

# **BRIEF SUMMARY OF TREASURER/FINANCE COMMITTEE WORKSHOP: 7<sup>TH</sup> TRADITION, BEST SPENDING & REIMBURSEMENT PRACTICES & HOW TO SET UP BANK ACCOUNTS**

April 3, and April 21, 2025

Don H, Treasurer

## **ENGLISH**

Thank you to the Finance Committee (Drew, Ada, Simon, Jenn), E-services Claudio B and Juan T for translation to make these workshops -- possible.

Materials on the website include:

- Go to [cna.org](http://cna.org), middle tab CNIA Area 07, Treasurer/Finance Committee
- Previous Expense/Revenue summaries – combined English and Spanish.
- Spending Plan 2025 – FULL Excel and an OUTLINE 1.5 pager – combined English and Spanish.
- 2025 Spring Workshops by the Treasurer & Finance Committee:
  - Topic: 7<sup>th</sup> Tradition, Best Spending & Reimbursement Practices & How to Set Up Bank Accounts
  - Materials
    - See Treasurer Preconference Report (April) as well
    - AA 7th Trad Fact Sht EN and SP
    - 7th Tradition D53 & D55 24-04-14 BiL HLs
    - GSR Budget Worksheet EN and SP
    - A7 Treas Role and Sugg Reimb Pract 24-03 DCMs GSRs BiL
    - 2024 PRAASA Treasurer RoundT Notes 24-03-02 BiL
    - HOW\_TO\_OPEN\_A\_BANK\_ACCOUNT\_FOR\_YOUR\_AA\_HOME\_GROUP

## **Outline**

- Presentations
  - The 7<sup>th</sup> Tradition and the 7th Tradition Fact Sheet: Jenn D
    - History, including group conscience
    - Practices
    - Group, district, area and GSB/O splits
    - Sources
      - AA 7th Trad Fact Sht EN and SP
  - How to be a treasurer, best practices for spending/reimbursement: Drew R
    - Ask around
    - Group/district conscience
    - Use worksheets for budget (i.e., GSR)
    - Share
    - Sources
      - 7th Tradition D53 & D55 24-04-14 BiL HLs
      - 2025 GSR Budget Worksheet EN and SP
      - A7 Treas Role and Sugg Reimb Pract 24-03 DCMs GSRs BiL
  - How to set up a bank account, non-profit status and continuity between panels: Don H
    - Foundation 'organization' for districts and groups
      - Google drive for documents
      - District email (e.g., [DCMDistrictX@gmail.com](mailto:DCMDistrictX@gmail.com))
      - Set up bank accounts > Venmo
    - Sources
      - 2024 PRAASA Treasurer RoundT Notes 24-03-02 BiL
      - HOW\_TO\_OPEN\_A\_BANK\_ACCOUNT\_FOR\_YOUR\_AA\_HOME\_GROUP
- Discussion, Q&A and other suggestions

- General recovery tips
  - Remember, ask for help and group conscience
  - Make requests and explore things in advance
  - Service sponsor: have one?
- \*Servants are not experts so double check things, please
- [Legalforgood.com](http://Legalforgood.com) helps non-profits with legal issues and the IRS. Cost for use \$250 and the IRS required \$250 as well.
- Venmo notes:
  - In 2021, Congress changed the reporting threshold from over \$20,000 in payments and more than 200 transactions to over \$600 in payments regardless of the number of transactions.
  - If you accepted more than \$5,000 in online business payments in 2024 for goods and services via platforms such as Venmo, PayPal, eBay, Airbnb and Cash App, the IRS expects you to pay taxes on those earnings come April 15, 2025.

Let's keep the group conscience going, please – as in recovery, if we stop practicing the principles, we are doomed! And thank you for helping us be of service!