

DRAFT



ORANGE COUNTY/GREATER LONG BEACH AL-ANON INFORMATION OFFICE:

[www.ocalanon.org](http://www.ocalanon.org)

SOUTHERN CALIFORNIA AL-ANON WORLD SERVICE: [www.scws-al-anon.org](http://www.scws-al-anon.org)

AL-ANON FAMILY GROUPS HEADQUARTERS: [www.al-anon.org](http://www.al-anon.org)

LOS ANGELES COUNTY AL-ANON CENTRAL OFFICE: [www.alanonla.org](http://www.alanonla.org)

**Minutes of the Orange County/Greater Long Beach Intergroup Meeting  
December 4, 2024**

The Intergroup meeting of December 4, 2024, was called to order at 7:30 p.m. by the Chair, DJ K. The Serenity Prayer was recited.

Readings:

Twelve Traditions – Mary C. (D66)

Twelve Concepts of Service – Sue B. (D63)

Spiritual Reading – DJ K. (Chair) – A Little Time for Myself, June 27, Page 290

**ROLL CALL:**

Officers: Chair – DJ K., Chair-Elect – Marque H., Ex-Officio – Ajit S.,  
Secretary – Cherie S., Treasurer – Marilen H.

Committees: Alateen Activities – OPEN; Co-Secretary (Records) – Sofia C.;  
Fundraising/Phone Coverage – Cheryl J. and Dick G.; Institutions – Gary G.;  
Nominations/Historian – Barbara Y.; Orange Blossom – Jon M. and Cheryl S. (absent);  
Public Information – Eric N., Toni C. and JoJo D.; Spanish Language Liaison – Cindy R.;  
World Service Liaison – Veronica B.

**REPORTS:**

**Treasurer: Marilen H.**

Marilen reported that the November financials have not been completed but will be posted as soon as they are (around the 10<sup>th</sup> of the month). Presented the October financials. Full Treasurer's report attached.

As of October 31, 2024, the current period total sales were \$12,460.76. The total cost of sales was \$7,240.47, resulting in a gross profit of \$5,220.29. Total operating expenses were \$3,786.90, leaving an operating profit of \$1,433.39. Interest income was \$364.88, resulting in a net profit of \$1,798.27. (Four months year to date loss is **(\$365.48)**). Total assets as of October 31, 2024, from checking/savings/other equaled \$162,446.11.

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7<sup>th</sup> Tradition - Please continue to make contributions through ocalanon.org. There is a button to click for contributions. Please include meeting information where indicated.

**Secretary: Cherie S.**

Quorum: 15% of 172 registered groups = 26 ISRs needed for quorum.  
ISRs present = 54.

The minutes of October 16, 2024, were reviewed.

**Action:** Motion made by Holden M., (D66) and seconded by Jerry M. (D60) to approve the minutes as submitted.

**Decision: Motion approved** by 96% vote (52).

**Service Board Meeting (November 2024) Motions/Highlights:**

Motion to find another public location to hold the Service Board meetings (in order to allow members to attend) was made and passed. We will keep Intergroup apprised when a suitable location has been acquired.

New Business – A question was asked about Service Board members holding “like” positions in other areas of service (District, SCWS). A clear definition of what “Like Positions” are should be included in the Revised By-Laws (to avoid ambiguity). The Oversight Committee is reaching out to SCWS to see what information they use for determining this.

**Office Oversight & Continuity Committee (OCC): Kevin O.**

Julie S., Oversight Committee Chair stepped down. Kevin O. was appointed Interim Chair for the Oversight Committee. Marque S. will be the liaison with the office employees and, as previously reported, has taken the lead on By-Laws Revisions.

**Service Board Chair: DJ K.**

- We must have unity to best serve our fellowship!
- The Service Board meetings cannot currently be open to members, as we are holding the meetings at a private residence clubhouse and must respect their rules for meetings. We will be looking into finding a local, public venue as soon as possible. The Orange Blossom says the meetings are being held on Zoom – this information should be changed in the OB.
- Office lease will be signed. Negotiations included 1/2 rent payments for first couple of months of new lease!

Intergroup Meeting  
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**Chair-Elect: Marque H.**

Marque reported that the Board Corner is now in the Orange Blossom. Report attached.

By-Laws committee has met twice and is going through the changes section by section, comparing old to new draft. They hope to have it ready to present at the February Intergroup meeting.

**Ex-Officio: Ajit S.**

No report.

**Announcements:**

- December 14 is the Holiday Alathon (In the Spirit of Giving)
- An unidentified gift basket was delivered to the office. If it was donated by your group, please notify the office. 714-469-8039.

**Alateen Activities Coordinator: OPEN/Need AMIAS**

DJ reported that we are still looking for a person to fill this position.

**Co-Secretary (Records): Sofia C.**

If you have questions or need help to get registered as an ISR or Alt. ISR, please email [secretary@ocalanon.org](mailto:secretary@ocalanon.org).

**Fundraising Liaison and Telephone Coverage: Cheryl J. and Dick G. (Absent)**

Dick reported that he is providing phone coverage on holidays/weekend. Report attached.

**Institutions: Gary G.**

Gary reported that we are back in juvenile hall twice a month! Report attached.

**Nominations/Historian: Barbara Y.**

Nominations for Service Board will be taken at February Intergroup Meeting. Sample resume forms will be in the January Orange Blossom. Consider stepping up to be of service! Encouraged current Service Board members to be an attraction to Service Board.

**Orange Blossom/News Editor: Jon M. and Cheryl S. (Absent)**

Due date for including information in the Orange Blossom is the 10<sup>th</sup> of the month prior to when you want your flyer/information published.

**Public Information: Eric N., Toni C., and JoJo D.**

No report.

**Spanish Liaison: – Cindy R.**

Cindy is continuing to seek a committee member to assist/shadow her in order to learn, grow, and potentially take on the role beginning in July.

Intergroup Meeting  
December 4, 2024

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**World Service Liaison: – Veronica B.**

Attended the SCWS Assembly in November. Sharing of Service (SOS) will be held virtually in January. AFG convention will be held April 4-6, 2025. 2025 AA International convention, with Al-Anon participation, will be held in July.

**Information Service Office**

There is quite a bit of “traffic” on Saturdays. Several members have reported great appreciation for the office.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**Birthdays:**

October

Marque S. – 9 years

November

Bill Mc. – 25 years; Rebecca S. –18 years; Vera – 41 years

December

Jerry M. – 28 years; Barbara Y. – 30 years; Sofia I. – 12 years

Next scheduled Intergroup Meeting is February 19, 2025.

Motion to adjourn the meeting was made by Bill Mc. (D63) and seconded by Nikki ?. (D??). Motion passed.

Respectfully submitted,

Cherie S., Secretary

Financial Report for October 31, 2024

- a. Sales improved in October to \$12,460.76. Sales fell short again in November \$8,404.03

Other Updates:

1. F&M Banking – Signatories were updated. CD’s transferred to US Bank.
2. US Bank -Opened two accounts –
  - a. Payroll and Bill pay have been transferred to new bank.
  - b. Still need to transition Auto Pays
  - c. Check scanner received. Working on setting up users Mike – set up and Sam – in process
  - d. We were partially operational in US Bank by October 15, 2024. F&M should be closed before the end of the year.
3. Audit Procedures
  - a. Preparing a checklist for monthly internal reviews.

In Service, Marilen H

October 31, 2024

0940 C 6-30

Al-Anon Info Service Of O C  
12391 Lewis Street Suite 102

Garden Grove, CA

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Garden Grove, CA  
October 31, 2024

0940

BALANCE SHEET

6-30

ACCT DESCRIPTION

ASSETS

CURRENT ASSETS

101	Deposits In Transit	\$	693.80	
102	Cash in Bank Farmers and Merchants		5,248.80	
10201	U S Bank Checking #4418		21,097.28	
10301	U S Bank Money MARKET#1280		101,275.91	
110	Petty Cash		145.79	
130	Inventory		<u>33,984.53</u>	
	TOTAL CURRENT ASSETS			<u>\$ 162,446.11</u>
	TOTAL ASSETS			<u><u>\$ 162,446.11</u></u>

LIABILITIES & EQUITY

CURRENT LIABILITIES

205	Accounts Payable	\$	1,792.00	
232	Accrued Payroll Tax - Federal		.02	
233	Accrued Payroll Tax - State		(36.57)	
236	Sales Tax Payable		<u>622.72</u>	
	TOTAL CURRENT LIABILITIES			<u>\$ 2,378.17</u>
	TOTAL LIABILITIES			<u>2,378.17</u>

EQUITY

283	Fund Balance		160,433.42	
	Loss		<u>(365.48)</u>	
	TOTAL EQUITY			<u>160,067.94</u>
	TOTAL LIABILITIES & EQUITY			<u><u>\$ 162,446.11</u></u>

Al-Anon Info Service Of O C  
12391 Lewis Street Suite 102

Garden Grove, CA  
October 31, 2024

0940 OPERATING STATEMENT 6-30

ACCT	DESCRIPTION	CURRENT PERIOD	FOUR MONTHS YEAR TO DATE	PERCENTAGE CURR.	YTD
SALES					
302	Unidentified Contributions	\$ 2,653.36	\$ 7,676.54	21.3	18.7
303	Alateen	270.55	589.05	2.2	1.4
304	Books	3,497.52	10,177.48	28.1	24.8
305	Contributions - Other	711.20	4,385.82	5.7	10.7
306	Directories & Newcomer Packe	539.15	1,724.90	4.3	4.2
307	District 57 Contributions	241.00	1,091.18	1.9	2.7
308	District 60 Contributions	468.08	1,697.13	3.8	4.1
309	District 63 Contributions	1,086.55	2,510.44	8.7	6.1
310	District 66 Contributions	1,483.21	6,426.46	11.9	15.6
311	Miscellaneous Lit	193.42	633.98	1.6	1.5
313	Orange Blossom	10.00	23.00	.1	.1
314	Pamphlets	633.90	1,553.75	5.1	3.8
315	Shipping	54.00	169.00	.4	.4
316	Spanish	368.82	1,325.71	3.0	3.2
317	Workbooks	250.00	1,106.00	2.0	2.7
	TOTAL SALES	<u>12,460.76</u>	<u>41,090.44</u>	100.0	100.0
COST OF SALES					
402	Purchases	4,172.45	12,864.73	33.5	31.3
410	Supplies		35.22		.1
415	Direct Labor	2,850.00	12,543.00	22.9	30.5
442	Payroll Taxes	218.02	965.60	1.8	2.4
	TOTAL COST OF SALES	<u>7,240.47</u>	<u>26,408.55</u>	58.1	64.3
	GROSS PROFIT	\$ 5,220.29	\$ 14,681.89	41.9	35.7
OPERATING EXPENSES					
510	Operating Supplies		41.91		.1
512	Freight & Postage	62.79	237.96	.5	.6
520	Rent	2,072.54	8,290.16	16.6	20.2
522	Equipment Lease	160.06	625.69	1.3	1.5
524	Computer Expense	64.99	359.95	.5	.9
529	Telephone	221.21	883.59	1.8	2.2
530	Repairs & Maintenance		40.00		.1
535	Insurance - General	290.62	1,445.28	2.3	3.5
549	Website Fee		21.17		.1
552	Vehicle Expense	180.90	634.49	1.5	1.5
555	Trade Show Expense		332.72		.8
564	Legal & Accounting	300.00	1,200.00	2.4	2.9
565	Meeting Fees		300.00		.7
566	Office Expense	228.79	553.79	1.8	1.4
567	Bank Charges	.01	1.01		
568	Merchant Fees	204.99	636.14	1.7	1.6
	TOTAL OPERATING EXPENSES	<u>3,786.90</u>	<u>15,603.86</u>	30.4	38.0
	OPERATING PROFIT or (LOSS)	\$ 1,433.39	\$ (921.97)	11.5	(2.2)
OTHER INCOME & (EXPENSE)					



Al-Anon Info Service Of O C  
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Garden Grove, CA  
October 31, 2024

0940 OPERATING STATEMENT 6-30

ACCT	DESCRIPTION	CURRENT PERIOD	FOUR MONTHS YEAR TO DATE	PERCENTAGE CURR.	YTD
901	Interest Income	<u>364.88</u>	<u>556.49</u>	<u>2.9</u>	<u>1.4</u>
	TOTAL OTHER INCOME & (EXPENSE)	<u>364.88</u>	<u>556.49</u>	<u>2.9</u>	<u>1.4</u>
	NET PROFIT or (LOSS)	<u>\$ 1,798.27</u>	<u>\$ (365.48)</u>	<u>14.4</u>	<u>(.9)</u>

Al-Anon Info Service Of O C

CHANGES IN FINANCIAL POSITION

October 31, 2024

0940 BALANCE SHEET ANALYSIS 6-30

ACCT DESCRIPTION CURRENT PERIOD FOUR MONTHS YEAR TO DATE

CHANGES IN ASSETS

CHANGE IN CURRENT ASSETS

101	Deposits In Transit	\$ 261.81	\$ (687.62)
102	Cash in Bank Farmers and Merchants	911.06	(26,051.99)
10201	U S Bank Checking #4418	997.27	21,097.28
103	Farmers & Merchants Savings		(4,048.02)
10301	U S Bank Money MARKET#1280	364.88	101,275.91
104	Farmers & Merchants CD#9179		(77,830.01)
105	Farmers & Merchants CD#9454		(18,741.40)
110	Petty Cash	(57.19)	44.34
130	Inventory	1,597.81	5,837.30
	NET CHANGE IN CURRENT ASSETS	<u>4,075.64</u>	<u>895.79</u>
	NET CHANGES IN ASSETS	<u>\$ 4,075.64</u>	<u>\$ 895.79</u>

CHANGES IN LIABILITIES & EQUITY

CHANGE IN CURRENT LIABILITIES

205	Accounts Payable	\$ 2,651.78	\$ 1,792.00
232	Accrued Payroll Tax - Federal		.02
236	Sales Tax Payable	(374.41)	(530.75)
	NET CHANGE IN CURRENT LIAB.	<u>2,277.37</u>	<u>1,261.27</u>
	NET CHANGES IN LIABILITIES	2,277.37	1,261.27
	CHANGE IN EQUITY		
	Net Profit or (Loss)	<u>1,798.27</u>	<u>(365.48)</u>
	NET CHANGE IN EQUITY	<u>1,798.27</u>	<u>(365.48)</u>
	NET CHANGES IN LIAB. & EQUITY	<u>\$ 4,075.64</u>	<u>\$ 895.79</u>

Al-Anon Info Service Of O C

STATEMENT OF CASH FLOWS

October 31, 2024

0940 CASH FLOW ANALYSIS 6-30

ACCT	DESCRIPTION	FOUR MONTHS YEAR TO DATE	TOTALS
	INCREASES TO CASH FLOW		
205	Accounts Payable	\$ 1,792.00	
232	Accrued Payroll Tax - Federal	<u>          .02</u>	
	TOTAL INCREASES TO CASH FLOW		\$ 1,792.02
	DECREASES TO CASH FLOW		
	Net Loss From Operations	\$ 365.48	
110	Petty Cash	44.34	
130	Inventory	5,837.30	
236	Sales Tax Payable	<u>530.75</u>	
	TOTAL DECREASES TO CASH FLOW		<u>6,777.87</u>
	NET CHANGE TO CASH FLOWS		<u><u>\$ (4,985.85)</u></u>

Al-Anon Info Service Of O C

YEAR TO DATE COMPARATIVE

For the Four Months Ended October 31, 2024

0940 CURRENT TO PRIOR 6-30

ACCT	DESCRIPTION	YEAR TO DATE		VARIANCE	
		CURR YEAR	PRIOR YEAR	DOLLARS	PERCENT
SALES					
302	Unidentified Contributions	\$ 7,676	\$ 4,729	\$ 2,947	62.3
303	Alateen	589	848	(259)	(30.5)
304	Books	10,177	11,795	(1,618)	(13.7)
305	Contributions - Other	4,385	4,269	116	2.7
306	Directories & Newcomer Packe	1,726	1,713	13	.8
307	District 57 Contributions	1,091	4,111	(3,020)	(73.5)
308	District 60 Contributions	1,698	2,156	(458)	(21.2)
309	District 63 Contributions	2,510	2,699	(189)	(7.0)
310	District 66 Contributions	6,425	4,872	1,553	31.9
311	Miscellaneous Lit	635	715	(80)	(11.2)
313	Orange Blossom	23	11	12	109.1
314	Pamphlets	1,554	1,931	(377)	(19.5)
315	Shipping	169	156	13	8.3
316	Spanish	1,325	1,736	(411)	(23.7)
317	Workbooks	1,106	972	134	13.8
	TOTAL SALES	41,089	42,713	(1,624)	(3.8)
COST OF SALES					
402	Purchases	12,865	18,995	6,130	32.3
410	Supplies	35	75	40	53.3
415	Direct Labor	12,543	10,827	(1,716)	(15.9)
442	Payroll Taxes	965	854	(111)	(13.0)
	TOTAL COST OF SALES	26,408	30,751	4,343	14.1
	GROSS PROFIT	\$ 14,681	\$ 11,962	\$ 2,719	22.7
OPERATING EXPENSES					
510	Operating Supplies	42		(42)	
512	Freight & Postage	239	221	(18)	(8.1)
520	Rent	8,289	10,219	1,930	18.9
522	Equipment Lease	626	1,454	828	57.0
524	Computer Expense	360	240	(120)	(50.0)
529	Telephone	884	872	(12)	(1.4)
530	Repairs & Maintenance	40	96	56	58.3
535	Insurance - General	1,444	1,290	(154)	(11.9)
549	Website Fee	22	20	(2)	(10.0)
552	Vehicle Expense	634	711	77	10.8
555	Trade Show Expense	333		(333)	
564	Legal & Accounting	1,200	1,200		
565	Meeting Fees	300		(300)	
566	Office Expense	554	232	(322)	(138.8)
567	Bank Charges	1		(1)	
568	Merchant Fees	636	370	(266)	(71.9)
	TOTAL OPERATING EXPENSES	15,604	16,925	1,321	7.8
	OPERATING PROFIT or (LOSS)	\$ (923)	\$ (4,963)	\$ 4,040	81.4
OTHER INCOME & (EXPENSE)					

Al-Anon Info Service Of O C

YEAR TO DATE COMPARATIVE

For the Four Months Ended October 31, 2024

0940 CURRENT TO PRIOR 6-30

ACCT	DESCRIPTION	YEAR TO DATE		VARIANCE	
		CURR YEAR	PRIOR YEAR	DOLLARS	PERCENT
901	Interest Income	556	168	388	231.0
	TOTAL OTHER INCOME & (EXPENSE)	556	168	388	231.0
	NET PROFIT or (LOSS)	\$ (367)	\$ (4,795)	\$ 4,428	92.4

# Chair-Elect Report

Marque H.  
December 2024

## Board Corner

- Friendly reminder that nominees for open Board positions will be held at the February ISR meeting. Let your voice be heard!
  - The Board is looking for volunteers from various cultures for outreach. Help us to reach out and navigate cultural differences so that we can serve as many people as possible.
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## By-Laws Work Group

- The By-laws Work Group has a stated meeting and meets every Sunday at the Office in Garden Grove.
  - The goals of the workgroup are to update the language by eliminating archaic terms and ensure that the by-laws represent the current state of the corporation.
  - It is our hope to have the updates completed by the February ISR meeting or the April ISR meeting at the latest.
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## Office Oversight

- As the Chair of the Office Oversight Committee has resigned, the by-laws call for the office staff to report to the Chair-Elect. Kevin O. has been elected by the committee to chair it moving forward and will take over the duties from the chair-elect after the new by-laws are approved by the Board and the ISR membership.
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## Office Oversight Committee

- After researching the Office Oversight Committee, it was determined that it is an advisory committee that reports to the Board and is not a part of the Board. Therefore, it will be removed from the by-laws and added to the Office Oversight Manual along with the charter which outlines its duties and operating structure.
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H&I  
Intergroup Report – 12-4-2024

Greetings:

We are working with the AA Public Information Coordinator, Chris W., and doing panels at high school health classes. We had a very successful one's in September at Bolsa Grande and in November at Los Amigos High School. The next one is being planned for Santa Ana High School.

Here is the response that Chris the AA PI Coordinator received from the school.

Hello Chris

I am hoping to have your wonderful panel back into LAHS once again this semester. The empowering messages of recovery, respecting oneself and unconditional love sent that day are ones that all students should have the opportunity to hear.

Thank you,  
Capri Masuda  
Health Education  
Psychology

We now have panels on the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month at Juvenile Hall at 6:30 P.M. They require a background check that is good for 6 months.

I am looking to restart panels at facilities we used to do panels such as Phoenix House and Cornerstone. If anyone has a contact at a recovery facility that has a family day, contact me and we will see what we can arrange.

For anyone interested in volunteering to be on a panel, you can send me your contact information via phone or the email listed below and I will be building a list of panelists.

Thanks,

Any questions call:

Gary G. (714) 396-0371  
h\_i@ocalanon.org

# WS Liaison Report to OC Intergroup Meeting

12/04/2024

1. I attended the Assembly meeting on Saturday November 16. GRs voted in the following three items:

- 1) Approval of Bylaws with the proposed updates, which included updating the principal current address, some language changes and adding SCAC to the bylaws. SCAC is Back!!

- 2) Approval to renew insurance coverage for Al-Anon Groups in Southern California.

- 3) Election of new Chairperson of the Board - Only one qualified Al-Anon member submitted her Resume. The GR options to vote included: Yes, No or Abstain. The majority (over 70%) voted Yes. Irene C. is the new elected Chairperson

## 2. Upcoming Events:

- 1) January 18, 2025

**SOS – Save the Date / CDS Guarda la Fecha**

Details and Zoom information coming soon. Please visit

<https://www.scws-al-anon.org/calendar-of-events/>

- 2) April 4 – 6, 2025

**48<sup>th</sup> Annual Southern California AFG Convention**

Double Tree Hotel, Ontario

<https://www.afgconvention.org/>

- 3) **In addition** - A.A.'s 2025 International Convention with Al-Anon Participation, in Vancouver, British Columbia, Canada, July 3-6. Help celebrate A.A.'s 90<sup>th</sup> Anniversary! Attendance is anticipated to include 4,000 Al-Anon members, including members of Alateen, along with 50,000 A.A. members.

<https://www.aa.org/international-convention>

Love in Service,

Veronica B.