

Date: March 5, 2019

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**CENTRAL SERVICE COMMITTEE MEETING**  
St. Mark's Church, 5522 Russell Street, Halifax

March 5, 2019

**Welcome and Open:** Meeting opened by Bill P at 7:00 pm with a few moments of Silence followed by the Serenity Prayer.

**Call for Items to be added to the agenda:** none

**Twelve Traditions:** The Twelve Traditions were read by Curtis F.

**ROLL CALL:**

Executive	Committees	CSR	CSR	Observers
Michael H - Co-chair	Michael A - Help Email chair	Eric P - CSR Colby Village	Doug P - CSR We Agnostics	Trudy D -Downtown Dartmouth
Emily S - Secretary	Leah C - Public Information chair	Gerry L - CSR Sunday Night Serenity	Milton B - GSR Eye Opener	Matt W - We Agnostics
Bruce B - Treasurer	Shawn M - Mid-Winter Round up chair, Entertainment chair	Curtis F - CSR Sunrise	David R - CSR Living in the Solution	Shayne S - DCM Dist 2
Bill P - Chair	Kelly D - newsletter chair	Tim D - CSR Hubbards	Eric P - CSR Colby Village	Steve A - DCM Dist 1
	Troy S - Corrections chair	Mike M - CSR Four Seasons	Murdo M - alt CSR Highland Park	Tamy-Rose B - Keep It Simple
	Heather C - CPC chair	Mark T- CSR Cole Harbour	Carole-Anne D - alt CSR Back to Basics	
	Stephanie J - Treatment chair			
	Pedro G - Webmaster			
	Cathy M - Literature chair			

**7<sup>th</sup> Tradition: \$35.10** Collected by Bruce B.

**Approval of the Agenda:** Moved by Curtis F and seconded by Milton B.

**Minutes Approved from Previous Meeting:** Moved by Heather C and seconded by Shawn M. Adopted unanimously, no errors or omissions.

**REPORTS**

**Secretary:** Hello everyone. This month went smoothly with secretarial duties. I had to make one adjustment concerning a typo within the monthly financials on the first copy of the minutes but was able to send out the amended copy right away - thank you to the remember who spotted the typo and let me know. I provided a few contacts which were needed for various committees and completed the usual printing, etc. I had a little trouble with Google mail as it won't let me send out emails to my full mailing list which now has about 80 people on it, but I was able to sort this out with Pedro this evening. Thank you to all for sending in your reports on time. Emily S

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**Treasurer:**

Opening balance: \$5847.42

Closing balance: \$7416.52

Debits: \$4702.30

Credits: \$6271.40

Prudent account: \$ 4890.31

Literature: \$4569.38

Please also see the approved budget for 2019 (attached to this document).

**Co-chair:**

I am happy to say that all but one group has paid the \$40 premium for insurance. The Insurance premium payments have been requested since November of last year. They were due and paid in full by Central Service October 2018. In lessons learned from this experience, Co-Chair should have updated phone numbers of all Central Service Reps and/or email addresses. Point of Contacts are crucial for Central Service efficiency. It doesn't have to be public, but needs to be known, and updated immediately if representatives names change. Also, if there are new groups on the meeting list, who do not have a representative for central service meetings, a point of contact within the group needs to be known so we may contact the Insurance broker and add their names to the list. . For next year, we should discuss how we can improve our diligence in paying the premium sooner than into the second quarter of the year.  
Yours in service, Michael H.

**Question:** Could you perhaps impose a deadline for the groups? If you need the money by the end of December you could set your deadline in September to give groups time.

**Answer:** We would still need updated contact list for each group. I look forward to further discussion on this.

**Chair:**

Chair Report  
March 5, 2019

1. The month of February was busy with the Round Up, PI matters, issues with Committee passwords.
2. For the month of February the Chair attended the meeting of District 1 but was not able to make the District 2 meeting due to the Round Up.
3. There were problems with the Bluenose Bulletin, Help email, and Literature getting into their web sites. The matter was passed on to the Webmaster. This is due to new security features of Google. It turns out the password is exclusive to the computer device that first uses it. A new computer at another site causes a security alert and the second computer shut out of the site.
4. The Round Up was among the best for its content. It was also noteworthy for reaching out and being the most inclusive of the diverse members in our fellowship. There is more discussion to be had as to whether as an organization we are doing enough to reach out to the broader community.
5. The Mid-Winter Round Up Committee is working to develop a detailed list of tasks necessary for putting on a Round Up. This will enable future Committees to know the details that goes into the organization of all aspects of the organization and the list of specific duties each Sub-Committee chair is responsible for. This will prevent lapses and focus the Committee on the policy issues. In this regard, it would also be useful for all Committees to have a binder of the mundane and practical tasks which must be done to fulfill the duties and responsibilities of that Committee. The Chair and Co-Chair will attempt to work with the various Committees to bring this to completion in the coming months.
6. There's always more to do. It will only be possible with the good will, labour and enthusiasm of our members for service work.

Best Regards in Service, Bill P , Chair

**CPC:**

CPC report for February, The committee along with PI had a booth at the round up, I also sat on a panel for CPC on the round up weekend along with other sub committee chairpersons, this was an amazing experience. Please take back to your groups that the committee is looking for members. CPC along with PI will be putting on a presentation March 20/ @ 2:00 at Northwood.  
Yours in Service, Heather

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**Corrections:**

We are pleased to be continuing with regular Wednesday night meetings at the CNSCF. Our February 13<sup>th</sup> meeting was postponed at the request of the facility due to the pending snow storm. Staffing levels and driving conditions were considered to be potential issues.

We had 3 volunteers cancel as the result of illness on February 27<sup>th</sup>. We were able to replace all three with last minute backups. Then an additional last minute cancellation left us with no choice but to cancel the men's meeting. The women's meeting did occur. (We put in eight phone calls that night, but now have even more back ups who are willing to step in since this occurred.)

While Criminal Record Checks are still necessary, Vulnerable Sector Checks are no longer required for attendance at meetings. I received a telephone call and further correspondence from the Halifax Regional Police. According to Federal Regulations, the VSC is not necessary and unlawful to request as it pertains to our involvement with the CNSCF. This information was forwarded to the Department of Justice and the facility.

There are many new applications that have been hand delivered/sent by email. We are awaiting receipt of these. Follow up is being done on all outstanding so rosters (and back ups) can be scheduled accordingly.

Literature is being replenished and delivered to the facility tomorrow.

Please take back to your groups the need for additional volunteers (men and women) to chair meetings. There is no limit to the number of volunteers we can have on the authorized roster at the facility. Yours in service, Troy S

**Entertainment:**

The Entertainment Committee has been formed and we currently have eight members on the committee. The committee has had two meetings so far. The first event for the committee is the St. Patrick's Day Dance - Saturday March 16<sup>th</sup>, at 3 Dundas Street in Dartmouth from 9 pm until midnight. Tickets are \$ 5.00 in advance and \$ 10.00 at the door. We have booked a new DJ for the event who is looking forward to spinning the tunes for you.

We need your help with this event. We have tickets for the dance with us tonight. Please take five tickets to sell at your group. Good sellers please take ten tickets. The social events are important. For me - a dance at an AA convention was my first introduction to AA as a whole. Yesterday was my 25 year sobriety date. By selling tickets, you will either help to keep yourselves sober or you may be helping someone like me to stay sober. I'll also have flyers at the back of the room to take to your groups.

At our March 2<sup>nd</sup> meeting we have added a sports/games organizer to the committee who is going to help with planning some physical activity events so that we can work on the physical aspect of our disease.

The plan for the next two years is to build a strong committee and to get the fellowship more involved in AA social events. If you are not attending events we would like to know why, so that we can make events better. If you have some ideas and would like to get involved, the Entertainment Committee now meets the first Saturday of each month at 3 Dundas Street - 1 pm.

If you have any further questions please contact me at: (902) 701-6128 or you can contact TamyRose at: (902) 410-4423

I wish to apologize to both the newsletter and the webmaster who wound up posting the flyer a couple of times due to errors in the flyers.

Thank You for your patience and support. In Service, Shawn M.

**Question:** Is your meeting the first Saturday of each month? **Answer:** Yes and we have had good attendance from new members.

**Help Email:**

Help Email had 4 inquiries on how to become a member of AA.

I have explained that the only Requirement for AA Membership is the desire to stop drinking. Also explained Open and Closed meeting for one who would like support when they first enter the rooms.

A copy of the Meeting List was sent for meeting locations.

Thanks, Yours In Service, Michael A

**Hospital Visitation:**

Good Evening Everyone,

My apologies that I am not able to attend in person, I have a work commitment to attend this evening.

Since the last meeting I have spoken to Sue to get an understanding of her experience as committee chair and any information that would be helpful to me. She was incredibly helpful and assisted in providing many names of people who would be a great support on the committee.

I have compiled a list of names of those people who would be interested in joining the committee both on the Dartmouth and Halifax sides. There was a lot of interest when I had one on one conversations with individuals in the program.

I was also able to gain access to the email account with the help of Pedro.

I know from speaking to Sue and also briefly to Leah that there is potential of expanding into visits to nursing homes which I look forward to. The plan will be to touch base with Leah this week now that I've returned from Newfoundland where I was for work.

My apologies again for not being in attendance,

Allison

**Literature:**

<b>As of the end of February 2019,</b>	Credit Union Lit	234.77	
	SBVisa Lit	4,572.38	*Please note: this is the Visa/Debit interac card
	Cash on hand	345.25	
	<b><u>Total Available</u></b>	<b><u>\$5,152.40</u></b>	

**Inventory Value \$3840.36**

**Grand Total Value of Literature \$8992.76**

Please note that the inventory value above does not include a few small items that I could not identify; however my guess would be that it is under \$100.00. I will get some help from Trudy on this matter next report.

During the month of February, we organized the literature on hand to make it easily accessible for the committee. We attended the Midwinter Roundup and had sales in the amount of \$1479.00. We sold \$321.00 in tickets for hourly book draws and raffled off seven (7) Grapevine books in the amount of \$112.00 for a profit of \$209.00. We also made another \$1016.60 in individual or group sales during the month. From these activities we deposited \$2,701.35 to the Credit Union and Transferred \$4,000 to the SBvisa account for purchases for the upcoming months. Trudy will be attending the Cape Breton Roundup in March by herself. She deserves much thanks for this important 12 Step work and the training she has provided me with this past month.

**Summary of sales, etc.**

Roundup Sales	\$1,479.00
Raffle Profits	209.00
Other Sales	\$1,016.60

**Total Sales February \$2,704.60**

I will try to simplify the report next month when I have had a little more practice at it. I am 80% sure that I can answer any questions you may have at this time. In the first few days of March, we place large orders at Grapevine in the amount of US\$1319.11 (\$1807 Cnd est) and at AAWS in the amount of US\$1,726.67 (\$2,365 Cdn est.). Total orders are an estimated \$4200 Cdn.

The most impressive thing about literature is that we have on hand almost anything that can be purchased from both GV and AAWS. I thank you for this opportunity to serve AA.

I will have statements from the bank to add to my report next month.

Yours in service, Cathy M.

**Question:** Is it a yearly tradition to do large orders every March? **Answer:** No, we make the orders whenever it is needed, and we have some events coming up.

**Bluenose Bulletin:**

This month's Bluenose Bulletin has two general announcements. One is for the St. Patrick's Day dance on 16 Mar as well as District 1's workshop on Carrying the Message: P.I. and C.P.C.

There are also two new meetings listed:

WE AGNOSTICS Group which meets at the North Woodside Community Centre, Sat evenings at 6:00; and

EYE-OPENER Group which meets at Club 24, on Sat mornings at 10:00.

This month's birthdays' page are especially important as we have many members who will be celebrating their 1st year birthday, including Matt B., Kathy S, Andrew J, Steve M, Joel N, Wade R, Kate S, Mike D, and Howard M. With so many members celebrating their first year birthday, we cannot help but feel hope and excitement for the future of AA in HRM.

Under the birthdays you will notice a new feature. We have added a column with the total number of years of sobriety that will be celebrated on that birthday.

In closing, a reminder to all CSR's that all announcements must be submitted by the 25<sup>th</sup> of the month to appear in the next month's bulletin. When submitting your Group's birthday announcements please ensure that you include their day and date, as well as the celebrant's name with their last initial and number of years of sobriety.

Yours in Service, Kelly and Eric

**2018 Mid-Winter Round Up:**

The 2019 Mid-Winter Roundup has come and gone. My final meeting as the chair of the roundup concluded on Sunday when Bruce B. (2019 Co-Chair) was voted in as the 2020 Mid-Winter Roundup Chair.

It has been an honour to serve. I wish to thank the entire 17 people committee who gave their best efforts to provide us with an entertaining and diversely inclusive roundup.

We had 445 registrations and 88 meals purchased for the event. This included 77 Al-Anon and 4 Al-Ateen registrations.

Our revenue for the event was \$ 16,016.16 and our expenses were 15, 259.53 leaving us with a balance of \$ 756.63 minus a cheque to be paid to Al-Anon in the amount of \$ 136.19 which now leaves us with a profit of \$ 620.44 for the 2019 Mid-Winter Roundup.

Also next years committee will have the full \$ 2000.00 annual startup to work from.

This years round also created both exposure and recruitment for the AA sub-committees.

There were however some folks who had an issue with the cost of the meal vs what was on the plate. The committee had no influence in this item. I'm on a limited budget and for me the value I received was in getting to know the people that sat at our table as my wife and I felt included in the value of fellowship during the meal. I can recall on many occasions, just like it was yesterday, that I'd be spending a lot more than the meal price at a local establishment to wind up with a lot less.

I have three suggestions for those who felt it was too much for them;

1. You now have an entire year to save up for the next meal.
2. You can join the committee and help to make it better.
3. or you can do what you did this year and perhaps, miss out on something unique at the table.

The first 2020 roundup committee meeting will be on Sunday April 7th, 2019. Positions now open for 2020 Roundup are: 2020 Roundup Co-Chair, Secretary, Treasurer, Co-Treasurer, Program Chair, Program Co-chair (X2), Registration Chair, Registration Co-Chair (X2), Hospitality Chair, Hospitality Co-chair (X2), Public Information Chair, Entertainment Chair, and Entertainment Co-Chair.

In conclusion for me and my family it was a great roundup, thank you for the opportunity to serve and another day sober.

In Service,

Shawn M.  
(Outgoing 2019 - Mid-Winter Roundup Chair).

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**Comment:** I would like it to be noted that there were very few in attendance from outside the HRM this year. It should be investigated as to why we are not getting support from these outside areas when we have in the past. Hopefully we can resolve this issue.

**Answer:** Our new PI chair for the committee is tasked with outreach so this can be addressed.

**Public Information:**

Good evening everyone, things are going well with our committee. We got an opportunity to set up a booth at the Mid-Winter Roundup last month to display a little of how we carry the message. We had many members stop by and ask questions. There was 4 members who signed up to help with upcoming projects. I also got the privilege of sitting on the Helping Hands Panel on Saturday afternoon and got to talk about Public Information and what we have been doing as a committee. It was a great experience and after the session I had a member ask some questions and decided to join our committee.

We had our monthly PI Meeting on Saturday March 2, 2019, as we had a new member we spent a bit of time going through what we have been doing and what we will be doing in the upcoming year. As we have a presentation on March 20, 2019 at Northwood we spent sometime reviewing our new power point presentation etc. in order to be prepared for the 19th. The PI committee and the CPC committee are also facilitating a workshop for District 1 on March 31.

As always, please continue to announce at your groups that we are in need of members to join our committee. We always need help with such things as delivering pamphlets, making telephone calls and various upcoming presentations.

Yours in Service, Leah

**Telephone:**

The phones are running quite smoothly so far. We're always looking for members to help out; including a co-chair for the daytime phone, someone to take the nighttime phone and a member to switch the phones over.

Thank you

Your phone chair,  
Sharman

**Treatment:**

Detox continues to run smoothly, all meetings are attended as scheduled.

Forensics - With the co-chair Tom, who has offered to work with Forensics again for scheduling and communicating with the staff there, the schedule is also running smoothly.

Marguerite Center. Meetings continue to be held the first Wednesday of every month. This month there will be a one-year celebration for one of the residents. She will be presented a one-ear chip and celebration will also include a cake. The blue-nose bulletin has announced the need for women to help with chairing meetings at the Center. Please take back to your groups that we are looking for female volunteers to help put on these meetings. The experience is very rewarding.

The round-up provided a great opportunity to show attendees what Treatment was about, and which areas fit under this umbrella. A table was provided in the central area which allowed me to place a poster with information about Treatment for viewing. I also had the opportunity to speak on a panel at the round-up during 'The Hand of AA' presentation which was very informative to the attendees. Yours in service, Stephanie J

**Question:** This table recently discussed whether or not it would cover the cost of chips given out at the Marguerite centre; what has been decided there? **Answer:** All chips at the centre were donated recently by a member.

**Webmaster/Website:**

Activity on the website this month was at the usual levels. I updated announcements and new information as it came up. I was dealing with some gmail issues this month in terms of accessing accounts from different computers but will continue to work on

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these and think we will stick with gmail for the time being. I conducted some major upgrades which went very smoothly. I have been away recently and am currently dealing with some work and personal items which will keep me busy until the end of March but hope to complete all website updates at that time.

**District 1:**

Bonjour, hello my name is Steve and I am an alcoholic. I am the DCM for general service in District 1. I am a member of the Back to Basics Group in Halifax.

In my report today, I'll describe some of what I saw, and heard, and felt, during the Canadian Eastern Regional Alcoholics Anonymous Service Assembly, or CERAASA, held February 22<sup>nd</sup> to 24<sup>th</sup>, 2019, in Laval, Quebec. The CERAASA website is <http://www.ceraasa.org>.

One of the many highlights of the trip to Laval, was, for me, the 12-hour drive each way with one past and two present Area 82 officers: Tim M., the past Delegate, Trudy D., the current Alternate Delegate, and Samaira G., the current Secretary/Registrar. In the 24 hours we were together on the road, we had many interesting conversations about A.A. general service, the two past General Service Conferences held in New York, and many other things relating to A.A. We also had a lot of laughs, usually at each other's expense.

It was an exhilarating experience for me to carry the Nova Scotia flag during the CERAASA Area Flag Ceremony at the beginning of the weekend service assembly. I thank the organizers for asking me to participate. The flags of Nova Scotia, Newfoundland, Labrador, New Brunswick, Prince Edward Island, Quebec, Nunavut, and Ontario – representing the 10 areas in the Eastern Canada Region – were carried to the front of the room by different people and then placed in a flag holder. Seeing the Labrador flag was a first, for me, and I felt self-conscious about the fact I did not know that Labrador even had its own flag.

Friday evening's session included area highlights given by the 10 Area Delegates, a history of CERAASA provided by Jo-Anne L., a past Trustee at Large Canada, the General Service Office's role in AA by Sandi W., Alternate Delegate, Area 86, and a talk entitled, "Why do we need a General Service Conference?", by Dave A., the past Area 81 Delegate.

Saturday morning was devoted to presentations by area delegates on agenda items for the upcoming 69<sup>th</sup> General Service Conference. Each presentation was followed by questions and discussions from the floor and, in some cases, voting on the agenda item. Conference agenda items from the following 2019 General Service Conference Committees were discussed: Archives, Report and Charter, Public Information, Finance, Cooperation with the Professional

Community, Grapevine, International Conventions/Regional Forums, Policy/Admissions, and Literature.

Kirk S., our Area 82 Delegate, presented the following Public Information agenda item: "Consider request to approve the development of a new PSA in video format which utilizes full-face actors (not members of A.A.)." There was much discussion on this agenda item, both for and against, and a vote was taken. The vote was in favor of the agenda item. After minority voice was heard, no one in the majority wanted to change their vote.

As a second example, the following Grapevine agenda item was presented by Earl C., the Area 81 Delegate: "Consider request to remove the 'Alcoholism at Large' section from A.A. Grapevine." This agenda item also generated a lot of discussion, both for and against. A vote was taken, and the majority were against. After minority voice was heard, no one in the majority wanted to change their vote.

In addition to meeting many people in service from throughout Eastern Canada, including the Eastern Regional Trustee, Jan L., I met one special fellow named Guy C., from Montreal in Area 87. Although Guy and I had different first languages, we shared many life experiences, and most importantly we shared "the language of the heart." Oh, how absolutely wonderful this made me feel about Alcoholics Anonymous!

It was voted that the next CERAASA, to be held in February 2021, will be hosted by Area 86, Western Ontario (<https://area86aa.org>). The exact city will be announced at a later date.

Respectfully submitted, peace and love in service, Steve A.

**District 2:**

Good evening friends, my name is Shayne and I am an alcoholic. I am grateful to be here and grateful to be sober today. I am still feeling blessed to have the opportunity to serve District 2 as DCM.

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Since we last sat together, District 2 has been active in carrying out its responsibilities. Blair A, our Alt DCM, held a workshop on Feb. 10/19. The topic was "Service in AA, What Does it Mean?" Samaria and Jodi did a wonderful job facilitating the workshop, members from District 17, District 2 and District 1 showed their support and eagerness to learn, bringing the attendance to over 20 people.

On Feb. 17/19 we had our first GSR meeting of the year and although the Mid-Winter Round up fell on the same weekend, our attendance was good. Our main agenda items for the meeting were to approve our 2019 budget, to elect a Secretary, and to discuss the possibility of a joint Pre-Conference meeting with District 1. With 7 of the possible 15 groups being represented, I felt confident an informed, educated group conscious was present.

Our 2019 budget was presented and approved line by line. A new line item named "Outreach" was added this year. This item gives an opportunity to be creative in reaching out, possibly working with District 1 and/or Central Service, to carry the message where needed. With this in mind, if anyone has any ideas please reach out to District 2 and your ideas will be entertained.

Nancy D. was nominated for the position of District Secretary, qualified and was voted in. I would like to welcome Nancy to General Service and look forward to working with her during our term.

District 2 voted in favour of joining District 1 on April 13/19 to host a Pre-conference meeting with our Delegate Kirk S. The goal is to discuss as many GSC agenda items as possible with him, while both District 1 and 2 members are in attendance, before he leaves for New York. He will represent Area 82 at the 69<sup>th</sup> annual GSC. Logistics have yet to be worked out between Steve and myself, and information will be sent out shortly. Yours in Service, Shayne S.

#### **Area 82:**

No report at this time.

All Reports were motioned for approval by \* and Seconded by \* . Motion carried.

#### **ELECTIONS**

##### **Webmaster chair: Matt W qualified.**

- some discussion on having a committee chair with less than one year sobriety; suggested time is 2 years
- various members talked about starting service work before their one year sobriety date and how it helped recovery
- discussion on how much work is involved with maintaining website; Pedro said it was higher at various times of the year but at its basic level it was maybe a half-day of work each month. He stressed that the work was extremely technical and very dry work, and that he was available to assist fully with handing over the duties but would not be available until the end of March. He agreed to assist the new chair for as long as it takes.

**Vote: 28 in favour; 1 opposed; 1 abstained: Matt W elected**

**Webmaster co-chair: none**

##### **Literature co-chair: Trudy D qualified.**

- Question: will this conflict with your duties as Area delegate? Answer: I was literature chair while maintaining position as Area Secretary and had no trouble.

**Vote: All in favour. Trudy D elected**

**Corrections co-chair: none**

#### **Old Business:**

##### **Literature Financials:**

Literature Financials – Chair Report Bill P.

At the January meeting the Chair undertook to prepare a more detailed audit of records of the Literature Committee. This is not completed. February was a particularly hectic month with the Round Up and other Chair duties. A preliminary review discloses no impropriety or unaccounted funds. However, there is a major flaw in the reporting; which has existed for a decade or more.

The focus of attention when evaluating the financials of the Literature Committee has been the bank statements. What we have not appreciated is the literature inventory. This is an asset which represents invested money. The revenue in the Bank Accounts



and the value of the inventory at any given time represents the total value of the Literature Committee. The members of the Committee devote their time to managing this inventory in the form of book orders, book sales and book orders. It is the ebb and flow of the inventory; which has been missing in the reporting. Without it, we have no way to evaluate the operations of the Literature Committee.

In the years I have been in service including as Treasurer of Central Service I have never understood this Committee or could form any opinion on its operations. My brief time as Chair of the Committee in January gave the first hand experience of the inventory: its content, book orders, and filling purchases. It was this work which enabled me to clue in. The operations could not be properly assessed without knowledge of the increases and decreases in the dollar value of the inventory due to book orders and purchases with the management and accounting of this part of the operations.

The Literature Committee exists to provide a service to the A.A. Community. It allows convenient access to AA literature. With bulk ordering - it saves on shipping costs; which small orders do not allow. But different from other Committees, it is like a Retail business. In the same way as a supermarket, the convenience to the Shopper requires pre-paid inventory available for purchase. The balance in the bank accounts may rise and fall from month to month, but by the same token the value of the inventory rises and falls. The Bank Accounts are only the reflection of the inventory, but the inventory generates the income.

As part of the preliminary study, I reviewed the Literature reports found in the minutes of Central Service. The previous Chair took over part way into the second year term of the previous Chair. In subsequent reports in April the full financial activities were reported for the prior month. She also provided for viewing the bank statements for the two accounts with the Credit Union and Scotiabank. There was also a report on the value of the inventory.

The inventory can be divided into three parts. The first is literature; which is in high demand like Big Books or pamphlets like "Is AA for you". The second, is service literature like the Service Manual, GSO Guidelines, pamphlets such as the "7<sup>th</sup> Tradition". The third category is of more general interest such as "Living Sober". The amount of each category depends on sales. As stock becomes depleted; this triggers orders to AA World Services. Over the past years, literature that was not sold and gathering dust was disposed of through sale events and donations. Much of old French language literature was donated to AA New Brunswick. The present inventory is current with our needs.

There are two sources for sale of literature. We have orders received from Groups and AA Committees. There are special events like the Mid-Winter Round Up, invitation to other Round Ups, and sale events arranged by the Committee. There may be a third avenue, as the present Committee becomes more comfortable; the option exists with having open days at Club 24 where individuals may come to browse the available literature for purchase.

The Literature Committee has three general expenses. The first is Book orders which is the main expenditure, the second is rent; which is \$10. a month presently and thirdly, is miscellaneous which includes stationary, toner for the printer, and bank service fees.

There is a modest mark up on all literature to maintain operating capital for book purchases and expenses.

The Literature Committee has two bank accounts. It has a separate account at the Credit Union Atlantic from Central Service. This is the main account for deposits from book purchases and beside the cost of bank fees and miscellaneous expenses, it is used to transfer money to the Scotiabank Account. This is a Debit/credit account. The purchase of literature is done online through this account. The Credit Union does not have a similar service. The signing officers of both accounts are the Chair of the Literature Committee and the Executive of the Central Service Committee. It takes two signatures on all cheques. The Treasurer of Central Service has computer access to both accounts.

The following is how I think the Literature Committee should be reporting the financials.

Revenues

CUA Opening Balance  
Scotia Bank Opening Balance  
CUA Deposits  
Scotiabank transfer deposit  
Total

Disbursements

CUA – Transfers Scotiabank  
CUA – Rent  
CUA – Service fee  
CUA – Misc.

Scotiabank – Book orders

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Closing Balances  
CUA  
Scotiabank

Inventory  
Opening value  
Book Orders  
Total Value

Depletion  
AA Group and Comm.  
Special Events  
In-house sales

Closing Value

**Comment:** This sounds like a lot of work for the chair. Doesn't the literature committee have all that info?

**Comment:** Perhaps there is not a need to go into the past for all these figures since the chair feels everything is above board with the account financials, but perhaps we can create a best way to go forward with efficiency and clarity. For example: Currently we have one book which sells for \$5.50 and consider taxes and US exchange, our mark up is only 30 cents. Another book I can see here has a mark up of \$2.90.

**Question:** Who decides on the mark ups?

**Answer:** These have been in place for years. The US exchange changes regularly though.

**Comment:** It is very important for groups to know that the price of the books is not going to change monthly. It makes it very difficult for groups to be adjusting prices continually. When we set a price and stick with it for a sensible period of time we are serving our groups. We are fortunate currently to have a space where we can keep a large inventory and buy in bulk, save money on purchases and save money for our groups.

**Comment:** It seems the chair proposes to do a lot of research for little benefit -perhaps we can leave this work to the literature committee.

**Comment:** The only financial figure not currently available is our profits on the sales; everything else shows clearly in our reports.

**Comment:** I appreciate all the work Bill has done to clarify how the committee works.

**Question:** Why does the literature committee operate from two different bank accounts?

**Answer:** The committee saves money when we purchase online with a Debit/Visa card. The credit union doesn't offer this Debit/Visa service so we found it through Scotiabank.

In summary, the CS chair plans to meet with Cathy, literature chair, to create the best way to report literature financials in the future. Does everyone feel satisfied that the previous request for more details from the literature committee has been addressed?

Yes.

#### **NEW BUSINESS:**

**None.**

#### **Announcements from Groups :**

Pedro is celebrating 5 years this month.

TamyRose has tickets for the upcoming St Patrick's Day dance.

#### **Adjournment:**

The next Central Service Meeting will be Tuesday, April 2, 2019 at 7:00 pm (St. Mark's Church).

Meeting adjourned at 8:30 PM with the Responsibility Pledge.

Monthly Financial Statement for February 2018

Opening Balance Feb 2019 \$5847.42

DEBITS:

#723 Rent \$60.00  
 #724 Bell Mobility \$251.45  
 #725 Corrections \$30.00  
 #726 Public Info \$233.40  
 #727 Literature CPC \$127.45  
 #728 Literature Reversal \$4000.00

CREDITS:

7th Tradition \$48.15  
 Insurance Contributions \$120.00  
 Second Chance \$500.00  
 Sunrise Group \$240.00  
 Colby Village Big Book Study \$540.00  
 Sober Gals` \$75.00  
 Hubbards Step Sisters \$30.00  
 St Margarets Bay Group \$200.00  
 Literature Returns MWRU \$118.25  
 Fresh Start \$400.00  
 Literature Account \$4000.00  
 Closing Balance Feb 28 2019, \$7416.52

Prudent account: opening balance \$4890.12

interest \$0.19

Closing balance \$4890.31 \$2000 of prudent is For Insurance

Literature Committee: Opening balance \$3147.91 Closing \$1553.42 (Debit Card) Open \$572.38 Close \$4569.38

2019 Approved Central Service Budget														
Revenues	Budget 2019	January	February	March	April	May	June	July	August	Sept	October	November	December	Totals
Group Contributions	\$12,320.00													\$0.00
7th Tradition	\$400.00													\$0.00
Insurance premium	\$ 1,300.00													\$0.00
Entertainment Comm.														\$0.00
Transfer from Literature														\$0.00
Miscellaneous														\$0.00
<b>Business Account Totals</b>	<b>\$14,020.00</b>													<b>\$0.00</b>
<b>Expenses</b>														
Literature														\$0.00
Rent - Church Hall	\$720.00													\$0.00
Telephone Committee	\$3,200.00													\$0.00
P.O. Box Rental	\$ 225.00													\$0.00
Insurance Premium	\$1,300.00													\$0.00
Area 82 Contribution	\$1,000.00													\$0.00
GSD Contribution	\$800.00													\$0.00
December Social 2019	\$400.00													\$0.00
Bulletin Bulletin	\$250.00													\$0.00
Entertainment Committee	\$800.00													\$0.00
Webmaster Expense	\$150.00													\$0.00
Treasurer Expense	\$50.00													\$0.00
Secretary Expense	\$225.00													\$0.00
Chair Expense	\$100.00													\$0.00
Co-Chair Expense	\$100.00													\$0.00
CPC	\$500.00													\$0.00
Corrections	\$1,000.00													\$0.00
Public Information	\$1,500.00													\$0.00
Treatment	\$500.00													\$0.00
Miscellaneous	\$200.00													\$0.00
Service Weekend	\$ 1,000.00													\$0.00
<b>Business Account Totals</b>	<b>\$14,020.00</b>													<b>\$0.00</b>
<b>Grand Total</b>														
														\$0.00
Closing Balance of														
All Accounts Dec 31 2018														
														\$0.00
Prudent Account	Insurance Deductible		2000						Jan To Dec			Checking	\$5,238.01	
	Prudent Acc.		\$2,170.10						2000			Prudent	\$4,889.91	
									2889.91			Literature	\$3,147.91	
	Total		\$4,170.92						4889.91			Total	\$13,275.83	
Literature			4010.27						Revenues:	5723.66				
									expenses	5918.72				
									Net	\$3,228.33				
									Debit card	731.54				
Notes . Misc Credits														
Xmas Social (382.95 7th) & 43.29 Bal of Expense														
Misc Debits														
Literature \$337.51 Trudy has paid out of her own acct so it had to be repaid back to her.														