

Saturday April 13, 2019

Debbie called the meeting to order at 0800. Steve read the 12 Traditions. Genaro read the 12 Traditions in Spanish. Oly read the 12 Concepts. Genaro read the 12 Concepts in Spanish. Debbie introduced the past Delegates, Gene, Mike, David, Rad, Delores and Scott. Debbie reminded everyone about who the voting body is (Elected and appointed chairs, GSRs and DCMs). Debbie asked for motion to record minutes, D4 second the motion and it was approved. Debbie explained what is going to happen this weekend. She asked how many were here for their very first assembly, there were many. Debbie welcomed new attendees. There were several GSRs in attendance D 22 and D 6 approved minutes. David R took roll, all were present. Debbie made housekeeping announcements such as holding down table discussions and that floor motions need to be turned in by noon, including 5 copies in Spanish and one copy for each DCM, Elected and Appointed WSEA92 Chairs.

Allen then began going through the GSC Agenda items one at a time. The respective WSEA 92 Committee Chair for each item began stepping up to the microphone to discuss the agenda item for his or her committee. The floor was open to all A.A. members to step up to the microphone and discuss any agenda item. Allen had to help members stay on topic, especially during the discussion on the minimum contribution to the Delegate fund to support the Delegate attending the annual General Service Conference.

GSR sharing began promptly at 1100 after a point of order was made to remind the WSEA 92 Chair that as per our WSEA 92 Handbook, GSR sharing is scheduled at 1100.

The GSC Agenda Review resumed after lunch and after the GSRs completed sharing.

Elected Trusted Servant Reports**Delegate Report**

Good afternoon Everyone,

Hope you're all enjoying the wonderful Spring weather

Conference Agenda Items have taken up much of my focus this time of year. I know we will have great discussions coming up this weekend at our April pre-Conference Assembly. The updates that have been coming into these items seem to be more than I can remember from last year's process.

Happy and excited to share this information with you, I have received clearance to enter our Washington State Correctional Facilities. Thanks to our Area 92 Corrections Chair Ben N. as well as Mac M. with their help in guiding me through this process. I am very excited in bringing information from a Delegates point of view to our friends behind the walls from our General Service Office in New York City, and my experience and passion of service in sobriety. This opportunity is something which I heard about from my other Area Delegate friends in San Jose Ca. last year at the Pacific Regional Forum and most recently in Irvine Ca. at PRAASA 2019. My Feeling that all should be a part of this wonderful programs process hit me deep inside. Looking forward to my first visit and being able to "walk out the doors" when finished. Some of you understand what I meant by that.

Recently received word from my friend Alan F., Western Washington Area 72 Delegate, in need of assistance with a couple of men leaving a correctional facility and requesting a hand in Bridging the Gap into Eastern Wash. Ben N. was able to follow up in making this happen for them.

With the Conference date getting closer the work is getting heavy as well. Working with Alizon W., Area 2 Alaska Delegate in putting together The Remote Communities Meeting and Communicator Newsletter is coming together. We've received several submissions with more coming in daily. It would be nice in hearing from some of you from Area 92 to add to this RCM Newsletter. Anonymity safe pics are welcome. The deadline for any additions is coming up on 4/15/2019.

I'll be traveling to the Tri-Cities the first week of May to do an Agenda Review with Dist. 4. This should be a good time for a refresher just a few days before leaving to the General Service Conference in New York City. See you all this weekend, In Love and Service, Allen D.

Alternate Delegate

Good Morning and welcome to Area 92's Pre-conference Assembly for 2019. I'm Gary P., an alcoholic, and your Alternate Delegate. We very much appreciate the large body of AA members who participate in this important event each April. This is where the "collective conscience" of Area 92's members are assembled for our Delegate, in preparation for the General Service Conference. The past several weeks has been busy for me.

First, our Delegate, Allen and I attended the 2019 PRAASA in Irvine, California on Mar. 1st, 2nd, and 3rd. There were nearly 1900 attendees, making it one of the largest Regional AA gatherings - ever. We were honored to participate in the program, where both of us made presentations as panelists. Importantly, we were joined by several WSEA 92 members, who also made the long trek to Southern California. As usual, the entire PRAASA program was excellent, and when coupled with the fellowship, there was much for all of us to benefit from.

In mid-March, the Area held its first 2019 Standing Committee Workshop where many WSEA 92 members, rolled up their sleeves to review and dissect the Panel 69 General Service Conference agenda and related background material. Many of us were able to make good use of condensed materials that Allen and I obtained at PRAASA from Area 6 (California Northern Central).

In late March, the membership from several groups in Okanogan County, hosted a truly superb Round-up, here at Sun Mountain Lodge. This was among the best "Round-ups" that I have attended in over three decades. Every speaker was truly outstanding. Their sharing, although widely diverse, was fully focused on our common disease and common solution. Each person, spoke from "heart", and importantly, captured the hearts of those listening. The overall event was enriched by several, unique "songs of prayer" from the local Native American community. I will register again next year.

Finally, an Ad Hoc Committee has been working diligently since December, to enhance Area 92's GSR School program. This effort includes a new GSR Workbook, a streamlined yet comprehensive GSR slide presentation, and special handouts for specific relevant topics like "Third Legacy Procedures", "Motion Procedures", etc. The Ad Hoc committee is composed of AREA 92 Past Delegates Gene D., Mike M., Dave M., Rad M., Dolores E., Scott R. and me.

While we had hoped to release the materials by this Assembly, we are still a few weeks from completing the final touches. We do expect to start uploading the GSR School program and materials to the area website by mid-May. We, in concert with the Web committee, will keep you informed of progress through your DCM. Thank you once again for allowing me to be of service. Gary

Registrar

Printed forms for all “active” group information were distributed, by district, at the January Quarterly. Numerous DCM’s took the opportunity to review their respective District’s, Group Information, as recorded in the Fellowship New Vision (FNV) database at the GSO. They noted needed changes directly on the printed sheets and returned them to me for FNV updates. A couple of reminders about process: First, submitting changes to the Registrar for the FNV, or mailing them directly to the Records Dept. at the GSO, does not update our Area Website. DCM’s still need to update their District’s, WSEA 92 website information.

Second, please ensure that all handwritten information is readily legible.

Third, all changes involving Trusted Servants require that new data include a valid mailing address that will pass Post Office validation, legitimate telephone #'s and emails.

Fourth, the GSO has announced that a new “Enterprise Resource Management System” (ERP) is being implemented and will eventually replace the FNV system. Allen should hear more about this while he is at the General Service Conference in May. Does anyone have a question? Gary P. Alt. Delegate

Chair

Greetings Area 92. I feel blessed to have the opportunity to stay here at Sun Mountain! I walked out to my car this morning and I could hear birds singing and a whole lot of quiet. Thank you District 12 for hosting. I have spent the better part of the year reviewing the Policy and Admission agenda items and I attended the Standing Committee Workshop last month in Ephrata. What a wonderful turnout we had with lots of good discussions on the agenda items. I was not able to attend PRAASA this year, but I plan on attending the Pacific Northwest Conference in Portland in June along with others from our Area. As always, thank you for allowing me to be of service to this Area. Debbie T WESA 92 Chair

Alternate Chair

I want to thank District 12 for hosting the Pre-Conference Assembly for us this weekend. Thanks for keeping me updated regarding your committee meetings. It’s been great working with Cindy and the whole committee.

I’ve been busy contacting the hosting committee chairs regarding upcoming quarterly and assemblies and I want to report that all is going well. You will hear their reports today. I met with a few district chairs last night during dinner and breaks to go over any questions they might have regarding hosting these events.

I again attended the hosting committee meeting for the Spanish speaking districts in Wenatchee Saturday, March 9th. The assembly will be in Sunnyside in October. We all worked together preparing the flyer for the event and there should be flyers on the table in the back.

I attended the Standing Committee Workshop on March 16th in Ephrata. We heard each chairperson's agenda reports and were able to return to our districts and home group feeling a bit more prepared for the agenda items today. I will be attending the Yakima Service Workshop in May as well as the PNC in Portland in June.

Last Saturday we attended a celebration for Ed B's 50th Sobriety birthday in Omak. He was the first DCM for District 12 and has been an active member and great example of service for all of us in District 12. There were about 50 to 75 people there to celebrate with him and Mary. We are all so grateful to have such a wonderful example of service in our district.

Last month we attended the Okanogan Valley Winter Roundup which was held here at Sun Mt. in Winthrop. There were over 250 in attendance, so we were able to visit with many old and new friends. A week or so ago I send an email out to all the Hosting Committee Chairs asking if anyone would like to meet with me during Friday night dinner to discuss their upcoming area events. I received several requests to meet so Friday night District 19, 5, and 15 met. District 15 Colville was able to answer most of District 19 Ephrata's concerns.

If your District or group has a flyer you want posted to the calendar, please forward it to the Area Alternate Chair at area92altchair@gmail.com address. The only event I will take it upon myself to post will be area functions such as Assemblies, quarterlies and standing committee workshops. If you are sending a flyer to the Newsletter Chair, please include me so we can post it to the website calendar. If any of you have any questions regarding hosting an event or to discuss the website, please either see me at break or you can always contact me. Again, I want to say how much I've appreciating this opportunity to grow and be of service. Diana M Area 92 Alternate Chair

Treasurer:

I do not have anything specific to report. I will have to leave early Sunday morning, so please get all your questions or requests in by then. I have addition reports and envelopes for area 92 by request. We are still working diligently to get the prudent reserve set up and should have it all in order for the next rotation. At the finance committee meeting Friday April 12, it was decided that we will send an extra \$600 for the delegate conference contribution for 2019 only. This will bring the total contribution from area 92 for the conference to \$2500. I have distributed this report and a supplementary spreadsheet to reflect itemized expenses and group contributions. I can send out emails as well if anyone would like one. If you have any questions or comments, I am happy to field any questions.

Contributions and other Inflows 1st Quarter 2019: \$10,491.27 Expenses 1st quarter 2019: \$14,668.50

Please send your Area 92 7th Tradition contributions to: WSEA 92 1314 S Grand Blvd Suite 2 Box 103
Spokane, WA 99202-1174

I will end with thanking each of you for helping to carry the message to the still suffering alcoholic with your 7th Tradition Contributions to Area 92! Thank you for allowing me to serve. Cameron J Area 92 Treasurer 208-691-7936 Area92Treas@gmail.com

There was a motion made to accept the treasurer report by D6; second by D20 and the treasurer report was approved.

Alternate Treasurer

Hello, Area 92

It has been a very busy month for me, especially with the sunshine. I am looking forward to going to the workshop in Yakima this month. I am also excited to be a panelist at PNC in June. Dolores sent the financial audit and after considerable discussion, she has changed the wording from audit to “review” on her added addendum. The financial team will begin addressing it.

The donations have been very consistent, and I thank all the districts on behalf of WSEA 92. Donations for the month of April totaled \$5623.67.

Please note that this includes the return of seed money from Districts 4 and 12 and overage amount from District 4 and all monies from PayPal. Thank you so much!

Please send all contributions to:

Washington State East Area 92
1314 S. Grand Blvd. Suite 2, Box #103
Spokane, WA 99202-1174

This report includes all monies received including: Birthday, Individual, Group and District Contributions, Seed Monies Returned, Balance of Excess Funds and Reimbursements.

Please NOTE that monies for AREA 92 cannot be earmarked for a specific committee. All contributions will be put into the general fund. During your District meetings please encourage your members to include:

Group Name,
Group ID Number and District Number

on their contribution. If you are sending in a group donation from a personal account, please include the group’s name. I get several of these without a group name. Also, please include a return address, and a contact phone number/email for any follow up questions. Note cards are available at the events. These are to fill out complete group information and return to the alternate treasurer. Thank you to everyone who has made contributions. Yours in Service, Jan R. area92alt.treasurer@gmail.com
(208) 416-9507

Appointed Trusted Servant Reports

Archives:

Hi Area 92. This is an awesome place for an Assembly. The Archives Steering Committee is bringing forth a motion that has been circulating for a while so hopefully everyone has had time to review and discuss the motion.

There were not many agenda items for Archives but the “Markings on the Journey” video was added as was the regular review of the Workbook. I think the Workbook should have a clear distinction between Archivist and Archives Chair.

I want to thank Allen for transporting the Archives here from the repository. I also want to thank Brent for his contribution to the SWEA 92 Archives commemorating the 80th year of our Big Book.

There are flyers for the 12th Regional Archives Workshop, hosted by Area 92. The event will take place on 8/17/2019 in Ellensburg. We are very fortunate to have Area 58 past and current Archivist facilitating this event. I invite all of you to attend and learn more about preserving our history. In Fellowship, Sarah

Corrections

Greetings WSEA 92 Alcoholics Anonymous! Our focus of late has been on the Pre-Conference Assembly. We had a thorough review of the GSC Corrections Agenda Items, with 14 participating during the SCW breakout session in Ephrata. THANKS to all who came to get involved! With only three agenda items to discuss we were able to spend a lot of time gathering the information Allen will take to the conference. Our literature and volunteer needs are being met with two exceptions. 1. Volunteers for Washington State Penitentiary and 2. the AA Corrections Correspondence Program. Although it must be said, new volunteers are always needed and welcomed!

District 4 is hosting a Corrections Workshop June 1 in Pasco, WA utilizing the "Total Participant Involvement" format use in Clarkston last October. This format encourages everyone in attendance to participate in improving our service work behind the walls.

We are excited that our Delegate, Allen has obtained clearance to take carry the message of AA into the Washington State Prison Facilities. I believe this is the first time these registered Groups within the prison will hear from their Delegate, firsthand, the General Service Conference Report! Thank you for allowing me to serve! Ben N.– WSEA 92 Correctional Facilities – Panel 68

CPC

Quarter has been very busy. We headed out for PRAASA at the end of February and it was a trip where we faced many obstacles. We did not make it to PRAASA although I did make it to Irvine. We instead participated in amazing 12th Step call. I have been busy with the Conference Agenda items as well.

I attended the Standing Committee Workshop in Ephrata and I have been invited to the annual Yakima Service Workshop.

We chose locations for the remaining Standing Committee workshops during our meeting last night. The SCW will be held in Kennewick in September, Coeur d' Alene in December and in Ellensburg in January. Yours in service, Rex H. CPC Chair

Newsletter

I have nothing to report, except what I did not do. I did not start the email list purge. I have not scheduled a Newsletter Workshop. I've been thinking about changing the deadline for the newsletter, but it's so far into my rotation that it may not be worth the trouble, so I did not do it. I had hoped to have a Newsletter Round table Friday night, but family medical issues came up and I couldn't be there, so I did not do that either. I had hoped to discuss the email purge and the newsletter workshop at the round table. Yours in service, Rainey

Secretary

I have been busy this last quarter with the Handbook Committee, updating the WSEA 92 Handbook. I also attended the March Standing Committee Workshop in Ephrata on our way south for annual vacation in Arizona. The SCW was well attended and we had a lively discussion on several of the GSC Agenda items. We plan to attend the annual Yakima Service Workshop again this year in May and I will see many of you at the July Quarterly. Thank you for allowing me to serve! David R WSEA 92 Secretary

Translation

Hello Everybody, my name is Lisa, I am an alcoholic.

I have been busy translating of ton of stuff this last week in preparation for this weekend and some of the flyers for up-coming events.

I was recently contacted by the 2019 PNC Host Committee, they are having a hard time finding people to help with translation at PNC this year, if you or anyone you know can help with this, they are willing to fully fund anyone willing to help out, so please contact me if you are interested.

Thank you for allowing me the pleasure as serving Area 92 as your Translation Chair, if anyone anywhere needs help with translations, please feel free to contact me. Lisa G.

Treatment

The March 2019 Standing Committee Workshop in Ephrata was well attended. We worked hard to get the needed information for Allen to take back to New York. Thank you all for your hard work and thank you for allowing me to be part of this process. Yours in service, Bryan S

District Reports

District 2- Spokane Doug M Number of Groups Represented: 41 Number of Groups Represented at Assembly: 12 Names of Active Standing Committees in District 2: Archives-Stephanie, Corrections-Chris M, PI/CPC-Susan, Treatment-Carmen V ; Last Quarter Activities: GSR workshop; PI/CPC presentation to ER doctors, doctors have an opportunity to suggest help and AA Hotline telephone number to patients being discharged.

Planned Activities: Group Treasurer Workshop; Ongoing is Interviewing old-timers, 30 years plus sobriety and transcribing their history. We meet at the Corbin Senior Center, next meeting is May 14, 2019 at 6 p.m. Doug M (509) 319-7570 922dcm@gmail.com

District 3- Spokane Hoss DCM Our meeting is the second Tuesday of each month at the Corbin Senior Center. 35 Groups represented, 3 represented here today. Active Committees: Secretary-Kathy S, PI/CPC-Marty J, GV/LIT- Todd O, Treatment-Angel K, Treasurer-Tyler H, and Activities-JJ; Last Quarter Activities: We co-hosted a GSR Workshop with D17; Hosted Alcolthon on New Years' Eve; We are visiting groups that we don't see at District meeting, some don't know about the meeting, others forgot Planned Activities: Co-hosting Safety in A.A. Workshop with D17; JJ is organizing a "road trip posse" to visit groups outside greater Spokane area; WSCYPAA Convention 8/2019 hosted by SPOKYPAA; Next District meeting at CSC is on 5/14/2019 at 6:30 PM Hoss B (509) 863-1386 hossb65@gmail.com

District 4- Tri-Cities Adam Number of groups represented is 34. Today 8 are represented. Active committees, Correction, Treatment, PI/CPC Special Needs, Special Events, Archives; Last Quarter

activities: GSR School, Inland Empire Roundup; Planned Activities: Fourth of July Picnic. Next District Meeting is on 5/11/2019 at 11:45 AM at 1st Lutheran Church 418 Yelm St. Kennewick, WA
Adam P (509) 895-4039 3citiesaadcm@gmail.com

District 5-Wenatchee Dan- Number of Groups Represented: 14 Group represented Today: 5 District 5 Active Standing Committees – PI, Literature, and Archives not filled, Last Quarter Activities: Our Corrections committee is taking a meeting into the Chelan County jail once a week. Our Treatment committee is holding a weekly panel in our local treatment facility. We have a district-wide Birthday potluck. We have many active women. They are having their 24th Annual Women’s potluck this weekend. Memorial for Marv, He would have had 54 years Last Tuesday. District Meeting has had great attendance and we are well represented today - Carol our treasurer, Deborah our secretary, Suzy our host committee chair, Rad our phone service chair, Gary our alt-delegate, Gary our lit chair Rule 62 band is popular and has several sober events around our district. Roundup in Sept. in Leavenworth. Concerns & Solutions in your District: I don’t get to talk as much at District meetings. Next District Meeting: Date: May 13, 2019 Time: 6:30 PM Mission Creek Community Club 1419 Saddlerock Dr. Wenatchee, WA 98801 509-433-7336 Dan Maher dan@tektutor.com

District 6-Anna Yakima 6 groups; 2 groups represented today. Recently elected Alt. DCM. Planning the annual service workshop. Next District meeting is at Yakima Alano Club on 4/25/2019 at 6:00 PM Anna V (509) 406-2262 darkcarnival1313@gmail.com

District 7- Lewiston, ID Eric We have 23 groups with 3 here today. Archives, Treasurer, Corrections, GV/Lit; open is Treatment, PI/CPC and Newsletter. Hosted SCW on 12/8/2018, good turn out with lots of good information; Planned Activities: Ad hoc committee to revise district guidelines and Ad Hoc committee to review phone service and how we can best reach the still suffering alcoholic; District Inventory 5/14/2019 with past Delegate; planning a service workshop sometime this summer. As always, concern is participation and sponsorship in all 3 Legacies; home groups contributing to GSO. Next District meeting is 05/11/2019 at 1:30 PM at the Clarkston Alano Club
Submitted by Eric M (208) 790-9147

District 8 Coeur d’ Alene, ID Chris T We have 25 registered groups in our district that are active. 13 of those groups are represented monthly at the district meeting. Today there are 13 groups represented by their GSRs. We have 8 standing committees that are active, including a third legacy committee. Corrections-Rolf, Treatment-Rachel, PI-Gayle, CPC-Nathan, GV/LIT-Curtis, Archives-Joel S; Last Quarter Activities: GRS Workshop and Conference Agenda Items Review, Planned Activities: Workshop this summer, topic to be determined. Concerns and Solutions: Attracting new members to our meetings
Next District meeting is 05/14/2019, 7 p.m. at the Nazarene Church in Coeur d’ Alene.
Chris T. (208) 215-6937 cdadcmdistrict8@gmail.com

District 9 Walla Walla Monty 14 groups, 1 here today. CPC/PI, Archives, GV/LT, Treatment; Last Quarter Activities: New Year Party Planned Activities: Nothing at this time Next District meeting is 04/14/19 at St. Paul’s Church at 6 p.m. Monty B (509) 730-0986

District 10- Ellensburg Jerry M.- We have 15 active groups (3 new groups), 4 represented here today. Committees: PI/CPC, GV/Lit and Archives; Last Quarter Activities: Spring Fling Planned Activities: Sponsorship Workshop 5/4; Archives Workshop on 8/17/2019 Next District meeting is at Thorp Church on 05/09/2019 at 5:30 PM

District 11-Granger, WA Janie S.- 8 groups represented,

District 12- Winthrop, Cindy, 34 groups, 6 group represented today; Active committees:, GV/Lit-Lisa, Hotline-Sharron, Treatment-Joe; Last Quarter Activities: January SCW; Okanogan Valley Winter Roundup; Ed B 50th January Concerns Birthday Planned Activities: Host Pre-conference Assembly, June, Lost Lake Campout; 3 New Groups, 1 position filled (new) grapevine. 05/05/2019 is next District meeting at Wauconda Cindy H (509) 341-9072 district12dcm@gmail.com

District 13-Spokane Valley Jim- We have 19 groups registered and 9 represented today. Treatment, GV/Literature, and Corrections are filled, PI/CPC is open; last quarter we had a potluck and approved the 2019 budget; travelling road show by GV/LIT Committee; Planned Activities: Summer picnic, quarterly potluck, travelling literature road show, alcohons for all holidays. Next District meeting is 05/14/2019 at Yokes on E Sprague in Spokane Valley at 6:30 p.m. Jim W (509) 998-1804 Jwomble1@comcast.net

District 14-Jeff. -54 meetings, 1 group here today; Corrections, Archives, PI and Activities are filled positions. Last Quarter Activities: Don't remember and I'm a mushroom Planned Activities: Memorial for Drew D, Yak River Campout, Robbers Roost Campout, Sponsorship Workshop, taking a meeting to Bonners Ferry Jail Next D14 meeting is at 400 Church St. Sandpoint, ID on 05/12/2019 at 1:30 PM Jeff T (509) 671-6241 oljeff@gmail.com

District 15 Colville – Neat M, there are 18 groups, 22 meetings and 3 are represented here today. 14 groups with GSRs. We have Activities chair, PI/CPC, GV/Literature, Corrections and Treasurer. No activities last quarter; Planned Activities: 6/8/2019-Founders Day Picnic, 8/15-18, 2019 Hog Heaven, 9/27/29, 2019 Round Up of Recovery and hosting the WSEA 92 July Quarterly too; Concerns are interest and participation in District and Area events. Next District meeting is 05/14/2019, 6 p.m. at Colville Community Church. Neat M (509) 936-3629

District 16- Joaquin- District 16 has 6 groups, 6 here today. Sexiona cada altimo domingo dsi mes de las 10:00 a.m. a 12:00 p.m. y victa 2 grupos por meq y semotiva a los grupos para apo llar la

Last Quarter Activities: ansamblea de oct 18-19 y20 de 2019 paga \$100 de renta contribaye \$40 y el 14 de abril sera el aniversario del grupo Nuevo Vida de Mattawa y el 11 de mayo grupo r 90 a las 3:00 p.m. Planned Activities: y me preguntan los RCG que povque en el boletin no sale el reporte Joaquin T

District 17-N. Spokane Brande G 25 groups, 3 here today. Treatment, Bridge the GAP Last quarter activities: GSR School Planned Activities: Safety in A.A. Workshop, Madeline-Past PRT in Seaside, OR. Concerns are getting people excited about service. Next District meeting is at the Corbin Senior Center at 6 p.m. on 05/04/2019.

District 18- Waitsburg Ron- Last Quarter Activities: "Lyp Sync and Speaker Meeting Potluck on 2/23/2019, "Speaker Roast and Potluck" on 3/30/2019; attended Philippine National Convention in February in the Philippines. Planned Activities: Touchet River Roundup aka "Woody's Pig Roast", Will be attending 1st Crazy Monkey Tree Farm A.A. Campout in Gingoog Mindinao Philippines 2nd weekend of October Ron G (509) 520-0211 ronco62@yahoo.com

District 19-Ephrata Steve—We have 51 meetings on the schedule.

District 20-Eddie G, Yakima – We have 19 groups with 2 represented here today. We have Treatment, Corrections, Archives and Literature committees filled. Planned Activities: Yakima Service Workshop with D6 at Bethlehem Lutheran Church on 05/18/2019. Marty T Memorial; Concerns and Solutions: Still having low participation; will start visiting groups and encourage participation. Next district meeting is 05/20/2019, 6 p.m. at the Yakima Alano club. Eddie G (509) 406-1126 eddiegarcia1731@gmail.com

District 21- Spanish 11 Groups, 1 here today

Hola minombre es Rogelio alcoholic M.C.D. del Distrito 21 cuenta con 11 grupos el distrito tiene lamesa completo y comite literature y comite de aniversario

Last Quarter Activities: el Distrito 21 tiene sus reunions cada 3 Domingo, del mes en el 504 Chelan Av Wenatchee, WA en las reunions llegean 596 RCG ala junta de distrito

Planned Activities: El Distrito 21 ba aserebusu aniversario 20 de Abril 2019 aniversario estan todos invitados lugar del aniversario donde sesiona el distrito el mismo lugar y estanmos trabajando de octubre

Concerns and Solutions: y grupo amigos Unidos de Wenatchee ha aselebra el aniversario 29 18 de mayo 3 de atrade Next District Meeting: 04/21/2019 at 10:00 a.m. 504 Chelan Wenatchee MCD Rogelio (509) 387-5947

District 22 Moscow, ID Dennis – 16 Groups, 4 represented here today; PI/CPC, Grapevine/Lit, Corrections, Treatment and archives are filled and active committees. **Last Quarter Activities:** 3 District meetings all well attended, discussed all agenda topic items **Planned activities:** GSR Workshop **Concerns and Solutions:** Distractions at meetings, kids, dogs cross talk, etc. Women tend to stick to women’s meetings; visited them. Next D22 meeting is on 05/12/2019 at Gritman Medical Center from 4-5:30 p.m. Dennis D (509) 595-8031 ddeccio@roadrunner.com

District 23- Chelan- Our district is the Lake Chelan area. We have 11 groups with 3 represented here today. We also have approximately 5 active committees at present. BTG-Oly D, CPC-Dwayne, Archives-Jenny, Grapevine-Jenny, Newsletter-Sandra

Last Quarter Activities: Birthday Potlucks, treatment Center now attending potlucks 1st Friday meetings **Planned activities**

Birthday potlucks last Saturday of month

1st Friday meeting with Treatment Center

District meetings 1st Sunday of each month

Dian turned 70 and celebrates 35 years sobriety in May, half of her life sober

Concerns/solutions

6-8 people at District meeting- 1 GSR funded to Assembly, small groups, limited funds we have many 20+ years members which help keep meetings going; Pink Can is now purchasing Big Books for new members and jails and prisons

Next D23 meeting is on 05/06/2019 at noon at the Apple Cup Café in Chelan, WA Dian V DCM (509) 687-2830 (509) 293-6137 Alt DCM (509) 630-1340

District 24 Pasco, WA Virginia

Last Quarter Activities: Monthly District Meetings last Saturday of each month 5 pm; visit groups in the district each month

Planned Activities: 12 Concepts Workshop for district Anniversary on 04/21/2019

Virginia R Alt. DCM (509) 521-4127

District 25-Liberato- Distrito 25 contamos con 7 grupos y asta dia de hoy estamos trubagando en 1 tuller de tradciones cada mes en diferentes grupos en Yakima
Last Quarter Activities: Tambien aseamos dos visitas y nos reunemos cada Segundo doming de mes
Liberato R (509) 930-8586

District 26-Libby, Chris- We have 5 groups and 2 groups are represented here today. We currently have 10 standing committee chairs.

Last Quarter Activities: I was unable to attend the SCW in Ephrata due to illness; Homegroup Workshop
Planned Activities: 2nd Annual Sober Fest 7/6/2019; Gazebo Boys Campout June 7-9, 2019; Birthday Potluck last Friday of each month, not limited to District 26 to promote unity in the local area.

Concerns and Solutions: Growth

Chris J (406) 291-9464 district26area92@gmail.com

Sub Committee Reports

WSEA 92 Web Team

The new Area 92 website went live in July 2018 and the following changes have been made to the website:

1. The addition of Meeting Guide App, On November 2, 2018 Alcoholics Anonymous World Services, Inc., sent a letter to all the areas stating they have licensed the Meeting Guide technology. If you have any questions regarding this may I refer you to <https://meetingguide.aa.org>.
2. Redesigned the contribution page by adding pamphlet and mailing address
3. Redesigned tabs to have dropdowns on each item
4. Added email list to contact tab

During our January web team meeting we discussed the following:

1. That we now have access to Google analytics
2. Approval to include motions process form and informed Group Conscious form to website after insertion of AA
3. Discussed G Suite for area emails and calendar, discussion to continue.
4. The addition of a GSR School link on website

Handbook Committee

We had 10 people attend the discussion last night. We focused primarily on the ongoing WSEA 92 Handbook Committee updating the Handbook. We would like to roll out the new updated Handbook soon, but this may be a much longer process than previously anticipated. We meet weekly for 1.5 hours via conference call and we are planning some face to face meetings, most likely at Frankie Doodles Restaurant in Spokane.

Finance Committee

We had great attendance and discussed several topics including accounting software and the savings account.

New Business***Archives Motion***

The Archives Steering Committee moves to create the position of “WSEA 92 Archives Chair” and to modify the position of the WSEA 92 Archivist. The new Archivist will be relieved of WSEA 92 administrative responsibilities which will be assumed by the new WSEA 92 Archives Chair and the WSEA 92 Archives Steering Committee.

The Archives Chair

The Archives Chair will be selected using the established process for WSEA 92 Appointed Officers.

Duties: The WSEA 92 Archives Chair will participate in WSEA 92 Assembly and Area Quarterly Meetings as an Appointed Officer, chair quarterly Archives Committee Meetings. Establish a six-person non-funded, rotating Archives Steering Committee and chair monthly Archives Steering Committee meetings. Facilitate repository site selection and produce articles for the WSEA 92 Newsletter.

Archivist

The WSEA 92 Archives Steering Committee will select, replace, or reappoint an Archivist to be affirmed by the WSEA 92 Committee.

Duties: The WSEA 92 Archivist will have archival experience and will manage Archives work parties, coordinate archives training efforts, maintain the digital Catalog, maintain a consistent filing system, manage the WSEA 92 repository, represent WSEA 92 at National and Regional AA Archives Workshops, and manage collections such as artifacts, paper, audio information, photographs, and videos. **Passed Motion to end discussion on the Archives Motions for the night because it was getting late and several GSRs had left for the night, failed.**

Unfinished Business***Ad-Hoc WSEA92 Inventory Committee***

1] What information could be made available to help the motion process of Area 92 be more effective? In researching the first inventory question the Inventory Committee found itself referring to the Area 92 Handbook extensively and found ourselves asking many of the same questions the body had asked and entertaining many of the same suggestions members of the body have made. So, some background for question #1: In 1996, Area 92 was created in a split with Area 72. In the creation of a new Area one of the first things that was needed was a Handbook to define how the new Area would conduct business and who would be responsible for that business. As the new area felt they would do business much the same as the old area the new handbook incorporated much of the Area 72 Handbook in the creation of the Area 92 Handbook. One of the items was adopting the [3] Quarterly, [1] Assembly system of doing business. This way of doing business was a good and natural course of action for the new Area and duly reflected in our new Handbook. This served the new Area well for [8] years until Area 92 started to discuss the possibility of creating another Assembly to discuss business and act upon the business of the Area twice a year instead of once a year. In the fall of 2003, in Coeur D Alene, Id., it was decided to change the “April Quarterly” to a “Spring Pre-Conference Assembly” and in April of 2004, Area 92 had its first April Assembly in Spokane WA. as the start of a [5] year experiment.

Some members felt that the addition of another Assembly fundamentally changed the way motions were processed and offered ideas to the Body for their consideration. In 1999, 2004, 2005 and 2007 motions were made to the Area for consideration and all failed. [F 99.1; F 04.1; F 04.4; F 07.1]

The Inventory Committee found no other attempts to address the possible change in how the Area would process a motion other than floor motions would be presented at the business meetings with a copy of the motion in all mailboxes. [P 09.3 and P 12.2]

This led the Inventory Committee back to the first two pages of the Area 92 Handbook to seek any other explanation and/or clarification of a motion process for the Area. In our research of the first two pages of the Area 92 Handbook the committee understands that these pages remain unchanged, since the formation of the new Area, except for the addition of the phrase “Spring Pre-Conference Assembly” in two places. For the purpose of this report the Inventory Committee will break the first two pages into section 1 and section 2 due to the duplication of numbers in labeling the bullet points. Section 1 will begin at the top of page 1 and run halfway down page 2 to the place where it is stated “Finally, we would like to share a few recommendations based on our experience” and there we will start section 2. One can see duplication of numbers on page 2 and why this exercise seems necessary.

In the third paragraph in section #1 which reads, “In the Washington State East Area 92, our DCM’S traditionally meet with other members of the Area Committee in January, “Spring Pre-Conference Assembly” and July. The fourth meeting of the year is in October at the Washington State East Area 92 Assembly.” It appears the phrase “Spring Pre-Conference Assembly” has replaced the month of “April” which in the early years of Area 92 would have been 1 of the 3 annual meetings of the Area Committee and the October Assembly the only annual meeting of the Body. (The Area Committee and the GSR’s)

Line #6 in section #1 seems to suggest that motions will be presented to the Area Committee to be placed on the October Assembly Agenda and line #7 seems to suggest that should a motion not be accepted by the Area Committee one could still present said motion at the Assembly. (singular) Line #5 of section #2 suggests that all motions intended for inclusion on the October Assembly be made at the January, “Spring Pre-Conference Assembly”, (an apparent mistake that July is not listed) or July meeting to ensure ample time for discussion, evaluation and clarification. All these statements seem to suggest that the “Spring Pre-Conference Assembly” is still a meeting of the Area Committee as far as motions go. The Inventory Committee, in its discussions, has had input on what the original intent of the second Assembly was. One school of thought was that it was created to involve the GSR’s in the “Year-Round Conference Process”, another, that a second Assembly would give the Area an opportunity to do business twice a year. Whatever the original thinking, the “Spring Pre-Conference Assembly” has become a decision-making business meeting of the Area entertaining motions from the January meeting of the Area Committee and floor motions made at the “Spring Pre-Conference Assembly” itself.

What is not defined in the Area 92 Handbook is the relationship of the newly created “Spring Pre-Conference Assembly” and the existing October Assembly. One might creatively read line #5 in section #2 and assume that floor motions made at the “Spring Pre-Conference Assembly go to the October Assembly but there is no mention of where a floor motion made at the October Assembly might go. The Inventory Committee greatly hopes Area 92 members find the background information offered here useful. Many hours of conference calls and many more hours were spent discussing and researching this background information. In completing our work on this inventory question the Inventory Committee would like to offer some possible action items for your consideration.

1] The creation of a “motion flow chart” that would visually show where floor motions might go whether presented at a meeting of the Area Committee or presented on the floor at one of our Assemblies.

2] Create an Ad Hoc Committee or task the Handbook Committee to develop a section for the Area Handbook on “How to write a motion and the motion process.”

3] Create and host workshops on how to write a motion and the motion process on Friday night of each Area Quarterly and Area Assembly.

4] Use the Area Website and the Area Newsletter for all motions and minutes to keep all the Area informed.

5] The Area 92 Handbook Committee continue updating (reading, reviewing and revising) the WSEA 92 Handbook.

2] Are the Standing Committee Workshops a productive and cost-effective way to do committee work or would we be better served by doing our committee work at the Area Assemblies and Area Quarterlies? As with the first question of the Area Inventory the second question also presented the Inventory Committee with many questions and, again, the Committee referred to the Area 92 Handbook and many hours of discussions by the Committee.

First it should be noted that in the wording of this question “cost-effective” became a flash point in many of the Committees conversations, mainly regarding the fact that money should never be a consideration in committee work and the phrase “cost-effective” was inappropriate. That phrase was used by the Inventory Committee only to be responsible to the Body and verbiage very similar to this phrase is incorporated in the WSEA Area Handbook in section 7.0 under “Area Appointed Officers and Standing Committee Chairperson’s”. In the last paragraph of this section there is a line which states “although each Committee is separate and usually holds individual Committee Quarterlies, they sometimes combine with another Committee for cost and travel considerations”.

Second, some members of the Inventory Committee asked about the origins of this question. Early on in the Inventory process it was explained to the Body that the basis for all the inventory questions came from A.A. members, a total of [14] questions, and since many seemed to ask similar things the Inventory Committee met many times to include as many questions and /or similar questions into a workable format.

So, on to question #2 which asks, Are the Standing Committee Workshops a productive and cost-effective way to do committee work or would we be better served by doing our committee work at the Area Assemblies and Area Quarterlies.

Committees, at all levels of the service structure were created to “carry the message of Alcoholics Anonymous” to different groups alcoholics and non-alcoholics so as better serve the still suffering alcoholic. When WSEA 92 was created “most” Standing Committees were authorized to hold [4] individual workshops a year. In section 7.0 our Handbook reads: “We recognize that our service Committees are vital to the health and growth of Alcoholics Anonymous and a way to reach the newcomer and inform the public and the Fellowship are the primary purpose of such committees”. The Area 92 Handbook goes on to state: “Each of the service committees is authorized to hold Committee Quarterlies (workshops) as a communication link for those involved in their area of service. In addition to the Committee Quarterlies and various workshops, each committee, Area Archivist, and Newsletter Editor may hold roundtable discussions at the Area Quarterlies meetings for any A.A. member who would like to attend”.

Early in our Area ‘s history there was housekeeping motion made to have [4] of the Standing Committees meet on Friday night and the other [4] meet on Saturday night and to rotate every Area Quarterly. This motion failed. [HF 96.3] Also in 1996 there were [2] housekeeping motions made [HP 96.6 / HP 96.7] that seem to vaguely reference how the Standing Committees might do business at the Area Quarterlies. One [HP 96.6] seems to give the Standing Committee Chairs the opportunity to choose topics for the Friday night formats and [HP 96.7] leaves the decision of having round-table meetings up

to the discretion of the host committee. It is difficult to determine whether these housekeeping motions were presented at an Area Assembly or an Area Quarterly as they are all listed under the singular heading of 1996. Both [HP 96.6] and [HP 96.7] seem to be in response to the previously failed housekeeping motion [HF 96.3] and in the passing of both motions left the actions of the Standing Committees in question.

WSEA 92 did not address the Standing Committees again until the spring of 2007, in Libby Mt, to authorize the Literature Committee to host [4] literature workshops a year instead of one, [P 07.1] This motion made the Literature Committees job description consistent with most of the other Standing Committees.

The next year, at the 2008 October Assembly in Spokane WA., the Body moved to have [2] of the Standing Committee Quarterlies (workshops) to be held in conjunction with the Area Quarterly meetings on a [1] year trial basis, [P 08.6]. This motion carried and in 2009 the Area provided time and space for the Standing Committees to meet at the Area Quarterlies. The following year, at the 2009 October Assembly held in Coeur D Alene Id, the Body was asked to continue this process for [1] more year, [P 09.5] and this motion passed. The following October, at the Assembly held in Bonners Ferry, Id., there was a motion made to make this process permanent and this motion failed, [F 10.1]. It should be remembered that in the spring of 2010 the Delegate (Jamie S.) asked the Standing Committee Chairs, with their respective committee members and the Fellowship to meet in District 19, as it is centrally located in the Area, for a Pre-Conference Workshop to go over the Agenda items for that year's Conference. This event, the first "Combined Standing Committee Workshop" was such a success that over time the Standing Committee Chairs tried to duplicate that experience and the Combined Standing Committee Workshops evolved into a [4] time a year event, the beginning of the process we have today. The terminology of the "Standing Committee Workshops" and the "Standing Committee Quarterlies" became so confusing to the Fellowship that the next year a housekeeping motion [HP 11.1] was passed to clarify the verbiage of what a workshop was, and a quarterly was. Whether this motion was passed at an Assembly or Quarterly is again difficult to determine as the housekeeping motions are only listed by the year.

The idea of doing Standing Committee Workshops at Area Quarterly was revisited again, in 2013, at both the Spring Pre-Conference Assembly and the October Assembly, [F 13.1], [F 13.3] and [F 13.6]. All these motions failed, and the Standing Committee Chairs continue to do Combined Standing Committee Workshops [4] times a year to the present day.

The Area 92 Inventory Committee found it interesting the numerous times the question of how we will do our Committee work, where we will do our Committee work and what we will call the events that we do Committee work at. Referring to the Area 92 Handbook in Section 7.0 it seems the Committees have great latitude in how to carry the message and the Body has been given the ability to request Committee meetings most anytime they feel the need.

The Area 92 Inventory Committee again hopes Area 92 members find the background information offered here useful. In completing our work on this inventory question the Inventory Committee would like to offer some possible action items for your consideration.

- 1] WSEA 92 host a workshop for all newly elected Officers and Appointed Standing Committee Chairs to review job descriptions and to explore the composition, scope and procedure of said job descriptions at the January Quarterly.
- 2] Create an agenda for the Combined Standing Committee Workshops.

- 3] WSEA 92 Handbook is being updated to reflect verbiage change “Standing Committee Quarterly” to “Standing Committee Workshop.”
- 4] WSEA 92 Handbook Committee is in the process of updating all Standing Committee job descriptions.
- 5] WSEA 92 workshop on how to host an Area Standing Committee Workshop.
- 6] Include new descriptions of sub committees, (Finance, Web Team and Handbook). Include specifics about the composition, scope and procedure of these committees.

3] Is Area 92 practicing the 7th Tradition of being fully self-supporting, such as fully supporting our Delegate to the Conference? Discussing money and finances at any level of the A.A. Service structure is always a spiritual adventure and usually comes back to the time worn suggestions of putting \$3 in the basket instead of \$1, decrease the cost of the Conference by moving it out of New York City, create a fund for Delegate expenses to the Conference with earmarked contributions etc.

This Inventory question was two faceted, asking on the one hand if WSEA 92 is practicing the 7th Tradition of being fully self-supporting and on the other hand asking if we fully support our Delegate to the General Service Conference.

In answer to the first part, it would seem the Area is self-supporting, we provide seed money for all of our Area Assemblies and Area Quarterlies and pay for the Area Officers travels expenses and room expenses, finances our Delegate to the PRASSA, PNC and the Pacific Regional forum, finances our Area Chair to the PNC, finances most of our Area Committee Chairs to [4] workshops a year and sends our Archives Chair and our Corrections Chair to National Workshops once during their rotation, maintains a liability insurance policy for our events and is in the process of creating a prudent reserve for the Area. WSEA 92 is fully self-supporting in all these areas apart from fully supporting our Delegate to the Conference.

In answering that part of the inventory question the Inventory Committee, again looking back in the Area 92 Handbook, found the issue addressed [6] times.

In 1996, the Area voted to fund the \$600 requested by the General Service Conference for delegate expenses. (P 96.3) The total cost of sending a delegate to the Conference in 1996 was \$2900 and our contribution of \$600 reflects paying approximately 20% of the total of an individual delegate to the Conference.

In the fall of 1997, the Area decided to raise the amount of our contribution to \$800 in response to a recommendation made by at the GSC in the spring of that year. The Advisory Action read “The area contributions for delegates expenses for the Conference be increased from \$600 (US) to \$800 (US) and that in the spirit of the Seventh Tradition, areas continue to be encouraged to make contributions over and above this requested amount to help cover a greater portion of the Conference costs.

Two motions were brought before the Body in 1999. One motion (F 99.3) asked that Area 92 send \$1,000 annually to GSO to help defray the cost of the delegates attendance at the General Service Conference. This motion failed. That same Assembly another motion (P 99.4) asked that” Area 92 provide the Delegate with a \$500 advance for the Conference each year, and upon return be reimbursed for any reasonable expenses.” This motion passed.

At the 55th General Service Conference in the spring of 2005 an Advisory Action came out of the Finance Committee that recommended “ in the interest of self-support, area contributions for delegate expenses be increased from \$800 to \$1,200, effective with the 2006 Conference and that areas continue to be encouraged to make contributions over and above this requested amount to help cover a greater portion of the Conference costs.” It should be noted that this was the first increase in requested contributions since 1997 (\$600 to \$800). In 1997 the \$800 requested contribution covered

approximately 26% of the direct costs of sending a delegate to the Conference. By 2004 the percentage covered had fallen to 17% and this increase resulted in 26% of the direct costs being covered.

That fall, at the October Assembly in Lewiston, Id, there was a motion presented and passed by the Body (P-05.6) that raised Area 92's contribution for delegates expenses from \$800 to \$1,200.

Again, at the General Service Conference in the spring of 2012 the Finance Committee recommended that the annual delegates contribution be increased from \$1,200 to \$1,600 to help defray the costs of the Conference and again, that fall at the Area 92 Assembly held in Ellensburg, WA, a motion (P-12.3) was presented to the Body that read " move that the amount budgeted and paid to the General Service Conference for the Delegate Contribution be at least the minimum amount recommended by the General Service Conference." This motion was an attempt to eliminate the 5- or 6-year cycle of addressing the increases recommended by the Conference at our Assemblies and make the minimum amount the Conference suggests the amount the Area would contribute. This, in fact, happened in 2017 when the Conference Finance Committee recommended "the suggested area contribution for delegate expenses for the Conference be increased from \$1,600 to \$1,800."

It would seem that Area 92 was always committed to the "minimum suggested contribution" when sending our delegate to the Conference until 2016 when a motion was presented to the Body at the April Assembly, in Colville WA. which reads "for Area 92 to donate an additional \$100 toward the General Service Conference fund." This motion passed and the Area sent \$1,900 to the General Service Office that year.

The following year, 2017, Area 92 sent an extra \$200 dollars, above the recommended \$1,800 for a total of \$2,000 to the General Service Office for delegate expenses. This was done without a motion before the Body but by the Area 92 Finance Committee with the responsibility granted them in the Area 92 Handbook. In section 6.6 Area Alternate Treasurer toward the bottom of the job description is a line which reads "The finance committee will look at finances to see if we are able to send more to GSO to support our Delegate."

The Area 92 Inventory Committee hopes Area 92 members find the background information offered here useful. In completing our work on this inventory question the Inventory Committee would like to offer some possible action items for your consideration:

- 1] Utilize the annual projected budget for the coming year to better estimate contributions to GSO for Delegate expenses.
- 2] Request periodic financial reports to inform the Body of our situation for Delegate expenses.
- 3] Increase our personal donations, encourage the Body to be self-supporting.
- 4] Publish all financial reports in the Area Newsletter and post on the Area website.

Unfinished Business Continued

Ad Hoc Committee WSEA 92 Financial Audit

REPORT TO ASSEMBLY – APRIL 13, 2019

My name is Dolores and I'm an alcoholic and the past panel 64 delegate to the General Service Conference for Area 92. Last July, our area chair Debbie asked me if I would be willing to chair an ad hoc committee to conduct an internal audit of area 92 finances. I agreed and was joined by two outstanding committee members, Carole N, current treasurer for district 5 who possesses 21 years of banking, and 17 years of accounting experience and Jennifer W, past treasurer for district 12 who possesses over 20 years of accounting experience. Her most recent position for the past 4 years has required her to develop a proficiency in the use of Quick Books Online Accounting System. While I retired from Human Resources Management most of my earlier employment was in all aspects of general ledger accounting.

Since becoming our own area in 1995, we have never conducted an internal audit. The committee communicated through conference calls and workdays at the East Wenatchee Library and Central WA Hospital Cafeteria.

In 2008 nonprofit organizations receiving in excess of \$25,000 annually were required by the IRS to file for tax exemption as a 501(C)(3) organization. Since area 92 was in that \$25k range the following motion was made and passed at the 2008 October Assembly;

Motion 08.5

That WSEA 92 proceed with applying for the IRS tax exempt status by filing the appropriate forms, submitting a one-time fee of \$750 with the 8718 Form

Information listed under a 501(C)(3) organization states their earnings may not benefit any private shareholder or individual. For these reasons, 501(c)(3) businesses must account to their donors and other stakeholders for how they spend their earnings. The Financial Accounting Standards Board developed generally accepted accounting principles that we must adhere to when reporting financial information. While we have dedicated hardworking trusted servants in area 92, we do not currently meet 501(C)(3) Accounting Rules or 501C3 Accounting Requirements as outlined by the IRS. The committee had hoped to conduct an audit going back to 2014 however we were unable to locate 2014 & 2015 financial records or documents from past treasurers in the area archives not because they are not there but because there is so much archival material to search through. Therefore; we began to edit 2016, 2017 and 2018. Some of our findings are as follows:

1. Previously area 92 finances were tracked in Quicken Accounting Software. Sometime during the past few rotations, the decision was made to stop using Quicken and to use Excel to manually generate financial reports. While excel can be an effective tool, it is not an accounting program capable of generating a balance sheet, income statement, expense statement and a process for reconciliation to the bank at the end of each accounting cycle.
2. Some of the information is incomplete in the handwritten check register however with research we were able to reconcile to the bank statement as of December 31, 2018.
3. The previous Expense Reimbursement Form was insufficient and did not require the detailed information needed to adequately process and document expenses. In several instances, expenses were paid without any or all required receipts submitted. In some instances, mileage was paid without proper documentation. For example, beginning and ending odometer reading or printing miles to and from using Google Maps or MapQuest. The ad-hoc committee revised the Expense Reimbursement Form prior to the 2019 January Quarterly and it is our understanding use of the revised form has been implemented.
4. The tracking of group, district and individual contributions is done in Excel and with handwritten receipts for each one. This is deemed to be a time-consuming process with a high margin for error.

COMMITTEE RECOMMENDATIONS ARE:

1. The committee recommends a designated file cabinet in the area archives repository for Area 92 financial records only, so that they may be easily accessible.
2. The committee recommends increased communications between the area treasurer and alternate treasurer.
3. The ad hoc committee developed a detailed Expense Reimbursement Form that would satisfy IRS requirements and area 92 requirements for reimbursement as stated in the Area 92 Handbook. As stated previously in this report, use of the revised Expense Reimbursement Form has been implemented.

4. The committee recommends when requesting reimbursement for mileage over a period, a mileage log reporting date, destination, starting and ending odometer reading, or Google Maps mileage for each trip, must be completed and attached to the expense voucher. For a single trip, simply record odometer readings or Google maps mileage on the expense voucher with date and destination.

5. The committee recommends that meal receipts should be the detailed restaurant receipt from the restaurant and not a copy of a credit card statement or the copy of the credit card payment receipt from the restaurant.

6. The committee recommends that the finance committee, the handbook committee or another committee or member bring a motion to the body to update the position description in the area 92 handbook for treasurer/alternate treasurer to include accounting/bookkeeping experience, a working knowledge of Quick Books and/or Quicken and a willingness to undergo training in the use of area 92 accounting tools.

7. The committee recommends the accounting cycle be the 1st of the month through the end of the month. The cash in bank balance reported to the body s/be the ending balance in the check register (or cash account) which has been reconciled to the actual bank statement ending balance plus or minus reconciling items and outstanding items. The financial reports provided to the body at the April assembly would cover Jan 1st – Mar 31st, July quarterly would cover April 1st – June 30th, October assembly would cover July 1st - Sept 30th and January quarterly Oct 1st – Dec 31st of the previous year.

8. The committee recommends effective January 1, 2020 that area 92 begin utilizing Quick Books Plus Online to track area financial transactions and generate detailed reports of expenditures and group contributions. This would decrease the workload of the treasurer and alt treasurer significantly and allow the treasurer to generate financial reports at the end of each accounting cycle. The area would begin to build historical data that will assist the finance team in preparing future proposed budgets. This would be a good time to review our current Chart of Accounts and restructure for more simplified financial reports with the ability to print more detailed reports as needed. The committee recommends hiring an accountant to assist the area with the setup of Quick Books and to create a recommended Chart of Accounts in consultation with the area treasurer and alternate treasurer. Western Washington Area 72 is an area that is utilizing Quick Books and has all their reports online. They are clear and concise AND meet IRS requirements. We feel that using this type of accounting system would improve our communication of the Area finances, create more accurate reporting and allow auditing to be done in a more effective way.

9. The committee recommends that no one be authorized to change accounting systems or discontinue use of an established accounting system without discussing it with the Finance Team and then submitting a recommendation to the elected area officers for doing so.

10. The committee recommends an internal audit of area 92 finances be conducted annually. This can be handled internally by designated members of the body and would not result in an additional expense.

Our final observation is that we as an area need to do a better job of mentoring our incoming area committee and to provide them with the tools needed to perform their duties. Recently there has been a lot of good work in addressing this. Bill Wilson wrote in Tradition One in TWELVE STEPS AND TWELVE TRADITIONS (quote) “On anvils of experience, the structure of our Society was hammered out” (unquote). Growth often seems messy. It is exciting and rewarding to be a part of WSEA 92 as we continue to grow in effectiveness, thereby being able to best carry the message to the still suffering

alcoholic. Thank you for allowing us to be of service. Dolores Edelman, Jennifer Wallis and Carole Newberry

NOTE: PLEASE SEE ADDENDUM TO THIS REPORT:

In response to questions asked and statements made at the assembly:

Question: How frequent is an audit required for a 501(C)(3) organization?

Response:

Washington Audit Required: Yes

Statute and Description: Wash. Rev. Code § 434-120- 107 | A charitable organization with an annual gross revenue exceeding \$3 million over the three preceding, fiscal years must file an audited financial statement prepared by an independent CPA. NOTE: Disclosure Requirement: A charitable organization with annual gross revenue of less than \$3 million and more than \$1 million averaged over the three preceding, fiscal years must disclose to the public either an audited financial statement prepared by an independent CPA or a federal financial reporting form (e.g., IRS Form 990) prepared by an independent CPA.

Note: *Since WSEA 92's Annual Budget is significantly less than \$1 million over the three preceding fiscal years, we are not required to conduct an independent audit which would be prepared by a CPA.*

Statement: It feels like we are not trusting our Trusted Servants

Response: To clarify, the ad hoc committee reviewed WSEA 92 accounting processes and NOT individuals. *There was never a distrust of any of our past or current Trusted Servants. Nor was there ever a question of missing money.* All contributions have been deposited and all checks written were for area expenses. The committee feels areas in need of improvement as noted in the committee's recommendations are;

- Ease of locating past financial documents in the area archives
- Expense Reimbursement Claim Forms (now updated)
- Proper mileage reimbursement documentation
- Lack of receipts for reimbursement
- Monthly reconciliation of cash account to bank account
- Lack of an electronic accounting system

April Pre-Conference Assembly 2020 District 5

October Assembly 2020 District 2

April Pre-Conference Assembly 2021 District 8

Motion to adjourn D2, second by D8

Respectfully submitted,

David R. WSEA 92 Secretary