



Greater Rochester Area AIS Service Center FEBRUARY 2023

EVENTS

AIS Monthly Meetings 2023; 10 am

Upcoming Meetings:

March 11	July 8
April 8	September 9
May 13	October 14
June 10	November 11
December 9	

Meetings are held online
Electronic Sign-in on website

Link to AIS Rochester meeting minutes:

<http://aisrochester.org/minutes.html>

Link to upcoming Anniversary meetings:

<http://aisrochester.org/anniversaries.html>

Bullet points from February AIS Meeting

- Flower City Fellowship Convention March 3-5 with AA, Al-Anon and Alateen participation, see website for flyer.
- Al-Anon & Alateen will have a literature table at this conference and we could use some help. Please call AIS Rochester if interested in donating time, meet members, and share our program!
- Please update any group changes at the WSO website first, time/format/location changes, this will best assure consistent information as people search for our program. Questions on how to do this? Call the AIS office, or email questions to the AIS Rochester website.
- Check out the new AIS website for sortable ways to find meetings.
- Please help with improving our website by joining the Website Committee, no tech skills needed! Contact Ellen through AIS Rochester Website.
- Alateen sponsors needed, training is provided, see website for more information under Alateen.
- Conference of the Lakes April 28-30 in Penn Yan, see website under "activities and events" for this and other events.
- Outreach to libraries is a simple way to spread the word, would your group sponsor a library? Contact the outreach committee through AIS Rochester for help with this.
- Activities committee forming ideas for FUN and PROGRAM, look for events including music and comedy in 2023!

Chairperson Report

- Our new website is up and running. Thank you Leah and Ellen for working together to make this happen. If you have suggestions please let me know by contacting me at chairperson@aisrochester.org
- Districts 14, 19, 20, 27 have no DR's (District Representatives.) Please consider stepping up to help lead the groups in these districts. The guideline, G-37, <https://al-anon.org/pdf/G37.pdf> is helpful.
 - Even though District 14 has no DR, we meet once a month. The groups that participate share information and are supportive of one another. This is a great example of "Together We Can Make It."

AIS Treasurer Report

- Please see attached report for January 2022.
- In addition, please see the last two pages on how to set up a bank account for your AFG.

Have a wonderful rest of your month! ♥



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Banking Summary - Last month 1/1/2023 through 1/31/2023

Category	1/1/2023- 1/31/2023
INCOME	
Bank Interest	0.14
Book Depot Income	67.20
Canandaigua AFG	54.00
Courage To Change - Fairport	23.40
Penn Yan	86.00
Simple Beginnings	157.70
Victor Parents AFG	119.20
Womans 12 & 12	14.00
TOTAL Book Depot Income	521.50
Fundraiser	
Evening Serenity Zoom Jan-Apr 2023	12.00
Focus On Me Zoom Jan-Apr 2023	12.00
Healing Hearts Zoom Jan-Dec 2023	36.00
Womens 12&12 Zoom July-Dec 2022	18.00
TOTAL Fundraiser	78.00
Group Donations	
Canandaigua AFG	100.00
District 27 Wed. Night	25.00
District 29	50.00
Healing Hearts AFG	75.00
Member's 7th Tradition	65.00
Now Is The Time AFG	50.00
Searching For Serenity AFG	64.00
St. Louis	40.00
Victor Parent's Group	50.00
TOTAL Group Donations	519.00
TOTAL INCOME	1,118.64
EXPENSES	
AIS Office	
Phone	64.40
Rent	355.00
Supplies and postage	22.55
Website	400.00
TOTAL AIS Office	841.95
TOTAL EXPENSES	841.95
OVERALL TOTAL	276.69



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How to set up a separate AFG bank account:

It doesn't take much time to set up a separate business account, using the name of your meeting for the account. Here's how to do it.

First, obtain your meeting's business i.d. from the IRS. (unless you already have one!)

1. Click this link:

<https://sa.www4.irs.gov/modiein/individual/index.jsp>

NOTE: This on-line application site is open M-F from 7:00 a.m. – 10:00 p.m. (Eastern Standard Time)

2. Click button: Begin Application
3. On this next page, entitled "Identity", click "**View Additional Types, Including Tax-Exempt,**" etc.
4. On the next page, click **Social Club**
5. Next few pages are for information of the responsible party such as address, social security number etc.
6. Click "**Member**" when asked what your role is
7. Fill out your information as asked
8. Save and print out this document. You need the paper copy for the bank.

Your meeting's special business i.d. or EIN stands for Employer Identification Number. It's like a Social Security Number for businesses.

Note: Our "Social Club" designation signals that we are a Not-For-Profit entity. This is different from a Non-Profit that has a 501(c)3 Corporation which we do not have. But we are still classified as a Not-For-Profit.

Banks in Rochester

M&T Bank is very familiar with opening bank accounts for our types of meetings. I used the Brighton Branch. The manager, Mr. Paul Messmer was super happy to help.

When you go to the bank, be sure to take with you the following:

1. Driver's License
2. Printed copy of completed Form from IRS stating your EIN number.



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Checks are printed with the name of the meeting and your WSO ID. I had the ID placed on the 2nd line, directly under the name of the meeting. I didn't include my address or phone number on the checks so that they can be used by our next Treasurers when my term is up.

NOTE: It is recommended to have two signers on the bank account in the event of absence for whatever reason, such as travel, illness, etc. Having two signers does **not** mean that two people have to sign each check. It simply means that the 2nd person steps in when the 1st person isn't available. And it doesn't mean the 2nd signer is a co-Treasurer. Importantly, having a 2nd signer on the account makes it easier if the bank account has to be wholly transferred to a new Treasurer if that Treasurer has become unable to perform their duties.

Why have a separate (business or other) account for your meetings?

1. WSO and NYN recommend it
2. A separate account makes it clear where the money comes in to and goes out from
3. It keeps the money from being comingled with your personal funds
4. The IRS and New York State won't think the money is yours when it's time to state your

income and file your personal taxes. And if you ever get audited, your meeting's

contributions and expenses won't ever be considered yours.

5. When someone takes over the Treasurer job when your term is up, all you have to do is

change the "responsible party's" name, address, etc., on the same IRS on-line website cited above. And then change the responsible party's name at the bank. Then just hand over the account to the new Treasurer. It is all set to go. The checks stay the same and are still good to use, the EIN and the bank account number stays the same. Everything stays the same except for the name of the responsible party, the Treasurer for the meeting.

6. Any electronic funds transfer Apps that are already set up in the name of the meeting and that go to the bank account on record remain in effect.

The new Treasurer just steps in and takes over the account. It couldn't be easier!