

## AIS Meeting Minutes

April 2, 2016

### **Present:**

Ancelin: Secretary/Sunday South Wedge Serenity Seekers ISR  
Ann S: Monday Canandaigua Noon ISR  
Ann T: Website/Eastside ISR  
Bob H: Hope for Today Albion  
Brian O: Institutions/Public Outreach  
Christina L: Women's 12 & 12 ISR  
Connie T: Step into Recovery ISR  
Debbie A: Good Old Gang GR  
Eileen B:  
George: Volunteers/Service Center  
JeanRita:  
John B: Focus On Me Treasurer  
Marcia Y: Women's 12 & 12  
Maryann: Monday Sunshine ISR  
Megan: Newsletter/Evening Serenity GR  
Mel: Treasurer/Webster Monday ISR  
Mike H: Book Depot/Stepping into Serenity  
Peggy Anna H: Hamlin Sunday Niters  
Rose B: Serenity on Saturday ISR  
Sarva: Hope for Today  
Sheila: Chairperson/Spiritual Awakening  
Susan A: Good Old Gang ISR

Sheila opened the meeting at 10:00 am with the Serenity Prayer and the suggested opening.

The 12 Traditions, 12 Concepts, and the Warranties were read. Megan read the expanded Concept 4.

Roll call by 1<sup>st</sup> name and position.

### **Reports:**

**Chair/Vice Chair:** Sheila gave a brief summary of Marci's reports. The Tureen Supper was a success, raising funds approximately in the \$700 - \$800 range. Final financial report will follow from Mel. Feedback received was help was needed to break down the room. Suggested in the future whoever is the chair for the Tureen Supper needs to put a call out to have people signed up specifically for clean-up.

**Institutions/Public Outreach:** Brian shared the outreach event at Rush Henrietta Alcohol Awareness event with MD's/Professionals was very positive. He will be doing a presentation at Syracuse Behavioral Health here in Rochester soon. They are excited to hear about Al-Anon.

Huther Doyle were unaware they could purchase Al-Anon literature, happy to hear they can now. Collaborating with Mike (Book Depot) regarding health fairs and contacts made previously during outreach events.

Brian asked if there is a possibility of having a public outreach committee, the job is a big one and as he attends more events realizing how big this job is. According to the By-Laws he can have a committee. Has been making announcements at every meeting he attends and has 8 – 10 members involved doing outreach. He wants to bring new people into the committee to grow the volunteer base and expand Public Outreach. There was much positive talk regarding this, to bring new people outside of current service to AIS into involvement with PO. Brian mentioned Pat H has been extremely helpful w/her guidance regarding this position.

Asked if professionals can be added to the Newsletter to get the word about Al-Anon out? Megan said yes, she and Brian will get together to get supplied email addresses added to the Newsletter list.

**Secretary:** Ancelin thanked everyone for sending in emails and communications, trying to foster an atmosphere of growing communication. Didn't receive any corrected to March Mtg minutes, George made a motion to accept March meeting minutes as presented, Megan 2<sup>nd</sup>, approved.

**Treasurer:** Mel will send out final financial reports when the bank closes. For now checking acct balance \$ 2,354.23 and savings acct balance \$ 8,039.45. The AIS appeal letter will hopefully be going out by the end of April a final draft will be sent to everyone present. The whole of Al-Anon is having financial trouble. There is a member of Al-Anon it was mentioned who continually objects to AIS's prudent reserve. It is in the service manual every group should have prudent reserve operating expenses. Ancelin stated one example to point out the WSO's/Al-Anon's financial distress is The Forum not being mailed anymore free of cost to group GR's. This came with a letter from the WSO's regarding the financial burden. Bob H. mentioned that no one knew what Buffalo AIS objectives were (what do they do, functions, finances, etc?) Ann T. suggested the AIS brochure be sent out with the appeal letters to reiterate what the Rochester Area AIS does.

**Activities:** Position remains open.

**Alateen:** Diane not present, sent in her reports. The Alateen meeting continues to grow. There will be teens present at the Conference of the Lakes. Diane made up a flyer and it was distributed for Alateen Outreach. Asked that Alateen literature be provided for buyers at COFL. Mike will send out \$1000 on consignment and whatever is not bought will be returned along with a check for book purchases. Much discussion was had about sponsoring teens to go to COFL. Not asking AIS to participate, asking the groups which is permissible. Donations can be sent directly to Diane M. Marcia pointed out that AA groups were also sponsoring Alateens.

**Book Depot:** Most titles are stocked up, still has a few orders coming in. Working with Ann T for a website confirmation for book orders.

**Finance Committee:** Elaine at AWCS meeting, no report for this month.

**Newsletter:** The Newsletter will be going out this week. Will be including Alateen info, COFL, and George promised an article regarding volunteering. Will include information/flyers for Spring Convention and Faith & Hope anniversary flyer as well.

**Volunteers/Service Center:** Will be putting together a new volunteer list with 3 hour time blocks to be filled. Access to the building will be by keypad. Volunteers will be given keys and a log for tracking/security will be made. Signs will be made for the door as well. The doors are always to be open when one of the office occupants is present. The building door by the dentist office is usually open.

**Website:** Address information has been updated on the website. Working on the literature form to have a confirmation email sent when a book order is submitted. Member asked if there is a way to make the literature order form stand out more on the AIS webpage, will be worked on. People appreciative of the order form online.

**Intergroup Rep:** Position remains open.

### **Unfinished Business:**

Phone coverage on weekends – tabled until after volunteer team is put together. With Time Warner we have capability of having a phone call forwarded on to 3 people in a row until someone answers.

Discussion of Activities Chair position tabled as person interested was not present.

Brainstorming ideas for fall fundraising was tabled as well. Appeal letter to be going out soon.

### **New Business:**

There was much discussion regarding the conference room the meeting was being held in and lack of chairs and space. The office space was chosen specifically for accessibility during daytime business hours not for the conference space. Considerations can be made for holding a meeting at a local restaurant with rooms available if some members are willing to purchase food/beverage items, or after a local meeting as well.

Megan may have a lead on inexpensive chairs. These cannot be too bulky as there is not sufficient office space to store them and AIS cannot afford to buy a lot of chairs. Sheila requested if member's can bring their own chair please do so. We also may be able to hold a meeting outside in the park area if the weather is nice enough.

Concern for anonymity was brought up, it was mentioned if we use a closed area available in one of the local restaurants/rotary clubs anonymity should be preserved.

Concern brought up for the AIS office needing to be open for book purchases during the regularly scheduled meeting.

This item is to be placed on next month's agenda for further discussion.

**Next meeting is May 7, 2016 at the AIS office at 10am**

Respectfully submitted: Ancelin

## AIS Treasurer Report 2016

April 5, 2016

AIS Treasurer Report – March 2016

Attached reports:

1. Banking Summary
2. Transaction Report
3. Budget Summary

Summary:

• Checking Account Balance	\$2354.23
• Savings Account Balance	8039.44
• Book Depot Income:	\$1736.55
• Tureen Supper	\$805.00
• <u>Donations:</u>	<u>\$620.00</u>
• Total Income:	\$3161.55
• Book Depot	\$1636.10
• Phone	\$109.92
• <u>AIS Office Expense (rent)</u>	<u>\$710.00</u>
• Total Expenses	\$2456.02
• Overall Cash Flow through 3/31/2016	\$705.53

Respectfully Submitted

Mel

## 2016 AIS Budget

		Jan	Feb	Mar	Total To Date
<b>Income</b>	<b>Budget</b>				
Checking Account		\$ 1,138.94	\$ 1,648.70	\$ 2,354.23	
Savings Account		\$ 8,039.31	\$ 8,039.37	\$ 8,039.44	
Bank Adjustment	\$ -	\$ -	\$ -		\$ -
Book Depot	\$ 14,450.00	\$ 743.25	\$ 739.15	\$ 1,736.55	\$ 3,218.95
Donations	\$ 3,000.00	\$ 532.00	\$ 284.00	\$ 620.00	\$ 1,436.00
Tureen Supper	\$ 900.00	\$ -		\$ 805.00	\$ 805.00
<b>Total Income</b>	<b>\$ 18,350.00</b>	<b>\$ 1,275.25</b>	<b>\$ 1,023.15</b>	<b>\$ 3,161.55</b>	<b>\$ 5,459.95</b>
<b>Expense</b>					
Chairperson/Inter Group Rep	\$ 400.00	\$ -	\$ -		\$ -
<b>AIS Office</b>					
Insurance	\$ 350.00	\$ -	\$ -		\$ -
Phone	\$ 1,400.00	\$ 224.78	\$ -	\$ 109.92	\$ 334.70
Rent Meeting \$25/month	\$ 300.00	\$ -	\$ 50.00	\$ 710.00	\$ 760.00
Rent Office \$175/month	\$ 2,100.00	\$ -	\$ 350.00		\$ 350.00
Supplies & Postage	\$ 650.00	\$ -	\$ -		\$ -
Website	\$ 200.00	\$ -	\$ -		\$ -
Alateen	\$ 200.00	\$ -	\$ -		\$ -
Book Depot	\$ 13,000.00	\$ 170.65	\$ -	\$ 1,636.10	\$ 1,806.75
Bank Service Charge	\$ -	\$ -	\$ -		\$ -
Public Information /Coop PC	\$ 100.00	\$ -	\$ -		\$ -
Tureen Supper/ fall fund raiser	\$ 200.00	\$ 100.00	\$ -		\$ 100.00
<b>Total Expenses</b>	<b>\$ 18,900.00</b>	<b>\$ 495.43</b>	<b>\$ 400.00</b>	<b>\$ 2,456.02</b>	<b>\$ 3,351.45</b>
<b>Income (Loss)</b>		<b>\$ 779.82</b>	<b>\$ 623.15</b>	<b>\$ 705.53</b>	<b>\$ 2,108.50</b>

# Banking Summary March 2016

3/1/2016 through 3/31/2016

4/5/2016

Page 1

Category	3/1/2016- 3/31/2016
<b>INCOME</b>	
AIS	
Tureen Supper	805.00
TOTAL AIS	805.00
BookDepot	124.90
Bloomfield	84.00
Canadaigua Monday Noon	299.40
Faith & Hope	199.45
Good Old Gang East Avon	60.00
Search for Serenity	83.00
Serenity Seekers	17.00
Spiritual Awakeining	170.00
St Louis	98.00
Tureen Supper	300.00
Webster Monday Nite	21.00
Wednesday Noon Step Mtg	73.00
Womans 12 & 12	206.80
TOTAL BookDepot	1,736.55
Donations	205.00
Canadaigua Monday Noon	30.00
District 25	250.00
Experience Strenght & Hope	50.00
Men's AFG	50.00
Saturday Fairort	25.00
Webster Monday Night	10.00
TOTAL Donations	620.00
<b>TOTAL INCOME</b>	<b>3,161.55</b>
<b>EXPENSES</b>	
AIS Office	
Office Rent	710.00
Phone	109.92
TOTAL AIS Office	819.92
Book Depot Orders	1,636.10
<b>TOTAL EXPENSES</b>	<b>2,456.02</b>
<b>TRANSFERS</b>	
FROM Checking	700.00
FROM Savings	700.00
TO Checking	-700.00
TO Savings	-700.00
<b>TOTAL TRANSFERS</b>	<b>0.00</b>
<b>OVERALL TOTAL</b>	<b>705.53</b>

## Transaction - March 2016

3/1/2016 through 3/31/2016

4/5/2016

Page 1

Date	Num	Description	Category	Clr	Amount
<b>BALANCE 2/29/2016</b>					<b>9,688.14</b>
3/5/2016	Other	Frontier Com...	AIS Office:Ph...	R	-109.92
3/5/2016			--Split--	R	301.00
3/5/2016	1385	Al-Anon Famil...	Book Depot O...	R	-1,504.63
3/5/2016			[Savings]	R	700.00
3/5/2016	1386	Al-Anon Famil...	Book Depot O...	R	-131.47
3/7/2016	1387	Mel Young	AIS Office:Offi...	R	-350.00
3/7/2016	1388	Mel Young	AIS Office:Offi...	R	-360.00
3/9/2016			BookDepot:St...	R	98.00
3/11/2016			BookDepot:S...	R	30.00
3/11/2016			Donations:Dis...	R	250.00
3/11/2016			BookDepot	R	30.00
3/13/2016			BookDepot:W...	R	21.00
3/13/2016			BookDepot:Fa...	R	199.45
3/13/2016			Donations	R	25.00
3/13/2016			Donations	R	100.00
3/13/2016			BookDepot	R	10.00
3/13/2016			BookDepot:W...	R	164.80
3/13/2016	S		--Split--	R	1,175.00
3/14/2016			[Savings]	R	-700.00
3/18/2016	S		--Split--	R	199.00
3/18/2016			BookDepot:Bl...	R	65.00
3/18/2016			Donations:Ca...	R	30.00
3/19/2016			Donations:We...	R	10.00
3/21/2016			Donations	R	10.00
3/27/2016			Donations:Sat...	R	25.00
3/27/2016			BookDepot:C...	R	299.40
3/27/2016	S		--Split--	R	79.00
3/29/2016			BookDepot	R	39.90
3/5/2016			[Checking]	R	-700.00
3/14/2016			[Checking]	R	700.00
<b>3/1/2016 - 3/31/2016</b>					<b>705.53</b>
<b>BALANCE 3/31/2016</b>					<b>10,393.67</b>
<b>TOTAL INFLOWS</b>					<b>4,561.55</b>
<b>TOTAL OUTFLOWS</b>					<b>-3,856.02</b>
<b>NET TOTAL</b>					<b>705.53</b>