

Meeting summary for SoCalDA Zoom Link (12/14/2024)

Quick recap

The team discussed financial reports, recommendations from the Audit Committee, and the possibility of hiring someone to handle their taxes. They also reviewed the company's subscription rate for their newsletter, the completion of the resource list, and the upcoming end of Sally's term. Lastly, they planned for a Numbers Day gathering meeting, a long-range planning meeting, and the sharing of a draft document of the Bylaws Revision committee with the inner group.

Next steps

- Jennifer to propose keeping a minimum of \$5,000 in the main account and moving excess funds to a donations account earning 5% interest.
 - Bernice to propose a compensation increase for Sage to \$300 per month at the next inner group meeting.
 - Ethan to submit a motion to upgrade the Mailchimp subscription to the 1,500 capacity tier.
 - Sally to schedule a long-range planning meeting for the first week of February.
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Summary

Financial Report and Audit Recommendations

In the meeting, Jennifer presented the financial report for November, highlighting a balance of \$99,69 and a total of around \$29,997. She also discussed the recommendations from the Audit Committee, including changing the audit period to a calendar year and considering having someone other than the bookkeeper do the taxes. The committee also suggested keeping a minimum amount in the main account and transferring the rest to another account to earn interest. Bernice asked about the \$9 shipping literature accounts, which Jennifer explained were for click and ship orders. Lynda confirmed that the fiscal year of the corporation ends annually on December 31 and asked about the implications of the Audit Committee's recommendations, to which Jennifer responded that it would involve hiring someone to do the taxes once a year.

Tax Handling and Donation Proposal

Jennifer and Lynda discussed the possibility of hiring Willie to handle their taxes, with Lynda providing Willie's contact information to Jennifer. Jennifer then proposed a suggestion for a motion to move money from their main account to a donations account to earn interest, with the aim of increasing their donation capacity. The group agreed to propose this suggestion to the inner group, with a specific recommendation to keep 5,000 in their main account. Cathy then presented an updated welcome to the inner group pamphlet, which the board agreed to present to the inner group for approval. Bernice

ended the conversation by providing sales numbers for November and December and proposing a compensation increase to be presented to the inner group.

Sage's Literature Operations and Compensation

Bernice discussed Sage's role in literature operations, which includes taking orders, overseeing printing, managing the website, and maintaining inventory. Sage requested a \$300 monthly compensation, which Bernice calculated based on Sage's average weekly time of 4 hours. Jennifer and Lynda suggested that this amount was reasonable considering the compensation of other team members. Bernice agreed to present this proposal to the inner group for funding approval.

Newsletter and Visions Retreat Update

Bernice was thanked for her role as an intermediary, and it was noted that Ann Ree was not present due to illness. Ann Marie and Sandy were also absent, with Ann Marie having the flu and Sandy having a last-minute work duty. Ethan reported that the newsletter was doing well, with a good response to the Visions Retreat and a similar success rate for the newsletter. He also mentioned that he would be adding a story about diverse voices to the newsletter and would coordinate with Beno about its placement on the website.

Newsletter Subscription Rate Discussion

Ethan discussed the company's subscription rate for their newsletter, which is currently at 500 subscribers. He mentioned that once they reach 500 subscribers, they will see an increase in rates. He proposed two options: either pay small incremental costs as they grow or pay a flat rate of \$37.50 per month up to 1,500 subscribers. Ethan expressed a preference for the latter, but noted that this would require a motion. He also mentioned that he would send out a final reminder for the tools game and a general holiday message. Jennifer suggested raising the capacity to 1,500 subscribers to avoid future costs. The team agreed that having more than 1,500 subscribers was a good problem to have.

Resource List Sharing and Stories Update

Lavey reports that the resource list is completed and recently updated. The next step is determining how to effectively share the list with all meetings. Lavey plans to share the list during the 11am intergroup meeting so representatives can distribute it at their respective meetings. Lynda provides an update on the diversity stories initiative, sharing that Sandy submitted Ethan's article and they are seeking more stories from underrepresented groups. Lynda will post flyers in the chat for representatives to share at their meetings.

Sally's Term and Board Vacancies

Sally discussed the upcoming end of her term in June 2025 and the possibility of a second term. She also mentioned that there is currently only one vacancy on the board, the second workshop chair, and she plans to ask potential candidates in the future. Lynda clarified that Sally must preside until the new chair steps on board. Ethan expressed his understanding that his term technically ends in December 2025, but he is open to continuing his service. The team agreed to consider their options for the future.

Bylaws Revision and Numbers Day

Lynda proposed to share the draft document of the Bylaws Revision committee with the inner group at large for further edits and recommendations. Sally agreed to reach out to former chairs for support and planned to have a long-range planning meeting in February. Lynda also announced a Numbers Day gathering meeting for members to work on their numbers and spending plans. The next meeting was scheduled for January 18th, with Bernice covering for Sally. The conversation ended with a 3rd step prayer.

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Cathy D. SCDA Meeting Liaison