

Hi, Family!

Ending balance on September 28, 2003 was \$784.79. Income in the amount of \$143.92 was received, no checks were written, an automatic payment to AT&T of \$79.57 was made, and an EFT (electronic fund transfers) payment to Your Message Center totaling \$82.00 was made; for a beginning balance today of \$886.14.

Our bank account has been reconciled through the November 28, 2003 statement with no checks or deposits outstanding. As of the 12/1/03 statement with Your Message Center, there is a credit balance of \$0.76.

Discrepancies for the following treasury requests ('TR') have been cleared up and verified:

- #1442 dated 07/27/03 to Barb H. -- \$60.98 for RSC minutes: receipted reimbursement of \$0.98 on 'TR' #1436 (6/8 minutes) & advance of \$60.00 (7/27 minutes) - receipts turned over in the amount of \$51.43 leaving a balance of \$8.57 forwarded to 9/28/03 'TR' #1449.
- #1443 dated 07/27/03 to Tim A. -- \$461.72 for SZF expenses (8/2&3) - receipts turned over in the amount of \$497.05. Advanced funds for mileage, food and tapes was \$30.31 above expenses and motel expense was \$65.64 above advanced funds for which M02-092803 passed to reimburse; net amount of reimbursement check #1453 was \$35.33.


The following treasury requests are not yet verified:

- #1371 dated 09/30/01 to Straight Forward Group -- \$50.00 for RSC rent - no receipt turned in.
- #1377 dated 12/02/01 to Texarkana Area -- \$50.00 for RSC rent - no receipt turned in.
- #1388 dated 02/02/01 to Foothills Unity Area -- \$25.00 for RSC rent - no receipt turned in.
- #1389 dated 02/02/01 to Jim E. -- \$50.27 for PI Workshop expenses- receipts total \$50.19; an error in requesting amount by \$0.08 above receipt amount.
- #1395 dated 03/24/02 to Yellow Frogs Group -- \$50.00 for RSC rent - no receipt turned in.
- #1400 dated 06/02/02 to The Genesis Group -- \$50.00 for RSC rent - no receipt turned in.
- #1425 dated 02/09/03 to Woodmen of the World (Texarkana Area) -- \$50.00 for RSC rent - no receipt turned in.
- #1433 dated 03/30/03 to Cope Without Dope Group -- \$50.00 for RSC rent - no receipt turned in.
- #1439 dated 06/08/03 to Bill L. -- \$336.58 for SZF expenses (4/26&27/03) - hotel expense exceeds allowed funding by \$0.80, mileage difference of 9.2 miles or \$1.30; total discrepancy \$2.10.
- #1449 dated 09/28/03 to Barb H. -- \$60.00 for RSC minutes (9/28/03) of \$51.43 plus \$8.57 forwarded from Treasury Request #1442 - no receipts turned in.
- #1452 dated 09/28/03 to Tim A. -- \$466.20 for SZF expenses (11/1&2/03) - no receipts turned in.

Verification of outstanding treasury requests for which receipts were turned over at this RSC will be reported at the next RSC.

Budget, prudent reserve, income and expenditures for fiscal year 2003 follows on the next page of this report. The 2004 budget was discussed and set at the December RSC and follows after that.

In Loving Service,



Valerie Mc, ARSCNA Treasurer

**Arkansas Regional Service Committee of NA
Budget for Fiscal Year 2003, effective September 2003**

Budgets Established by Ad Hoc Budget Review Committee
based on actual expenses in 2000, 2001 & 2002.

There was no opposition by any member of the RSC body.

Position / Subcommittee / Vendor	Prudent Reserve		2003 Budget Balance ==>	Expenditures to Date: <u>12/7/2003</u>	Remaining Spendable Budget
	Expected	Annual Budget			
EXPECTED EXPENSES	Every Other Month				
Chair					\$0.00
Vice-chair					\$0.00
Secretary	\$70.00	\$425.00	includes advance \$ ==>	\$486.80	(\$61.80)
Treasurer	\$5.00	\$30.00		\$14.46	\$15.54
Regional Delegate	\$20.00	\$125.00	includes advance \$ ==>	\$108.00	\$17.00
RD Alternate					\$0.00
Activities					\$0.00
Hospitals & Institutions					\$0.00
Literature	\$5.00	\$30.00		\$11.29	\$18.71
Outreach	\$162.50	\$975.00		\$888.40	\$86.60
Phoneline	\$310.00	\$1,860.00		\$2,005.71	(\$145.71)
Public Information	\$35.00	\$210.00		\$118.79	\$91.21
Website / WebMaster	\$37.50	\$226.00		\$220.66	\$5.34
RSC & Subcommittee Rent	\$50.00	\$300.00		\$100.00	\$200.00
Southern Zonal Forum Representatives (2)	\$670.00	\$4,000.00	includes advance \$ ==>	\$1,786.30	\$2,213.70
NON BUDGETED EXPENDITURES **				\$364.23	(\$364.23)
EXPECTED TOTAL EXPENSES	\$1,365.00	\$8,181.00	Actual EXPENSES	\$6,104.64	\$2,076.36
EXPECTED INCOME	(\$1,000.00)	(\$6,000.00)	Actual INCOME	(\$5,355.78)	(\$644.22)
EXPECTED NET (difference)	\$365.00	\$2,181.00	Actual NET	\$748.86	\$1,432.14

Prudent infers skill and good judgment in the use of resources.
Reserve refers to funds set aside for emergencies or other needs.

This Prudent Reserve should safeguard the Region in the event of any unanticipated economic emergencies that may arise.

To date, we have spent \$748.86 MORE than our Income, and our Income is short of our expectations by \$644.22.

** NON-BUDGETED EXPENDITURES: RD & SZF Rep copy expenses (\$20.61 & \$44.03) SZF Rep motel expense above budget (\$65.64) Web setup & supplies (\$39.00 & 67.93) Workshops (\$127.02)
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Arkansas Regional Service Committee of NA
Budget for Fiscal Year 2004

Budgets Established by Regional Standing Committees and the WebMaster
 Approved with no opposition by any member of the RSC body.

Position / Subcommittee / Vendor	Prudent Reserve		Annual Budget
	Expected		
EXPECTED EXPENSES	Quarterly		
<u>ADMINISTRATIVE COMMITTEE</u>			
Chair	\$0.00		\$0.00
Vice-chair	\$0.00		\$0.00
Secretary	\$107.50		\$430.00
Treasurer	\$7.50		\$30.00
Regional Delegate	\$170.00		\$680.00
RD Alternate	\$0.00		\$0.00
RSC & Subcommittee Rent	\$50.00		\$200.00
Southern Zonal Forum Representatives (2)	\$1,340.00		\$4,020.00
Miscellaneous Workshops	\$62.50		\$250.00
<u>STANDING COMMITTEES & WEBMASTER</u>			
Activities	SEPARATE ACCOUNT		
Hospitals & Institutions	\$15.00		\$60.00
Literature	<no budget set>		
Outreach	\$410.00		\$1,640.00
Phoneline	\$510.00		\$2,040.00
Public Information	\$52.50		\$210.00
Website / WebMaster	\$56.50		\$226.00
<u>NON-BUDGETED EXPENDITURES **</u>			
TOTAL EXPECTED EXPENSES	\$2,781.50		\$9,786.00
EXPECTED INCOME	(\$1,500.00)		(\$6,000.00)
NET Difference	\$1,281.50		\$3,786.00

EXPECTED EXPENSES show a 19.6% increase over EXPECTED Expenses for 2003 and a 60.3% increase over ACTUAL Expenses for 2003. This is partly because the Regional Delegate category now includes expenses for CAR Workshops, a new category for Miscellaneous Workshops was added based on actual expenses in 2003, Phoneline is assuming a 10% increase and although Outreach will reduce printing Meeting Lists to only twice each year they are expecting expenses for 5 additional New Group Starter Kits.

EXPECTED INCOME was inadvertently not discussed nor approved by the RSC. The \$6,000 figure was carried over from the final revised budget for 2003 and is equal to approximately 12% over ACTUAL Income for 2003.

As suggested by the Budget Review Ad Hoc Committee of 2003, an Accrual Account for expenses assumed less often than quarterly and a 2-year budget have yet to be completed. Further research and discussion are needed to finalize these phases of the proposal and creation of a treasurer policy manual will be an ongoing project of the treasurer for a while.

Bank Statement
Not Available On-Line

Bank Statement
Not Available On-Line

Bank Statement
Not Available On-Line

ARSCNA Treasurer's Final Report

December 07, 2003

				<u>CREDITS</u>	<u>DEBITS</u>	<u>BALANCE</u>
Ending Balance -						784.79
<u> 2 </u>	Phoneline	Your Message Center [\$82.00/month - EFT]	11/1/2003	82.00		
<u> 2 </u>	Phoneline	AT&T [\$93.00 ave/mo - AP]	10/15/2003	79.57		
	Total Income			143.92		
Beginning Balance -						767.14
	Total Income	received today		1,117.49		
Balance before budgeted expenses						1,884.63
	Treasury Requests		<i>[Budgeted Expenses]</i>			984.66
<u> X </u>	RD, RD Alternate			108.00		
<u> 8 </u>	Chair/Vice Chair					
<u> 1 </u>	RSC Secretary			65.84		
<u> X </u>	Treasurer			2.59		
	The UPS Store	Annual box rental (March 1st)	[\$96.00]			
<u> 1 </u>	The UPS Store	Pre-paid mail forwarding	[up to \$124.00]	20.00		
	Literature					
	Hospitals & Institutions					
<u> 2 </u>	Phoneline	Your Message Center [\$82.00/month - EFT]	12/1/2003	82.00		
<u> 2 </u>	Phoneline	AT&T [\$93.00 ave/mo - AP]	11/15/2003	71.72		
<u> 3 </u>	Outreach - meeting lists					
	Outreach - miscellaneous expenses					
<u> 7 </u>	Outreach - new group starter kits			146.85		
	"ARACNA Mania" newsletter					
<u> 6db/9adv </u>	Southern Zonal Forum Representatives (2)			260.87		
<u> 4 </u>	RSC & Subcommittee rent					
<u> X </u>	Public Information			118.79		
<u> 5 </u>	WebMaster - arscna.org		[\$108 - 6-mo. prepay Jan/Jul]	108.00		
Balance before expenses approved by motions					(984.66)	899.97
	Motion #	Payee & Description	<i>[Non-budgeted Expenses]</i>			18.64
	M1-120703	Tim A. RD Report - copy expense		18.64		
Ending Balance					(18.64)	881.33

Submitted by: Valerie Mc, ARSCNA Treasurer

Date: December 07, 2003

Bi-monthly Treasury Report - Arkansas Regional Service Committee

Num	Date	Payee	Category	Amount	Running Balance
10/11/2003 Through 1/1/2004					
Opening Balance as of 10/11/2003					784.79
	10/11/2003	Deposit	Donation : Group	50.00	834.79
	11/5/2003	Deposit	Donation : Loner Group	93.92	928.71
EFT	11/8/2003	Your Message Center	Split/Multiple Categories	(82.00)	846.71
			Phoneline : Balance PREVIOUS	85.98	
			Phoneline : phone charges	(1.00)	
			Phoneline : patches	(8.10)	
			Phoneline : monthly service	(70.00)	
			Phoneline : sales tax	(7.22)	
			Phoneline : Balance CURRENT	(81.66)	
AP	11/10/2003	A T & T	Phoneline : toll-free service	(79.57)	767.14
1454	12/7/2003	Barbara H.	Split/Multiple Categories	(61.69)	705.45
			RSC Secretary : budget advance	28.31	
			RSC Secretary : budget advance	(60.00)	
			RSC Secretary : guideline update	(30.00)	
1455	12/7/2003	LSRSO, Inc.	Split/Multiple Categories	(256.96)	448.49
			Outreach : New Group starter kits	(29.10)	
			Outreach : New Group starter kits	(23.10)	
			Outreach : New Group starter kits	(23.10)	
			Outreach : New Group starter kits	(21.90)	
			Outreach : New Group starter kits	(6.60)	
			Outreach : New Group starter kits	(17.40)	
			Outreach : New Group starter kits	(16.97)	
			Public Information : literature	(104.20)	
			Public Information : literature	(14.59)	
1456	12/7/2003	Tim A.	Split/Multiple Categories	(387.51)	60.98
			SZF Reps : motel	(117.70)	
			SZF Reps : mileage	(109.59)	
			SZF Reps : food	(93.00)	
			SZF Reps : audio tape set	(25.00)	
			SZF Reps : registration	(10.00)	
			SZF Reps : funds returned	94.42	
			Regional Delegate : CAR	(81.00)	
			Regional Delegate : CAR	(27.00)	
			Regional Delegate : copy expense	(18.64)	
1457	12/7/2003	The UPS Store	RSC Secretary : mail forwarding	(20.00)	40.98
1458	12/7/2003	Valerie Mc.	Split/Multiple Categories	(15.42)	25.56
			Outreach : New Group starter kits	(7.26)	
			Outreach : New Group starter kits	(1.42)	
			RSC Secretary : postage	(4.15)	
			Treasurer : postage	(2.59)	

Bi-monthly Treasury Report - Arkansas Regional Service Committee

Num	Date	Payee	Category	Amount	Running Balance
EFT	12/8/2003	Your Message Center	Split/Multiple Categories	(82.00)	(56.44)
			Phoneline : Balance PREVIOUS	81.66	
			Phoneline : phone charges	(3.13)	
			Phoneline : patches	(1.00)	
			Phoneline : monthly service	(70.00)	
			Phoneline : sales tax	(6.77)	
			Phoneline : Balance CURRENT	(82.76)	
	12/9/2003	Deposit	Split/Multiple Categories	1,117.49	1,061.05
			Activities : Excess funds	654.49	
			Activities : Excess funds	155.00	
			Donation : Area	100.00	
			Donation : Area	108.00	
			Donation : Area	100.00	
	12/10/2003	A T & T	Phoneline : toll-free service	(71.72)	989.33
ACH	1/1/2004	AIT, Inc.	WebMaster : arscna.org	(108.00)	881.33
Grand Total				96.54	881.33