**Westside Central Office**
**Business Meeting Minutes**
~~5/4~~ 5/5/2012

**10:00am** Start with Serenity Prayer
**Introductions –**
Bob, Co-chair
John, Treasurer
Mark, Chair
Andres, Nutbuckets Liason
Ken, Nutbuckets
Whitney, Hope No Smoke
Andrew, HNS Liason
Joe, Literature rep.
**Review previous business meeting minutes –**
Motion to accept by Joe, seconded by Bob

**Treasurers report –**
Motion to accept by Joe, Seconded by Andres

**Chair report, Mark –**
Oregon Area Assembly is this month , May 18th – 20th, and WCO will be giving a report on May 19th at 8 am

**Co-Chair, Bob –**
Had a meeting from district 23 fill out a info sheet so that they may be added to the WCO schedule

**Board Report, Mark –**
Filed WCO income report with DOJ, confirmed that they received it

**Activities report, Andrew –**
In the process of planning an informative event co – hosted with District 23 and PORCYPAA

IT report, Mark –
Changed the caller ID settings on the WCO hotline so that a call from the hotline shows up as that instead of the persons info who is calling
WCO website is averaging 29 views a day

**Literature, joe –**
Sold 4 big books to a new meeting in Milwaukie, 3 to lava lamp

**Outreach, Mark –**
Operation : Beaverton still ongoing

Last business meeting we talked about having the WCO Outreach committee meeting directly following the WCO business meeting, more info will be brought about Church availability to the June WCO business meeting

**PI, Joe –**
Started to identify the schools in the Beaverton area
Planning to bring WCO meeting schedules to all hotels in the WCO areas

**AD-HOC committee-**
WCO guidelines finished, proposed motion to accept them tabled to bring back to the groups to be voted on at the July business meeting

**Old Business –**
Open positions with no availability from anyone

**New Business –**
Motion made to table guidelines for the july business meeting to give the groups a chance to read and check them out
Motion passed unanimously

Motion to close made by Andrew, Seconded by Bob

# WESTSIDE CENTRAL OFFICE TREASURER'S REPORT 5/5/2012

| INCOME | Group # | Jan | Feb | March | April | May | June | July | August | September | October | November | December | | 2012 YTD |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 7th Tradition | | $43.00 | $25.00 | $33.05 | $25.00 | | | | | | | | | | $126.05 |
| Beaverton AA Group | | | | | $50.00 | | | | | | | | | | $50.00 |
| Hope No Smoke | 121958 | | $2.00 | | $11.77 | | | | | | | | | | $13.77 |
| Men's Serenity | 632347 | | $50.00 | | $50.00 | | | | | | | | | | $100.00 |
| Nutbuckets | 649466 | | | | | | | | | | | | | | $0.00 |
| Recovery In Motion | | | | | $32.00 | | | | | | | | | | $32.00 |
| Women's Journey in Rec | | | | | | | | | | | | | | | $0.00 |
| **Literature Sales** | | $125.28 | $30.00 | $89.83 | $104.16 | | | | | | | | | | $349.27 |
| **(Literature Purchases)** | | | ($300.16) | | ($250.00) | | | | | | | | | | ($550.16) |
| **TOTALS** | | $168.28 | ($193.16) | $122.88 | $22.93 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | | **$120.93** |

| EXPENSES | 2012 Budget | Jan | Feb | Mar | Apr | May | June | July | August | September | October | November | December | YTD 2012 | Remaining Balance |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Chair | $65.00 | $42.98 | | | | | | | | | | | | $42.98 | $22.02 |
| Secretary | $25.00 | | | | | | | | | | | | | $0.00 | $25.00 |
| Treasurer | $25.00 | | | | | | | | | | | | | $0.00 | $25.00 |
| Post Office Box | $76.00 | | | $76.00 | | | | | | | | | | $76.00 | $0.00 |
| Rent - Meeting Room | $120.00 | $10.00 | $10.00 | $10.00 | $10.00 | | | | | | | | | $40.00 | $80.00 |
| Telephone | $150.00 | $11.25 | $11.03 | $11.03 | $11.03 | | | | | | | | | $44.34 | $105.66 |
| Web & E-Mail | $100.00 | $63.72 | | | | | | | | | | | | $63.72 | $36.28 |
| Ins., Lic. & Gov't Fees | $100.00 | | | | $10.00 | | | | | | | | | $10.00 | $90.00 |
| Area 58 Assemblies | $200.00 | | | | | | | | | | | | | $0.00 | $200.00 |
| Outreach - committees | $125.00 | | | $23.50 | | | | | | | | | | $23.50 | $101.50 |
| TFC | $0.00 | | | | | | | | | | | | | $0.00 | $0.00 |
| PI | $0.00 | | | | | | | | | | | | | $0.00 | $0.00 |
| CPC | $0.00 | | | | | | | | | | | | | $0.00 | $0.00 |
| GVR | $0.00 | | | | | | | | | | | | | $0.00 | $0.00 |
| Literature Expenses | $50.00 | | | | | | | | | | | | | $0.00 | $50.00 |
| Misc. | $0.00 | | | | | | | | | | | | | $0.00 | $0.00 |
| Activities | $0.00 | | | | | | | | | | | | | $0.00 | $0.00 |
| **Prudent Reserve** | $0.00 | | | | | | | | | | | | | | |
| **TOTALS** | $1,036.00 | $127.95 | $21.03 | $120.53 | $31.03 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $0.00 | $300.54 | **$735.46** |

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | **Approved Budget Not Yet Spent:** | | **$735.46** |
| | | | | | | | | **2011 YTD Financials** | | | | | | | |
| **Beginning Bal. (1/1/12)** | $939.81 | ** | ***Outstanding Expenses*** | | | $0.00 | | | | | | | | | |
| **Deposits/Credits** | $120.93 | | February Rent | | | $10.00 | | **Donations** | | $321.82 | | **1/1/12 LITERATURE INVENTORY** | | **$ 260.72** |
| **Withdrawals/Debits** | $300.54 | | ***Outstanding Deposits*** | | | $0.00 | | **Expenses** | | $300.54 | | **2012 YTD LITERATURE COST** | | **$ 550.16** |
| | | | | | | | | | | | | **2012 YTD LITERATURE SALES** | | **$ 349.27** |
| **Sub total** | **$760.20** | | **Ending Balance** | | | **$750.20** | | **Net Income** | | **$21.28** | | **LITERATURE ACCOUNT BALANCE** | | **$ 461.61** |
| | | | | | | | | | | | | COST OF CURRENT INVENTORY | | $ 461.61 |
| ***Consists of:* | | | | | | | | | | | | | | | |
| *Bank Account* | *$ 659.59* | | | | | | | | | | | *Beginning Literature Inventory Balance adjusted by* | | | |
| *Cash on Hand* | *$ 19.50* | | | | | | | | | | | *$20.38 to correct Treasurer's accounting error.* | | | |
| *Literature Inventory* | | | | | | | | | | | | | | | |
| *at Cost* | *$ 260.72* | | | | | | | | | | | | | | |

Prepared by John W.
5/3/2012