

BA Financial Position Committee notes

Friday, February 16th, 2024 @ 3pm – 5pm via Region ZOOM

Present: Theresa, Doug, Sandy, Kevin

MEETING PREP: Theresa sent out (Tues 2/13/23) email to Ad-Hoc volunteers with attachments:

1. PDF of The Serenity Connection Newsletters financials (open using bookmarks to navigate)
2. PDF of an Excel Worksheet using Newsletter data into a "Income-Expense" report
3. A PowerPoint Theresa made to show statistics in a Chart/Graph to show the gravity of our concerns.
4. 2023-24 NFGH Financial Snapshots (taken from WSO Budget Cmte and combined the snapshots)
5. 2013-2023 WS BoT minutes & bulletins
6. Doug's earlier drafts of BA donation position statements in Word

HIGHLIGHT OF DISCUSSION ON VARIOUS ISSUES & CHALLENGES

1. **GROUPS** – After Covid-19 (2020), Nar-Anon did not return to "normal." Many groups closed, some groups chose virtual meetings, and many in-person meetings have less members. Passing the basket is different.
2. **DONATIONS** -- Data shows that in 2022 and 2023 we historically the largest in Nar-Anon history, yet we still run at a deficit each year; over \$26k for 2023.
3. **TRENDS** -- **NFG P&L Statements and Balance Sheets indicate a long troubling financial trend (years)** Nar-Anon must evolve.
4. **REQUEST FOR DOCUMENTS**
 - a) 2021 P&L Statements
 - b) 2022 P&L Statement & Balance Sheet
 - c) 2023 P&L Stmt & Balance Sheet
 - d) Post yearly budgets
 - e) Update GLS to reflect motions passed in 2023
5. **TRANSPARENCY**
 - a) **NFG Committees** – Our delegate has shared that committees need more members to serve. Description of what each committee does is insufficient to attract service. How many are serving on the committee? How often do they meet? How long are the meetings? Are they virtual? Post committee minutes so members can read and possibly decide to join the committees. As an Area and part of the FL Region, we have fewer members willing to step into service positions. This may not be unique to our region; it may be more worldwide.
 - b) **WSB** - We have no connection to WSO Why are not first names used in roll call? WSB minutes roll call – "5 members" gives no information. "5 of 10 members" gives us information. Post By-Laws. WSB meetings should be posted and open for members to "listen only". WSB members could be the BEST Nar-Anon members, practicing our principles – it does not make experts in business.
6. **WSO INCOME & EXPENSES**
 - a) Literature is the main source of income. BOT Minutes of June 26, 2022 indicate that not all CAL is copyrighted. Are all CAL copyrighted? Which ones are not? Why are we approving and producing CAL that is not copyrighted? That is the cost of doing business to protect intellectual rights of our fellowship and be part of motions as a cost to the membership. **Many Groups buy pamphlets that are given away to newcomers. Pamphlets generate no income to the groups and use Groups funds that could be used as a donation to WSO.** We have too many choices for pamphlets that do not have a high return rate – could we combine pamphlets and create booklets?
 - b) **Royalty** – Royalty can be a larger part of NFG income. Data fluctuates wildly. October 2022 shows \$398 in Royalty, August 2021 shows \$4932. Why?
 - c) **Costs of Goods Sold (COGS)** - producing our own literature has a high Cost of Goods Sold (COGS). COGS will always increase (paper, ink, staff, shipping all has increased and will continue to increase). Are we a printing company or a clearinghouse? If we outsource CAL, we will reduce COGS and have a better product for purchase. Does NFG have an agreement with FEDEX or UPS for deliveries (lower shipping costs).
 - d) **Payroll Expenses** - NFG WSO office needs staff to provide support for Nar-Anon where in the past, we had more volunteers supporting the office. Minimum wages have increased which will increase payroll expenses significantly.

- e) Operating Costs – Operating costs will continue to increase (rent, electric, etc). California has a high cost for businesses. When NFG prints our own literature (exception of SESH book), our office footprint is larger than if we were just the shipper. Are we a printing organization or a clearinghouse?
- f) WSO Conference Expenses – conferences should not be income or expense. Conference expenses should be reviewed. Is travel necessary? If a motion passes to eliminate conference expenses, NFG will incur even more loss of revenue: possibly closing the doors.

NEXT MEETING – Monday, February 19 at 3pm via ZOOM

Theresa M

BA Financial Position Committee notes

Monday, February 19th, 2024 @ 4pm – 5pm via Region ZOOM

Present: Theresa, Doug, Sandy, Kevin

Draft the letter/memo/statement. Send statement to WSO. Copy to Donna & Yvette (delegates). Start positive note - thanks for service. Date of "State of Affairs". Short, Concise, no adjectives or wording to be perceived negatively. We have reviewed WSB minutes and the Budget & Finance Committee financial documents. We can see that there have been changes to be more transparent. Acknowledge WSB and Finance Cmte's steps to lower costs – letting the accountant go and the board take over those responsibilities. (Feb 18, 2023 minutes indicate not using "Suzie" for accounting - saving \$12,000. Board members (Mary, Trudi, Phyllis) are doing data entry from Stripe (Shopify), PayPal, checks, bank reconciliation, quarterly sales tax returns & yearly tax returns. No Suggestions, just state what we are requesting. Committee drafted following letter (shown in italics). The completed letter will be sent to cmte members and once approved, sent to Marguerite and presented to Bay Area.

Bay Area of FL Nar-Anon - financial position statement

On September 30, 2022 the Bay Area received a memo titled "2022 Nar-Anon State of Affairs". Since that time, the Bay Area has discussed and monitored the financial health of NFGH. The Bay Area acknowledges the difficulty and complexity of the financial problems facing the WSB. The Bay Area recognizes the steps taken to help increase the profitability of NFGH;-taking on the duties of the accountant, looking for new places to rent, and other cost saving measures. Thank you all for your time and efforts; we do appreciate all that the Board does for the fellowship.

In the "State of Affairs" memo, the members were asked to contribute more to NFGH. The November 2023 Financial Snapshot shows a substantial increase in donations from our members (almost double the donations of 2021). However, NFGH is still operating in the red. It would seem we need a new approach to bringing NFGH back into financial health. This trend is the basis of our "financial position statement."

Concept Two, "The final responsibility and authority for Nar-Anon services rests with the Nar-Anon Family Groups." In order for the Nar-Anon Family Groups to bear this responsibility, the Bay Area of Florida is requesting

1. *The WSB plan to turn NFGH finances into a positive cash flow*
2. *the 2024 budget*
3. *the 2021 P& L Statement*
4. *the 2022 P&L Statement*
5. *the 2022 Balance Sheet*

These documents may help us understand the total picture of NFGH finances. The WSB business plan (statement) will help the Bay Area understand how WSB will bring NFGH to financial stability.

Thank you for your service and consideration,

Bay Area of Florida Nar-Anon

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Bay Area webpage: <https://naranonfl.org/bayarea.html>