

**AA Service Council for WA Inc.**  
**Minutes of Central Service Council Meeting**  
**Monday the 14th September 2020**

**1. Opening**

The regular meeting of the AA Service Council for WA Inc. was called to order at 6pm on Monday the 14th September 2020 at Claisebrook Lotteries House by. The meeting opened with the reading of the Twelve Traditions.

**1.1 Attendees**

Brad, H (Chair), Darcie Y (Vice Chair), Anne B (Literature Rep), Barbara B (Treasurer), Jill R (Secretary), Brian W (Trustee)

**1.2 Apologies**

Gabbie (Serenity Editor)

**2. Approval of Minutes**

Minutes of meeting held 10<sup>th</sup> August 2020 were reviewed.

**Motion:** That the minutes be accepted as true and correct.

**Moved:** Anne **Seconded:** Darcie. **Carried unopposed.**

**3. Correspondence**

**3.1 Incoming**

- An email was received from Janet M, giving notice of her resignation from the CSO Committee, effective immediately.
- Interview request from “The Post”, newspaper to deal with how AA operated during COVID.
- Barb received correspondence from Commonwealth Bank asking to check information on all persons who are associated with the AA Service Council bank accounts.

**3.2 Outgoing**

- Brad met with a journalist from “The Post”, to give an anonymous interview. He hopes to get a copy of the article to publish in a future edition of the Serenity Magazine.
- Barb updated the Commonwealth Bank with all the relevant information on all persons who are associated with the AA Service Council bank accounts.

**4. Reports**

**4.1 Secretary/CSO Report**

August has been a busy month especially in regards to updating meeting information and the work involved with the Serenity Magazine mail out.

Statistics:

- During office hours, (21 days in August): 36 Help Calls. 7 Help Emails. 41 visitors to CSO.
- After hours Helpline: 145 calls.

#### Free Serenity Magazine distribution.

Total sent to groups 412 copies - this includes 51 complimentary copies to groups who did not have a current subscription at end August 2020, (1 per group). Total sent to private individuals 154 - this includes 49 complimentary copies, mainly to Helpline volunteers who did not currently have a subscription. As always, complimentary copies were sent to those on the Free list and to Prisons. Sue B has requested that the CSO Committee review the Free list as this has not been done for many years. Detailed list of recipients (free copies) will be provided to committee members for discussion.

#### **4.2 Literature Representative Report**

Literature sales are going well and sales have increased this month. We recently received an order for just over \$2000.00.

The office had an email from Chris from GSO letting us know that the 4<sup>th</sup> Edition of the Big Book is out of stock and they are printing more which should be available at the end of October or early November.

#### **4.3 Serenity Editor Report**

Gabbie sent in a written report: read by Jill.

Fran and Gabbie are currently working through InDesign (the software we create the Serenity from) to make it compatible for PC and Apple users so multiple people can access it without making it messy. October Serenity is on track. At the moment we are sticking with the print only version but hoping to have something workable by early 2021.

Report from Fran: We have 92 responses from the Online survey and 7 from people testing the online Flip mock-up.

Business arising from Serenity Editor Report: Barb mentioned that in the past payment for our Serenity Editing Program was made by a personal credit card belonging to a member. As this is not an acceptable situation, Barb will look into AA Service Council having their own Debit Card. **Action: Barb.**

#### **4.4 Treasurers Report**

Financial report as at 31 August 2020 tabled. A surplus of \$605.63 was recorded for August which has reduced the YTD operating deficit to -\$5,829.27. Group contributions for CSO for the seven months January to July 2020 were listed in the September Serenity magazine. The balance of CSO's operating account at 31 August is \$17,265.77.

<p><b>Motion:</b> That the reports (including copy of the financial report provided to the committee members) be accepted as true and correct.</p>
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<p><b>Moved:</b> Jill. <b>Seconded:</b> Darcie. <b>Carried unopposed.</b></p>
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### **5. General Business**

**5.1 Clarification on role descriptions as per Rules of Association** – All committee members were given a copy of their role description as it read in 2010. All members have been asked to revise their descriptions based on the Rules of the Association. Barb will send the relevant PDF to each Committee member. **Action: Barb/All**

**5.2.1 Changes to Signatories Authority** – Police & Nurses Bank

The Central Service Council endorsed the following changes to signatories authorised to operate AA's three (3) bank accounts with P&N Bank:

BSB: xxx. Accounts: xxx.

ADD: Jill and Brad

REMOVE: John and Peter

**Motion:** That Jill and Brad are to be added as signatories on Police & Nurses bank accounts, numbers xxxx, and John and Peter be removed as signatories to the accounts.

**Moved:** Barbara B. **Seconded:** Anne B. **Carried unopposed**

**5.2.2 Changes to Signatories Authority** – Commonwealth Bank of Australia

The Central Service Council endorsed the following changes to signatories authorised to operate on Account: AA Service Council for WA, Account number:– Society Business Cheque Account.

ADD: Brad– full access including Netbank

REMOVE: Owen and Peter

**Motion:** That Brad is to be added as a signatory on CBA account AA Service Council for WA, account number xxx and Owen and Peter be removed as signatories to the account.

**Moved:** Barbara B. **Seconded:** Anne B. **Carried unopposed**

**5.3 CLH Committee Meeting** – Barb and Brad attended this.

At the November CLH Committee Meeting all those who do work at this venue are invited to come to the meeting and enjoy a social time together with food and drinks.

**5.4 Free serenity distribution list** – All present were given a list of those organisations currently receiving complimentary Serenity Magazines. For the next meeting all present have been asked to consider the list and suggest other organisations that could be added. **Action: All**

**5.5 Promotion of AA Literature via Social Media** – Brad has been using Facebook to make AA members aware of AA literature available at CSO.

**5.6 Progress report re: Mastercall (telephone diversion system)** – Brad has been in contact with other CSO offices to gauge which systems they use, this is still an ongoing project.

**5.7 State Anniversary** – It was suggested to send an invitation to the State Anniversary to Al-Anon – **Action: Brad**

Due to Covid restrictions the committee felt it would be premature to make any final decisions regarding the State Anniversary. We will discuss this again at the next meeting. At this stage venue only accommodate 127 people due to Covid restrictions, if Covid restrictions move to Stage 5 we can definitely go ahead with the State Anniversary at this venue.

**5.8 Archives** – It has been agreed by the committee that Brad has now been delegated by Darcie to maintain the AA Archives. A budget of \$200 has been allocated for the purchase of necessary archiving folders and boxes.

**6 Next Meeting:** Monday 12<sup>th</sup> October, 2020 at CLH, 6pm

**7 Closure:** Meeting closed with the Serenity Prayer at 7:30pm.

Signed:

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Brad H. Chairperson

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Date