

MBAIAA IGR MEETING

December 12, 2017

- Meeting called to order by Flossie S @ 7:01pm
- Serenity Prayer and 12 Tradition observed
- New IGR's: Mimi Thurs Women's CV 7pm, Chris Live an Let Live, Mike CV Mens Wed 7:30, Ryan Fellowship Hall 12pm Birthdays: John 12/10 2yrs, Sean 11/29 8yrs
- Steering Committee Intro- Present: Jana D (Office Admin), Susan B (IGR at Large), Kate (IGR at Large), Kelly (PICPC), Carissa (IGR at Large), Chase (IGR at Large) Sydney H (Treasurer), Chris T (Recording Sec), Shena D (IGR at Large), Amy B (IGR at Large), Flossie S (Chairperson)
- Previous meeting minutes read and approved

Chairperson Report- Flossie S

- Spirit of Kindness over the Holidays lend a helping hand his time of year.
- Informal audit to be completed 1/13 10am

Treasurer Report- Sydney H

- Contributions last month net income: \$8667.51 Expenses \$5109.86 Net \$3557.65

Central Office Admin Report- Jana D

- Happy to see so many participants in the meeting this evening.
- Office is closed 12/25 and 1/1
- Volunteers are not solid over the Holidays please call the office prior to making a trip.

12 Step Chair- (Gerry C.-Male/ Allison B-Female)

- NA

PICPC- Kelly

- Sandy and Kelly did police briefing on 12/4, handed out business cards and meeting schedules, and AA @ a Glance. Made them aware of website They were able to make contact with 12+ officers.
- Focus is training YP for public speaking to schools and counselors.
- Next meeting will be 1/8 6pm location info will be on website.

Birthday Meeting Chair- Barbara

- Please contact her for 2018 Bday Meeting Spots Available

GSR's- Barbara

- Barbara has letter for those that are ok with discussing alcoholism with their physicians so they can refer patients to AA that may need help.
- GSR group inv performed

Website- Mike V

- Proposal made to IGR's. Website structure has many plugins that cannot be updated or fixed. Has potential to have our website at security and stability risk. Statistically underperforming per Google search diagnostic. Site currently has an underperforming load time. 2 options available not fix the site or fix the site adding 5yrs of operation function with the assistance from a developer that will take the task as Non-Profit only charging for his hourly rate for time spent.
- Motion made "To upgrade Website with funds from the Prudent Reserve and not to exceed \$1500". Motion approved with 17 in favor and 0 opposed.

MONYPA- Amber

- 1st event 12/16 at PnP Paint Studio 6pm Meeting Susan B speaker. 7-9pm Activities, Food, and Ugly Sweater Contest. \$5 suggested donation. Meeting is FREE. Info available on Website Activities Calendar.

MBAR- Chase

- MBAR has been shut down. 1/2/18 meeting will be held to decide what to do with funds.

H&I- NA

- H&I meeting 1st Thurs of the month at Martinez Hall 7pm

New Business- Jana D & Flossie

- Gratitude Month a HUGE success!! Raised over \$5000 so far.
- Holiday Banquet Chairperson Renee C. Doors open at 5pm Dinner at 6pm (\$5 donation + side dish) Meeting at 7:30 Susie S is the Speaker. Those wanting to donate cooked Turkeys and Ham contact CO.
- Jan Elections for Steering Committee Positions are, Chairperson and 3 IGR at Large Positions
- 2018 Budget IGR's to vote Yes or No to proposed. Motion made to "Accept the 2018 Budget as it was proposed". Budget accepted with 17 in favor and 0 opposed.
- Alcahion Meetings both for Xmas and 1/1. Flyers handed out info also on Website for exact times.

Old Business- NA

7th Tradition Observed

Meeting Adjourned at 8:15pm

Next Meeting 1/9 7pm @ Franklin and High

MBAIAA
Contributions by Group
December 2017

Name	Amount
.Carmel	
STEP DISCUSSION - 101...	14.00
CARMEL MONDAY NIGH...	26.00
GOOD MORNING CARM...	1,038.00
<hr/>	
Total .Carmel	1,078.00
.Carmel Valley	
C.V REFLECTIONS - 689...	60.16
THE MIGHTY MUFFINS - ...	526.50
C.V. WOMEN'S - 139741	38.25
WOMEN'S BIG BOOK ST...	29.70
C.V. STEP STUDY - 1456...	22.50
<hr/>	
Total .Carmel Valley	677.11
.Marina	
GATEWAY GROUP - 118...	17.04
OTTER GROUP - 673398	85.00
PRIMARY PURPOSE- 71...	10.98
CIRCLE OF GRATITUDE ...	22.00
<hr/>	
Total .Marina	135.02
.Monterey	
CLOSED WOMEN'S GRO...	90.80
ATTITUDE ADJUST FRI - ...	60.43
SUNDAY BIG BOOK STU...	74.25
SPIRIT WOMEN - 710488	26.00
SENIORS IN SOBRIETY I...	50.40
BIG BOOK THUMPERS - ...	77.00
ATTITUDE ADJUST FRI - ...	79.20
SUNRISE GROUP - 139332	442.50
CLOSED WOMEN'S GRO...	66.13
TOPIC TAG - 715756	59.59
<hr/>	
Total .Monterey	1,026.30
.Pacific Grove	
BEACON GROUP - 101761	40.03
WILD WOMEN - NOON - ...	119.40
<hr/>	
Total .Pacific Grove	159.43
.Seaside	
Sunday 630 117525	28.38
<hr/>	
Total .Seaside	28.38
TOTAL	3,104.24

MBAIAA
Profit & Loss
December 2017

	Dec 17
Ordinary Income/Expense	
Income	
GROUP CONTRIBUTIONS	
Group Contributions	3,104.24
Total GROUP CONTRIBUTIONS	3,104.24
LITERATURE SALES	164.69
OTHER CONTRIBUTIONS	
Grateful Givers	51.00
Gratitude Month	2,954.00
Total OTHER CONTRIBUTIONS	3,005.00
SPECIAL EVENTS	
Holiday Banquet	
50/50	351.00
7th Tradition	347.00
Meal tickets	634.00
Prize Raffle	257.00
Total Holiday Banquet	1,589.00
Total SPECIAL EVENTS	1,589.00
STEERING & IGR 7TH TRAD	47.00
Total Income	7,909.93
Cost of Goods Sold	
Cost of Goods Sold	
COG-Books	51.18
COG-Pamphlets	2.10
Cost of Goods Sold - Other	10.50
Total Cost of Goods Sold	63.78
Total COGS	63.78
Gross Profit	7,846.15
Expense	
ANSWERING SERV.	121.40
BIRTHDAY EXPENSES	
Bday rent	200.00
Total BIRTHDAY EXPENSES	200.00
COMPUTER & SOFTWARE	2.00
Contributions	
Gratitude Month	2,061.00
Total Contributions	2,061.00
COPIER MAINTENANCE CONTRA...	63.23
INSURANCE	90.00
INTERNET SERVICES	49.95
OFFICE SUPPLIES	134.19
Payroll	
Payroll Wages	3,590.12
Total Payroll	3,590.12
RENT	821.00

MBAIAA
Profit & Loss
December 2017

	<u>Dec 17</u>
SPEC. EVENTS EXPENSES	
Holiday Banquet	325.41
Total SPEC. EVENTS EXPENSES	325.41
TELEPHONE	83.99
Total Expense	<u>7,542.29</u>
Net Ordinary Income	<u>303.86</u>
Net Income	<u><u>303.86</u></u>

MBAIAA
Balance Sheet
As of December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
CHANGE FUND	77.04
CHASE - OPERATING (...0935)	12,397.97
CHASE - PRUDENT RES (...4798)	17,191.55
Total Checking/Savings	29,666.56
Other Current Assets	
Inventory	
Books	4,605.45
Electronic Media	356.80
Medallions	508.60
Meeting Schedules	32.21
Pamphlets	836.38
Inventory - Other	780.22
Total Inventory	7,119.66
Undeposited Funds	568.22
Total Other Current Assets	7,687.88
Total Current Assets	37,354.44
Other Assets	
Security Deposit	620.00
Total Other Assets	620.00
TOTAL ASSETS	37,974.44
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	-2,170.75
Payroll Tax Liability	5,422.42
Sales Tax Payable	36.70
Total Other Current Liabilities	3,288.37
Total Current Liabilities	3,288.37
Total Liabilities	3,288.37
Equity	
Opening Bal Equity	16,697.15
Retained Earnings	17,324.89
Net Income	664.03
Total Equity	34,686.07
TOTAL LIABILITIES & EQUITY	37,974.44

Profit & Loss Prev Year Comparison

January through December 2017

	Jan - Dec 17	Jan - Dec 16	\$ Change
Ordinary Income/Expense			
Income			
BIRTHDAY MEETINGS			
50-50 Raffle	2,225.00	2,228.25	-3.25
7Th Tradition	3,199.33	2,963.75	235.58
Book Raffle	811.00	936.25	-125.25
Total BIRTHDAY MEETINGS	6,235.33	6,128.25	107.08
GROUP CONTRIBUTIONS			
Group Contributions	32,835.25	36,981.15	-4,145.90
GROUP CONTRIBUTIONS - Other	0.00	3,935.00	-3,935.00
Total GROUP CONTRIBUTIONS	32,835.25	40,916.15	-8,080.90
INTEREST INCOME	1.96	0.96	1.00
LITERATURE SALES	5,018.63	10,350.56	-5,331.93
NSF Checks	12.00	0.00	12.00
OTHER CONTRIBUTIONS			
5'ers	5.00	0.00	5.00
Anonymous	273.00	62.00	211.00
Birthday	0.00	850.00	-850.00
Grateful Givers	3,095.60	3,043.15	52.45
Gratitude	309.00	370.00	-61.00
Gratitude Month	8,246.65	0.00	8,246.65
H&I contribution	232.67	0.00	232.67
Memorial	0.00	170.00	-170.00
Miscellaneous	47.50	0.00	47.50
OTHER CONTRIBUTIONS - Other	0.00	16.00	-16.00
Total OTHER CONTRIBUTIONS	12,209.42	4,511.15	7,698.27
SPECIAL EVENTS			
Hawaii Raffle	4,010.00	0.00	4,010.00
Holiday Banquet			
50/50	351.00	0.00	351.00
7th Tradition	347.00	0.00	347.00
Meal tickets	634.00	0.00	634.00
Prize Raffle	257.00	0.00	257.00
Holiday Banquet - Other	0.00	1,315.25	-1,315.25
Total Holiday Banquet	1,589.00	1,315.25	273.75
Labor Day 50/50	92.00	0.00	92.00
Labor day contributions	143.40	0.00	143.40
Labor Day Picnic 7th tradition	74.00	0.00	74.00
Total SPECIAL EVENTS	5,908.40	1,315.25	4,593.15
STEERING & IGR 7TH TRAD	536.13	177.45	358.68
UNITY DAY income	2,150.00	1,800.00	350.00
Total Income	64,907.12	65,199.77	-292.65
Cost of Goods Sold			
Cost of Goods Sold			
COG-Books	2,740.11	0.00	2,740.11
COG-Meeting Schedules	0.79	0.00	0.79
COG-Pamphlets	91.70	0.00	91.70
Cost of Goods Sold - Other	155.63	19.89	135.74
Total Cost of Goods Sold	2,988.23	19.89	2,968.34
Total COGS	2,988.23	19.89	2,968.34
Gross Profit	61,918.89	65,179.88	-3,260.99
Expense			
ACCOUNTING	0.00	3,535.00	-3,535.00

Profit & Loss Prev Year Comparison

January through December 2017

	Jan - Dec 17	Jan - Dec 16	\$ Change
ADVERTISING			
Monterey County Weekly	1,372.40	1,372.40	0.00
Total ADVERTISING	1,372.40	1,372.40	0.00
ANSWERING SERV.	1,338.60	1,540.20	-201.60
BANK CHARGES			
Insufficient Funds Fee	12.00	0.00	12.00
Service Charges	6.00	0.00	6.00
BANK CHARGES - Other	0.00	294.22	-294.22
Total BANK CHARGES	18.00	294.22	-276.22
BIRTHDAY EXPENSES			
Bday cof-supply	481.45	627.37	-145.92
Bday Grapevine	54.97	83.94	-28.97
Bday medallions	0.00	25.72	-25.72
Bday rent	2,400.00	3,325.00	-925.00
BIRTHDAY EXPENSES - Other	210.93	0.00	210.93
Total BIRTHDAY EXPENSES	3,147.35	4,062.03	-914.68
CENTRAL OFFICE SEMINAR	1,324.56	0.00	1,324.56
COMMITTEE SUPPORT			
PI/CPC Committee	131.15	0.00	131.15
Total COMMITTEE SUPPORT	131.15	0.00	131.15
COMPUTER & SOFTWARE	308.06	307.50	0.56
Contributions			
Gratitude Month	2,061.00	0.00	2,061.00
Total Contributions	2,061.00	0.00	2,061.00
COPIER MAINTENANCE CONTRA...	662.33	592.79	69.54
IGR RENT	0.00	360.00	-360.00
INSURANCE			
Blue Cross	0.00	1,481.44	-1,481.44
D&O Insurance	643.00	662.00	-19.00
General Liabili	1,056.00	920.00	136.00
Medicare Enhanced RX (PDP) M...	0.00	263.20	-263.20
Workmans Comp	109.57	427.80	-318.23
INSURANCE - Other	630.00	0.00	630.00
Total INSURANCE	2,438.57	3,754.44	-1,315.87
INTERNET SERVICES			
Web host/Domain Name	197.30	92.30	105.00
INTERNET SERVICES - Other	571.54	749.40	-177.86
Total INTERNET SERVICES	768.84	841.70	-72.86
LITERATURE	2,516.66	7,493.20	-4,976.54
MISCELLANEOUS	47.50	0.00	47.50
NON-PROFIT FEES			
199 CA Exemp Org Annual Info...	0.00	35.00	-35.00
RRF-1 Register of Charity	25.00	25.00	0.00
SI-100 Statement of Information	20.00	20.00	0.00
Total NON-PROFIT FEES	45.00	80.00	-35.00
OFFICE EQUIPMENT	40.00	0.00	40.00
OFFICE SUPPLIES			
OPEN HOUSE	37.36	232.99	-195.63
OFFICE SUPPLIES - Other	1,067.80	1,349.82	-282.02
Total OFFICE SUPPLIES	1,105.16	1,582.81	-477.65

Profit & Loss Prev Year Comparison

January through December 2017

	Jan - Dec 17	Jan - Dec 16	\$ Change
Payroll			
Payroll Wages	30,728.58	2,250.00	28,478.58
Taxes	0.00	2,828.00	-2,828.00
Payroll - Other	0.00	21,318.78	-21,318.78
Total Payroll	30,728.58	26,396.78	4,331.80
POSTAGE			
Stamps	245.00	210.80	34.20
Total POSTAGE	245.00	210.80	34.20
Reconciliation Discrepancies	0.20	0.00	0.20
RENT	9,852.00	10,673.00	-821.00
SPEC. EVENTS EXPENSES			
Hawaii Raffle	1,712.57	0.00	1,712.57
Holiday Banquet	325.41	728.85	-403.44
Labor Day picnic	235.17	0.00	235.17
Total SPEC. EVENTS EXPENSES	2,273.15	728.85	1,544.30
TELEPHONE	830.75	1,314.33	-483.58
UNCATEGORIZED EXPENSES	0.00	0.00	0.00
UNITY DAY Expense	0.00	0.00	0.00
Total Expense	61,254.86	65,140.05	-3,885.19
Net Ordinary Income	664.03	39.83	624.20
Net Income	664.03	39.83	624.20

Profit & Loss Prev Year Comparison

January through December 2017

	% Change
Ordinary Income/Expense	
Income	
BIRTHDAY MEETINGS	
50-50 Raffle	-0.2%
7Th Tradition	8.0%
Book Raffle	-13.4%
Total BIRTHDAY MEETINGS	1.8%
GROUP CONTRIBUTIONS	
Group Contributions	-11.2%
GROUP CONTRIBUTIONS - Other	-100.0%
Total GROUP CONTRIBUTIONS	-19.8%
INTEREST INCOME	104.2%
LITERATURE SALES	-51.5%
NSF Checks	100.0%
OTHER CONTRIBUTIONS	
5'ers	100.0%
Anonymous	340.3%
Birthday	-100.0%
Grateful Givers	1.7%
Gratitude	-16.5%
Gratitude Month	100.0%
H&I contribution	100.0%
Memorial	-100.0%
Miscellaneous	100.0%
OTHER CONTRIBUTIONS - Other	-100.0%
Total OTHER CONTRIBUTIONS	170.7%
SPECIAL EVENTS	
Hawaii Raffle	100.0%
Holiday Banquet	
50/50	100.0%
7th Tradition	100.0%
Meal tickets	100.0%
Prize Raffle	100.0%
Holiday Banquet - Other	-100.0%
Total Holiday Banquet	20.8%
Labor Day 50/50	100.0%
Labor day contributions	100.0%
Labor Day Picnic 7th tradition	100.0%
Total SPECIAL EVENTS	349.2%
STEERING & IGR 7TH TRAD	202.1%
UNITY DAY income	19.4%
Total Income	-0.5%
Cost of Goods Sold	
Cost of Goods Sold	
COG-Books	100.0%
COG-Meeting Schedules	100.0%
COG-Pamphlets	100.0%
Cost of Goods Sold - Other	682.5%
Total Cost of Goods Sold	14,923.8%
Total COGS	14,923.8%
Gross Profit	-5.0%
Expense	
ACCOUNTING	-100.0%

Profit & Loss Prev Year Comparison

January through December 2017

	% Change
ADVERTISING	
Monterey County Weekly	0.0%
Total ADVERTISING	0.0%
ANSWERING SERV.	-13.1%
BANK CHARGES	
Insufficient Funds Fee	100.0%
Service Charges	100.0%
BANK CHARGES - Other	-100.0%
Total BANK CHARGES	-93.9%
BIRTHDAY EXPENSES	
Bday cof-supply	-23.3%
Bday Grapevine	-34.5%
Bday medallions	-100.0%
Bday rent	-27.8%
BIRTHDAY EXPENSES - Other	100.0%
Total BIRTHDAY EXPENSES	-22.5%
CENTRAL OFFICE SEMINAR	100.0%
COMMITTEE SUPPORT	
PI/CPC Committee	100.0%
Total COMMITTEE SUPPORT	100.0%
COMPUTER & SOFTWARE	0.2%
Contributions	
Gratitude Month	100.0%
Total Contributions	100.0%
COPIER MAINTENANCE CONTRA...	11.7%
IGR RENT	-100.0%
INSURANCE	
Blue Cross	-100.0%
D&O Insurance	-2.9%
General Liabili	14.8%
Medicare Enhanced RX (PDP) M...	-100.0%
Workmans Comp	-74.4%
INSURANCE - Other	100.0%
Total INSURANCE	-35.1%
INTERNET SERVICES	
Web host/Domain Name	113.8%
INTERNET SERVICES - Other	-23.7%
Total INTERNET SERVICES	-8.7%
LITERATURE	-66.4%
MISCELLANEOUS	100.0%
NON-PROFIT FEES	
199 CA Exemp Org Annual Info...	-100.0%
RRF-1 Register of Charity	0.0%
SI-100 Statement of Information	0.0%
Total NON-PROFIT FEES	-43.8%
OFFICE EQUIPMENT	100.0%
OFFICE SUPPLIES	
OPEN HOUSE	-84.0%
OFFICE SUPPLIES - Other	-20.9%
Total OFFICE SUPPLIES	-30.2%

Profit & Loss Prev Year Comparison

January through December 2017

	<u>% Change</u>
Payroll	
Payroll Wages	1,265.7%
Taxes	-100.0%
Payroll - Other	-100.0%
Total Payroll	16.4%
POSTAGE	
Stamps	16.2%
Total POSTAGE	16.2%
Reconciliation Discrepancies	100.0%
RENT	-7.7%
SPEC. EVENTS EXPENSES	
Hawaii Raffle	100.0%
Holiday Banquet	-55.4%
Labor Day picnic	100.0%
Total SPEC. EVENTS EXPENSES	211.9%
TELEPHONE	-36.8%
UNCATEGORIZED EXPENSES	0.0%
UNITY DAY Expense	0.0%
Total Expense	-6.0%
Net Ordinary Income	1,567.2%
Net Income	<u>1,567.2%</u>