

# AL-ANON DISTRICT 25 TREASURER'S REPORT

For month ending November 30, 2022

The attached Treasury Report spreadsheet shows current balances, income and expenses for November.

There was no District income from Seventh Tradition donations. A payment for literature of \$124 was received.

Expenses totaled \$735.68:

- \$475.44 to reimburse the DR for attending the Fall Assembly.
- \$163.09 to Zoom for the District annual online meeting service.
- \$97.15 to Kathy S. as reimbursement for 11 months of Zoom service (December 2021 through October 2022) as approved at the December 2021 District meeting.

There was a net deficit of \$611.68 for the month. The ending checking account balance was \$3768.73. The reserve fund account remains \$1,806.00.

\$4788.57 from the Special Projects fund was paid to Lamar Advertising for the bus advertising project. The excess fund account is now \$920.43.

After making several expense reimbursements this year, I believe the District needs to standardize our practice to provide for accountability, documentation and clarity. Therefore I propose the following motion: "Requests for expense reimbursement must be submitted to the District Treasurer using the AREA 59-DISTRICT 25 AL-ANON EXPENSE REPORT and include a receipt for each expense."

Respectfully submitted, Bill G, District 25 Treasurer

## APPROVED DISTRICT 25 FINANCIAL PRACTICES

Approved 1/10/19

- Rent vs. Donation: Churches need to process payments as “donations” for tax purposes, while Groups (according to their interpretation of the Seventh Tradition) prefer to call their payments “rent”. A consensus was reached to recommend that Groups agree on a payment amount with the church, call it “rent” in their financial documents, and consider what the church calls the payment an outside issue.

Approved 2/10/22

- “Prudent Reserve” was renamed “Reserve Fund” based on Al-Anon’s Guideline G-41 and Service Manual.

Approved 3/10/22

- Annual budgets for the coming year will be prepared in the fourth quarter by a committee comprised of the Treasurer, District Representative, and others assigned by the DR. The draft budget will be submitted for inclusion in the December District meeting agenda and must be approved by a vote of the Group Representatives present at the meeting.
- The Reserve Fund will be recalculated each year upon approval of the annual budget and will equal six months of necessary expenses.
- At the end of each year, the District Treasurer shall set aside 50% of any excess funds, which will be allocated for special projects. The Treasurer shall donate the remaining 50% of excess funds to the Al-Anon WSO (40% of the amount) and Area (60% of the amount). At the end of the year, any uncommitted special project funds are to be combined with excess funds accumulated during the year (and undergo the annual allocation process).
- Special Project Proposals will be considered at the third District Meeting of each quarter. Proposals must be submitted for inclusion in the meeting agenda and must be approved by a vote of the Group Representatives present at the meeting.

Approved 10/13/22

- Requests for expense reimbursement must be submitted by the end of the following month. This will allow end-of-the-year finances to be finalized as part of the appropriate annual budget.
- The former separate LDC fund is folded into the general fund account, and literature sales and literature purchases are now managed only as budget line items.

## District 25 AFG Treasury Report - November 2022

Checking balance	\$3,768.73
Available Excess Funds for Contributions	\$0.00
Available Excess Funds for Projects	\$920.43
Total Available Excess Funds	\$920.43
Reserve Fund	\$1,806.00
Total available balances	\$6,495.16
Literature inventory as of: July 31,2022	\$2,059.30
Income:	\$124.00
Expenses:	\$735.68
Net:	(\$611.68)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Actual	Budgeted
<b>INCOME</b>														
<b>7th Tradition</b>														
Alateen													0.00	0.00
Blaine Serenity													0.00	0.00
Care Deeply					188.00		168.00						356.00	650.00
District Business Mt.													0.00	25.00
Evergreen			456.40										456.40	450.00
Ferndale Friday					200.00								200.00	0.00
First Things First													0.00	0.00
Happy Hour	168.00			185.28			140.00		463.56	148.87			1,105.71	630.00
Hope for Today									218.37				218.37	0.00
Lynden Al-Anon													0.00	0.00
Mid-Day													0.00	0.00
Peaceful Waters													0.00	0.00
Sea of Serenity								480.00					480.00	300.00
Sunrise Super Glory			120.00							120.00			240.00	120.00
Touchstone Men's Gr.				1,200.00									1,200.00	600.00
District Members	15.00			15.00		25.00		7.00	38.00	15.00			115.00	130.00
<b>Total 7th Tradition</b>	<b>183.00</b>	<b>0.00</b>	<b>576.40</b>	<b>1,400.28</b>	<b>388.00</b>	<b>25.00</b>	<b>308.00</b>	<b>487.00</b>	<b>719.93</b>	<b>283.87</b>	<b>0.00</b>	<b>0.00</b>	<b>4,371.48</b>	<b>2,905.00</b>
<b>Fundraising</b>														
District Sponsored								383.00					383.00	1,008.00
Round-up Basket													0.00	0.00
<b>Total Fundraising</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>383.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>383.00</b>	<b>1,008.00</b>
<b>Sales</b>														
Literature sales	298.50	6.00		305.50	34.00		9.00	112.21	12.00		124.00		901.21	500.00
Round-up Lit. Sales													0.00	0.00
<b>Total Sales</b>	<b>298.50</b>	<b>6.00</b>	<b>0.00</b>	<b>305.50</b>	<b>34.00</b>	<b>0.00</b>	<b>9.00</b>	<b>112.21</b>	<b>12.00</b>	<b>0.00</b>	<b>124.00</b>	<b>0.00</b>	<b>901.21</b>	<b>500.00</b>
<b>Other</b>													0.00	0.00
<b>Interest Income</b>			1.23				1.70		2.53				5.46	0.00
<b>TOTAL INCOME</b>	<b>481.50</b>	<b>6.00</b>	<b>577.63</b>	<b>1,705.78</b>	<b>422.00</b>	<b>25.00</b>	<b>318.70</b>	<b>982.21</b>	<b>734.46</b>	<b>283.87</b>	<b>124.00</b>	<b>0.00</b>	<b>5,661.15</b>	<b>4,413.00</b>
<b>EXPENSES</b>														
<b>Donations</b>														
WSO Love Gifts													0.00	0.00
District Meeting Venue Rent													0.00	300.00
Alateen Location(s) Rent													0.00	0.00
<b>Total Donations</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>
<b>General District Expenses</b>														
Cost of Literature (incl. shp.)	295.27		32.40					70.54	116.83				515.04	500.00
* Printing & Office Supplies													0.00	50.00
* Zoom Account											260.24		260.24	149.00
* Alateen													0.00	1,000.00
* Childcare													0.00	387.00
District Events/Fundraising													0.00	0.00
* District Rep					337.33						475.44		812.77	1,500.00
* Postage													0.00	15.00
* Postal Box				182.00									182.00	150.00
<b>Total District General Expenses</b>	<b>295.27</b>	<b>0.00</b>	<b>32.40</b>	<b>182.00</b>	<b>337.33</b>	<b>0.00</b>	<b>0.00</b>	<b>70.54</b>	<b>116.83</b>	<b>0.00</b>	<b>735.68</b>	<b>0.00</b>	<b>1,770.05</b>	<b>3,751.00</b>
<b>Tech Administrator</b>														
* Web Domain Name & Hosting		19.50	10.79								449.60		479.89	142.00
* Web Page Maintenance													0.00	0.00
<b>Total Tech Expenses</b>	<b>0.00</b>	<b>19.50</b>	<b>10.79</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>449.60</b>	<b>0.00</b>	<b>0.00</b>	<b>479.89</b>	<b>142.00</b>
<b>Outreach</b>														
* Pamphlets including AFA													0.00	100.00
* Printing (flyers, posters, etc.)					11.92					56.86			68.78	100.00
* Phone Service		20.00				(25.49)							(5.49)	20.00
<b>Total Outreach Expenses</b>	<b>0.00</b>	<b>20.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11.92</b>	<b>(25.49)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>56.86</b>	<b>0.00</b>	<b>0.00</b>	<b>63.29</b>	<b>220.00</b>
<b>TOTAL EXPENSES</b>	<b>295.27</b>	<b>39.50</b>	<b>43.19</b>	<b>182.00</b>	<b>349.25</b>	<b>(25.49)</b>	<b>0.00</b>	<b>70.54</b>	<b>116.83</b>	<b>506.46</b>	<b>735.68</b>	<b>0.00</b>	<b>2,313.23</b>	<b>4,413.00</b>
<b>NET INCOME</b>	<b>186.23</b>	<b>(33.50)</b>	<b>534.44</b>	<b>1,523.78</b>	<b>72.75</b>	<b>50.49</b>	<b>318.70</b>	<b>911.67</b>	<b>617.63</b>	<b>(222.59)</b>	<b>(611.68)</b>	<b>0.00</b>	<b>3,347.92</b>	<b>0.00</b>
<b>CONTRIBUTIONS &amp; PROJECTS</b>														
WSO Contribution						1,953.00								1,953.00
Area Contribution						2,929.00								2,929.00
Outreach Bus Advertising Project											4,788.57			
<b>TOTAL CONTRIBUTIONS &amp; PROJECTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,882.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,788.57</b>	<b>0.00</b>	<b>0.00</b>	<b>9,670.57</b>

Notes (explain approved discrepancies here):

\* Considered necessary for District function - use to calculate Reserve Fund