

MBAIAA IGR MEETING

August 6, 2018

- Meeting called to order by Flossie S @ 7:01pm
- Serenity Prayer and 12 Traditions read
- New IGRs since last meeting: Joel Y (Tuesday Beacon Group),
- Birthdays: Alison G 7/29 30yrs, Jean 7/11 24yrs, Megan 7/24 2yrs
- Steering Committee Intro- Present: Jana D (Office Admin), Kate (Treasurer), Ryan (IGR at Large), Vaiva (IGR at Large), Susan B (IGR at Large), Carissa H (IGR at Large), Shena (IGR at Large), Amy (IGR at Large), Chris T (Recording Sec), Flossie S (Chairperson). Total Attendees: 20
- Previous meeting minutes read and approved with changes.

Chairperson Report- Flossie S

- Excited for full Steering Committee. Committee has been very active reviewing suggestions, new event ideas, and annual Budget Committee.

Treasurer Report- Kate

- July Gross \$8006.15 Expenses \$4500.78 Net \$3505.37. Literature Sales up, Large part of contribution due to Special Events.

Central Office Admin Report- Jana D

- Central Office Administrator's Seminar Sept 21-24th in Montreal Quebec (Canada)
- Meeting Changes: Otter Group in Marina has changed locations. Website has been updated

Committee Reports

None

Liaison Reports

12 Step Chair- (Justin)

- Stopped by Central Office and has a better understanding of the position and his role. 12 step call list form distributed to IGR's to have their members sign up to be placed on the call list.

PICPC- Open Position

Birthday Meeting Chair- Barbara

- Sat 8/25 host group Topic Tag. Speaker Renee C

GSR's- Barbara – No report was unable to attend July GSR meeting.

MBAR- May

- MBAR 2019 Meetings are now at 11am 2nd Sat of the month at Martinez Hall see website for details

Website- Mike V

- 7200 visitors 88% more visitors. Service Opportunity page not being seen. Will look at how change page to get more hits. Working on search engine optimization to get the website more clicks.
- Web digital contributions. What did groups say. Would like to have a test group and see if digital contributions has a place in MBAIAA. Refer groups to look at AASF.org they have done the research and have had a success with digital contributions.

H&I- Alison G

- Great Meetings, Remarkable Experiences, ALL institutions are very rewarding. Have groups get a H&I rep to keep communication flowing.

Business and Housekeeping:

New Business- Jana D & Flossie

- 50th Anniversary wrap up. Got wonderful feedback. Steering Committee voted to contribute \$250 to Hidden Valley Music Seminar Center for the use of the facility.
- Hawaii Raffle wrap up winner is Phil C. Sold 430 tix @ \$10. Expenses for the trip are approximated at \$1800-2000.
- Secretary training workshop coordinated by Susan B, 8/18 Franklin and High. All are welcome 2-3:30pm.
- Prudent Reserve: Steering Committee proposes this amendment/addition to our current Operating Guidelines. "The Central Office Administrator and Treasurer shall review the Operating Account on a quarterly basis and will transfer funds over \$10,000 to the Prudent Reserve with the goal of reaching a \$30,000 reserve fund (6 months of operating costs)" Motion made to approve the addition/amendment. Motion passed with 16 approved and 4 opposed.
- Amy Q-Grapevine needs help Grapevine the international Journal. Handed out flyers to IGRs to bring back to their group and encourage a group subscription. Announce to groups: Subscriptions can be in print or digitally sent. \$29.97 1yr and \$54 for 2 yrs. Great way to create a service position for your group and have a Grapevine rep.
- Budget Committee 2019: Proposed Members Sydney H and Chris B to the Budget Committee both have book keeping knowledge and budget experience. Motion made to "Accept the proposed members". Motion approved with 0 opposed.

7th Tradition Observed and meeting closed with the Responsibility Statement

Meeting Adjourned at 7:55p

Next Meeting 9/11/18 7pm

MBAIAA
Profit & Loss
July 2018

	Jul 18
Ordinary Income/Expense	
Income	
BIRTHDAY MEETINGS	
50-50 Raffle	261.00
7Th Tradition	265.00
Book Raffle	61.00
Total BIRTHDAY MEETINGS	587.00
GROUP CONTRIBUTIONS	
Group Contributions	2,681.38
Total GROUP CONTRIBUTIONS	2,681.38
INTEREST INCOME	0.14
LITERATURE SALES	716.55
OTHER CONTRIBUTIONS	
Grateful Givers	10.00
Total OTHER CONTRIBUTIONS	10.00
SPECIAL EVENTS	
50th Anniversary	1,252.42
Hawaii Raffle	3,180.00
Total SPECIAL EVENTS	4,432.42
STEERING & IGR 7TH TRAD	42.00
Total Income	8,469.49
Cost of Goods Sold	
Cost of Goods Sold	
COG-Books	451.71
COG-Pamphlets	11.49
Cost of Goods Sold - Other	0.00
Total Cost of Goods Sold	463.20
Total COGS	463.20
Gross Profit	8,006.29
Expense	
ANSWERING SERV.	132.60
BIRTHDAY EXPENSES	
Bday cof-supply	51.89
Bday rent	200.00
Total BIRTHDAY EXPENSES	251.89
CENTRAL OFFICE SEMINAR	472.35
COPIER MAINTENANCE CONTRA...	56.68
INSURANCE	90.00
INTERNET SERVICES	49.95
OFFICE SUPPLIES	45.75
Payroll	
Payroll Wages	2,288.50
Taxes	-461.57
Total Payroll	1,826.93
POSTAGE	
Stamps	50.00
Total POSTAGE	50.00
RENT	821.00

3:02 PM

08/16/18

Accrual Basis

MBAIAA
Profit & Loss
July 2018

	<u>Jul 18</u>
SPEC. EVENTS EXPENSES	
50th Anniversary	<u>639.62</u>
Total SPEC. EVENTS EXPENSES	639.62
TELEPHONE	<u>64.01</u>
Total Expense	<u>4,500.78</u>
Net Ordinary Income	<u>3,505.51</u>
Net Income	<u><u>3,505.51</u></u>

MBAIAA
Profit & Loss Prev Year Comparison
 January through July 2018

	Jan - Jul 18	Jan - Jul 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
BIRTHDAY MEETINGS				
50-50 Raffle	1,658.50	1,494.00	164.50	11.0%
7Th Tradition	1,877.37	2,040.52	-163.15	-8.0%
Book Raffle	563.50	478.00	85.50	17.9%
Total BIRTHDAY MEETINGS	4,099.37	4,012.52	86.85	2.2%
GROUP CONTRIBUTIONS				
Group Contributions	19,957.83	19,077.61	880.22	4.6%
Total GROUP CONTRIBUTIONS	19,957.83	19,077.61	880.22	4.6%
INTEREST INCOME	0.26	1.55	-1.29	-83.2%
LITERATURE SALES	6,169.64	3,293.61	2,876.03	87.3%
NSF Checks	0.00	12.00	-12.00	-100.0%
OTHER CONTRIBUTIONS				
5'ers	0.00	5.00	-5.00	-100.0%
Anonymous	0.00	273.00	-273.00	-100.0%
Bequest	5,000.00	0.00	5,000.00	100.0%
Grateful Givers	1,294.24	2,301.85	-1,007.61	-43.8%
Gratitude	0.00	309.00	-309.00	-100.0%
H&I contribution	0.00	232.67	-232.67	-100.0%
Miscellaneous	0.00	47.50	-47.50	-100.0%
Total OTHER CONTRIBUTIONS	6,294.24	3,169.02	3,125.22	98.6%
Payroll Tax Refund	189.00	0.00	189.00	100.0%
SPECIAL EVENTS				
50th Anniversary	1,252.42	0.00	1,252.42	100.0%
Hawaii Raffle	4,280.00	3,550.00	730.00	20.6%
Workshop Event	109.00	0.00	109.00	100.0%
Total SPECIAL EVENTS	5,641.42	3,550.00	2,091.42	58.9%
STEERING & IGR 7TH TRAD	374.00	277.75	96.25	34.7%
UNITY DAY income	167.33	1,950.00	-1,782.67	-91.4%
Total Income	42,893.09	35,344.06	7,549.03	21.4%
Cost of Goods Sold				
Cost of Goods Sold				
COG-Books	4,329.43	1,804.95	2,524.48	139.9%
COG-Meeting Schedules	-1.00	0.79	-1.79	-226.6%
COG-Pamphlets	88.99	63.22	25.77	40.8%
Cost of Goods Sold - Other	110.28	126.20	-15.92	-12.6%
Total Cost of Goods Sold	4,527.70	1,995.16	2,532.54	126.9%
Total COGS	4,527.70	1,995.16	2,532.54	126.9%
Gross Profit	38,365.39	33,348.90	5,016.49	15.0%
Expense				
ADVERTISING				
Monterey County Weekly	1,372.40	1,372.40	0.00	0.0%
Total ADVERTISING	1,372.40	1,372.40	0.00	0.0%
ANSWERING SERV.	782.00	762.80	19.20	2.5%
BANK CHARGES				
Insufficient Funds Fee	0.00	12.00	-12.00	-100.0%
Service Charges	0.00	6.00	-6.00	-100.0%
Total BANK CHARGES	0.00	18.00	-18.00	-100.0%

MBAIAA
Profit & Loss Prev Year Comparison
January through July 2018

	Jan - Jul 18	Jan - Jul 17	\$ Change	% Change
BIRTHDAY EXPENSES				
Bday cof-supply	265.55	339.48	-73.93	-21.8%
Bday Grapevine	0.00	28.97	-28.97	-100.0%
Bday rent	1,400.00	1,400.00	0.00	0.0%
BIRTHDAY EXPENSES - Other	96.15	92.12	4.03	4.4%
Total BIRTHDAY EXPENSES	1,761.70	1,860.57	-98.87	-5.3%
CENTRAL OFFICE SEMINAR	502.35	30.00	472.35	1,574.5%
COMPUTER & SOFTWARE	335.37	298.06	37.31	12.5%
COPIER MAINTENANCE CONTRA...	407.47	368.34	39.13	10.6%
IGR RENT	180.00	0.00	180.00	100.0%
INSURANCE				
D&O Insurance	661.00	643.00	18.00	2.8%
Workmans Comp	0.00	109.57	-109.57	-100.0%
INSURANCE - Other	630.00	315.00	315.00	100.0%
Total INSURANCE	1,291.00	1,067.57	223.43	20.9%
INTERNET SERVICES				
Web host/Domain Name	0.00	197.30	-197.30	-100.0%
Website upgrade	1,408.00	0.00	1,408.00	100.0%
INTERNET SERVICES - Other	349.65	321.79	27.86	8.7%
Total INTERNET SERVICES	1,757.65	519.09	1,238.56	238.6%
LITERATURE	4,365.20	1,655.46	2,709.74	163.7%
MISCELLANEOUS	0.00	47.50	-47.50	-100.0%
NON-PROFIT FEES				
199 CA Exemp Org Annual Info...	10.00	0.00	10.00	100.0%
RRF-1 Register of Charity	0.00	25.00	-25.00	-100.0%
Total NON-PROFIT FEES	10.00	25.00	-15.00	-60.0%
OFFICE SUPPLIES				
OPEN HOUSE	0.00	37.36	-37.36	-100.0%
OFFICE SUPPLIES - Other	574.68	661.30	-86.62	-13.1%
Total OFFICE SUPPLIES	574.68	698.66	-123.98	-17.8%
Payroll				
Payroll Wages	14,894.72	17,135.61	-2,240.89	-13.1%
Taxes	-1,983.71	0.00	-1,983.71	-100.0%
Total Payroll	12,911.01	17,135.61	-4,224.60	-24.7%
POSTAGE				
Stamps	203.10	98.00	105.10	107.2%
Total POSTAGE	203.10	98.00	105.10	107.2%
Reconciliation Discrepancies	0.50	0.20	0.30	150.0%
RENT	5,747.00	5,747.00	0.00	0.0%
SPEC. EVENTS EXPENSES				
50th Anniversary	639.62	0.00	639.62	100.0%
Holiday Banquet	200.00	0.00	200.00	100.0%
Workshop Event	223.12	0.00	223.12	100.0%
Total SPEC. EVENTS EXPENSES	1,062.74	0.00	1,062.74	100.0%
TELEPHONE	448.17	507.46	-59.29	-11.7%
UNITY DAY Expense	167.33	0.00	167.33	100.0%
Total Expense	33,879.67	32,211.72	1,667.95	5.2%
Net Ordinary Income	4,485.72	1,137.18	3,348.54	294.5%
Net Income	4,485.72	1,137.18	3,348.54	294.5%

MBAIAA
Contributions by Group
July 2018

Name	Amount
.Carmel	
CARMEL MONDAY NIGH...	81.00
GOOD MORNING CARM...	723.87
CARMEL MEN'S STAG - ...	28.66
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Total .Carmel	833.53
.Carmel Valley	
C.V. WOMEN'S - 139741	50.40
THE MIGHTY MUFFINS - ...	350.00
LIVING SOBER - 606201	30.00
WOMEN'S BIG BOOK ST...	86.40
WOMEN'S 12 & 12 STUD...	102.60
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Total .Carmel Valley	619.40
.Corral de Tierra	
WOMEN CORRAL DE TE...	38.43
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Total .Corral de Tierra	38.43
.Marina	
PRIMARY PURPOSE- 71...	31.97
CIRCLE OF GRATITUDE ...	29.00
MARINA THURSDAY NIG...	104.00
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Total .Marina	164.97
.Monterey	
CLOSED WOMEN'S GRO...	63.00
TOPIC TAG - 715756	64.20
ATTITUDE ADJUST TUE ...	52.10
ATTITUDE ADJUST FRI -...	94.00
SUNRISE GROUP - 139332	149.33
SENIORS IN SOBRIETY I...	20.42
SUNDAY BIG BOOK STU...	49.20
GLBT BOOK STUDY - 17...	60.00
SATURDAY SOLUTIONS ...	105.00
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Total .Monterey	657.25
.Pacific Grove	
MEN'S STAG - 101762	142.00
WILD WOMEN - NOON - ...	104.00
SUNDAY DISCUSSION - ...	78.00
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Total .Pacific Grove	324.00
TOTAL	2,637.58