

Kansas Area Assembly Alcoholic Anonymous, Inc.
Minutes for October 17, 2015

Attendees	Present	Attendees	Present
Tom H. (Board chair)	X	Bob H. (Odd # DCM)	
Mike R. (Alt. chair)	X	Kat M. (Odd #GSR)	X
Mike H. (Area chair)	X	Sam W. (Even #DCM)	X
Ken D. (Treas.)	X	Andy K. (Even # GSR)	X
Teresa S. (Sec't)	X		

Opening: The Board Chair opened the meeting with reading the Unity Declaration in unison.

Roll Call: Secretary called the roll. All were present except the Odd # DCM, who had emailed a report.

Minutes: The secretary read the minutes of the July 2015 meeting.

Motion to approve minutes by: Treasurer **Second:** Even # GSR Motion passed.

Treasurer's Report by: Area Treasurer
Treasurer reported on the 1st quarter, 2015 figures:

Income from groups	= \$ 7,103.79 (+8% over same period in 2014)
Income from other	= \$ 1420.00 (+9% over same period in 2014)
Income conferences	= \$ 20.00
Income	= \$8543.70 (+8.5% over same period in 2014)
Expenses	= \$7537.64 (+65% over 2014.)
Net income	= 906.15
YTD income	= \$27,547.57 (+9% over same period in 2014)
YTD expenses	= \$27,924.60 (+11% over same period in 2014)
Net YTD income	= (-\$377.03)
Balance sheet	
Current Assets	= \$ 29,499.49
Total liabilities & equity	= \$ 29,499.49

State Conference report (YTD):

Revenues	\$ 18,074.55
Total expenses	\$ 16,068.68
Net income	\$ 2,005.87

State Conference balance sheet

Assets - Sunflower Bank	\$ 5,005.87
Total equity & liabilities	\$ 5,005.87

Motion to accept Treasurer's report by Area Chair, seconded by even # DCM; Motion passed.

Office Report: KASO Office Manager

- Paypal receivable from Area Conference has policy of only being able to pull \$500 per month unless a SS# was given, OM able to negotiate a deal that she did not have to give SS#.
- Bought a new battery for computer, helped some, computer is 4 years old and unstable. Everything is securely backed up.
- Setting up Quick Books, which is standard bookkeeping program.
- Copier lease expired end of September. Now leased on month-to-month basis, \$317/month.
- Bulk mail permit allowed to expire end of September.

Board chair expanded on reasons for allowing copier lease to expire as would have incurred \$10,000 obligation; majority of GFP are now delivered via electronic transmission and there were many GFP being mailed back to KASO to maintain mail permit; there will have to be a few Confidential rosters and GFP printed and mailed out as not everyone has a computer to receive electronic copies. It will still be cheaper to print and send than to sign a new long-term lease.

Alternate KAAAI Chair report: Non given

GSR report: GSR 23 – positive feedback about KASO and OM changes. GSR even district – no feedback on information provided.

DCM report: DCM 22 – no questions or concerns, majority of members support OM's resignation and Area officers absorbing KASO duties and also going digital.

Odd DCM - 9 emailed report – supporting OM's resignation, support letting go of copier, supports keeping OM on as contract employee for certain duties.

Old Business:

1. Mail Chimp

Web chair reports that Mail Chimp has been set up, using most recent list of email addresses from 2014, he sent out test email with positive response. He has been able to send flyers out via Mail Chimp. Emphasizes that web site is more populated with lots of information including Guidelines, upcoming Agendas and other documents. It is important to remind GSRs that the web site can be the focal point of communication for Area 25. Area Chair thanks Web chair for all his work and reminds everyone to be sure Web chair has updated and correct email addresses. Treasurer asks about flyers sent for web site being automatically sent on Mail Chimp, answer is that when a flyer is sent for publication on web site, a request needs to be made if it also is to be sent via Mail Chimp. Literature chair asks about the legibility of flyer sent out that is partially illegible. Web chair clarifies those documents for web site has to be in PDF format and in JPEG format for the Mail Chip.

2. No further discussion about copier contract or Bulk mail contract. Area Chair and Board Chair are reviewing all contracts.

New Business:

1. Board chair proposes that the \$2000 profit from the 2015 Area Conference be placed back in the prudent reserve since \$4500 was "loaned" to cover loss of 2014 Area Conference. Alternate KAAAAI chair suggests that the motion be dependent on the budget needs of the Area, based on whether the budget reflects a moved KASO or whether there is no longer a KASO.
2. Board chair proposes acceptance of new job description of contract employee, all board members received job description list, and contractor will receive \$100 per month plus \$30 per month for storing of Area financial and other records. Motional to accept by Area Treasurer, seconded by Area chair – so moved.
3. KAAAAI chair proposes to change the Web chair to a non-rotating position because of the technology involved; and that the Web chair be a member of the KAAAAI board because of the Board's legal responsibility for the web site and domain.

Alternate KAAAAI chair points out that this is a new precedent as there has not been an Area Committee Chair on the KAAAAI board in the past, will there be situations when other committee chairs will find reason to also be on the Board, i.e., corrections committee has control over Yellow Can money, though it is included on the Board's tax roles. Area treasurer points out that the original ad hoc committee creating the web chair guidelines suggested that the web chair be a non-rotating position, but he did not want to remain for more than one rotation. He points out that after 8 years experience, it has become apparent that experience is important when it comes to the technology of the web chair and it would be a good idea to make it a non-rotating position, but he has no opinion on whether the web chair should be on the KAAAAI board of directors.

Incoming Area Chair reports that her choice of Web Chair has attended a national conference on AA Web Sites; he has a lot of computer experience and knowledge, and has been informed that it is a possibility that the web chair position may be a non-rotating position.

Previous Delegate Mike S points out that good points and negative points, we must be careful as ongoing chair may take too much ownership of a position.

Odd #GSR suggests that web chair may be invited by incoming Area Chairs to remain on the Area Committee with approval of Assembly and Board.

4. 2015 Area Conference registration chair asks if Area conference registration use Square device to accept credit card payment for registration, current OM reports that the Area already has an account set up with PayPal, which also has a device that would be cheaper to use. Kansas State Law prevents vendors from passing on surcharges on to customer; Area Conference would have to absorb the surcharge.
5. Area Chair points out that this facility does not have adequate PA system, with no second mike that can on the floor. There is a PA system with multiple mikes for sale, should we look at purchase?

Meeting closed with the Responsibility Pledge.

Respectfully submitted

Teresa S, Area Secretary

