

Arkansas Regional Service Committee
Treasurer's Report
March 30, 2003

Hi, Family!

Ending balance on February 9, 2003 was \$518.51. Income in the amount of \$314.55 was received, check #1430 payable to Bill L. for \$68.16 and check #1430 payable to Mike R. for \$10.00 were written to reimburse expenses incurred at the 12/01 & 02 SZF in Bentonville, AR, automatic payment of our February AT&T bill for \$115.16, and EFT (electronic fund transfers) payments were made to Your Message Center for March for \$82.00; for a beginning balance today of 557.74. Our bank account has been reconciled through the February 28, 2003 statement with check #1424, 1425, 1427 & 1429, totaling \$391.43, AP (3/7) to AT&T for \$115.16 and EFT (8/8) to YMC for \$82.00 remaining outstanding. As of the 2/1/03 statement with Your Message Center, there is a credit balance of \$22.21. We are also carrying a credit for 571 copies at a cost of 4¢ per copy with Mail Boxes Etc. in Mountain Home. In order to save 1¢ per copy when the 02/09/03 RSC Minutes were copied, we paid for 1,000 copies and used 429 of them. This expense (\$24.47) has not yet been charged against a particular budget.

Discrepancies for the following treasury requests have been cleared up and verified:


- #1415 dated 09/29/02 to Central Arkansas Area -- RSC rent of \$50.00 - received hand written receipt.

The following treasury requests are not yet verified:

- #1371 dated 09/30/01 to Straight Forward Group -- RSC rent of \$50.00 - no receipt turned in.
- #1377 dated 12/02/01 to Texarkana Area -- RSC rent of \$50.00 - no receipt turned in.
- #1388 dated 02/02/01 to Foothills Unity Area -- RSC rent of \$25.00 - no receipt turned in.
- #1389 dated 02/02/01 to Jim Edmunds -- PI Workshop expenses of \$50.27 - receipts total \$50.19; an error in requesting amount by \$0.08 above receipt amount.
- #1395 dated 03/24/02 to Yellow Frogs Group -- RSC rent of \$50.00 - no receipt turned in.
- #1400 dated 06/02/02 to The Genesis Group -- RSC rent of \$50.00 - no receipt turned in.
- #1425 dated 02/09/03 to Woodmen of the World (Texarkana Area) -- RSC rent of \$50.00 - no receipt turned in.

The budget and prudent reserve is attached.

In Loving Service,



Valerie Mc, ARSCNA Treasurer

ARSCNA Treasurer's Final Report

March 30, 2003

	<u>CREDITS</u>	<u>DEBITS</u>	<u>BALANCE</u>
Ending Balance - 12/08/02			518.51
X Phonline AT&T [auto payment] 2/03	115.16		
X Phonline Your Message Center [electronic fund transfer] 2/03	82.00		
X SZF Representative Bill L. 2/01&02, Bentonville AR	68.16		
X SZF Representative Mike R. 2/01&02, Bentonville AR	10.00		
X Total Income	314.55		
Beginning Balance - 02/09/03			557.74
Total Income received today	100.00		
Balance before budgeted expenses			657.74
Treasury Requests <i>[Budgeted Expenses]</i>			<i>(208.09)</i>
___ RD, RD Alternate			
___ Chair/Vice Chair			
___ RSC Secretary			
___ Treasurer			
___ Mail Boxes, Etc. Annual box rental (March 1st)			
___ Mail Boxes, Etc. Pre-paid mail forwarding			
___ Literature			
___ Hospitals & Institutions			
___ Outreach - meeting lists			
___ Outreach - miscellaneous expenses			
___ Outreach - new group starter kits			
X Phonline AT&T [auto payment] 3/03	76.09		
X Phonline Your Message Center [electronic fund transfer] 3/03	82.00		
___ "ARACNA Mania" newsletter			
___ Southern Zonal Forum Representatives (2)			
X RSC & Subcommittee rent	50.00		
___ Public Information			
___ WebMaster - arscna.org			
Balance before expenses approved by motions			449.65
Motion # Payee & Description <i>[Non-budgeted Expenses]</i>			<i>(87.51)</i>
M4-120802 Maili K. WSR Workshop travel funding	87.51		
Ending Balance			362.14

Submitted by: Valerie Mc, ARSCNA Treasurer

Date: March 30, 2003

Bi-monthly Treasury Report - Arkansas Regional Service Committee

Num	Date	Payee	C	Category	Amount	Running Balance
2/11/2003 Through 4/8/2003						
Opening Balance as of 2/11/2003						518.51
	2/26/2003	Deposit	R	Split/Multiple Categories	85.02	603.53
				Outreach : funds returned	5.01	
				SZF Reps : funds returned	80.01	
AP	3/7/2003	A T & T		Phoneline : toll-free service	(115.16)	488.37
EFT	3/8/2003	Your Message Center		Split/Multiple Categories	(82.00)	406.37
				Phoneline : Balance PREVIOUS	99.91	
				Phoneline : phone charges	(0.76)	
				Phoneline : patches	(0.50)	
				Phoneline : monthly service	(70.00)	
				Phoneline : sales tax	(6.44)	
				Phoneline : Balance CURRENT	(104.21)	
	3/20/2003	Deposit		Split/Multiple Categories	129.53	535.90
				Donation : Area	100.00	
				RSC Secretary : funds returned	21.40	
				Treasurer : funds returned	8.13	
	3/26/2003	Deposit		Donation : Area	100.00	635.90
1430	3/26/2003	Bill Lansing		SZF Reps : food	(68.16)	567.74
1431	3/26/2003	Michael Rettus		SZF Reps : registration	(10.00)	557.74
1432	3/30/2003	Maili Kessler		Split/Multiple Categories	(87.51)	470.23
				RSC : Workshop	(60.57)	
				RSC : Workshop	(26.94)	
1433	3/30/2003	CWOD		RSC : Rent	(50.00)	420.23
VOID	3/30/2003	Bill Lansing	R	Split/Multiple Categories	(344.68)	420.23
				SZF Reps : mileage	(68.88)	
				SZF Reps : food	(90.00)	
				SZF Reps : motel	(150.80)	
				SZF Reps : audio tape set	(25.00)	
				SZF Reps : registration	(10.00)	
	4/1/2003	Deposit		Donation : Area	100.00	520.23
AP	4/7/2003	A T & T		Phoneline : toll-free service	(76.09)	444.14
EFT	4/8/2003	Your Message Center		Split/Multiple Categories	(82.00)	362.14
				Phoneline : Balance PREVIOUS	104.21	
				Phoneline : phone charges	0.00	
				Phoneline : patches	0.00	
				Phoneline : monthly service	(82.00)	
				Phoneline : sales tax	0.00	
				Phoneline : Balance CURRENT	(104.21)	
Total Month Ending 4/30/2003					(58.09)	
Grand Total					(156.37)	362.14

**Arkansas Regional Service Committee of NA
Fiscal Year 2003, effective December 8, 2002**

Budgets Established by Administrative Committee based on actual expenses in 1998
and votes on Motions which were passed by the RSC body

RSC Approved	Position / Subcommittee / Vendor	Bi-monthly \$	Quarterly \$	Semi-Annual \$	Annual \$
Admin 072599	<u>Regional Delegate, RD Alternate</u> WSC expenses WSC Quarterly Service Meeting expenses CAR Workshops and miscellaneous expenses				\$2,650.00 \$1,250.00 \$1,100.00
Admin 072599	<u>Chair, Vice-chair</u> Conference calls, special votes, mail-outs, etc.	\$10.00			
M1-120201: R+C=Sec Admin 072599 M2-032600	<u>Secretary</u> correspondence & mail forwarding printing & postage of mailing minutes	\$20.00 \$125.00			
Admin 072599	<u>Treasurer</u> supplies, postage & long distance	\$20.00			
Admin 072599 M2-092400	<u>MailBoxes, Etc.</u> annual box rental due March 1st pre-paid mail forwarding				\$96.00 \$124.00
M5-060400 M5-060400 M5-060400	<u>Phoneline</u> Your Message Center; monthly service by "EFT" Your Message Center; misc. expenses by "EFT" AT & T; toll-free service by "Automatic Pay"	\$140.00 \$24.00 \$135.00			
M6-072802 M6-072802 M6-072802	<u>Literature</u> travel (plus February @ \$10) hotel (January + \$25, plus February @ \$75) supplies (January + \$10, plus February @ \$20)	\$10.00 \$50.00 \$10.00			
Admin 072599	<u>Hospitals & Institutions</u> phone calls, literature & guidelines	\$40.00			
Admin 072599 M3-032501	<u>Outreach</u> meeting lists copy expense; Jan., June & Sept. miscellaneous expenses 5 "ARSC New Group Starter Kits" @ \$45.45 each	\$10.00 \$227.25	\$100.00		
Admin 072599	<u>"ARACNA Mania" Newsletter</u> printing & postage	\$20.00			
Admin 072599 M2-072901 M3-072901 M4-072901 M5-072901	<u>Southern Zonal Forum Representatives (2)</u> usually in mid February, August & November hotel @\$75.00/ night (receipts) town to town mileage @ \$0.14/mile (no receipt) food (US Federal GSA) @ \$30.00(+)/day (receipts) 2 registrations & 1 set of tapes		\$300.00 \$280.00 \$180.00 \$45.00	(2 nights each) (1,000 mi. each) (3 days each) (\$10 each + \$25)	
Admin 072599	<u>RSC & Subcommittee Rent</u>	\$50.00			
Admin 072599	<u>Public Information</u> printing flyers & mailings materials for presentations	\$20.00			
M1-120802	<u>WebMaster</u> Business Plus semi-annual - arscna.org			\$108.00	
\$7,144.25	PRUDENT RESERVE (times 'x' for annual budget)	\$911.25 6	\$905.00 3	\$108.00 2	\$5,220.00 1
\$13,618.50	ANNUAL BUDGET	\$5,467.50	\$2,715.00	\$216.00	\$5,220.00

December 08, 2002

This budget needs to be revised. Regional Delegate expenses will decrease based on WSC funding and a 2-year conference schedule. Outreach "New Group Starter Kits" is calculated assuming 5 sets will need to be purchased at every RSC. SZF funding can not be figured to an exact budget amount because mileage and food costs vary depending upon where the forum is to be held.