



Virginia Area Al-Anon Alateen Assembly
P.O. Box 2583
Midlothian, Virginia 23113-8583

FIRST THREE-QUARTER YEAR TREASURER'S REPORT

October 14, 2019

1. ATTACHMENTS

- A. 2019 Budget v. Actual Report thru Sept. 30, 2019
- B. Income – Expense Comparison by Category thru Sept. 30, 2019
- C. Group Contributions thru Sept. 30, 2019
- D. Proposed 2020 Budget
- E. Area 57 fund allocation suggestion
- F. Area 57 check illustration

2. LATEST ACCOUNT BALANCES

Account	Balances as of September 30		
	2017	2018	2019
Checking (operations)	\$26,505	\$27,819	\$19,336
PayPal (operations)	10,960	16,553	15,394
Credit Card (operations)	0	-55	-67
Savings (reserve)	24,958	26,961	26,967
Subtotal	62,423	71,278	61,630
Convention	12,257	14,234	19,990
Total	\$74,680	\$85,512	\$81,620

3. DISCUSSION

A. The next regular treasurer's report will be finished in February 2020 after the books are closed for all of 2019.

B. Except for the Convention account, balances are normal for this time of year. The 2019 Convention, to our very pleasant surprise, ended with a surplus instead of the expected, planned deficit! Our focus now should be on spending our accumulated surplus funds from the Convention and as donated by our very generous individuals, groups, districts and service centers.

4. INCOME

Income is slightly ahead of projections for the first three quarters of the year due largely to the generosity of Groups & Districts. Thanks go to the DRs for emphasizing the importance of donations to the links of service.

5. EXPENSES

A. Expenses for the first half of the year, without considering the net income of the Convention (\$3,157), total \$7,527. This number is 21 percent of projected expenses for the year, meaning that in order to achieve our financial plan by the end of the year, we need to spend 79 percent of our available funds in the last six months of the year. Some large expenses we anticipate include additional website enhancement (Group Records Coordinator direct input to our website meeting list), organizational insurance premiums and Delegate equalized travel.

B. We have obtained a Virginia sales tax exemption certificate which exempts the Area from having to pay sales tax on personal property that we acquire. It is applicable only to Area purchases made with the use of an Area bank account or credit card.

6. PROPOSED 2020 BUDGET

A. The proposed 2020 budget was prepared in July of this year and was approved by the VAWSC for presentation at the Fall Assembly. The VAWSC recommends that the Assembly approve this budget.

B. While the current outlook indicates a significant surplus of funds, the final year-end report will give us better information to project actual fund availability in 2020. Next year we envision some significant capital outlays for infrastructure and organizational insurance, an upgrade from Quicken to Quickbooks Online for our accounting system and continued restructuring and enhancement of our website to make it more useful for Districts, Groups and members as well as newcomers looking for information on Virginia Area Al-Anon and Alateen.

Respectfully submitted:

Bruce L. Burrows
Area Treasurer

VIRGINIA AREA 2019 BUDGET v. ACTUAL REPORT

AS OF: September 30, 2019

INCOME	Budget	Actual	Percent	NOTES
01 001-029 Group & District Contributions	\$ 23,400	\$ 18,203.16	78%	
01 097 Service Center Contributions	\$ 400	\$ 150.00	38%	
01 098 + 02 Other Income	\$ 700	\$ 307.04	44%	
TOTAL INCOME	\$ 24,500	\$ 18,660.20	76%	reference = 75%
Surplus or (Deficit) from Prior Years	\$ 13,387	\$ 13,386.77	100%	carried in from 2018 actual
TOTAL FUNDS AVAILABLE THIS YEAR	\$ 37,887	\$ 32,046.97	85%	
EXPENSES	Budget	Actual	Percent	
10 DELEGATE				
WSC Equalized Travel	\$ 1,900		0%	
WSC Incidentals	\$ 100		0%	
Area Expenses	\$ 300	\$ 288.60	96%	
Southeast Regional SERDGT	\$ 1,500	\$ 827.82	55%	add: alt. delegate, past delegates
20 OTHER OFFICERS				
Chair	\$ 100		0%	
Secretary	\$ 100		0%	
Treasurer	\$ 300	\$ 54.75	18%	stamps
Alternate Chair	\$ 100		0%	
Alternate Secretary	\$ 25		0%	
Alternate Treasurer	\$ 25		0%	
Alternate Delegate	\$ 200		0%	
21 COORDINATORS/LIAISONS/OTHER				
Alateen Coordinator	\$ 500	\$ 67.20	13%	
Area Alateen Process Person	\$ 250	\$ 148.00	59%	workshop expenses
Archives	\$ 744	\$ 573.00	77%	"Extra Storage" Midlothian @ \$67/mo.
Group Records	\$ 100		0%	
Literature	\$ 50	\$ 41.06	82%	
Long Range Planning Committee	\$ 100		0%	
Public Outreach	\$ 1,400	\$ 1,424.48	102%	banners, 2020 calendars for sale
30 OPERATIONS				
Bank Service Charges	\$ 150	\$ 73.56	49%	
Financial Management	\$ 1	\$ 800.00	80000%	CPA costs, tax filing
Event Insurance	\$ 2,500	\$ 176.00	7%	expect about \$2.5K for premiums
Capital Expenses, Equipment	\$ 1,500	\$ 2,056.15	137%	about \$1,900 for translation equipment
Post Office Box	\$ 50		0%	
Scholarships (except Assemblies)	\$ 200	\$ 180.01	90%	SW Dist assistance loan
Communications	\$ 500	\$ 338.40	68%	
Semiannual Appeal Costs	\$ -		0%	no cost for email appeals
40 MEETINGS				
Donations to Meeting Venues	\$ 300	\$ 100.00	33%	need to find church/library venue
Officers Meetings	\$ 200	\$ 716.62	358%	hotel expense
VAWSC Meetings	\$ 400	\$ 1,009.58	252%	hotel expense
50 WEBSITE	\$ 5,000	\$ 3,558.39	71%	
60 CONVENTION 2019	\$ 2,500	\$ (3,156.75)	-126%	surplus from convention instead of deficit
70 SPRING ASSEMBLY	\$ 8,210	\$ 8,210.80	100%	
80 FALL ASSEMBLY	\$ 7,200	\$ (13,117.77)	-182%	
Miscellaneous				
TOTAL EXPENSES	\$ 36,505	\$ 4,369.90	12%	reference = 75%
Available Funds Minus Expenses	\$ 1,382	\$ 27,677.07		
Carry Forward to Next Year	\$ 1,382	\$ 27,677.07		

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Income-Expense Comparison by Category

1/1/2018 through 9/30/2019

10/13/2019

Page 1

Category	1/1/2018- 9/30/2018	1/1/2019- 9/30/2019	Amount Difference
INCOME			
01 Contributions			
001 Albemarle	1,276.12	1,449.67	173.55
002 Springfield Annandale	1,048.00	575.85	-472.15
003 Arlington	391.96	481.33	89.37
004 Blue Ridge	433.25	706.75	273.50
005 Bull Run	1,325.84	1,298.48	-27.36
006 Central Valley	258.00	610.00	352.00
007 Eastern Shore	50.00	50.00	0.00
008 Fairfax	1,662.25	1,059.00	-603.25
009 Falls Church Vienna McL...	675.40	649.13	-26.27
010 Loudoun Reston	2,445.37	1,252.02	-1,193.35
012 Nansemond	356.83	304.84	-51.99
013 New River	0.00	90.00	90.00
014 Norfolk	216.77	588.17	371.40
016 Peninsula	1,263.71	1,262.94	-0.77
017 Piedmont	285.80	234.33	-51.47
018 Alexandria	791.00	666.88	-124.12
019 Rappahanock	610.73	353.37	-257.36
020 Richmond North	3,940.76	3,162.67	-778.09
021 Roanoke Alleghany	563.97	375.00	-188.97
022 Seven Hills	342.92	193.01	-149.91
023 Southside	20.00	50.00	30.00
027 Virginia Beach	929.27	1,196.50	267.23
029 James River South	1,675.09	1,614.92	-60.17
097 Al-Anon Service Centers	300.00	150.00	-150.00
098 Other	155.08	302.28	147.20
099 PayPal Cost	0.00	-21.70	-21.70
TOTAL 01 Contributions	21,018.12	18,655.44	-2,362.68
02 Other Income	203.74	4.76	-198.98
TOTAL INCOME	21,221.86	18,660.20	-2,561.66
EXPENSES			
10 Delegate			
003 Southeast Regional SERD...	590.78	407.56	183.22
004 Area Expenses	44.00	288.60	-244.60
TOTAL 10 Delegate	634.78	696.16	-61.38
20 Other Officers			
005 Treasurer	122.05	54.75	67.30
008 Past Delegates	0.00	420.26	-420.26
TOTAL 20 Other Officers	122.05	475.01	-352.96
21 Coordinators, Liaisons, Other			
001 Alateen Coordinator	67.60	67.20	0.40

Income-Expense Comparison by Category

1/1/2018 through 9/30/2019

10/13/2019

Page 2

Category	1/1/2018- 9/30/2018	1/1/2019- 9/30/2019	Amount Difference
002 Area Alateen Process Pers...	142.55	148.00	-5.45
003 Archives	330.00	573.00	-243.00
004 Group Records	197.00	0.00	197.00
006 Literature	0.00	41.06	-41.06
008 Public Outreach	140.66	1,424.48	-1,283.82
TOTAL 21 Coordinators, Liai...	877.81	2,253.74	-1,375.93
30 Operations			
001 Bank Service Charges	189.00	73.56	115.44
002 Financial Management-tax...	0.00	800.00	-800.00
004 Insurance	0.00	176.00	-176.00
005 Capital Expenses & Equip...	883.17	2,056.15	-1,172.98
006 Scholarships (except Asse...	0.00	180.01	-180.01
008 Corporate Registration-No...	175.00	0.00	175.00
009 Communications-virtual m...	316.90	338.40	-21.50
TOTAL 30 Operations	1,564.07	3,624.12	-2,060.05
40 Meetings			
001 Donations to Meeting Ven...	0.00	100.00	-100.00
002 Officers Meetings	0.00	716.62	-716.62
003 VAWSC Meetings	221.17	1,009.58	-788.41
TOTAL 40 Meetings	221.17	1,826.20	-1,605.03
50 Website			
001 Maintenance	960.00	960.00	0.00
002 Changes & Upgrades	240.00	2,400.00	-2,160.00
003 Web Hosting	195.34	198.39	-3.05
TOTAL 50 Website	1,395.34	3,558.39	-2,163.05
60 Convention			
001 Registration Income	0.00	-26,778.61	26,778.61
002 Donations Income	-152.74	-1,500.00	1,347.26
003 Sales Income	-1,232.47	-6,188.53	4,956.06
004 Cost of Sales	985.52	1,484.01	-498.49
005 Sales Tax Paid	62.55	27.96	34.59
007 Other Income	0.00	-4,027.72	4,027.72
008 Hotel Expenses	0.00	27,852.17	-27,852.17
009 Speakers Expenses	0.00	1,118.40	-1,118.40
010 Supplies, Postage, Copyin...	1,263.97	4,855.57	-3,591.60
TOTAL 60 Convention	926.83	-3,156.75	4,083.58
70 Assembly, Spring			
001 Registration Income	-23,327.13	-26,182.00	2,854.87
002 PayPal Cost	0.00	730.64	-730.64
003 Seventh Tradition Income	-566.40	-649.60	83.20
004 Hotel Expense-Rooms	13,640.53	15,928.14	-2,287.61
005 Hotel Expense-AV, Food, ...	14,011.92	16,128.29	-2,116.37
007 Supplies, Postage, Copyin...	1,126.46	2,125.33	-998.87
008 Scholarships	130.00	130.00	0.00

B

Income-Expense Comparison by Category

1/1/2018 through 9/30/2019

10/13/2019

Page 3

Category	1/1/2018- 9/30/2018	1/1/2019- 9/30/2019	Amount Difference
TOTAL 70 Assembly, Spring	5,015.38	8,210.80	-3,195.42
80 Assembly, Fall			
001 Registration Income	-15,271.69	-19,967.00	4,695.31
002 PayPal Cost	0.00	475.24	-475.24
005 Hotel Expense-AV, Food, ...	0.00	6,000.00	-6,000.00
007 Supplies, Postage, Copyin...	0.00	373.99	-373.99
008 Scholarships	260.00	0.00	260.00
TOTAL 80 Assembly, Fall	-15,011.69	-13,117.77	-1,893.92
TOTAL EXPENSES	-4,254.26	4,369.90	-8,624.16
OVERALL TOTAL	25,476.12	14,290.30	-11,185.82

Group Contributions

1/1/2019 through 9/30/2019

10/13/2019

Page 1

Date	Description	Amount
INCOME		18,660.20
01 Contributions		18,655.44
001 Albemarle		1,449.67
1/2/2019	30578533 Keep It Simple	50.00
1/9/2019	30596458 Saturday Morning Step	100.75
2/4/2019	13822 Tuesday Evening	80.00
2/21/2019	13823 Monday Night	80.00
2/27/2019	30596458 Saturday Morning Step	98.00
2/28/2019	30648896 Rockfish Gap	40.00
3/11/2019	30545332 Unity	150.00
3/12/2019	502073 Bound To Improve	100.00
5/15/2019	30637923 Quiet Moments	49.98
6/2/2019	30648896 Rockfish Gap	40.00
6/28/2019	46507 Wednesday Noon	177.37
7/1/2019	30578533 Keep It Simple	50.00
7/24/2019	13823 Monday Night	80.00
8/2/2019	30545332 Unity	125.00
9/3/2019	43997 Belmont	30.00
9/6/2019	30637923 Quiet Moments	58.57
9/18/2019	30648896 Rockfish Gap	40.00
9/18/2019	502073 Bound To Improve	100.00
002 Springfield Annandale		575.85
3/12/2019	13790 Serenity Seekers	125.70
5/6/2019	14039 Courage To Change	36.00
5/28/2019	60385 Friday AM Discussion	300.00
6/19/2019	50158 Springfield 12 & 12	75.00
8/20/2019	14039 Courage To Change	39.15
003 Arlington		481.33
1/5/2019	46157 Chain Bridge (closed 2018)	66.33
2/5/2019	District Contribution	45.00
3/4/2019	32695 South Arlington	50.00
5/30/2019	32695 South Arlington	60.00
5/30/2019	30687694 High Nooners	80.00
7/15/2019	30556527 Fe Y Paciencia	60.00
8/6/2019	30687694 High Nooners	70.00
9/12/2019	32695 South Arlington	50.00
004 Blue Ridge		706.75
1/4/2019	27873 Waltz Step	50.25
3/19/2019	30657934 Believe in Tomorrow	39.57
4/3/2019	30634838 Breakfast on Picadilly	150.00
4/8/2019	30587723 Thank Goodness It's Sunday	25.00
4/17/2019	27873 Waltz Step	53.93
4/24/2019	30590997 Better Fridays	180.00
6/14/2019	48142 Happy Joyous & Free	30.00

Group Contributions

1/1/2019 through 9/30/2019

10/13/2019

Page 2

Date	Description	Amount
7/31/2019	14082 Butterfly	80.00
8/20/2019	14083 Fig Tree	78.00
9/4/2019	27873 Waltz Step	20.00
005 Bull Run		1,298.48
1/30/2019	32340 Thursday Forum	171.28
5/3/2019	30505917 Manassas Men	200.00
5/7/2019	28113 Hope and Help	20.00
6/6/2019	64285 Healing Hour	64.40
6/12/2019	501653 Just For Today	106.00
6/19/2019	13940 Wednesday Winners	60.00
6/24/2019	54771 New Hope	30.00
7/22/2019	30606710 Friday Night Women's	50.00
7/31/2019	63816 Back to Basics	25.00
8/7/2019	40875 Nokesville	200.00
9/6/2019	64285 Healing Hour	57.00
9/9/2019	30505917 Manassas Men	314.80
006 Central Valley		610.00
1/4/2019	30654852 Discovering Choices	77.00
2/9/2019	District Contribution	20.00
2/13/2019	14078 Waynesboro 12 & 12	15.00
3/8/2019	34893 Fishersville Serenity	80.00
3/22/2019	14049 Verona	60.00
4/2/2019	30654852 Discovering Choices	33.00
7/8/2019	30654852 Discovering Choices	160.00
7/23/2019	District Contribution	20.00
7/24/2019	14049 Verona	60.00
8/14/2019	14078 Waynesboro 12 & 12	15.00
9/26/2019	14049 Verona	70.00
007 Eastern Shore		50.00
8/24/2019	67375 Thursday	25.00
8/24/2019	30552330 Steps to Serenity	25.00
008 Fairfax		1,059.00
1/4/2019	30502268 Recovering Parents	122.00
1/31/2019	30582605 Burke Mens Step	100.00
2/6/2019	13861 University	120.00
3/29/2019	13855 New Hope	60.00
4/23/2019	13854 Stepping Stones	70.00
6/23/2019	30582605 Burke Mens Step	100.00
6/27/2019	30582605 Burke Mens Step	100.00
7/23/2019	30502268 Recovering Parents	184.00
8/24/2019	13854 Stepping Stones	43.00
9/13/2019	13855 New Hope	60.00
9/21/2019	30582605 Burke Mens Step	50.00
9/26/2019	30582605 Burke Mens Step	50.00
009 Falls Church Vienna McLean		649.13

Group Contributions

1/1/2019 through 9/30/2019

10/13/2019

Page 3

Date	Description	Amount
2/15/2019	30685937 Courage to Change	24.32
2/26/2019	64511 Half Measures Aailed Us Nothing	135.00
3/19/2019	13867 Great Expectations	200.00
4/5/2019	62182 Ladies Night Out	114.81
5/28/2019	50343 First Things First	100.00
8/17/2019	14051 Beulah Road	75.00
010 Loudoun Reston		1,252.02
1/7/2019	503358 Saturday Serenity	200.00
1/7/2019	47696 Thank God It's Saturday	60.00
2/19/2019	46037 4-M Mens	240.00
4/8/2019	62752 Lunch Group	287.90
4/8/2019	62752 Lunch Group	28.00
5/13/2019	30604843 Finally Here	30.00
6/12/2019	47696 Thank God It's Saturday	60.00
7/2/2019	47542 Hope	85.88
8/16/2019	62752 Lunch Group	260.24
012 Nansemond		304.84
1/23/2019	24755 Keep It Simple	58.00
2/11/2019	30586151 Monday Night	26.46
2/27/2019	26483 Greenbrier	50.00
3/7/2019	30632182 Chesapeake Parents	6.00
4/30/2019	District Contribution	20.75
7/25/2019	30586151 Monday Night	40.63
7/30/2019	24755 Keep It Simple	28.00
9/10/2019	26483 Greenbrier	75.00
013 New River		90.00
1/11/2019	30524296 Christiansburg	50.00
8/5/2019	30524296 Christiansburg	40.00
014 Norfolk		588.17
1/10/2019	62605 Courage To Change	64.43
2/7/2019	30601059 Ghent Gathering	88.75
2/11/2019	50199 Wednesday Night Beginners	60.00
2/12/2019	30519695 Adult Children in Recovery	30.00
4/15/2019	62605 Courage To Change	57.57
5/2/2019	13958 Metropolitan	20.00
5/22/2019	66891 Downtowners	95.00
7/23/2019	503337 Forum	42.00
7/31/2019	62605 Courage To Change	41.42
8/21/2019	50199 Wednesday Night Beginners	89.00
016 Peninsula		1,262.94
1/7/2019	14080 Williamsburg Step Study	68.60
1/18/2019	50733 Monday Morning Women	30.00
1/18/2019	52330 Friday Morning Women	30.00
2/2/2019	30639953 Breakfast Club	40.00
2/5/2019	13951 Serenity	50.00

Group Contributions

1/1/2019 through 9/30/2019

10/13/2019

Page 4

Date	Description	Amount
2/5/2019	64300 Today A New Frontier	40.00
2/11/2019	14081 Saturday Night Live	40.00
2/19/2019	30690142 Welcoming Wednesdays	38.00
2/27/2019	30525268 Up The Creek	200.00
3/6/2019	30618231 Sunday Serenity	80.00
3/28/2019	13888 Progressive	86.34
4/2/2019	30619920 Walking Thru Recovery	73.73
4/9/2019	64343 Williamsburg Step Study	80.00
7/5/2019	64300 Today A New Frontier	10.00
7/5/2019	13888 Progressive	33.82
7/9/2019	30690142 Welcoming Wednesdays	35.00
7/9/2019	14080 Williamsburg Step Study	35.00
7/9/2019	30619920 Walking Thru Recovery	58.40
7/12/2019	501168 Openness & Friendship	70.00
8/1/2019	30639953 Breakfast Club	35.00
8/12/2019	30610516 Fresh Start	50.00
9/27/2019	13888 Progressive	79.05
017 Piedmont		234.33
1/8/2019	14075 Tue-Sat Evenng Serenity	14.33
6/15/2019	45256 Mon Nite Stepping into Recovery	200.00
7/13/2019	51358 Afternoon Delight	20.00
018 Alexandria		666.88
1/4/2019	44148 Sunday Evening Old Town	25.08
3/19/2019	13770 Old Town Noon	266.80
3/29/2019	District Contribution	90.00
4/21/2019	44148 Sunday Evening Old Town	25.00
5/23/2019	63815 Parents	170.00
6/4/2019	502480 Del Ray Womens Grp	90.00
019 Rappahanock		353.37
1/8/2019	62690 Surviving the Weekend	70.14
1/10/2019	48590 Step By Step	25.00
1/22/2019	51545 New Beginnings	25.00
1/28/2019	63017 Serenity Seekers	40.00
4/6/2019	51545 New Beginnings	25.00
4/20/2019	62690 Surviving the Weekend	49.59
4/22/2019	63017 Serenity Seekers	40.00
6/11/2019	48590 Step By Step	25.00
7/20/2019	51545 New Beginnings	25.00
7/25/2019	63711 Over The Rainbow	5.87
7/25/2019	63711 Over The Rainbow	4.50
7/25/2019	63711 Over The Rainbow	2.30
7/25/2019	63711 Over The Rainbow	8.87
7/25/2019	63711 Over The Rainbow	7.10
020 Richmond North		3,162.67
1/3/2019	30578174 Wednesday Night Live	32.00

Group Contributions

1/1/2019 through 9/30/2019

10/13/2019

Page 5

Date	Description	Amount
1/7/2019	50095 Monday Strength & Hope	25.00
1/10/2019	13990 Thursday Night Men's	104.00
1/11/2019	66389 Al-Anon Spoken Here	100.32
1/17/2019	30632608 Saturday Serenity	124.69
2/5/2019	14001 Northside Fellowship	155.00
2/7/2019	38240 Stepping Stones	118.80
2/19/2019	30632608 Saturday Serenity	532.00
2/23/2019	30537653 Ashland	316.92
3/11/2019	32645 Tuesday Night Adult Child	300.00
3/12/2019	65244 Light Of Serenity	280.00
4/12/2019	66389 Al-Anon Spoken Here	78.21
4/18/2019	30632608 Saturday Serenity	201.20
5/23/2019	13992 Happy Wednesday	95.00
6/17/2019	32645 Tuesday Night Adult Child	300.00
7/3/2019	50095 Monday Strength & Hope	25.00
7/23/2019	66389 Al-Anon Spoken Here	100.00
7/25/2019	30632608 Saturday Serenity	122.81
8/1/2019	13992 Happy Wednesday	95.00
9/17/2019	13990 Thursday Night Men's	56.72
021 Roanoke Alleghany		375.00
2/21/2019	14014 Central	100.00
3/29/2019	51031 Moneta	15.00
4/6/2019	502330 Keep It Simple	10.00
5/14/2019	30503203 TGIF	80.00
5/18/2019	40904 Saturday Morning	40.00
6/5/2019	502330 Keep It Simple	10.00
6/24/2019	14021 North Roanoke	50.00
6/28/2019	51031 Moneta	15.00
8/16/2019	502330 Keep It Simple	10.00
9/13/2019	40904 Saturday Morning	30.00
9/27/2019	51031 Moneta	15.00
022 Seven Hills		193.01
1/28/2019	30690463 Paths to Recovery	9.53
1/28/2019	13931 Spiritual Awakenings	50.00
4/15/2019	52937 In Search of Serenity	22.18
7/20/2019	30690463 Paths to Recovery	42.78
7/30/2019	52937 In Search of Serenity	18.52
9/6/2019	13929 Serenity	50.00
023 Southside		50.00
6/21/2019	13832 Wednesday Morning Oasis	50.00
027 Virginia Beach		1,196.50
1/5/2019	14067 Small Shores Step Study	76.00
1/7/2019	62794 Basic Recovery	20.00
1/12/2019	30569949 Beach Parents	118.60
1/16/2019	24754 Sandbridge(paypal)	50.00

Group Contributions

1/1/2019 through 9/30/2019

10/13/2019

Page 6

Date	Description	Amount
1/22/2019	60471 Corporate Landing	70.00
1/22/2019	14062 Friday Night Meeting	9.68
3/11/2019	30677168 Sunday Step Study	6.00
3/23/2019	62794 Basic Recovery	44.00
3/28/2019	25319 Freedom Womens (paypal)	23.60
3/29/2019	14062 Friday Night Meeting	15.00
4/2/2019	14067 Small Shores Step Study	72.00
4/8/2019	30569949 Beach Parents	100.00
4/24/2019	District Contribution	177.42
5/10/2019	14070 Wednesday Noon	26.07
5/23/2019	60471 Corporate Landing	40.00
6/4/2019	24754 Sandbridge	50.00
7/8/2019	30569949 Beach Parents	72.00
7/16/2019	62794 Basic Recovery	16.00
7/27/2019	25319 Freedom Womens (paypal)	18.54
8/9/2019	60471 Corporate Landing	40.00
8/19/2019	30704276 First Things First	24.09
8/27/2019	24754 Sandbridge	50.00
9/4/2019	14070 Wednesday Noon	21.31
9/8/2019	14067 Small Shores Step Study	56.19
029 James River South		1,614.92
1/12/2019	30700112 Help and Hope	58.96
1/23/2019	30616272 Parents with Hope	69.74
3/28/2019	31169 Courage to Be	25.00
3/29/2019	42366 Thursday 12 & 12	240.00
4/8/2019	52415 Monday Womens 4th Step	132.80
5/7/2019	30700112 Help and Hope	153.44
6/27/2019	30616272 Parents with Hope	200.00
7/2/2019	30557562 Grateful Wednesday	195.00
7/18/2019	30700112 Help and Hope	69.98
8/9/2019	52415 Monday Womens 4th Step	200.00
8/31/2019	13989 Early Tuesday	160.00
9/12/2019	42366 Thursday 12 & 12	80.00
9/21/2019	31169 Courage to Be	30.00
097 Al-Anon Service Centers		150.00
5/23/2019	ASC Tidewater	150.00
098 Other		302.28
1/25/2019	Adjustment	-497.66
1/26/2019	Individual Contribution(paypal)	100.00
2/5/2019	Individual Contribution(paypal)	91.28
2/13/2019	Adjustment	497.06
2/14/2019	Adjustment	0.60
2/16/2019	Individual Contribution(paypal)	20.00
3/8/2019	Alanon A174	35.00
3/13/2019	Individual Contribution(paypal)	1.00

Group Contributions

1/1/2019 through 9/30/2019

10/13/2019

Page 7

Date	Description	Amount
4/7/2019	Individual Contribution(paypal)	5.00
4/7/2019	Individual Contribution(paypal)	5.00
6/5/2019	Individual Contribution	45.00
099 PayPal Cost		-21.70
1/26/2019	Individual Contribution(paypal)	-3.20
2/5/2019	Individual Contribution(paypal)	-2.95
2/16/2019	Individual Contribution(paypal)	-0.88
3/13/2019	Individual Contribution(paypal)	-0.34
4/5/2019	62182 Ladies Night Out	-3.63
4/7/2019	Individual Contribution(paypal)	-0.45
4/7/2019	Individual Contribution(paypal)	-0.45
4/8/2019	30587723 Thank Goodness It's Sunday	-1.03
4/21/2019	44148 Sunday Evening Old Town	-1.03
6/23/2019	30582605 Burke Mens Step	-3.20
7/2/2019	47542 Hope	-2.79
9/21/2019	30582605 Burke Mens Step	-1.75
02 Other Income		4.76
1/31/2019	Deposit	0.79
2/28/2019	Deposit	0.81
3/29/2019	Deposit	0.46
4/30/2019	Deposit	0.44
5/31/2019	Deposit	0.46
6/28/2019	Deposit	0.44
7/31/2019	Deposit	0.46
8/30/2019	Deposit	0.46
9/30/2019	Deposit	0.44
OVERALL ...		18,660.20

PROPOSED VIRGINIA AREA ASSEMBLY 2020 BUDGET

AS OF: July 15, 2019

INCOME FROM CONTRIBUTIONS	Budgeted	Actual	Percent	Notes
01 001-029 Group & District Contributions	\$ 26,000		0%	based on 2018 actual
01 098 Service Center Contributions	\$ 650		0%	based on 2018 actual
01 099 + 02 Other Income	\$ 350		0%	based on 2018 actual
INCOME FROM CONTRIBUTIONS	\$ 27,000	\$ -	0%	
Surplus or (Deficit) from Prior Years	\$ 1,400	\$ -	0%	2019 planned outlays reduce surplus
TOTAL FUNDS AVAILABLE THIS YEAR	\$ 28,400	\$ -	0%	
EXPENSES	Budgeted	Actual	Percent	
10 DELEGATE				
WSC Equalized Travel	\$ 1,900		0%	
WSC Incidentals	\$ 100		0%	2018 experience = zero
Area Expenses	\$ 300		0%	45 WSC reports @ \$5ea. + other
Southeast Regional SERDGT	\$ 500		0%	only Delegate is affordable
20 OTHER OFFICERS				
Chair	\$ 1		0%	based on 2018 actual
Secretary	\$ 1		0%	based on 2018 actual
Treasurer	\$ 1		0%	tax filing, Quickbooks Online
Alternate Chair	\$ 1		0%	based on 2018 actual
Alternate Secretary	\$ 1		0%	based on 2018 actual
Alternate Treasurer	\$ 1		0%	based on 2018 actual
Alternate Delegate	\$ 1		0%	based on 2018 actual
21 COORDINATORS/LIAISONS/OTHER				
Alateen Coordinator	\$ 500		0%	based on 2018 actual
Area Alateen Process Person	\$ 300		0%	based on 2018 actual
Archives	\$ 750		0%	"Extra Storage" Midlothian @ \$62/mo.
Group Records	\$ 1		0%	based on 2018 actual
Literature	\$ 1		0%	based on 2018 actual
Long Range Planning Committee	\$ 1		0%	based on 2018 actual
Public Outreach	\$ 1,100		0%	
30 OPERATIONS				
Bank Service Charges	\$ 200		0%	
Financial Management	\$ 1,000		0%	tax filing, Quickbooks Online, mailing
Capital Expenses/Equipment	\$ 1,000		0%	Office 365, printer/scanner for treasurer
Insurance	\$ 2,500		0%	
Post Office Box	\$ 60		0%	
Scholarships (except Assemblies)	\$ 100		0%	unpredictable
Communications	\$ 500		0%	WEBEX
40 MEETINGS				
Donations to Meeting Venues	\$ 300		0%	
Officers Meetings	\$ 400		0%	
VAWSC Meetings	\$ 400		0%	
50 WEBSITE	\$ 2,000		0%	hosting (150) + maintenance (120 per month)
60 CONVENTION 2021	\$ (1,000)		0%	
ASSEMBLIES				
70 Spring Assembly Area Expenses	\$ 7,200		0%	
71 Fall Assembly Area Expenses	\$ 7,200		0%	
Miscellaneous	\$ 80		0%	to balance income & expenses
TOTAL EXPENSES	\$ 27,400	\$ -	0%	
Available Funds Minus Expenses	\$ 1,000	\$ -		This amount stays in Conv account
Carry Forward to Next Year	\$ 1,000	\$ -		

**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.

Virginia Area Assembly Check Illustration

Name on Bank Account	1/1/2016	222
	_____	date
Pay to the Order of <u>Virginia Area Assembly</u>		\$ 1,000,000.00
<u>One million and 00/100</u> ~ ~ ~ ~ ~		DOLLARS
AlAnon World Bank 123 Sanity Street Serenity, USA 99999	<i>Name of Your Group</i>	
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 --- 0 0 1		

PLEASE PASS THIS INFORMATION TO ALL TREASURERS

1. On the *pay to the order of* line, please enter only **Virginia Area Assembly**.
2. On the lower left *For* (memo) line, enter your Area (**057**), District and Group numbers as shown in the example (*numbers shown above are fake numbers for illustration only*). Find your District number in the box below. Your five-to-eight digit Group number appears on envelopes mailed to your Group from the WSO, or ask your Group or District Representative. If applicable, indicating the Group name somewhere on the check is helpful.
3. Service Center/District/Individual contributions: indicate this on the memo line (no numbers).
4. If the check is sent in response to the Area Semiannual Appeal, write APPEAL on the check in any convenient blank space.
5. **PayPal**: In the message section of the PayPal screen, please enter at least the District and Group number. District and group names are also helpful here.
6. All of this information is needed by our Area Treasurer to properly record your contributions so that your District and Group receive credit. Without this information your contributions will appear in Area financial reports under "Other."

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? Email: treasurer@vaalanon.org or call your District Rep.