

AA Victoria Central Service Office

Quarterly Delegates Meeting

AGENDA

DATE: Sunday 10th November 2024

TIME: 2.00pm

VENUE: Hosted in Zoom

QUORUM: **20 Delegates required.**

1. Chair's opening remarks.
2. Briefing – Zoom Meeting Procedure (polling, speaking, etc.)
3. Apologies:
 - Leesh M (Breakfast with Bob) Heather D (Elsternwick)
 - Caroline A (East Ringwood Womens) Stephen A (Forest Hill)
4. Read Objects of Plan of Procedure – Chairperson
5. Read Twelve Traditions – Delegates
6. Table Minutes of Delegates Meeting 11th August 2024
7. Business Arising
8. Adoption of Minutes 11th August 2024
9. General Secretary's Report.
10. Treasurer's Report.
11. State Trustee's Report.
12. CSC Reports.
13. Correspondence.
14. General Business.
 - Nominations for the CSC
15. Observe 7th Tradition. **BSB: 063165 Account: 1006 4750.**
16. Vales
 - Serge (Geelong / Norlane / Ocean Grove)
 - Peter M (48 years sober, Progress Not Perfection, ex-Young Peoples Group)
 - Natasha B (41 years sober, ex-Richmond Unity, Parkdale Monday Morning)
 - Beryl P (45 years sober, Dandenong)
 - Nick G (3 years sober, A New Journey Prahran)
 - Jenny H (long time member, Bacchus Marsh)
 - David M (long time member, Balwyn Saturday)
 - Gwayne P (25+ years sober, Flemington Discussion)
 - Gabriel L (44 years sober, Gallery and Ireland)
 - Roger M (34 years sober, Mulwala / Yarrowonga)
17. Serenity Prayer.

General Secretary's Report.

I welcome all Delegates to our final meeting of 2024. I would like to thank each of you for participating and supporting the work our office does to pass on the message to the alcoholic who still suffers. I apologize to all delegates for not having our FY2024 financials ready for today's meeting. As part of the process of overhauling our website and online store, we encountered problems with our inventory data. Together with Vincent and Amy, we are rectifying this as quickly as possible so we hope to have this completed over this weekend. We can then commence to prepare our Financial Statements.

We are discussing the de-registering of RUSVIC with our chartered accountant. We are looking if we can transfer the legal responsibilities of RUSVIC to CSOV Ltd. This process will eliminate the need for new applications for DGR, new Charity Sub-type, ATO Private Ruling. We may need approval from ACNC and ATO if we follow this path. Our chartered accountant has requested the CSC Minutes so they can commence the deregistration of RUSVIC, and the transfer of ownership of Alcoholics Anonymous Victoria to Central Service Office Victoria Ltd. The CSC has adopted the October 2024 CSC Minutes, and now we can start the legal process.

Our dispute with NexGen has been resolved. We accepted NexGen's offer of a monthly \$120 discount for the remainder of the contract. This will save our office around \$4,320.00 over the next 3 years.

In line with our Plan of Procedure and our Constitution, half of our committee members will be resigning at the November Delegates Meeting. On behalf of all affiliated groups, I would like to thank all members who have offered their services and skill for the advancement of our fellowship in general, and to our Central Service Office in particular. Personally, I thank the resigning members for having faith and supporting me in all aspects of my role – which would have been so much more difficult without your support. I wish you all the best in your future endeavours.

Our office has sourced a new freight transport service provider for deliveries from the GSO in Sydney. Although our office staff need to do extra work, the significant cost savings will benefit our office in the long run. These savings will be evident in our November financials. We will also save significantly on freight costs for purchases from our customers. The committee has chosen to continue charging postage at Australia Post rates. Passing on the savings creates problems with our online ordering and freight calculation system.

Our office offered to supply VICYPAA with literature for their recent event at Collingwood Convent at a significantly discounted rate as sign of appreciation for their ongoing assistance at our office, and recently, the committee has decided to donate all the literature that was sold on that day.

I would like to thank all the volunteers and staff who do their best to keep our office running smoothly on a daily basis. I am pleased to say that we now have an oversupply of volunteers willing to give their time and services for our office. We have full telephone roster with regular offers from volunteers to provide their services.

Yours in Service

Adnan Elhan

AA Victoria August 2024 Financial Report

Overview of Financials

	As at 31.08.2024	
CSO Trading Account	\$6,235.77	Taken from Xero Balance on 31 st August.
Prudent Reserve	\$70,108.31	
Events Fund	\$3,003.83	
2520 – Term Deposit	\$10,678.00	
CSOV Ltd – Term Deposit	\$165.08	
	\$90,290.99	Total cash on hand

Aged Payables Summary at 31st August – taken from Xero

Total outstanding	0-30 days	31-60 days	61-90 days	90+days
\$7,839.07	\$7,923.30	-\$33.73 (credit)	-\$50.50 (credit)	

Aged Receivables Summary at 31st August – taken from Xero

Total outstanding	0-30 days	31-60 days	61-90 days	90+days
\$5,464.75	\$5,532.48		-\$33.73 (credit)	-\$34.00 (credit)

AA Victoria September 2024 Financial Report

Overview of Financials

	As at 30.09.2024	
CSO Trading Account	\$4,869.68	Taken from Bank Statements at 30 th September
Prudent Reserve	\$70,108.31	
Events Fund	\$3,004.47	
2520 – Term Deposit	\$10,678.00	
CSOV Ltd – Term Deposit	\$165.08	
	\$88,825.54	Total cash on hand

Aged Payables Summary at 30th September – taken from Xero

Total outstanding	0-30 days	31-60 days	61-90 days	90+days
\$9,672.77	\$9,740.50			-\$67.73 (credit)

Aged Receivables Summary at 30th September – taken from Xero

Total outstanding	0-30 days	31-60 days	61-90 days	90+days
\$5,475.05	\$5,846.90	\$66.00	-\$47.73 (credit)	-\$390.12 (credit)

AA Victoria October 2024 Financial Report

Overview of Financials

	As at 31.10.2024	
CSO Trading Account	\$12,654.97	Taken from Bank Statements at 31 st October 2024
Prudent Reserve	\$65,137.12	
Events Fund	\$3,005.09	
2520 – Term Deposit	\$10,678.00	
CSOV Ltd – Term Deposit	\$165.08	
	\$91,640.26	Total cash on hand

Aged Payables Summary at 31st October – taken from Xero

Total outstanding	0-30 days	31-60 days	61-90 days	90+days
\$4,408.34	\$4,311.77	\$30.67		-\$34.10 (credit)

Aged Receivables Summary at 30th September – taken from Xero

Total outstanding	0-30 days	31-60 days	61-90 days	90+days
\$1,831.97	\$1,260.90	\$664.74	-\$41.02 (credit)	-\$52.65 (credit)

Treasurer's Comment on Financial Position

Hi All,

No complaints from me this quarter. Our sales are looking better as are our donations. The last 3 months we have seen each month show a small profit which is great to see.

You may notice that our P&L shows a significant loss for August. I am happy to report that this is absolutely not the case. We have had some issues with some stock transfers to new codes and correct movement of inventory costs within Xero, which Adnan, Wendy, Amy and myself are working hard to resolve. We believe we have workshopped the best way forward and hope to have this resolved shortly.

Our group donations were absolutely brilliant last month and we can't thank everyone enough for this. The support of the groups towards CSO helps us to provide more programs, literature and support for Victoria so we are extremely grateful.

As usual, I welcome any feedback and/or questions regarding our accounts. My email address is treasurer@aavictoria.org.au if you would like to get in touch.

Yours in service,

Jess C.

AA CENTRAL SERVICE OFFICE - TRADING ACCOUNT REPORT

OCTOBER 2024

Opening balance 01/10/2024

\$4,869.68

Incoming:

\$ 31,166.60 Total Income

Large Transactions for the month

- \$11,832.97 Group contributions
- \$7,318.63 Literature sales
- \$2,468.80 Members Contributions Club
- \$462.55 Anonymous Donations

Expenses:

\$ 23,381.31 Total Expenses

Large Transactions for the month

- \$3,666.10 Rent

Closing balance 30/09/2024

\$12,654.97

AA CENTRAL SERVICE OFFICE – PRUDENT RESERVE ACCOUNT REPORT

OCTOBER 2024

Opening balance 01/09/2024

\$70,108.31

Incoming:

\$ 28.81 Total Income

Large Transactions for the month

- \$28.81 Interest

Expenses:

\$ 5,000.00 Total Expenses

Large Transactions for the month

- \$5,000.00 Transferred to Operating Account

Closing balance 31/08/2024

\$65,137.12

AA CENTRAL SERVICE OFFICE – EVENTS ACCOUNT REPORT

OCTOBER 2024

Opening balance 01/08/2024

\$3,004.47

Incoming:

\$0.62 Total Income

Expenses:

\$0.00 Total Expenses

Closing balance 31/08/2023

\$3,005.09

Profit and Loss

Alcoholics Anonymous - Victoria For the month ended 31 October 2024

	OCT 2024	SEPT 2024	AUG 2024	JUL 2024
Trading Income				
Bank Interest	29.43	30.40	25.46	21.18
Bequest (Deceased Estate)	-	-	-	20,095.34
Conference Approved Stock	7,318.63	8,201.16	4,233.24	9,354.66
Donation to Literature for Wellington House Detox	200.00	-	-	-
Donations - Anonymous	462.55	463.07	313.28	764.14
Donations - Events	240.00	-	-	-
Donations - Groups	11,832.97	8,321.66	10,525.66	7,865.48
Donations - Individual	15.60	21.00	230.00	-
Donations Area D	-	100.00	-	-
Donations GSO	-	300.00	-	-
Functions	-	150.00	-	-
Members Contributions (MCC)	2,468.80	1,056.00	1,030.00	2,317.00
Postage Income	288.03	471.38	462.67	502.34
Prison Literature Fund	96.20	36.00	630.30	16.30
Total Trading Income	22,952.21	19,150.67	17,450.61	40,936.44
Cost of Sales				
Costs of Goods Sold	-	230.00	-	0.42
Freight & Delivery	(11.00)	-	-	-
Literature	2,530.69	2,928.04	38,467.50	(193.90)
Total Cost of Sales	2,519.69	3,158.04	38,467.50	(193.48)
Gross Profit	20,432.52	15,992.63	(21,016.89)	41,129.92
Other Income				
Other Revenue	-	-	5.52	-
Total Other Income	-	-	5.52	-
Operating Expenses				
Advertising / Public Info	33.06	31.49	31.49	31.49
Bad Debt	31.55	-	-	-
Bank Fees	-	61.51	41.10	-
Bank Merchant Fees	35.57	39.17	55.10	46.81
Bookkeeping Fees	400.00	400.00	400.00	400.00
Computer Expenses	-	-	25.50	375.00
Consumables (office amenities)	-	139.45	76.55	-
Electricity	121.81	348.64	145.45	-
Equipment Leasing	-	369.00	369.00	369.00
Function Expenses	33.55	-	-	150.00
Postage Costs / Expenses	484.45	1,104.04	1,118.52	979.94
Printing - Rent for Copier	-	520.00	520.00	520.00
Printing & Stationery	122.86	15.46	142.66	53.70

	OCT 2024	SEPT 2024	AUG 2024	JUL 2024
Rates & Taxes	383.90	382.66	-	-
Rent	3,432.81	3,332.82	3,332.82	3,332.82
Salaries & Wages	10,022.00	7,892.80	7,892.80	10,282.00
Software Subscriptions	370.93	172.23	340.12	242.72
Stripe Fees	-	-	5.38	3.96
Superannuation Expenses	1,065.60	852.48	852.48	1,065.60
Telephone	168.52	171.58	273.85	291.31
WorkCover	-	-	3,128.79	-
Total Operating Expenses	16,706.61	15,833.33	18,751.61	18,144.35
Net Profit	3,725.91	159.30	(39,762.98)	22,985.57

State Truste Report

The Xmas period is on us shortly so please take care, make sure you have a plan to protect your sobriety. Attend more meetings, a great time to visit meetings you have not attended before. A different voice worked wonders for me. Xmas lunch is a great place to be on Xmas day, no one should be alone ever, not jsu on this day. As a lead up come into the Office and enjoy a cuppa and browse through the literature archives room.

A big thankyou to Gail, Wendy, Adnan and the committee for their dedication to their service work. It has been a great team environment. Thank you to all the Vollies that help out in any way.

I look forward to a solid, unified and sober 2025.

Prison Portfolio Report November 2024:

1. Meetings have recommenced in Langi Kal Kal Prison with Melanie B, one of our regional members, in the role of Prison Roster Coordinator—we have supplied them with banners, starter packs, and an assortment of literature.
 - Mel B—AA—0406 008 716
2. Meetings have recommenced in Hopkins Prison with Stephen Schaper, the Program Manager for Corrections at that location, facilitating for interested inmates—Mannie D has an application in for a Red Pass at this location and will do a road trip to help facilitate a suggested meeting format into their routine (and deliver banners, starter packs, and an assortment of literature) once he is cleared for entry:
 - Stephen Schaper—Victoria Corrections Hopkins—(03)4309 3450
 - Mannie D—AA—0404 193 676
3. The Geelong Convention has an opportunity for speakers to run a 90-minute session on Sunday 24 November (or scope for Saturday 23 November—someone would need to reach out asap):
 - i. Chris—AA Geelong Convention Organiser—0424 401 361
 - We have had several Prison Roster Coordinators express a willingness to attend and share on their ESH with respect to the joys of Prison Service (see below):
 - i. Mel B—AA Langi Kal Kal Prison—0406 008 716
 - ii. Mannie D—AA Hopkins Prison —0404 193 676
 - iii. Peter M—AA Fulham Prison —0457 972 199
 - iv. John B—AA Melbourne Assessment Prison—0421 223 384
 - v. Marcus D—AA Barwon Prison—0417 136 699
 - vi. David A—(ex) Langi Kal Kal Prison—0408519946
 - vii. Russell S*(as a maybe)—(ex) Dhurringile Prison—0477 358 852
 - viii. Peter T*(only if urgently needed)—Ravenhall Prison—0425 812 333
 - Would any other roster coordinators be available to come and share their experiences (perhaps Rehabs?) so the session could cover service opportunities within ‘Institutions’ as a broader topic?
 - i. Who is doing the Rehab Roster?
 - ii. Would any previous Rehab Roster Members be available?
4. The old VPI email is still active, so if any interested members wish to take that on let me know and I will pass on the log in info, and we also still have funds for literature (and other prison related consumables) available in both the old (\$300.00—ish) and new (\$1300.00—ish) VPI bank accounts:
 - Old CBA Account Signatories:
 - i. Peter G—0422 616 812
 - ii. Frank O—0415 144 916
 - New Bendigo Account Signatories:
 - i. Peter G—0422 616 812
 - ii. Joe F—0401 252 418
 - iii. Mannie D—0404 193 676
5. Lastly, this is my last month in the casual role for the Prison Portfolio and I’d like to thank you for the opportunity to be involved prior to nominations for a two-year role on the Central Service Committee in the same capacity. Unfortunately, I have some important family matters to attend to and, when I reflect on the other service commitments which require my attention on a weekly and monthly basis, it doesn’t appear that I will be a good fit for continued involvement here, so I will not be renominating for a position on the CSC this rotation.

I wish you all the best and thank you all for your continued service, please let me know if I can help with anything on a case-by-case basis—I would love to be of assistance where I can.

Yours in Service,

Mannie D

Report for PI CSO Vic AA Group Reengagement November 2024 Brendan D.

The title of this report refers to the dire need to reengage the fellowship as a our greatly reduced delegate number and quorum size is indicative of a substantial portion of the fellowship is not subscribing to the AA CSO Victoria brand.

The logical flow on effect is with reduced delegate body our P.I. effort and effectiveness is reduced and there is the lack of an ongoing and systematic program. The collateral damage of the Victoria AA CSO helpline will lack the presence in the community and other helplines will dominate. There is substantial spread other helpline numbers through their PI activities through the regional centres and possibly metropolitan Melbourne.

I began this report with a problem statement and the only way to overcome this is to divide metropolitan Melbourne into 4 quarters (regional Victoria handled by one person) as there are too many groups for one person to handle the workload without email addresses and phone numbers. The best engagement with groups is one on one: the aim to clarify what happened and what can be done to rectify the experience of the conflict with GSO if that appears the cause of the dwindling effect of the CSO AA Vic delegate forum.

The why for this report is having gone to the Spring Axedale gathering I saw a highly motivated and organised group produce a fantastic and for value weekend. The result is that two of these weekends per year raise the money for an extensive PI budget something the AA CSO Vic could not contemplate. Thus we need to develop a sustainable PI strategy and member involvement otherwise the cascading and downwards spiral of the CSO Vic helpline and subscription of the Victorian AA membership is likely to occur.

There can be no bystanders here as these are troubling times in more ways than one and if we are not putting our hand out to show we can help the sick and suffering alcoholic we are now in the climate some one else will, and that will mean the CSO AA Vic will be the collateral damage.

Rehab Report

I am the rehab co – ordinator for Windana Rehab centre East St Kilda

We were asked to go into Windana approximately 1 year ago after the height of the pandemic enforced a ceasing of AA going in TO spread the word, by our members.

We now going in every Monday night , for an hour with 2 people at a time on rotation every 3 / 52. We talk about our experience, strength and hope, & provide new comer packs.

This has been very successful , & we get positive feedback.

However we need more people to help fill in the gaps, and extend the time for members going in there.

Please contact Robz for further information if you would like to help with this important volunteer work.

CORRESPONDENCE

Item	Date	Details
1.	06/08/24	Vincent Wan email Re: Timeline and requirements for preparation of FY2024 Annual Statements.
2.	07/08/24	John Zaidan email: Request for meeting to discuss NexGen dispute.
3.	07/08/24	AA ICD email: Minutes of previous ICD meeting.
4.	09/08/24	Yellow Pages email: Auto-renewal of print/digital contract reminder.
5.	13/08/24	Tisha Elhage email: Confirmation of NexGen offer to settle dispute.
6.	13/08/24	Amy O'Connor email: Confirmation that Xero account for VPI donations, sales, credit notes, payments are being applied correctly by CSO.
7.	13/08/24	Email to AANSW secretary requesting Minutes of Special Meeting.
8.	14/08/24	Corallo Horton email: Confirmation that CSO public liability insurance covers all meetings throughout Victoria.
9.	15/08/24	Angle Finance email: Revised payout amount for NexGen contract.
10.	16/08/24	Dave email: Complaint about dogs at meetings.
11.	22/08/24	Email to Angle Finance advising non-acceptance of payout offer.
12.	03/09/24	Email from Vincent Wan Re: Transferring legal responsibilities of RUSVIC to CSOV Ltd.
13.	03/09/24	Email from Fusion Australia Re: Setting up an AA meeting in the Mornington area
14.	15/09/24	Email Re: National Facilities Database.
15.	20/09/24	Email from Practical Action Re: a perspective of Sponsorship in AA
16.	25/07/24	Request from Flemington Discussion Group to split their group's donation 60-30-10
17.	26/09/24	Email from Vincent Wan re: Requesting documents for the preparation of Financial Statements.
18.	27/09/24	Telephone call with estate agent Re: Electricity bill for common area.
19.	30/09/24	Email from Foundation for Alcohol Research and Education Re: Participation in Australian Government inquiry into the health impacts of alcohol & other drugs.
20.	30/09/24	Email to estate agent Re: Faulty elevator
21.	03/10/24	Email from Liquor Control Victoria Re: re-scheduled Community Stakeholder Forum to February 2025
22.	07/10/24	Email to GSO Re: Ordering of new Big Book - Plain Language Edition
23.	11/10/24	Email to Scott S. Re: opening new meeting
24.	15/10/24	Email to GSO Re: Donation made in error by Narabeen Group
25.	15/10/24	Email to Simon K. National Treatment & Accessibility co-ordinator Re: Formation of a working group to create a nationwide database of treatment centres and detoxes
26.	17/10/24	Email to GSO Re: transportation of future orders to be arranged by CSO.
27.	29/10/24	Email from Jim B (Joondanna Sundowner Meeting, WA) – requesting information about Charity Registration and DGR status.
28.	30/10/24	Email from Acalia Ryan re: Concerns about the content of members sharing at Carlton Tuesday Night Meeting
29.	30/10/24	Email from Carollo Horton Re: renewal of Public Liability & Premises Insurance policy.