

NECS Quarterly Central Service Representatives Meeting

January 13, 2024

Convened 9:05 a.m.

Call to order: Marci M. Marci asked Genny to read a tribute to long-time member Larry S, who was active in NECS delegate activities and served on the nominating committee for several years. After a moment of silence and a prayer, Marci then called the meeting to order.

Reading and Approval of Minutes of Previous Meeting: Barbara L. (Office Manager) read the minutes from the October 14, 2023 CSR meeting. It was moved and seconded to approve the minutes as read. Motion approved.

Determined there were 32 voting reps at the meeting.

President's Report: Marci M – she thanked all of the reps for turning out this year. Representation and participation has been important. Significant achievements in 2023 were transferring NECS cash reserves to accounts that make more interest, and successful events like Soberfest, the parking lot party, and the open house in December.

Election Process: Genny (head of Nominating Committee) explained the process to be used in electing 3 new Board Members and 3 Alternates and passed out ballots. The candidates present each gave a two-minute summary of their qualifications.

Treasury Report: Fred R. Fred went over the financial statements for YE and quarter ending December 31, 2023. (financial statements attached). He pointed out that depreciation expense is only shown on the 4th quarter statements. It's a non-cash expense. Questions about 1) increase in payroll expense – it was due to Kelsey staying on for 3 weeks to train Barbara. 2) why no income from the Open house? Per Fred, it's not a revenue-generating event. Door prizes were donated and there wasn't a raffle.

Budget v. Actual Report: Fred explained that some accounts had nothing budgeted for, partly because the accounting system will create accounts when it

doesn't know where to post a transaction. He pointed out that we had budgeted \$49,000 in other income and only realized \$45,000, but that the events generated nice revenue amounts.

Question: Why is web expense \$1,000 more than budgeted? Fred said it was because some of the software purchases and fees were misclassified as web expense.

Question: What is inventory shrinkage? Fred explained that the difference between inventory counted at 12/2022 and the per books amount was recorded in 2023 and was a shortage, and the overage of 2023 physical inventory compared to books was recorded in 2023. Together they resulted in the net difference of \$-5,598.

Re the balance sheet, Fred discussed the creation of the certificate of deposit, the money market and business savings accounts that earn higher interest than the regular savings account, and the transfer of \$60,000 to the 14-month CD and \$10,000 to the MM account. The interest income expected to result from these changes will be used in the upcoming budget.

2024 Budget: Fred presented a preliminary draft budget for 2024. It's largely based on the actual operations of 2023, adjusted for circumstances we know about in 2024.

Question: Is office considering doing on-line sales once the website is updated? No, probably beyond our capabilities at the moment.

Fred talked about the issues with QuickBooks and Square not meshing well together and that we are earmarking \$500 to obtain some consulting help with resolving those issues.

Question came up about having a special CSR meeting to vote on the 2024 budget so that it can be approved before the April quarterly meeting.

The CSRs voted to approve holding a special CSR meeting in February to approve the budget.

It was moved, seconded and voted on to approve the financial statements as presented by Fred.

Standing Committee Reports:

Webmaster: Ryan F He was not present but is our liaison with Rick, our webmaster in Texas. He is providing good service to the office – found the new phone system and is working on updating our website.

Office Report: Barbara L. She is glad to be back at the office and is looking forward to providing good service to the fellowship. Contact her if you have any questions about NECS operations or if you want to special order anything. Volunteers are needed and wanted.

Events: Paul M. Upcoming event is the Chili/Cornbread Cookoff. Tentatively 2/10/24, 1:30-4 or so. Asking groups to bring raffle gifts. Winners get their name on a plaque! Great way to see lots of alcoholics together in community and to encourage newcomers. He pointed out that NECS events almost always happen on the same dates as other events in the Districts we serve, but we try to avoid date conflicts.

Outreach: Meegan M. She and Greg reached out to groups in District 60. Also worked on changing the name of the meetings from Delegates Meeting to Central Service Reps meeting to eliminate confusion. Continues to explain what AA CSRs do and what the office can do to assist groups.

Old Business: Change name from Delegates to Central Service Reps, and reminders to groups to notify NECS if their group reps change.

New Business: Fred stated he had understated the budgeted interest income and will correct the budget accordingly.

Election Results:

Marci M – 13

Meegan M – 12

Paul M – 11

Greg P – 10 (a)

Mary K – 9 (a)

Karla R – 8 (a)

(a) Denotes alternate.

Special Meeting to vote on Budget: February 10, 2024.

Next Quarterly Meeting: April 13, 2024.

Meeting Adjourned: 11:15 a.m