

Adhoc Committee Meeting

Date: 9/1/2020

Participants:

Jim D.

Katelyn S.

Tiffanie M.

Brenda J.

Jeff M.

April C.

Bobby D.

Josh M.

Shawyn M.

Adrian D.

Meeting opened with reading of:

Twelve Traditions – Tiffany M.

Twelve Concepts – Tiffanie M.

1<sup>st</sup> Topic – Discuss the results of the audit & repayment options.

Current outstanding amount owed to KTASC = \$3,118.46

Options for repayment discussed:

Lump sum payment

Payments broken up over 6 months or 12 months

Include interest? Percentage or flat rate?

\*\*possibly offer a discount if paid in full (using the lump sum option)

\*\*\*consider advising the amount due and asking the party if they can pay; if not, see what the party can pay

**Motion** made by Jeff M, 2<sup>nd</sup> by Tiffany M. to request payment as a “lump sum”

8 yes, 2 abstain = motion passed

Measures going forward to prevent potential reoccurrence:

2 members count the money

2 members make deposits

No “cash in/cash out” => use checks (create a paper trail)

Self-auditing when position changes (and annually)

Position term limit to 2 years

Reporting to Area with supporting documents

**Motion** made by Tiffanie M., 2<sup>nd</sup> by Brenda J. to conduct annual self-audits (treasurer will not audit themselves)

9-0-0 motion passed.

**Motion** made by Josh M., 2<sup>nd</sup> by Tiffanie M. to conduct 3<sup>rd</sup> party audits every two years  
2-4 motion failed.

**Motion** made by Jeff M., 2<sup>nd</sup> by Shawyn M. – the treasure is to bring a copy of the most recent bank statement (to area)  
7-0-0 motion passed.

Discussion regarding Zelle account for 7<sup>th</sup> tradition

Online banking must be created to utilize Zelle

Concern regarding the use of online banking; what steps can we take to ensure safety of the account

Write into the guidelines “no zelle money ‘out’/ no electronic transfers out”

No phone apps – trusted servant(s) must only use computers for access

Reach out to other areas to see what they have done that works

Topic tabled until next meeting

All members were asked to print out the guidelines from the website (to use during the meeting)

Meetings to occur every 2 weeks (1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month).