

# AA Service Council for WA Inc.

Minutes of Central Service Council Meeting  
Monday 14th December, 2020

## 1. Opening

The regular meeting of the AA Service Council for WA Inc. was called to order at 6pm on Monday 14th December, 2020 at Claisebrook Lotteries House.

### 1.1 Attendees

Brad, H (Chair), Anne B (Literature Rep), Barbara B (Treasurer), Jill R (Secretary), Brian W (Trustee), Gabbie (Serenity Editor), Paul J (Regional Trustee)

### 1.2 Apologies – none

### 1.3 Welcome

A special welcome was made to Paul J. Paul introduced himself and explained his roles as Regional Trustee.

## 2. Approval of Minutes

Minutes of meeting held 9th November, were reviewed.

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

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

## 3. Correspondence.

### Incoming:

- Email received from Nick Fitt giving more details regarding the BizTech phone diversion system.
- Email re Australian Audit – confirming 2020 audit, March 4<sup>th</sup>, 2021.

### Outgoing:

- Copy of approved minutes from meeting held 12<sup>th</sup> October, 2020, sent to Sue B for Website publication.

## 4. Reports

### 4.1 Secretary/CSO Report

Due to the number of office volunteers and the fact that it is very difficult to always have contingency from one day to the next, the office volunteers are hoping for a meeting to discuss office procedures and methods to improve this situation. This meeting is planned for early in the New Year.

#### Statistics:

- During office hours, (21 days in November): 48 Help Calls. 4 Help Emails. 49 visitors to CSO.
- After hours Helpline: 67 calls.

The Helpline volunteers have shown consistent availability with some volunteers willing to do day shifts over the Christmas Break, something to be very thankful for. No response from members to call out, via Serenity Magazine, for Helpline volunteering.

### **ELECTRONIC COPIES OF SERENITY MAGAZINE** – Sue B

Jill and Sue have discussed how they will record payment of subscriptions for the electronic copies of Serenity that will be offered from the March 2021 issue. The plan is

to set it up in January with the message getting out to the fellowship in February that this option is available.

The understanding is that there will be a two tier option:

1 x hard copy posted out + electronic copy emailed out = \$4.00 per month or \$48.00 per year

1 x electronic copy emailed out = \$2.00 per month or \$24.00 per year

Plus the existing:

1 x hard copy posted out = \$3.00 per month or \$36.00 per year

Where someone has an existing subscription paid up to, say, the end of July 2021 and they want to add the electronic copy from March onwards, they will be asked to pay the extra \$5.00 and then, upon renewal, they will pay \$48.00 for the following twelve months.

#### **4.1.1 Matters arising from Secretary Report.**

The electronic version of Serenity was discussed including the implementation of recording subscriptions. Paul J also made us aware of “AA Around Australia” available electronically for free from GSO..

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

Sales are good. Two orders from GSO have arrived including the newly printed Blue Big Books. Literature sales from the State Anniversary totalled \$94.00 and sales from the AUSYPAA Convention totalled \$222.00.

Note: Paul also recommended the GSO Literature online ordering facility and suggested calling GSO regarding further information as to whether CSO could order directly via the GSO website

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

Gabbie has been finding it a bit of a ‘struggle’ to find articles to fill the January 2021 Serenity magazine. The Radio Fremantle “AA member interview” transcript hasn’t been forthcoming for the January issue. Regarding the December Serenity cover, although the PDF looked perfect, the published version did not. Gabbie explained why this occurred. A WayPaa member has been asked to provide/source articles around the work and events of WayPaa. The Roving reporter group needs more organization; a meeting with Roving reporters was suggested. Gabbie will also focus on contacting country groups for input.

#### **4.4 Treasurers Report**

Financial report as at 30 November 2020 was tabled. Barb reported that we are coming to the end of our 2020 financial year. The YTD surplus as at 30 November is \$6,205.85; however of this amount approximately \$4,000 is reserved for the 4<sup>th</sup> quarter split to GSO and Areas which will be initiated by 31<sup>st</sup> December, 2020. A large literature order has also been placed and will be paid prior to the end of the financial year.

The 2020 annual audit will be conducted on 4 March 2021. The audit preparation documentation has been received and will be acted on as required. Documentation that needs to be signed off by the council as part of the auditing process will be tabled for signature at the February 2021 meeting. A stocktake of literature will also be required early January 2021 as part of the audit.

As we will not be meeting in January 2021, Barb will email all committee members a final financial report for the 2020 financial year and report on our financial position as at 31 December, 2020.

Barb is currently investigating the feasibility of implementing an accounting package such as Xero for CSO. Feedback will be provided at the next CSO meeting.

**Motion:** That the reports (including copy of the financial report provided to the committee members) be accepted as true and correct.

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

## **5. General Business**

### **5.1 State Anniversary**

- The committee expressed that the State Anniversary was a very encouraging and a well organised event.
- For next year the decision was made to look at a more functional facility as the Town Hall is not very practical. It was also suggested to involve AA members outside of CSO, to assist with the organising and running of this event and to set up a designated sub-committee.
- Financial report – State Anniversary: Income/Expenses  
Donations were slightly more than last year and expenses slightly less than 2019.

### **5.2 Online Meeting Search Tool**

The general feedback regarding the new version was that the format is user friendly but it does take a bit of getting used to. There is also an App available to find meetings. Sue B will be asked to put a link to the App on our Website.

### **5.3 Phone Diversion System.**

- Craig, a contact through Jane/CHLA, has been contacted regarding the existing Biztec proposal. Craig suggested an alternative which would be simpler, cheaper and be an in-house setup. Craig is now putting together a proposal.
- It was suggested that the 1300 222 222 number for AA Help Calls needs to be highlighted on the Website as an alternative to the 9325-3566 number as the Mastercall diversion system is very unreliable at times.

### **5.4 New Committee Member Vacancy – Trustee.**

A member has been asked to consider the Trustee vacancy and may come to our next committee meeting to find out more about the role. Committee members have been asked be aware of the vacancies arising in 2021. Some members who may be able to fill the vacancies will be encouraged to nominate.

**6. Next Meeting:** Monday, 8<sup>th</sup> February, 6pm.

**7.** Meeting closed with the Serenity Prayer at 7.30pm.

Signed:

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Brad H. Chairperson

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Date