

AREA FINANCE COMMITTEE MEETING

January 23, 2021

10:00 am-12:00 pm

Zoom Meeting

URL: <https://zoom.us/j/386759333>

Pass Code: 136819

Open Meeting: 10:00 am with Serenity Prayer _____

Committee Purpose: This committee prepares the budget for the following fiscal year. This is done with the Budget Committee comprised of the Area treasure, Finance Chair and any assembly member requiring funding for approved Area service work. Also, we study and review the needs of the Assembly as a whole, as they relate to income and expense; with an aim to insure a healthy, but practical Area financial status that honors the intent of the Seventh Tradition of self- report.

Introductions: attendees

Ron S. – Finance Chair

Elizabeth G. – Finance Secretary

Betsy G. – Committee Member

Meece' T. – Committee Member

Deborah B. – Committee Member

Reino F. – Committee Member

Doug C. – Committee Member

Secretary Minutes: Reviewed, corrected, and approved by the committee. The approved minutes will be sent to webmaster for posting.

Webpage Report: The webpage is current, awaiting move to Google Suites.

• **Ongoing Business:**

- I. SETA/STATE Convention Loss Funds line items clarification on Treasurer's Report-Betsy G.

The discussion was centered around the line items labeled "Convention Loss Reserves" and "Convention Loss Funds." Betsy was able to clarify that the Convention Loss Reserves should be changed to SCAP Reserves because the funds are set aside to cover State Conventions held within Area 67. The funds are not apart of our general funds, thus, should be identified as a separate line item. The Committee Agreed, Reino F. will make the changes to the Treasurer's Report.

- II. Committee Table Display Project-Deborah B
Deborah reports that all the components for the display board have been purchased, it is currently a work in progress and will be available for our first in person meetings as an Assembly.

New Business:

- I. Committee Position Open – Alternate Finance Chair and Alternate Secretary
- II. Committee Meeting Information: The Committee voted to remain on Zoom and to meet monthly; will review again April 2021.

III. Bank Signature Changes – Reino F.

Deborah B past Area Secretary, Meece T current Area Secretary, and Reino F incoming Treasurer went to Chase Bank 01/19 to change the signers on the SETA bank accounts for Panel 71. Chase bank required an abbreviated page indicating current position holders, incoming position holders and verbiage specific to bank policy. The minutes page has been prepared and a meeting scheduled with Chase Bank, 01/29 at 2:00pm.

In addition, we discovered that on the SETA Convention checking account #2267 only Deborah B past Secretary and Ron S former treasurer were the only 2 signers on the account. We will need the Convention Committee members for this particular account to submit the following information:

1. Full name of each of the 4 committee members
2. Address
3. phone number
4. Date of Birth
5. SSN (required for bank visit)

We found out that only Deborah or Ron S can make the necessary changes to any of the accounts. Once the changes have been made everyone will have 30 days to go to a Chase Branch of your choice and get signed onto the appropriate accounts. Everyone will need the last 4 digits of the account to obtain bank access for said accounts.

Committee Meeting Information – 3rd Saturday of the month at 10:00 am

Next Meeting: February 20, 2021

Close Meeting: Responsibility Statement