



Virginia Area Fall Assembly

TREASURER'S REPORT

October 20, 2018

1. ATTACHMENTS

- A. Budget v. Actual Report, September 30, 2018
- B. Income-Expense Comparison by Category, September 30, 2018
- C. Group Contributions as of September 30, 2018
- D. Semiannual Appeal Results, September 30, 2018
- E. Proposed Budget for 2019
- F. Check Illustration
- G. Suggested Area 57 Guidelines for Group Contributions

2. QUICK SUMMARY

Account	Balances as of September 30		
	2016	2017	2018
Checking	\$25,828	\$26,505	\$27,819
Savings	24,953	24,958	26,961
PayPal	24	10,960	16,553
Convention	9,474	12,257	14,234
Credit Card	0	0	(55)
Total	\$60,279	\$74,680	\$85,512

3. INCOME

Contributions for January thru September 2018 are way ahead of expected contributions at 85 percent of the budget (Attachment A) as opposed to the reference 75 percent benchmark. DRs and GRs, please continue reminding groups and districts to send their contributions. There will be no Fall Appeal this year due to better than expected income and lower than anticipated expenditures thus far.

4. EXPENSES

Expense thus far are behind expectations. We still anticipate increased outlays for the archives and website. We have a little more than two months to reach our expense goals. (Expense information for the Fall Assembly is incomplete at this time since we have booked most of the income but we have not paid any bills as of September 30th.)

5. DISCUSSION

A. We have reached a consensus to include Area Convention finances with other Area finances. Because of this change in accounting procedures, transfers of funds from the Area bank accounts into the Convention bank account and vice versa (when warranted), will not show up in consolidated income and expense financial reports. These transfers will be noted in future narrative reports to maintain visibility of the Area commitment to fund Area Conventions. Only actual income and outlays to and from the Area will appear in our reports.

B. The Virginia Area Al-Anon Alateen Assembly, Inc., is now a nonprofit corporation registered in the Commonwealth of Virginia. Our informal name, Virginia Area Assembly, is registered in Fairfax County as a legal name under which we may conduct our business. On April 25th we filed an IRS Form 990-EZ (Short Form Return of Organization Exempt from Income Tax) with the Federal Government, with a copy to the Virginia Department of Tax Administration. The convention treasurer now files monthly sales tax reports, to include months in which no sales occurred.

C. Our credit card has arrived and we have begun using it for our storage facility (autopay) in Midlothian, and other online purchases. Our credit limit is \$7,500 but will likely be raised after a few years of usage.

Respectfully submitted:

Bruce L. Burrows
Area Treasurer

VIRGINIA AREA ASSEMBLY 2018 BUDGET v. ACTUAL REPORT

AS OF: September 30, 2018

INCOME FROM CONTRIBUTIONS	Budgeted	Actual	Percent	Notes
01 001-029 Group & District Contributions	\$ 22,900	\$ 20,364.03	89%	far ahead of projected income to date
01 098 Service Center Contributions	\$ 400	\$ 300.00	75%	
01 099 + 02 Other Income	\$ 1,500	\$ 310.82	21%	
INCOME FROM CONTRIBUTIONS	\$ 24,800	\$ 20,974.85	85%	Reference percent = 75
Surplus or (Deficit) from Prior Years	\$ 6,128	\$ 6,128.20	100%	\$6,128.20 from 2017 year-end report
TOTAL FUNDS AVAILABLE THIS YEAR	\$ 30,928	\$ 27,103.05	88%	
EXPENSES	Budgeted	Actual	Percent	
10 DELEGATE				
WSC Equalized Travel	\$ 1,900		0%	
WSC Incidentals	\$ 100		0%	
Area Expenses	\$ 100	\$ 44.00	44%	
Southeast Regional SERDGT	\$ 450	\$ 590.78	131%	
20 OTHER OFFICERS				
Chair	\$ 250		0%	
Alternate Chair	\$ 100		0%	
Alternate Delegate	\$ 200		0%	
Secretary	\$ 200		0%	
Treasurer	\$ 100	\$ 122.05	122%	add: Turbotax for 501c3 business
Alternate Secretary/Treasurer	\$ 50		0%	
21 COORDINATORS/LIAISONS/OTHER				
Alateen Coordinator	\$ 500	\$ 67.60	14%	
Area Alateen Process Person	\$ 300	\$ 142.55	48%	
Archives	\$ 300	\$ 275.00	92%	
Group Records	\$ 100	\$ 197.00	197%	
Literature	\$ 50		0%	
Long Range Planning Committee	\$ 100		0%	
Public Outreach	\$ 200	\$ 140.66	70%	banner
30 OPERATIONS				
Bank Service Charges	\$ 10	\$ 189.00	1890%	check/deposit slip order
Capital Expenses/Equipment	\$ 500	\$ 1,375.07	275%	proj, Corp reg \$175, WEBEX 1 yr \$316.90
Event Insurance	\$ 400		0%	
Post Office Box	\$ 50		0%	
Scholarships (except Assemblies)	\$ 250		0%	
Semiannual Appeal Costs	\$ -		0%	used email
40 MEETINGS				
Donations to Meeting Venues	\$ 300		0%	
Officers Meetings	\$ 100		0%	
VAWSC Meetings	\$ 400	\$ 221.17	55%	
50 WEBSITE	\$ 3,300	\$ 1,275.34	39%	maintenance & hosting
60 CONVENTION 2019	\$ 2,783	\$ 926.83	0%	actual expenses due to accounting chng
ASSEMBLIES				
70 Spring Assembly Area Expenses	\$ 5,800	\$ 5,015.38	86%	
71 Fall Assembly Area Expenses	\$ 5,800	\$ (14,582.44)	-251%	
Miscellaneous	\$ 107		0%	to balance income & expenses
TOTAL EXPENSES	\$ 24,800	\$ (4,000.01)	-16%	reference percent = 75
Available Funds Minus Expenses	\$ 6,128.00	\$ 24,974.86		\$6,128 from 2017 year-end report
Carry Forward to 2019	\$ 6,128.00	\$ 31,103.06		

Income-Expense Comparison by Category
1/1/2017 through 9/30/2018

10/8/2018

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Category	1/1/2017- 9/30/2017	1/1/2018- 9/30/2018	Amount Difference
INCOME			
01 Contributions			
001 Albemarle	1,257.90	1,276.12	18.22
002 Springfield Annandale	677.73	1,048.00	370.27
003 Arlington	689.63	391.96	-297.67
004 Blue Ridge	734.88	433.25	-301.63
005 Bull Run	1,404.60	1,325.84	-78.76
006 Central Valley	367.00	258.00	-109.00
007 Eastern Shore	0.00	50.00	50.00
008 Fairfax	1,536.80	1,662.25	125.45
009 Falls Church Vienna McLean	1,154.85	623.40	-531.45
010 Loudoun Reston	1,393.99	2,445.37	1,051.38
012 Nansemond	355.07	356.83	1.76
013 New River	78.00	0.00	-78.00
014 Norfolk	231.99	216.77	-15.22
015 Northern Neck	145.00	0.00	-145.00
016 Peninsula	1,343.42	1,263.71	-79.71
017 Piedmont	111.91	285.80	173.89
018 Alexandria	727.65	791.00	63.35
019 Rappahanock	473.84	610.73	136.89
020 Richmond North	1,805.22	3,940.76	2,135.54
021 Roanoke Alleghany	395.00	563.97	168.97
022 Seven Hills	178.00	442.91	264.91
023 Southside	100.00	20.00	-80.00
027 Virginia Beach	1,011.25	929.27	-81.98
029 James River South	948.34	1,428.09	479.75
098 Al-Anon Service Centers	300.00	300.00	0.00
099 Other	202.00	107.08	-94.92
TOTAL 01 Contributions	17,624.07	20,771.11	3,147.04
02 Other Income	3.71	203.74	200.03
TOTAL INCOME	17,627.78	20,974.85	3,347.07
EXPENSES			
10 Delegate			
1 WSC Equalized Travel	1,612.00	0.00	1,612.00
3 Southeast Regional SERDGT	420.83	590.78	-169.95
4 Area Expenses	130.78	44.00	86.78
TOTAL 10 Delegate	2,163.61	634.78	1,528.83
20 Other Officers			
3 Alt Delegate	598.38	0.00	598.38
5 Treasurer	85.45	122.05	-36.60
TOTAL 20 Other Officers	683.83	122.05	561.78
21 Coordinators, Liaisons, Other			

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Income-Expense Comparison by Category

1/1/2017 through 9/30/2018

10/8/2018

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Category	1/1/2017- 9/30/2017	1/1/2018- 9/30/2018	Amount Difference
1 Alateen Coordinator	186.32	67.60	118.72
2 Area Alateen Process Person	108.00	142.55	-34.55
3 Archives	225.00	275.00	-50.00
4 Group Records	0.00	197.00	-197.00
8 Public Outreach	148.40	140.66	7.74
TOTAL 21 Coordinators, Liaisons, Other	667.72	822.81	-155.09
30 Operations			
1 Bank Service Charges	0.00	189.00	-189.00
2 Capital Expenses & Equipment	0.00	883.17	-883.17
7 Corporate Registration	0.00	175.00	-175.00
8 Communications	0.00	316.90	-316.90
TOTAL 30 Operations	0.00	1,564.07	-1,564.07
40 Meetings			
1 Donations to Meeting Venue	300.00	0.00	300.00
3 VAWSC Meetings	310.76	221.17	89.59
TOTAL 40 Meetings	610.76	221.17	389.59
50 Website	2,661.96	1,275.34	1,386.62
60 Convention			
2 Other income	0.00	-1,385.21	1,385.21
5 Supplies, printing, copying, etc.	0.00	2,229.49	-2,229.49
6 Sales tax	0.00	82.55	-82.55
TOTAL 60 Convention	0.00	926.83	-926.83
70 Assembly, Spring			
1 Registration Income	-25,084.94	-23,327.13	-1,757.81
2 Seventh Tradition Income	-603.36	-566.40	-36.96
3 Hotel Expense-rooms	15,267.01	13,640.53	1,626.48
4 Hotel Expense-AV, food, coffee, etc.	15,828.11	14,011.92	1,816.19
6 Supplies, Printing & Other	1,161.62	1,126.46	35.16
7 Scholarships	130.00	130.00	0.00
8 Payments to VA Area Trusted Servants	416.36	0.00	416.36
TOTAL 70 Assembly, Spring	7,114.80	5,015.38	2,099.42
71 Assembly, Fall			
1 Registration Income	-20,441.99	-14,842.44	-5,599.55
4 Hotel Expense-AV, food, coffee, etc.	6,000.00	0.00	6,000.00
6 Supplies, Printing & Other	539.72	0.00	539.72
7 Scholarships	0.00	260.00	-260.00
TOTAL 71 Assembly, Fall	-13,902.27	-14,582.44	680.17
TOTAL EXPENSES	0.41	-4,000.01	4,000.42
OVERALL TOTAL	17,627.37	24,974.86	7,347.49

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Group Contributions
1/1/2018 through 9/30/2018

10/7/2018

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Date	Description	Amount
INCOME		20,974.85
01 Contributions		20,771.11
001 Albemarle		1,276.12
1/2/2018	30578533 Keep It Simple	40.00
2/5/2018	30596458 Saturday Morning Step	100.00
2/26/2018	502073 Bound To Improve	75.00
2/27/2018	13823 Monday Night	237.00
3/5/2018	30648896 Rockfish Gap	40.00
3/5/2018	30637923 Quiet Moments	63.02
4/23/2018	30545332 Unity	80.00
5/30/2018	30648896 Rockfish Gap	40.00
6/16/2018	30545332 Unity (APPEAL)	31.00
6/25/2018	46507 Wednesday Noon	94.33
6/30/2018	30578533 Keep It Simple	65.00
7/23/2018	13823 Monday Night	30.00
7/26/2018	13823 Monday Night	80.00
7/30/2018	502073 Bound To Improve	100.00
8/11/2018	30545332 Unity	120.00
9/4/2018	30648896 Rockfish Gap	40.00
9/4/2018	30637923 Quiet Moments	40.77
002 Springfield Annandale		1,048.00
1/4/2018	60385 Friday AM Discussion	200.00
2/20/2018	13789 Breath of Life	30.00
2/23/2018	14039 Courage To Change	36.00
3/23/2018	30657676 Just for Today	53.00
6/4/2018	14039 Courage To Change	36.00
6/4/2018	14039 Courage To Change(APPEAL)	59.00
6/6/2018	50158 Springfield 12 & 12	40.00
6/24/2018	13790 Serenity Seekers	138.00
6/26/2018	53114 Powerless Parents	180.00
8/27/2018	14039 Courage To Change	36.00
9/21/2018	13789 Breath of Life	40.00
9/27/2018	13790 Serenity Seekers	200.00
003 Arlington		391.96
1/3/2018	30564272 As We Understood Step Study	70.00
1/6/2018	32695 South Arlington	30.00
1/25/2018	30564272 As We Understood Step Study	32.00
2/3/2018	13798 Ballston	3.00
3/1/2018	30687694 High Nooners	57.96
4/17/2018	32695 South Arlington	30.00
4/26/2018	30564272 As We Understood Step Study	32.00
5/29/2018	30687694 High Nooners(APPEAL)	45.00
8/1/2018	30564272 As We Understood Step Study	32.00
8/24/2018	30687694 High Nooners	60.00

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Group Contributions
1/1/2018 through 9/30/2018

10/7/2018

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Date	Description	Amount
004 Blue Ridge		433.25
1/3/2018	30587723 Thank Goodness It's Sunday	5.00
3/24/2018	30587723 Thank Goodness It's Sunday	38.54
5/4/2018	30663333 Mellow Mondays	66.60
5/14/2018	30634838 Breakfast on Picadilly	84.00
5/30/2018	30590997 Better Fridays(APPEAL)	50.00
6/2/2018	14082 Butterfly	25.00
7/11/2018	30657934 Believe in Tomorrow	19.90
7/27/2018	27873 Waltz Step	112.21
9/19/2018	14082 Butterfly	32.00
005 Bull Run		1,325.84
1/3/2018	30505917 Manassas Men	100.00
1/4/2018	32340 Thursday Forum	141.55
1/26/2018	54771 New Hope	53.40
1/30/2018	40875 Nokesville	280.00
2/6/2018	13936 Good Morning Manassas	25.00
4/9/2018	32340 Thursday Forum	82.33
4/16/2018	28113 Hope and Help	10.00
5/1/2018	30642116 Saturday Serenity	10.00
5/10/2018	501653 Just For Today	75.00
5/20/2018	54771 New Hope (APPEAL)cash	5.00
5/20/2018	54771 New Hope	20.00
6/11/2018	64285 Healing Hour	106.00
6/23/2018	30606710 Friday Night Women's	15.00
6/27/2018	13940 Wednesday Winners	60.00
7/5/2018	32340 Thursday Forum	167.56
7/20/2018	28113 Hope and Help	15.00
7/23/2018	54771 New Hope	40.00
7/25/2018	63816 Back to Basics	20.00
8/1/2018	30505917 Manassas Men	100.00
006 Central Valley		258.00
3/17/2018	14078 Waynesboro 12 & 12	15.00
3/31/2018	30654852 Discovering Choices	72.00
6/18/2018	30654852 Discovering Choices (APPEAL)	7.00
6/20/2018	14049 Verona	50.00
7/26/2018	30654852 Discovering Choices	64.00
9/22/2018	14049 Verona	50.00
007 Eastern Shore		50.00
1/2/2018	30552330 Steps to Serenity	25.00
1/2/2018	67375 How It Works	25.00
008 Fairfax		1,662.25
1/5/2018	District Contribution	330.00
1/11/2018	District Contribution	200.00
1/17/2018	30502268 Recovering Parents	80.00
3/22/2018	30582605 Burke Mens Step	100.00

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Group Contributions
1/1/2018 through 9/30/2018

10/7/2018

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Date	Description	Amount
5/3/2018	13861 University	184.00
5/4/2018	13855 New Hope	60.00
5/7/2018	District Contribution	200.00
5/16/2018	13815 Wednesday Miracles	100.00
6/20/2018	66814 Hope for Today (APPEAL)	40.00
7/7/2018	30502268 Recovering Parents	82.00
7/12/2018	13854 Stepping Stones	142.00
7/12/2018	13854 Stepping Stones	46.00
9/7/2018	30582605 Burke Mens Step	50.00
9/12/2018	30582605 Burke Mens Step	48.25
009 Falls Church Vienna McLean		623.40
1/16/2018	62182 Ladies Night Out	28.00
1/17/2018	14051 Beulah Road	102.00
3/12/2018	13867 Great Expectations	210.00
3/26/2018	64511 Half Measures Aailed Us Nothing	91.00
5/20/2018	13872 Serenity One	81.00
7/2/2018	64511 Half Measures Aailed Us Nothing	18.00
7/25/2018	62182 Ladies Night Out	93.40
010 Loudoun Reston		2,445.37
1/5/2018	46037 4-M Mens	285.00
1/16/2018	47696 Thank God It's Saturday	60.00
1/29/2018	District Contribution	150.00
1/29/2018	47542 Hope	51.37
2/17/2018	503358 Saturday Serenity	200.00
2/23/2018	62752 Lunch Group	19.66
4/9/2018	47542 Hope	37.01
4/25/2018	503358 Saturday Serenity	120.00
4/30/2018	46037 4-M Mens (APPEAL)	149.00
5/23/2018	47542 Hope(APPEAL)	75.00
6/18/2018	13906 Just For Today	31.00
6/26/2018	13983 Attitude of Gratitude (CLOSED)	190.53
7/28/2018	47696 Thank God It's Saturday	60.00
7/30/2018	62752 Lunch Group	736.80
8/1/2018	503358 Saturday Serenity	240.00
9/4/2018	30604843 Finally Here	40.00
012 Nansemond		356.83
1/10/2018	503098 New Beginnings	100.00
1/17/2018	30586151 Monday Night	15.00
1/26/2018	66762 Just for Today	22.00
1/26/2018	30586151 Monday Night	33.93
4/16/2018	26483 Greenbrier	100.00
5/1/2018	66762 Just for Today	5.00
5/18/2018	30586151 Monday Night	8.00
8/23/2018	30586151 Monday Night	72.90
014 Norfolk		216.77

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Group Contributions
1/1/2018 through 9/30/2018

10/7/2018

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Date	Description	Amount
1/20/2018	62605 Courage To Change	48.60
2/20/2018	66891 Downtowners	42.00
5/1/2018	13958 Metropolitan (APPEAL)	20.00
7/16/2018	62605 Courage To Change	56.17
7/19/2018	66891 Downtowners	50.00
	016 Peninsula	1,263.71
1/26/2018	50733 Monday Morning Women	30.00
1/26/2018	52330 Friday Morning Women	30.00
1/30/2018	14080 Williamsburg Step Study	29.20
2/2/2018	30525268 Up The Creek	33.63
2/3/2018	13951 Serenity	50.00
2/5/2018	51837 Relationships with Serenity	25.00
2/13/2018	30619920 Walking Thru Recovery	29.60
2/20/2018	30639953 Breakfast Club	40.00
3/2/2018	64343 Williamsburg Step Study	80.00
3/2/2018	60778 Baby Steps	25.00
3/29/2018	13888 Progressive	69.30
4/14/2018	501168 Openness & Friendship	40.00
4/30/2018	30619920 Walking Thru Recovery	64.82
5/8/2018	30639953 Breakfast Club	40.00
5/16/2018	64300 Today A New Frontier	40.00
5/18/2018	14081 Saturday Night Live	20.00
5/20/2018	13896 Friday Night (APPEAL)cash	26.00
6/20/2018	14080 Williamsburg Step Study	18.60
6/27/2018	13888 Progressive	110.00
8/4/2018	District Contribution	200.00
8/21/2018	30639953 Breakfast Club	40.00
9/19/2018	64343 Williamsburg Step Study	80.00
9/28/2018	13888 Progressive	142.56
	017 Piedmont	285.80
2/1/2018	14075 Tue-Sat Evenng Serenity	15.28
6/6/2018	14075 Tue-Sat Evenng Serenity	5.74
7/17/2018	51358 Afternoon Delight	120.00
8/6/2018	45256 Mon Nite Stepping into Recovery	115.00
8/10/2018	14075 Tue-Sat Evenng Serenity	4.78
8/30/2018	503873 Seekers of Serenity	25.00
	018 Alexandria	791.00
1/8/2018	44148 Sunday Evening Old Town	25.00
1/16/2018	44148 Sunday Evening Old Town	157.00
2/20/2018	30576443 Serenidad	25.00
3/26/2018	44148 Sunday Evening Old Town	25.00
3/29/2018	District Contribution (APPEAL)	90.00
5/3/2018	502480 Del Ray Womens Grp	95.00
6/13/2018	30509054 Awesome Alateen	10.00
6/13/2018	42219 Arlandria	10.00

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Group Contributions
1/1/2018 through 9/30/2018

10/7/2018

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Date	Description	Amount
6/25/2018	44148 Sunday Evening Old Town	25.00
8/28/2018	63815 Parents	219.00
9/19/2018	42219 Arlandria	20.00
9/25/2018	District Contribution	90.00
019 Rappahanock		610.73
1/22/2018	51545 New Beginnings	25.00
3/27/2018	63017 Serenity Seekers	50.00
4/26/2018	51545 New Beginnings	25.00
6/5/2018	30545786 Living Legacies(APPEAL)	50.00
6/18/2018	62690 Surviving the Weekend	79.41
6/19/2018	63017 Serenity Seekers	60.00
6/29/2018	48590 Step By Step	25.00
7/7/2018	51545 New Beginnings	25.00
7/20/2018	District Contribution	100.00
7/28/2018	62690 Surviving the Weekend	50.48
8/20/2018	63711 Over The Rainbow	6.53
8/20/2018	63711 Over The Rainbow	2.55
8/20/2018	63711 Over The Rainbow	6.76
8/23/2018	48590 Step By Step	25.00
9/5/2018	38812 Serenity At Noon	42.00
9/13/2018	503791 Promises of Growth	38.00
020 Richmond North		3,940.76
1/8/2018	50095 Monday Strength & Hope	50.00
1/9/2018	66389 Al-Anon Spoken Here	157.72
1/13/2018	30632608 Saturday Serenity	82.80
2/13/2018	65244 Light Of Serenity	160.00
3/13/2018	502457 Paths to Recovery	120.00
3/23/2018	13992 Happy Wednesday	180.00
4/7/2018	66389 Al-Anon Spoken Here	235.48
4/19/2018	30632608 Saturday Serenity	205.06
4/23/2018	30537653 Ashland	158.24
6/20/2018	13992 Happy Wednesday	240.00
6/28/2018	13990 Thursday Night Men's	171.21
7/7/2018	50095 Monday Strength & Hope	25.00
7/12/2018	30632608 Saturday Serenity	107.55
7/13/2018	66389 Al-Anon Spoken Here	16.00
8/10/2018	501761 Adult Children Beginners	300.00
8/22/2018	38240 Stepping Stones	391.70
9/24/2018	13992 Happy Wednesday	140.00
9/25/2018	District Contribution	1,200.00
021 Roanoke Alleghany		563.97
1/2/2018	14022 Wednesday Morning	50.00
1/4/2018	30503203 TGIF	40.00
1/16/2018	51031 Moneta	15.00
1/19/2018	40904 Saturday Morning	30.00

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Group Contributions
1/1/2018 through 9/30/2018

10/7/2018

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Date	Description	Amount
1/30/2018	30634990 Hope for All	50.00
2/6/2018	503863 Saturday Night Live	20.00
3/26/2018	502330 Keep It Simple	10.00
3/30/2018	51031 Moneta	15.00
4/6/2018	14014 Central	23.97
5/8/2018	62381 Botetort	50.00
5/14/2018	503863 Saturday Night Live	20.00
5/31/2018	14022 Wednesday Morning	50.00
6/6/2018	14014 Central	100.00
6/26/2018	51031 Moneta	15.00
7/20/2018	502330 Keep It Simple	20.00
7/27/2018	502330 Keep It Simple	25.00
8/14/2018	40904 Saturday Morning	30.00
022 Seven Hills		442.91
1/22/2018	52937 In Search of Serenity	30.29
3/27/2018	13931 Spiritual Awakenings	50.00
3/29/2018	30609228 Thursday Night	100.00
5/12/2018	52937 In Search of Serenity	9.06
5/20/2018	13929 Serenity (APPEAL)cash	79.00
5/20/2018	13973 Appomattox (APPEAL)cash	10.00
7/7/2018	13931 Spiritual Awakenings(APPEAL)	20.00
8/14/2018	30690463 Paths to Recovery	20.00
8/14/2018	52937 In Search of Serenity	12.71
9/1/2018	13929 Serenity	50.00
9/7/2018	13931 Spiritual Awakenings	50.00
9/17/2018	52937 In Search of Serenity	11.85
023 Southside		20.00
6/2/2018	30602824 Friday Night(APPEAL)	10.00
6/15/2018	65644 Wednesday Night	10.00
027 Virginia Beach		929.27
1/2/2018	30569949 Beach Parents	95.00
1/26/2018	60471 Corporate Landing	70.00
2/22/2018	24754 Sandbridge	50.00
3/1/2018	14064 Changing Attitudes	10.00
3/27/2018	62794 Basic Recovery	15.00
4/3/2018	14070 Wednesday Noon	59.01
4/3/2018	14063 Beginner	65.60
4/4/2018	30569949 Beach Parents	103.39
4/13/2018	60471 Corporate Landing	70.00
4/19/2018	24754 Sandbridge	50.00
5/2/2018	14067 Small Shores Step Study	64.26
6/29/2018	62794 Basic Recovery	30.00
7/2/2018	30569949 Beach Parents	48.01
7/7/2018	14067 Small Shores Step Study	15.00
8/1/2018	60471 Corporate Landing	80.00

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Group Contributions
1/1/2018 through 9/30/2018

10/7/2018

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Date	Description	Amount
8/4/2018	14067 Small Shores Step Study	39.00
8/9/2018	24754 Sandbridge	50.00
9/17/2018	14062 Friday Night Meeting	15.00
029 James River South		1,428.09
1/5/2018	29662 Sunday Optimists	275.60
2/13/2018	52415 Monday Womens 4th Step	146.70
2/19/2018	30616272 Parents with Hope	125.04
4/7/2018	31169 Courage to Be	50.00
4/17/2018	42366 Thursday 12 & 12	80.00
4/23/2018	30557562 Grateful Wednesday	116.20
5/18/2018	30557562 Grateful Wednesday (APPEAL)	31.00
5/22/2018	52415 Monday Womens 4th Step(APPEAL)	58.00
6/25/2018	29662 Sunday Optimists	145.15
7/9/2018	13989 Early Tuesday	28.40
7/10/2018	52415 Monday Womens 4th Step	132.00
8/10/2018	42366 Thursday 12 & 12	240.00
098 Al-Anon Service Centers		300.00
1/23/2018	ASC Tidewater	100.00
4/28/2018	ASC Tidewater	100.00
7/31/2018	ASC Tidewater	100.00
099 Other		107.08
4/2/2018	Paypal Payment	9.41
6/5/2018	Individual Contribution	45.00
8/7/2018	Valor Para Cambiar	52.00
9/23/2018	Deposit	0.67
02 Other Income		203.74
1/31/2018	Deposit	0.42
2/28/2018	Deposit	0.38
3/31/2018	Deposit	0.42
4/30/2018	Deposit	0.36
5/31/2018	Deposit	0.37
6/29/2018	Deposit	0.43
7/20/2018	Bank Of America	200.00
7/31/2018	Deposit	0.46
8/31/2018	Deposit	0.46
9/30/2018	Deposit	0.44
OVERALL TOTAL		20,974.85

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INCOME FROM APPEAL LETTERS

as of September 30, 2018

Note: these are memo entries, already included in contributions report.

Postmark	District	Group #	Group Name	Amount	Subtotal
<u>FALL 2017</u>					
1/5/2018	8		Distict Contributiion (APPEAL)	330.00	
2/3/2018	3	13798	Ballston (APPEAL)	3.00	333.00
<u>SPRING 2018</u>					
3/29/2018	18		Distict Contributiion (APPEAL)	90.00	
4/30/2018	10	46037	4 M Men's (APPEAL)	149.00	
5/1/2018	14	13958	Metropolitan (APPEAL)	20.00	
5/8/2018	21	62381	Botetort (APPEAL)	50.00	
5/18/2018	29	30557562	Grateful Wednesday (APPEAL)	31.00	
5/22/2018	29	52415	Womens 4th Step (APPEAL)	58.00	
5/23/2018	10	47542	HOPE (APPEAL)	75.00	
5/29/2018	3	30687694	High Nooners (APPEAL)	45.00	
5/30/2018	4	30590997	Better Fridays (APPEAL)	50.00	
6/2/2018	23	30602824	Friday Night (APPEAL)	10.00	
6/4/2018	2	14039	Courage to Change (APPEAL)	59.00	
6/5/2018	19	30545786	Living Legacies (APPEAL)	50.00	
6/16/2018	1	30545332	Unity (APPEAL)	31.00	
6/18/2018	6	30654852	Discovering Choices (APPEAL)	7.00	
6/20/2018	8	66814	Hope for Today (APPEAL)	40.00	
7/7/2018	22	13931	Spiritual Awakenings (APPEAL)	20.00	
9/5/2018	19	38812	Serenity at Noon (APPEAL)	42.00	827.00
				TOTAL	<u><u>1,160.00</u></u>

VIRGINIA AREA ASSEMBLY 2019 PROPOSED BUDGET

AS OF: June 3, 2018

INCOME FROM CONTRIBUTIONS	Budgeted	Actual	Percent	Notes
01 001-029 Group & District Contributions	\$ 23,400		0%	based on 2017 actual
01 098 Service Center Contributions	\$ 400		0%	based on 2017 actual
01 099 + 02 Other Income	\$ 700		0%	based on 2017 actual
INCOME FROM CONTRIBUTIONS	\$ 24,500	\$ -	0%	
Surplus or (Deficit) from Prior Years	\$ 6,128	\$ -	0%	actual will be known at close of 2018
TOTAL FUNDS AVAILABLE THIS YEAR	\$ 30,628	\$ -	0%	
EXPENSES	Budgeted	Actual	Percent	
10 DELEGATE				
WSC Equalized Travel	\$ 1,900		0%	
WSC Incidentals	\$ 100		0%	
Area Expenses	\$ 300		0%	add: 40 WSC reports @\$5 for VAWSC
Southeast Regional SERDGT	\$ 1,500		0%	add: alt. delegate, past delegates
20 OTHER OFFICERS				
Chair	\$ 100		0%	
Alternate Chair	\$ 100		0%	
Alternate Delegate	\$ 200		0%	
Secretary	\$ 100		0%	
Treasurer	\$ 300		0%	add: TurboTax for 501c3 business
Alternate Secretary/Treasurer	\$ 50		0%	
21 COORDINATORS/LIAISONS/OTHER				
Alateen Coordinator	\$ 250		0%	
Area Alateen Process Person	\$ 250		0%	
Archives	\$ 550		0%	"Extra Storage" Midlothian @ \$45/mo.
Group Records	\$ 100		0%	
Literature	\$ 50		0%	
Long Range Planning Committee	\$ 100		0%	
Public Outreach	\$ 1,400		0%	replace banner (\$1,200)
30 OPERATIONS				
Bank Service Charges	\$ 150		0%	
Capital Expenses/Equipment	\$ 1,500		0%	plan: laptop, Office365, other equip.
Event Insurance	\$ 400		0%	
Post Office Box	\$ 50		0%	
Scholarships (except Assemblies)	\$ 500		0%	
Semiannual Appeal Costs	\$ -		0%	no cost for email appeals
40 MEETINGS				
Donations to Meeting Venues	\$ 300		0%	
Officers Meetings	\$ -		0%	no cost after switch to WEBEX
VAWSC Meetings	\$ 400		0%	
50 WEBSITE	\$ 4,000		0%	includes WEBEX fee
60 CONVENTION 2019	\$ 2,500		0%	current projection of actual Area funding
ASSEMBLIES				
70 Spring Assembly Area Expenses	\$ 6,400		0%	one additional coffee service (\$300)
71 Fall Assembly Area Expenses	\$ 6,400		0%	one additional coffee service (\$300)
Miscellaneous	\$ 678		0%	to balance income & expenses
TOTAL EXPENSES	\$ 30,628	\$ -	0%	
Available Funds Minus Expenses	\$ 0	\$ -		
Carry Forward to Next Year	\$ 0	\$ -		

August 6, 2016

Virginia Area Assembly Check Illustration

Name on Bank Account	<u>1/1/2016</u>	222
		date
Pay to the Order of <u>Virginia Area Assembly</u>		\$ 1,000,000.00
<u>One million and 00/100</u> ~ ~ ~ ~ ~		DOLLARS
AIAnon World Bank 123 Sanity Street Serenity, USA 99999	<u>Name of Your Group</u>	
For <u>057 - 099 - 00012345</u>	<u>Treasurer's Signature</u>	
--- 1 2 3 4 5 6 7 8 9 - 0 2 2 2 --- 3 3 3 3 3 3 3 3 3 3 --- 0 0 1		

Please pass this illustration to your groups' treasurers!

1. On the "pay to the order of" line, please enter only, Virginia Area Assembly.
2. On the For (memo) line (lower left), enter your Area, District and Group number as shown in the example (numbers shown are fake numbers, not an actual group). The Area number is **057**. Your District number appears in the box below. Your five-to-eight digit Group number appears on envelopes mailed to your Group from the WSO, or ask your District Representative. If this is a District or individual contribution, please write that on the memo line instead of the group number (but do write the District number).
3. Above your signature, write your group's name as shown above. If the check is sent in response to the Area Semiannual Appeal, write "(appeal)" to the right of your group's name, or at the top center of the check.
4. All of this information is needed by our Area Treasurer to properly record your contributions so that your District and Group receive credit. Otherwise your contributions will appear in Area financial reports under "miscellaneous contributions."

Table of District Numbers

001 Albemarle	011 <i>unused number</i>	021 Roanoke Alleghany
002 Springfield Annandale	012 Nansemond	022 Seven Hills
003 Arlington	013 New River	023 Southside
004 Blue Ridge	014 Norfolk	024 Southwest
005 Bull Run	015 Northern Neck	025 <i>unused number</i>
006 Central Valley	016 Peninsula	026 Triangle
007 Eastern Shore	017 Piedmont	027 Virginia Beach
008 Fairfax	018 Alexandria	028 <i>unused number</i>
009 Falls Ch Vienna McLean	019 Rappahannock	029 James River South
010 Loudoun Reston	020 Richmond North	030 <i>unused number</i>

Mail checks to: Virginia Area Assembly, PO Box 2583, Midlothian, VA 23113

Questions? Call your District Representative

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**VIRGINIA AREA WORLD SERVICE COMMITTEE
SUGGESTED GUIDELINES FOR GROUP CONTRIBUTIONS**

August 6, 2016

Group Autonomy. Underlying all Virginia Area World Service Committee (VAWSC) suggestions for group fund management is our Tradition 4: Each group should be autonomous, except in matters affecting another group or Al-Anon or AA as a whole. Healthy groups also follow the letter and spirit of Tradition 7: Every group ought to be fully self-supporting, declining outside contributions. Additional suggestions for the healthy management of group funds can be found in the following places: The Al-Anon Alateen Service manual 2014-2017, pages 53-54 and 96; Reserve Fund Guideline G-41; and Seventh Tradition S-21 Supplementary Material.

First Things First Expenses. Each group has expenses that need to be paid if the group is to continue to exist. In order, these expenses are:

1. Rent (may include utilities and insurance, if applicable).
2. Group Representative (GR) and/or Alternate Group Representative (AGR) expenses to attend District meetings, Service Center meetings, and Virginia Area Assembly meetings.
3. Al-Anon Conference Approved Literature.
4. Refreshments (if applicable), miscellaneous costs such as placing ads, telephone listing, photocopying, post office box rental and other necessary expenses.

Ample Reserve. After expenses that need to be paid are covered, each group should set aside funds each month to build up and maintain an ample reserve. A group's ample reserve ensures that the group can keep going if group contributions decline. The amount of the ample reserve is generally dependent on the size of the group: the smaller the group, the longer the ample reserve should last. In some very large groups, an ample reserve of one month is adequate; in some small groups, an ample reserve of one year is appropriate. It is suggested that a new group start out with a six-month ample reserve, and adjust it up or down to suit experience with contributions and expenses.

Financial Contributions to Our Links of Service. After a group's expenses that need to be paid and ample reserve are covered, any remaining funds can be contributed to the links of service in accordance with the group conscience. While groups are free to develop their own fund allocation formula, the VAWSC suggests that each group allocate its remaining funds as follows:

District Treasury	40%
Virginia Area Assembly	40%
Information Service and Literature Distribution Center contribution	10%
World Service Office (AFG, Inc.)	10%

Payment Schedule: It is customary to organize finances in monthly, quarterly and annual increments. Group autonomy allows groups to decide which contribution schedule best suits the group. Adherence to a suitable contribution schedule supports healthy group fund management.

These suggested guidelines were developed and consolidated by the Virginia Area Assembly Officers, Panel 56 (2016-2018), based on previously issued suggested guidelines and on the Al-Anon publications listed at the top of this page. If you have questions, please contact the Area Treasurer, Bruce Burrows, at 703-609-0034.