison
August 2026

	Aug 26	Aug 25	% Change	Jan - Aug 26
Ordinary Income/Expense				
Income				
Literature Resale	0.00	1,257.20	-100.0%	4,235.84
Bank Adjustments	0.00	0.00	0.0%	0.30
Birthday Donations	83.00	10.00	730.0%	1,718.46
Group Donations	16,853.09	24,165.49	-30.3%	173,234.10
Individual/Fellowship	1,088.00	1,539.00	-29.3%	5,996.95
Interest Earned	378.07	4.66	8,013.1%	3,643.26
Literature Sales	4,831.32	5,212.57	-7.3%	45,088.81
Merchandise Sales	-0.04	0.00	-100.0%	0.06
Shipping and Delivery Income	-30.00	-30.00	0.0%	-70.00
Total Income	23,203.44	32,158.92	-27.9%	233,847.78
Cost of Goods Sold				
Cost of Literature Sold				
Cost of Goods Sold	4,673.73	5,369.91	-13.0%	41,841.14
Cost of Literature Sold - Other	0.00	0.00	0.0%	0.00
Total Cost of Literature Sold	4,673.73	5,369.91	-13.0%	41,841.14
Shipping / Misc. Adjustments	-109.84	-100.75	-9.0%	-886.24
Total COGS	4,563.89	5,269.16	-13.4%	40,954.90
Gross Profit	18,639.55	26,889.76	-30.7%	192,892.88
Expense				
Accounting	6,143.75	975.00	530.1%	14,447.50
Auto Expense (all Mgrs.)	122.72	87.36	40.5%	803.62
Bank Charges	0.00	0.00	0.0%	56.00
Convention & Svs Event Expense	0.00	0.00	0.0%	1,319.33
Copier Expense	0.00	0.00	0.0%	302.29
Credit Card Expense	280.96	391.85	-28.3%	3,016.15
Freight and Shipping Costs	0.00	0.00	0.0%	0.00
Insurances	514.16	462.60	11.2%	2,927.56
Intergroup Expense	207.47	222.04	-6.6%	3,333.93
Internet Expense	185.16	184.21	0.5%	1,474.63
Lease Expense	284.05	284.05	0.0%	2,272.40
"LIFELINE" Expense	1,910.00	1,835.00	4.1%	14,905.00
Maintenance & Repairs	320.00	400.00	-20.0%	1,741.72
Offices' Supplies & Expenses	434.88	130.13	234.2%	3,481.70
Payroll Tax Expense	842.94	699.67	20.5%	7,105.46
Postage	246.00	0.00	100.0%	588.15
Public Info Expense	123.96	0.00	100.0%	1,092.54
Reconciliation Discrepancies	0.00	0.00	0.0%	0.10
Reimb. Health	1,000.00	800.00	25.0%	7,600.00
Rent Main/Satellite Offices	4,520.54	4,401.88	2.7%	37,287.90
Returned Checks	0.00	0.00	0.0%	200.75
Salaries	10,269.76	8,978.06	14.4%	86,258.44
Sales Tax on Lease	0.00	0.00	0.0%	0.00
Taxes & Licenses	0.00	127.25	-100.0%	21.00
Telephone Answer Service	336.35	0.00	100.0%	2,018.36
Telephone Expense	25.00	384.99	-93.5%	1,047.73
Utilities	85.73	77.38	10.8%	506.24
Volunteers Coffee & Water	35.25	66.50	-47.0%	344.75
Website Expense	683.87	634.87	7.7%	3,443.78
Total Expense	28,572.55	21,142.84	35.1%	197,597.03
Net Ordinary Income	-9,933.00	5,746.92	-272.8%	-4,704.15
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
Net Other Income	0.00	0.00	0.0%	0.00
Net Income	**-9,933.00**	**5,746.92**	**-272.8%**	**-4,704.15**

Orange County Intergroup Assoc. of A.A.
Balance Sheet
As of August 31, 2026

	Aug 31, 26	Aug 31, 25	% Change
ASSETS			
Current Assets			
Checking/Savings			
US Bank- Money Market	137,140.45	0.00	100.0%
US Bank- Checking	1,255.48	0.00	100.0%
Stripe	922.56	905.88	1.84%
Venmo	786.92	768.18	2.44%
Paypal Cash	60.00	236.23	-74.6%
Bus. Int. Maximizer	2,031.53	137,040.38	-98.52%
Cash in Drawer	50.00	50.00	0.0%
Cash on Hand	100.31	100.31	0.0%
Checking BofA	31,015.90	36,984.85	-16.14%
Total Checking/Savings	173,363.15	176,085.83	-1.55%
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)	-10,730.05	-10,730.05	0.0%
Inventory Asset (Costs of inventory purchased for resale)	43,872.56	42,556.18	3.09%
Undeposited Funds	1,859.12	2,344.45	-20.7%
Total Other Current Assets	35,001.63	34,170.58	2.43%
Total Current Assets	208,365.10	210,256.73	-0.9%
Fixed Assets			
Accum Depreciation	-48,278.00	-48,278.00	0.0%
Furniture & Equipment	63,625.66	63,625.66	0.0%
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	2,669.79	0.0%
Prepaid Expenses	2,772.00	2,772.00	0.0%
Total Other Assets	59,763.79	59,763.79	0.0%
TOTAL ASSETS	**283,476.55**	**285,368.18**	**-0.66%**
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	1,290.20	1,290.20	0.0%
Total Accounts Payable	1,290.20	1,290.20	0.0%
Other Current Liabilities			
Current Portion of Lease Liab	48,130.00	48,130.00	0.0%
*Sales Tax Payable	896.99	840.78	6.69%
Payroll-FICA (Social Security)	644.03	556.61	15.71%

Orange County Intergroup Assoc. of A.A.
Balance Sheet
As of August 31, 2026

	Aug 31, 26	Aug 31, 25	% Change
Payroll-FWH (Federal Withholding)	767.06	416.95	83.97%
Payroll-Medicare	141.78	130.30	8.81%
Payroll-SDI (State Disability Insurance)	142.09	114.90	23.66%
Payroll-SWHCA (State Withholding CA)	185.30	186.56	-0.68%
Total Other Current Liabilities	50,907.25	50,376.10	1.05%
Total Current Liabilities	52,197.45	51,666.30	1.03%
Long Term Liabilities			
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%
Total Long Term Liabilities	10,704.00	10,704.00	0.0%
Total Liabilities	62,901.45	62,370.30	0.85%
Equity			
Fund Balance	225,279.25	210,459.21	7.04%
Net Income	-4,704.15	12,538.67	-137.52%
Total Equity	220,575.10	222,997.88	-1.09%
TOTAL LIABILITIES & EQUITY	283,476.55	285,368.18	-0.66%

** PRUDENT RESERVE INFORMATION:

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 2025: $354814 = 1 month = 29567, 4 months = $118271, 6 months = $177402

Current Prudent Reserve: $140427.46 (80% of Maximum Prudent Reserve)

Note 3. Operating Fund Calculation: ST $922.56 + VM $786.92 + PP $60 + CID $50.00 + COH $100.31 + BOA $31015.90 = $32935.69