

**Area Finance Committee Meeting Agenda**

**3<sup>rd</sup> Wednesday of the month at 8:00 PM**

**November 19<sup>th</sup>, 2025**

**Google Meets**

**<http://meet.google.com/wtt-dgaf-arj>**

**Open Meeting:** Serenity Prayer – Kevin W. 8:00

**Introductions:** Kevin W, Jackie M, Malana, Brandi, Terry, Catherine, Troy, Alicia, Tony A, Allise

**Secretary Report: OPEN.** – Review & Approve minutes - Brandi

**Ongoing Business:**

**New Business:**

- Payment for 2026 SETA Convention – Malana – Hotel will need to be paid in full 30 days prior to the event. Registration is not where it was expected. Malana has reached out to Louisiana, has people making announcements in meetings. Checked into cancellation due to low registration, but the fee will be \$18,000.  
Troy – Low numbers is concerning. Need to work on getting the numbers up. There was discussion about sending out text messages to the fellowship.  
Catherine – These home groups should be announcing. This is a similar situation to the State Convention. The last several conventions have to SETA helping with the funds. Suggested reaching out to other areas.  
Tony – Texting costs about \$36 per month, the challenge is populating the information.  
Brandi – As registrar it was slow until the last month. Agrees with text message to get the word out.  
Terry – has not received any announcements on SETA convention. SETA Announce.  
Malana – One has gone out. The announcement should go out every week.  
Alicia – Suggest using the Convention Loss fund and get the rest from SETA. There are still funds earmarked for SWAARSA.  
Malana – has 4900.00 in the account, Next major expense flights.  
Kevin – Finance Committee approved the contract, and questions if there is a motion necessary.  
Troy suggests going ahead with motion. Take the money from the reserve fund and see if the loss fund will be needed.  
Tony 2<sup>nd</sup> - Motion Passes
- Troy suggests moving forward this committee set in policy regarding the contract – to review contracts together to get clarity. To be fully informed.  
Catherine suggests writing a motion, goes into to the P&P and in the job description. Allise suggests having a lawyer to review to avoid this happening in the future.
- Have a lawyer review the 2027 hotel contract - Catherine states that the 2027 hotel contract has already been approved and contract signed. Need to get updated amounts and when they are due. Kevin clarified that they have the contracts reviewed by a lawyer moving forward.  
Tony asked what the cost would be to review the contracts. There were suggestions to run contracts through AI. Allise says it would probably be two hours, from \$250 - \$500 an hour.
- Include legal review in the Finance Committee procedures – Kevin to make a motion to come out of this committee to have contracts reviewed professionally.
- This motion from the Finance Committee requires any contracts that hold SETA fiscally responsible be reviewed by an attorney before approved by the finance committee or signed by the SETA representative. All legal fees would be paid by the SETA Assembly. Budget items would be added to the SETA Convention (Convention Venue), Alt. Chair (Assembly Venue) and Alt. Delegate (for SWRAASA Venue).  
  
Catherine 2<sup>nd</sup>, Motion passes
- Allise requests the non-profit paperwork to be able to get Canva for free. Alicia has the paperwork and provide it to Allise.
- There was discussion regarding the IRS that has AA bi-laws are the AA traditions. Troy feels like this need discussed at a meeting in the future.
- Does anyone have any items they wish to discuss or present?

**Next Meeting:** December 17, 2025, Wednesday at 8pm

**Close Meeting:** Responsibility Statement meeting closed at 8:59