

AA Service Council for WA Inc.
Minutes CSO Committee Meeting
Monday 27th March, 2023

1. Opening: Reading of 12 Traditions.

1.1. Attendees:

Barbara B (Treasurer,) Jill R (Secretary), Bec (Chairperson), Michael D (Vice Chair), Manish (Trustee), Fran (Serenity Editor)- via zoom

1.2. Apologies: Elle (Trustee).

2. Approval of Minutes.

Minutes of meeting held 13th Feb, 2023 tabled for approval.

Motion: That the minutes of meeting held 13 th February, 2023 be accepted as true and correct.

Moved: Michael D Seconded: Manish S Carried unopposed.
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3. Matters arising from minutes.

4. Correspondence.

4.1. Incoming. Nil

4.2. Outgoing.

4.2.1. Approved minutes of meeting held Monday 5th December, sent to Sue to be posted on AA Perth Website.

5. Reports.

5.1. Chairperson Report.

Thank you for your ongoing support and efficiency all round.

I have received an email from Brad regarding Archivist and he is attending monthly meetings with GSO. On agenda to discuss.

Some housekeeping re HPC is required and needs to be documented and accounted for re literature. I'm currently supporting HPC Committee as CSO rep.

HPC final meeting prior to convention was held on 25th March and all on track with a fabulous committee. I understand the literature balance will be expected to be taken up from the office and will follow up with Chris and Patrick.

5.2. Secretary/Literature Report

Office is running very well with Joanne doing a great job.

The Little Big Books have finally arrived, all 480 of them with a new look. Some literature still unavailable due to GSO having no stock.

An order has recently been done at the Token Shop.

Joanne has been trained to do most office procedures. Henry and Ralph are filling in the Mondays and Fridays when Jo is not in the office.

Some stats: February 2023.

Visitors; 47

Help Calls during Office Hours; 31

Calls for Help AH; 66

Help Emails received; 4

5.4. Treasurers' Report.

The operating deficit for February was (\$814.15) and YTD surplus was \$104.32. Our paid worker has started and we are now committed to wages and on-costs.

It should be noted that group contributions were \$5,467 compared to \$3,827 in January. Group contributions fund all operational expenses for CSO so groups are encouraged to support their office.

The annual audit for 2022 is with the auditor and will be completed for signing for our next committee meeting.

A "draft motion" has been drawn up to amend the Rules of Association at the AGM and have the option of having an audit or review of our annual financial statements. I have contacted the principal of our Australian Audit for feedback regarding meeting our requirements. The cost would be less.

The distribution of the 60/30/10 plan has been completed for February 2023, including funds received from groups specifically for the 2023 National Convention. A big thanks to Susan, Assistant Treasurer for all the support provided.

5.5. Serenity Editor Report.

At Printer, tomorrow, double the amount for HPC to use to hand out at Convention. Cost to be shared CSO 50/HPC 50.

No Service positions will be advertised in the April edition.

Motion: That the reports (including copy of the financial report provided to the committee members) be accepted as true and correct.
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Moved: Barb Seconded: Manish Carried unopposed.

6. General Business.

6.1 HPC update – Rebecca covered this in her chairperson report.

6.2 Audit – the audit needs to be back by next Committee meeting. Australian Audit needs to prepare everything for the audit to be signed off.

6.3 Barb explained the position of Assistant Office Worker and suggests having another Office worker, to support the Office. This plan will be implemented.

Brad H informed us via email about the National Archives he is part of. GSO will offer the left-over literature from HPC, Rebecca M will decide at the time.

6.4 Committee to look at Serenity Magazine viability and changes/price increase/bimonthly. Defer 6.4 till after AGM.

6.5 AA, White Pages advertisement. After a discussion regarding the costs versus the benefits in today's online society it was agreed to discontinue advertising in the White Pages.

Motion: That the White Pages AA Perth advertisement is discontinued immediately.
Moved: Rebecca Seconded: Barb **Carried unopposed.**

6.6 Archivist – Brad H informed us via email about the National Archives he is part of. Under Clause 22 of our Constitution: Brad can be in the subcommittee under Vice Chair. Michael D is part of this subcommittee.

6.7 Preparations for AGM, to be held at 10am, 21st May 2023.

- Paid office worker approval at AGM.
- Changes to Constitution – Audit or Review, Treasurer/Secretary
- Next year Review instead of full Audit/change to plan of procedure, to be presented as special business at AGM

Barb presented the Motion regarding future audit/Review, to be presented to AGM under special business. Sections 18 and 29 in the Constitution.

Motion: That the sections 18 and 29 are adjusted to include the changes regarding future audit or review.
Moved: Barb Seconded: Jill **Carried unopposed.**

Items for next meetings

- . Method Group contributions are made look at encouraging digital methods.
- . Serenity/Website - Fran

7. Next Meeting: 5.30pm Monday 17th April 2023.

8. 7.30pm Close with Serenity Prayer.

Signed:

Rebecca Morlaes

Date