

CSR 4/12/2025 Minutes

Call to Order: 10 am with 14 in-person votes and 2 via Zoom.

Secretary's report: Presented by Jeff R, motioned by Marci M from SOS, and seconded by Jim from Sunrise; the motion to approve the secretary's report passed.

President's report: Meegan asked everyone to please sign in. Thank you for showing up. Thank you for your service. QuickBooks has been switched over, and it seems to be helping a lot. Fred, thank you for bringing in the person who coordinated that. Meegan thanked the office staff for their service. Please, anyone, come by the office to volunteer. Thank you, Mary, our events coordinator. AA is having 90, so we expect the parking lot party to be well attended. Jerry mentioned a 50/50 raffle at the Christmas open house; we haven't discussed it yet, but we will.

Treasurer's report: Fred presented the financials, including a profit and loss comparison. On the second page, last year's first quarter net income is misleading due to a one-time individual contribution. Therefore, comparing it to this year makes it appear that this year has dropped more than usual. Jim inquired about the date of the open house; the bill statement we received was late, which is why the open house bill date is in January. Kristi asked what chili cook-off - 123 is. Fred clarified that it wasn't a loss; it just didn't occur in the same month as the cook-off. We had strong net income for January this year, so we are doing well. Tim asked if the January sales increase is related to the plain language text. It probably is part of it, but we also had book covers ordered at a discount and sold. We went through the plain language books in two weeks, as Barbara explained.

The budget versus actuals shows the difference between the forecasted amount and the actual amount. Barbara performs a reconciliation to balance these totals and sends it to Fred. Fred encouraged everyone to take these documents, study them, and email him any questions. Jim asked if a negative number means it's good or bad, and Fred said it depends on whether it is revenue or an expense. Jerry noted that February's miscellaneous expenses were high. Fred explained that this was due to new furniture for central services, including standing desks, locking file cabinets, and office chairs. Jeff questioned the net/other income being down by \$ 1700. Fred explained that while the March amount is down, the total is up. The difference varies depending on donations, which are challenging to predict. Tim asked why January was high while February and March were lower and questioned if we need to lower January's expectations. Fred explained that the gratitude boxes from November didn't arrive until January. He also mentioned that some groups give annual donations versus quarterly donations. Perhaps we could label it as a one-time expense.

The bank balance sheet displays the cash and inventory available for sale, so we strive to keep it consistent. We also need to pay sales tax this quarter.

Tim from Awakenings motioned to approve, and Bryce from Miracles seconded. The motion to approve the treasury report passed.

Office/Webmaster Report: Webmaster no report. Office: Barbara reported that we will be getting an email soon about financials. If you did not receive the email yesterday, call the office to update your email. Thanked Lee for the phone workshop this morning; it is helping. QuickBooks transfer is improving quickly, but we still have things to transfer. You can go to our

website to read the budget and the bylaws. Donations from groups are also on there, along with our newsletter and flyers. To make meet:

Mona reported that changes to meetings, such as meeting times, must be filled out on a form; it can't be done just by calling. Please go to the website to fill out the form. Also, receipts are now only emailed. If you need a paper receipt, please be patient, as it takes longer because we no longer have a scanner.

nece@neok.org

Meegan thanked the office staff for keeping up with the many forms and paperwork they handle.

Events: Mary reported that the chili cook-off was very well attended, with amazing volunteers and 19 chillies. June 14 parking lot party for AA's 90th birthday from 10 AM to 2 PM in the news parking lot. From 11 AM to 1 PM, the drillmasters will grill. At 12:30 PM, there will be a raffle with a chance to win 50/50. OZ Productions will be the DJ. You may volunteer by emailing NECS. Barbara has printed flyers for the chili cook-off to take back to the group. Meegan said we are trying to come up with activities for the kids to do. Let us know. We might do a scavenger hunt.

Outreach: Karla R has resigned. P.J. and Gary K are now handling outreach.

Old Business: Meegan reported that the by-law changes pertain to alterations in the nominating committee. Please refer to your packet for further details. Most changes aim to streamline the process regarding what is due each quarter and to ensure continuity from year to year in providing guidance. The chairman will now serve a two-year term, with the second year acting as an advisor. Tim explained that the last nominations from the floor will take place during the third quarter, not on election day, ensuring everyone has the necessary information to submit ahead of time. It is important for every CSR to remember that the nominating committee's one-year term continues for one year. In other words, even if your CSR position expires, you will still serve on the nominating committee until your one-year term concludes.

Tim asked about the proposed changes process. Meegan explained that the CSRs would take the changes back to the group and then bring the results to the July meeting. It was agreed that we would vote to implement the changes. Meegan mentioned that for those leaving the board, she would inform the nominating committee about our needs in terms of experience.

New Business: None.

Jeff motioned, and Bryce seconded the motion to adjourn. The motion to adjourn passed.