

MINUTES OF THE CENTRAL SERVICE COMMITTEE MEETING
HELD AT LEVEL 1, 36 CHURCH ST, RICHMOND, VICTORIA
ON 10th SEPTEMBER 2019 AT 6:30PM

PRESENT:	Steve C (Chair), Lena B (Vice Chair), John W (General Secretary), Gail O’C, Sandy P, Louise P, Trevor T, Peter McK.
OPENING REMARKS:	Chair welcomed all.
APOLOGIES:	Scott P, Jason M (State Trustee).
READING OF THE OBJECTS FROM THE PLAN OF PROCEDURE.	
BUSINESS ARISING FROM PREVIOUS CSC MEETING:	The Minutes for the Central Service Committee (CSC) meeting of the 13 th August 2019 were received. There was no business arising. Moved Lena, Seconded Louise P that the Minutes of the 13 th August 2019 CSC meeting be adopted. Carried.
GENERAL SECRETARY’S REPORT:	<ol style="list-style-type: none"> 1. An extraordinary RUSVIC Board Meeting was held on Tuesday 03/09/19. The letter from the Delegates directing RUSVIC amend Memo of Association was tabled and discussed (see attachment). The Board has agreed that as a first step John W, as Company Secretary is to draft an amendment to clauses 2(e) (i) and 2(e) (ii) for presentation to our legal advisors. 2. As agreed at the previous CSC meeting the debt that AA Victoria owes to the General Secretary is being repaid at a rate of \$125 per week. 3. We are buying Big Books and other Conference Approved literature in small quantities from the Melbourne 12 Step Office. This is mainly being done to maintain stock levels. We are not getting the CSO discount nor have I asked for this consideration. Once we can demonstrate that we are progressing Reconciliation then maybe. <p><i>The General Secretary asked the committee if they would consider signing up for the first item requested in the Future Reconciliation letter from the GSB. Although the CSC felt this maybe a bit premature they requested the General Secretary draft a letter for discussion at the October CSC meeting.</i></p>

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TREASURER'S REPORT:	<p>The cash position of the Office is shown in the table below. Note that the cash reserves have not changed much in the last 30 days.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>CASH ACCOUNTS @ 13/08/19</th> <th>SUB-TOTAL</th> </tr> </thead> <tbody> <tr> <td>CSO Trading Account</td> <td>\$3,060</td> </tr> <tr> <td>Prudent Reserve</td> <td>\$12,037</td> </tr> <tr> <td>Events Fund</td> <td>\$3,000</td> </tr> <tr> <td>Cash on Hand</td> <td>\$710</td> </tr> <tr> <td>TOTAL Available Cash</td> <td>\$18,807.00</td> </tr> </tbody> </table> <p>The month of August saw 45 groups in Victoria contribute \$6,350 towards the operation of your Central Service Office and helping carry our Message of Hope to the alcoholic who still suffers. The generous members of the Members Contribution Club contributed \$1,774. The Aged Receivables Summary Report (below) shows August and with July for comparison.</p>	CASH ACCOUNTS @ 13/08/19	SUB-TOTAL	CSO Trading Account	\$3,060	Prudent Reserve	\$12,037	Events Fund	\$3,000	Cash on Hand	\$710	TOTAL Available Cash	\$18,807.00
CASH ACCOUNTS @ 13/08/19	SUB-TOTAL												
CSO Trading Account	\$3,060												
Prudent Reserve	\$12,037												
Events Fund	\$3,000												
Cash on Hand	\$710												
TOTAL Available Cash	\$18,807.00												

Aged Receivables Summary					
As of 31 AUGUST 2019					
Name	Total Due	0 - 30	31 - 60	61 - 90	90+
JULY Total:	\$10,292	\$4,766	\$656	\$1,628	\$3,242
JULY Ageing Percent:		46%	6%	16%	32%
AUGUST Total:	\$7,772	\$3,009	\$740	\$534	\$3,489
AUG Ageing Percent:		39%	10%	7%	45%

	<p>Attachments:</p> <ul style="list-style-type: none"> • YTD Surplus + Deficit Report • YTD Group Contributions Report <p>Moved Gail O'C, seconded Trevor T that the General Secretary and Treasurer's reports be accepted. Carried.</p>
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STATE TRUSTEE REPORT:	No report.
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PORTFOLIO REPORTS:	<p>Hospitals and Rehabs – Trevor T</p> <p>The Facility rosters are all adequately staffed at present, with cycle of visits ranging from 6 to 9 weeks.</p> <p>Ozanam House rosters have been disrupted since the expansion of the facility from 30 to 130beds. Contacts are currently being reestablished.</p>
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	<p>Gaps in rosters are generally filled, by canvassing the existing rostered members to suggest any appropriately experienced members to fill gaps as they arise. Some additional volunteers can usually be slotted in, provided they have a sound sobriety and are ready to make a commitment to regular service.</p> <p>Events Report – Sandy P</p> <p>The Sausage Sizzle at the FTG Saturday meeting raised \$194.90 with \$58.50 being the Alanon/Alateen share. Approximately 65 attended over the night. Many faces from AA who don't normally attended that meeting did attend just for the sausage sizzle and Fellowship which is really encouraging.</p> <p>A painting has been donated by Mark for a Christmas at Gahan Fundraiser. It is proposed that the painting will be sold by online auction. This method has been investigated and is possible to do on AA Victoria website. Advertised in calender, also print out extra leaflets to dispurse at groups to secretaries. Time frame 1 month to open auction approx. the 1st week of October (coincide with the news being distributed and end preferable 1 week after nov news distributed. Painting to be displayed at CSO along with raffle prizes. Highest bid wins.</p> <p>News Group – Louise P.</p> <p>News Meeting 10/09/19 Present: Gail, Sandy and Louise.</p> <p>Gail has kindly transcribed some more shares from Founders Day. One will be in the October issue and one, possibly two in the November issue. Gail and Louise has hopefully got articles coming from two members. We all aim to keep plugging the News, asking for more articles, however long or short.</p> <p>Moved Lena B, Seconded Peter McK that the Portfolio reports be accepted. Carried.</p>
CORRESPONDENCE:	Moved Gail O'C, Seconded Sandy P that the correspondence be accepted. Carried.

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GENERAL BUSINESS:	<ol style="list-style-type: none"> 1. The proposed motion from Arch to Freedom was discussed. The consensus was that it is essentially the same as the motion put to the Delegates by Bayswater Steps last November 2018. The committee asked the General Secretary to provide an updated report on the motion for the next CSC meeting. 2. An enquiry from the NSW Service Council (28/08/19) was discussed and the CSC resolved to sell the Council “non-Conference” literature with the same terms and conditions as afforded all other groups. 3. There was a short discussion about the merit of video conferencing CSC meetings as a means of attracting country members to serve on the committee. Jason M reported that a conference call of the last RUSVIC Board meeting worked very well. Jason to action. 4. It was noted that at least three members would be rotating off the committee at the November Delegates meeting.
VALES:	Phil – Wangaratta.
CLOSE:	There being no further business the Chair thanked all present for their participation and declared the meeting closed at 7:30pm.
Steve C. CSC Chair	John W. General Secretary

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Alcoholics Anonymous Victoria				
Surplus & Deficit Report With Year to Date				
August 2019				
	Selected Period	% of Sales	Year to Date	% of YTD Sales
Income				
Donations (income)	\$6,414.79	34.40%	\$14,756.69	37.80%
Members Contributions	\$3,774.00	20.20%	\$6,166.00	15.80%
Prison Literature Fund	\$0.00	0.00%	\$1.05	0.00%
Literature				
Conference Approved Stock	\$4,400.55	23.60%	\$9,215.70	23.60%
Non-Conference Approved Stock	\$2,627.70	14.10%	\$5,969.30	15.30%
News Group	\$1,216.00	6.50%	\$2,060.00	5.30%
Total Literature	\$8,244.25	44.20%	\$17,245.00	44.20%
Freight & Postage	\$201.96	1.10%	\$849.16	2.20%
Misc/Group Rent Assist	\$0.00	0.00%	\$0.01	0.00%
ATO GST Refund	\$16.00	0.10%	\$16.00	0.00%
Total Income	\$18,651.00	100.00%	\$39,033.91	100.00%
Cost Of Sales				
Literature	\$3,665.62	19.70%	\$7,769.23	19.90%
Lit Stock Take Adjustment	(\$0.72)	0.00%	\$3,161.03	8.10%
Freight	\$0.00	0.00%	\$1,247.83	3.20%
Total Cost Of Sales	\$3,664.90	19.60%	\$12,178.09	31.20%
Gross Profit	\$14,986.10	80.40%	\$26,855.82	68.80%
Expenses				
Audit & Accounting Fees	\$0.00	0.00%	\$200.00	0.50%
Advertising / Public Info	\$0.00	0.00%	\$51.84	0.10%
Bank Fees	\$12.00	0.10%	\$24.00	0.10%
Bank Merchant Fees	\$55.32	0.30%	\$97.04	0.20%
Computer Expenses	\$151.21	0.80%	\$228.48	0.60%
Dues & Subscriptions	\$127.48	0.70%	\$127.48	0.30%
Electricity	\$0.00	0.00%	\$860.64	2.20%
Printing & Stationery	\$257.45	1.40%	\$257.45	0.70%
Printing - Rent for Copier	\$574.21	3.10%	\$1,267.98	3.20%
Postage	\$1,648.33	8.80%	\$2,534.69	6.50%
Rent	\$3,141.50	16.80%	\$6,283.00	16.10%
Telephone	\$824.79	4.40%	\$1,655.94	4.20%
Salary & Wages				
Salary - General Secretary	\$4,603.08	24.70%	\$10,356.93	26.50%
Payroll - Admin Wages	\$3,654.00	19.60%	\$10,302.50	26.40%
Superannuation Expenses	\$784.40	4.20%	\$1,764.90	4.50%
Total Salary & Wages	\$9,041.48	48.50%	\$22,424.33	57.40%
Bad Debt	\$75.70	0.40%	\$99.70	0.30%
Misc Adjustments	\$2.40	0.00%	\$23.20	0.10%
Total Expenses	\$15,911.87	85.30%	\$36,135.77	92.60%
Net Profit/(Loss)	(\$925.77)	-5.00%	(\$9,279.95)	-23.80%

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Alcoholics Anonymous Victoria			
Group Contributions			
July 2019 To August 2019			
	Name	Quantity	Amount
	AA CITY SATURDAY GROUP (MELB)	1	\$54.05
	ASHBURTON WEDNESDAY	3	\$171.80
	Ashburton Women's Recovery Group	3	\$207.35
	BAIRNSDALE MONDAY NIGHT	1	\$200.00
	BALLARAT MINI GALLERY	1	\$200.00
	BAYSWATER MONDAY STEPS	1	\$200.00
	BEECHWORTH ABSI	1	\$119.05
	BERWICK WED NIGHT	1	\$77.15
	BLACKBURN STH TUES	1	\$486.00
	BREAKFAST WITH BILL—St Kilda	2	\$142.29
	BUNDOORA DISCUSS - Tuesday	1	\$100.00
	CASH SALE	1	\$4.00
	CASTLEFIELD @ Hampton Sunday 11am	2	\$128.25
	CENTRAL SERVICE COMMITTEE	1	\$26.00
	CHELSEA TUESDAY DISCUSSION	3	\$430.40
	COBURG Tuesday	1	\$442.00
	COURAGE TO CHANGE	2	\$144.50
	CRANBOURNE	2	\$228.00
	CROYDON LOG CABIN SUN MORN	1	\$83.00
	DELEGATES MEETING	1	\$320.15
	EAST BURWOOD DISCUSS	1	\$300.00
	EAST RINGWOOD WOMENS-SAT	1	\$150.00
	EASTERN TWILIGHT - WANTIRNA	1	\$80.00
	ELSTERNWICK	1	\$353.95
	EMERALD - Friday Night	1	\$91.90
	EPPING	1	\$37.00
	EUROA	2	\$123.00
	FERNTREE GULLY Recovery & Responsibility	1	\$136.50
	FIRST FIVE CHAPTERS	1	\$78.00
	FLEMINGTON DISCUSSIO	1	\$600.00
	FRANKSTON LUNCH HOUR-TUESDAY	1	\$250.00
	FRIENDS of Dorothy	1	\$32.20
	GEELONG INTO ACTION	1	\$49.50
	GEELONG SUNDAY NIGHT RECOVERY	2	\$400.00
	GEELONG YARRA ST BEGINNERS - Monday	1	\$100.00
	GLENROY TWILIGHT	1	\$292.00
	GREENSBOROUGH	1	\$51.05
	HAMILTON GROUP	2	\$96.60
	HOBART THURSDAY CITY, TASMANIA	1	\$250.00
	HURSTBRIDGE RECOVERY	2	\$200.00
	KANANOOK GROUP	1	\$68.75

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KEEP IT SIMPLE	2	\$87.05
KILMORE	1	\$235.50
LITTLE MALVERN	1	\$433.50
McCRAE FRIDAY 1305	1	\$81.00
MELBOURNE MEN'S GROUP	2	\$131.65
MELTON-consolidated	1	\$150.00
MINDFULLNES MEDITATION WORKSHO	1	\$535.00
MOORABBIN - MCKINNON LIVING SOBER	1	\$150.00
MURRUMBEENA MONDAY GROUP	1	\$50.00
MYRTLEFORD	1	\$450.00
New Norfolk Wednesday	1	\$50.00
NORTH MELBOURNE SUNDAY	1	\$495.70
NORTHERN SHIRE (CARLTON) MENS THURS	1	\$80.00
OAKLEIGH	1	\$413.75
OCEAN GROVE DISCUSSION	1	\$300.00
PARENTS IN RECOVERY BERWICK	2	\$200.00
PAYNESVILLE WEDNESDAY	1	\$12.00
PRAHRAN RECOVERY THEMES	2	\$771.00
RELAPSE PREVENTION GROUP	2	\$118.00
ROSEBUD FRIDAY NIGHT	1	\$141.45
ROWVILLE JFT	1	\$81.00
ROXY SAT DAILY REFLECTIONS	1	\$192.00
RUSVIC Board Meetings	1	\$40.05
SEYMOUR	1	\$437.00
SPOTSWOOD	1	\$183.50
SPRINGVALE	1	\$228.50
ST ALBANS ID	1	\$111.00
ST KILDA BEGINNERS	1	\$41.50
ST VINCENTS BEGINNERS - WEDNESDAY	1	\$150.40
STAWELL SUNDAY	1	\$18.00
SUNBURY FRI & WED COMBINED	1	\$57.00
TEMPLESTOWE	1	\$194.90
TWELVE & TWELVE AT TWELVE - MORNINGTON	1	\$187.45
WANGARATTA DAYTIME FRI	1	\$170.00
YARRA GLEN RURAL REC - CLOSED	1	\$81.00
ZZUnknown	1	\$60.00
GROUP CONTRIBUTION Total:	97	\$14,623.34

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Tuesday 13th August 2019

Mr Jude Matchado
Board Chair RUSVIC Pty Ltd

Dear Jude

AA VICTORIA RESOLUTION DIRECTING RUSVIC TO AMEND MEMO & ARTICLES OF ASSOC.

Reference: AA Victoria Plan of Procedure (2018) Clause 10(a)

On Sunday 11th August sixty-seven out of seventy-five members of a properly constituted Delegate Body of Alcoholics Anonymous Victoria Central Service Office resolved that RUSVIC shall delete, modify and / or add to such clauses in the RUSVIC Memorandum and Articles of Association as is required to satisfy the General Service Board's concerns regarding acceptance of donations, gifts and bequests.

This matter is critical to future reconciliation with the General Service Board. It would please the Central Service Committee if the Board of RUSVIC would treat this matter with the highest importance.

On behalf of AA Victoria Central Service Committee and the Delegate Body,

Yours in Service



John Waldeck, General Secretary.

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