



FINANCE COMMITTEE REPORT

A written report covering Purpose, Guiding Principles, Structure, Duties and responsibilities and current CNY financial guidelines has been given to the Area Secretary for inclusion with the Area minutes. Comments and suggestions on these are welcome.

The finance committee was originally formed in February of 1989 to determine how the 7th Tradition should be applied to Area business. This came about because a lot of time was being spent talking about budget, expenses, who was spending what and why. Since the Area Committee had grown to a size that made financial decision making impractical, a separate Area Financial Committee was formed composed of the Treasurer, past Treasurer, and one DCM from each District. The written report details the work of this committee during 1989 and 1990. The committee was not reactivated in 1991. Precisely because the situation during 1991 reverted to the time wasting financial discussion confusion of 1988, the Area Chairperson has gotten the Finance Committee going again.

We meet the last Saturday of the month to allow time to prepare for the Area Assembly the following month.

We are actively looking for members. At present, we have Jack Hevener (DCM district 1) as chair, Bill Bushey (Area Treasurer), Scott Becker (past Treasurer), Tom Stewart (DCM district 6), Jim Bowen (alternate DCM district 6), and Bill Schell (alternate DCM district 2). We have no representation from the Watertown or Syracuse Areas.

We are dedicated to supporting not controlling the primary purpose of the CNY Area Assembly and we will endeavor at all times to keep it simple.

FINANCE COMMITTEE

PURPOSE: Determine how the 7th Tradition will be applied to CNY Area business.

GUIDING PRINCIPLES: * The 7th Tradition supports our primary purpose (5th Tradition). * All officers and committees are endowed with the traditional "right of decision" (Concept III). * Every service responsibility should be matched by an equal service authority with the scope of such authority well defined (Concept X). Final authority rests with an informed group conscience. * Service is its own reward. * The ability to perform service should not be limited by personal funds. * Expenses incurred while conducting business at the request of the Area should be fully reimbursed. * The choice to be reimbursed should be left to the individual. * The intent of the Area is to encourage anyone, who is willing and able to perform service, by removing financial means as a limiting factor. * The Area budget should be set at adequate levels to cover expected expenses. * In the spirit of the 7th Tradition, the CNY Area Assembly should be self-supporting in all its affairs.

STRUCTURE: * A standing Area committee composed of: Chairperson, appointed by the Area Chairperson, and approved by the Assembly to serve for two consecutive years, starting with the odd-numbered year; * The current and immediate past Treasurer; * Up to two representatives from each of the six geographic areas of CNY; * the present and all former delegates are ex-officio members.

DUTIES AND RESPONSIBILITIES: * Provide financial leadership to the Area. * Assist the Treasurer in the performance of the Treasurer's duties (AA Service Manual, 560) * Prepare financial guidelines to facilitate Area decision making and to eliminate the need for the Assembly as a whole to approve each and every detail expenditure. * Initiate changes in financial policies and procedures when needed. * Review and research requests for financial support and/or financial aspects of Area activities and provide information required for informed Area group conscience decision making. * Record, and provide to Area Handbook committee, financial policy and procedure decisions including the rationale behind them. * Assist the Area Treasurer and other officers in the preparation, presentation and management of the Area budget.

FINANCIAL GUIDELINES (current 1992): * All checks will be signed by the Treasurer and one other Area officer. * The Treasurer will not be bonded. * All requests for reimbursement will be accompanied by receipts, copies of bills or other documents which will explain the expense in detail. * The standard IRS rate for mileage (for non-profit organizations) will be used. * All reimbursements will be by check. * All officers attending a convention or conference at Area expense should provide the Area with a written report which can be included in Area minutes. * The prudent reserve is set at six months operating expenses. This reserve does not include the Area's inventories of AAWS or Grapevine literature. It is CNY Area practice to donate budget surplus above the prudent reserve to BSD. * At the end of each even numbered year, the financial records of the outgoing Treasurer are audited prior to establishing the opening fund balance for which the new Treasurer will be accountable.