Westside Central Office Business Meeting Minutes 10/06/14

Meeting Start : 7pm

Introductions-

nobody was taking minutes during introduction

Review Minutes from previous meeting -

Motion to accept, Phil B. 2nd by Whitney T.

Review treasurers report -

Motion to accept, Daphne 2nd Whitney T.

Chair Report, Derek -

Not much to report, didn't give report at the quarterly assembly

Board Report, Mark -

we have a volunteer to open the office on the 3rd saturday of the month, Districts 10 and 31 invited us to participate in their Post conference Report. We also received some new subscriptions to our newsletter

Activities, open -

Finance, Mark -

If you have a new WCO service position, or an existing please submit a budget by Oct. 20th to me

IT report, Open -

Literature Report, Open-

Outreach, Nancy -

Put together a display board for WCO, made cards with the WCO outreach email, attended pancake breakfast and set the display board up there, planning more outreach

PI, Open -

CPC, Open-

Treatment Facilities, Open-

Newsletter report, Open-

Hotline chair, Open -

12 step call chair, Daphne -

Nothing to report, please make sure you sign up

Old Business -

Elections -

Recording Secretary - Josh S. and Andrew W. both available

Andrew is the new Recording Secretary

WCO Board of Directors - Mike and Joe both available
Both elected as Board Members
Activities Chair - Joe available
Joe elected as Activities chair
Co-Chair - still open
Hotline chair - still open
CPC - still open
Literature - still open
PI - still open
TF - still open
Newsletter - still open

Motion -
Motion to add Volunteer chair and Office Volunteer to WCO guidelines
Motion passed

New Business -
Motion to close - 1st Josh, 2nd Daphne

WESTSIDE CENTRAL OFFICE TREASURER'S REPORT 10/6/2014

INCOME	Group #	Jan	Feb	March	April	May	June	July	August	September	October	November	December		2014 YTD
7th Tradition		$40.00	$46.54	$41.00	$36.40	$60.00	$35.00	$50.00	$55.00	$153.12	$7.00				$524.06
A Vision For You Too	643618		$71.94			$29.45									$101.39
Beaverton Group	111651							$40.00	$40.00						$80.00
Beginner's Group	664604	$10.00							$18.75						$28.75
Care Group (Frog Pond)	162123									$72.92					$72.92
Carry the Message	666715			$50.00		$40.00									$90.00
Dive Into It	177583	$220.00													$220.00
Hope No Smoke	121958	$35.50			$46.60	$37.00		$20.20							$139.30
Men's Serenity	632347							$50.00							$50.00
Milwaukie Group															$0.00
Nutbuckets	649466	$22.80								$35.00					$57.80
PALS Group								$1.00							$1.00
Primary Purpose	693366							$25.00							$25.00
R.A.M. Group	635977	$80.00			$40.00			$50.00							$170.00
R.A.W. Group	634522				$24.88			$29.45							$54.33
Recovery In Motion	600248										$12.50				$12.50
Sat Night Cheers Group	661764						$50.00								$50.00
Step into the Promises					$0.40										$0.40
Tues Night Lake Grove	111702		$187.82							$79.44					$267.26
Women's Accept.L.O.	111642	$56.25					$29.75	$52.00							$138.00
Women's Journey in Rec	638942				$10.00										$10.00
Literature Sales		$182.60	$290.00	$468.00	$185.00	$594.00	$273.00	$184.00	$116.01	$214.00	$58.00				$2,564.61
TOTALS		$647.15	$596.30	$559.00	$343.28	$760.45	$387.75	$501.65	$229.76	$554.48	$77.50	$0.00	$0.00		$4,657.32

EXPENSES	2014 Budget	Jan	Feb	Mar	Apr	May	June	July	August	September	October	November	December	YTD 2014	Remaining Balance
Chair	$50.00													$0.00	$50.00
Co-Chair	$20.00													$0.00	$20.00
Secretary	$20.00													$0.00	$20.00
Treasurer	$20.00													$0.00	$20.00
Post Office Box	$80.00			$40.00						$40.00				$80.00	$0.00
Rent	$3,000.00	$25.00	$25.00	$150.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00	$250.00			$1,950.00	$1,050.00
Insurance	$350.00			$58.40	$29.16	$29.16	$29.16	$29.16	$29.16	$29.16				$233.36	$116.64
Telephone	$150.00	$10.27	$10.27	$10.27	$10.27	$10.27	$10.27	$10.27	$10.27	$10.27				$92.43	$57.57
Web & E-Mail	$100.00													$0.00	$100.00
Lic. & Gov't Fees	$110.00					$60.00				$50.00				$110.00	$0.00
Area 58 Assemblies	$200.00													$0.00	$200.00
Outreach Committee	$20.00													$0.00	$20.00
TF Committee	$20.00													$0.00	$20.00
PI Committee	$250.00				$0.00									$0.00	$250.00
CPC Committee	$20.00													$0.00	$20.00
Corrections Committee	$417.00		$18.00				$109.90							$127.90	$289.10
Newsletter Committee	$20.00													$0.00	$20.00
Hotline Committee	$20.00													$0.00	$20.00
12th Step Committee	$20.00													$0.00	$20.00
Literature Purchases	$2,500.00	$500.00	$1,056.00				$515.00		$370.80					$2,441.80	$58.20
Lit Misc Expenses	$50.00									$23.53				$23.53	$26.47
Lit Travel Allowance	$225.00													$0.00	$225.00
Lit Meeting Schedules	$320.00						$77.71							$77.71	$242.29
Lit S&H Reimbursement	$0.00					$11.00								$11.00	$0.00
Finance Committee	$20.00													$0.00	$20.00
Activities Committee	$50.00													$0.00	$50.00
TOTALS	$8,052.00	$535.27	$1,109.27	$258.67	$289.43	$360.43	$992.04	$289.43	$660.23	$402.96	$250.00	$0.00	$0.00	$5,147.73	$2,904.27

BANK		ASSETS AS OF 10/6/2014		2014 YTD Financials			Approved Budget Not Yet Spent:	
Beginning Bal. (1/1/14)	$1,682.11	Accounts Receivable	$0.00					
Deposits/Credits	$4,657.32	Checking Account	$1,191.70	Donations		$2,092.71	1/1/14 LITERATURE INVENTORY	$612.62
Withdrawals/Debits	$5,147.73	Literature Inventory	$737.34	Lit. Sales	+	$2,564.61	Adjustment from 7/7/14 inventory	$34.06
Current Balance	$1,191.70	Cash	$0.00	Expenses	-	$5,147.73	YTD LITERATURE PURCHASED	$2,441.80
less prudent reserve	$ (750.00)	Undeposited Funds	$0.00	Liabilities	-	$0.00	YTD LITERATURE ON ORDER	$0.00
less Liabilities	$0.00	Total Assets	$1,929.04	Net Income		($490.41)	YTD LITERATURE SALES	$2,564.61
Available Cash	$ 441.70						YTD LiteratureSales Liabilities	$0.00
		Liabilities	Accounts Receivable				Adjustment for Income, S&H, etc.	$213.47
							LITERATURE ACCOUNT BALANCE	$737.34
		Total Liabilities	$0.00 Total AR	$0.00				

Prepared by Mark L and Ron W
10/6/2014