AA Australia - Eastern Region - Area E Committee Meeting

Location: NSCSO Office, 177 Rosedale Rd, St Ives NSW 2075
Date & Time: 29th of January 2026 @ 7:30pm

1. Attendance and Apologies

- **Present:** Grant C, (Chair), Martin G (Secretary), Chelly p, (Alt Delegate), Andrew S (Delegate), Kate G (Liaison Area E), Bri (Treasurer), Janine R (Registrar), GSR's: Colin S Pymble), Wendy (Seaforth), Morgan (Curl Curl Living Sober), Mel, Leigh, (Mona Vale Sun 10am), Taylor, Curl Curl Thurs 6pm), Johnothan Neutral Bay 6.15pm.
- **Apologies:** Pauline O (Hornsby Weds), Aaron D (PI/PA), Corey (RTR), Curl Curl Breakfast), Christiane C (Curl Curl Sun 4pm), Michael (Gordon).

2. Read Twelve Traditions

The Twelve Traditions were read by all.

3. Minutes of Previous Meeting adopted as true and correct record

Moved: Bri

4. Action Items

Action	Who	Due	Status
AGM Rotations (February 2026). • Secretary role. • NSCSO Liaison • Registrar.	All		Open

5. Updates

Written and verbal updates to be tabled and discussed:

a. Area E Committee

- **Chairperson (Grant C):**
  - Looking forward to a great year in 2026.

- **Treasurer (Bri B):**

  Report updated June – November 2025- $6389. Forecast tabled for this report.

- **Aerea E Secretary (Martin G):**

  Job description will be provided for AGM for voting new person in.

- **Registrar (Janine R):**

  Limitations in covering many meetings. Proposal to provide full job description. Role will advertised as vacant from February 2026. May require a group of volunteers to exercise the role.

  Business meeting voted Yes ^ to No 1 to put a hold on position until we see what is required for a realistic job description.

- **PIPA Officer (Aaron D):**

  No report

- **NSCSO Liaison (Kate G):**

  Will relinquish position going forward. Consider pausing role for now. Viability v Neccesity.

Delegate (Andrew S):

Full Conference report to be presented at AGM February 14.

Alternate Delegate (Chelly P). Provided link to advisory actions from 2025 National Conference. Secretary will add to website.

b. Group Service Representatives reports & updates.

- **Pymble (Colin S):** All is good. Venue change will be announced soon.
- **Neutral Bay 6.15pm (Johnothan);** Orpheum theatre posters for lightbox billboard that faces Military rd will be going ahead at $400 a month.

6. New Topics for discussion/voting

TOPIC	**Holding Committee Meeting combined with Assemblies**
Detail of Topic	For months where there is a planned Assembly hold the standard Committee Business meeting 1 hour prior to the start of the Assembly. Also consider adding any important votes that would require an Assembly Vote to the end of the Assembly agenda.

TOPIC	Proposed Budget for 2026
Detail of Topic	Discuss and accept the proposed budget for 2026 (presented by Bri) **Accepted**

TOPIC	AGM Agenda
Detail of Topic	Discuss and accept the proposed AGM Agenda (presented by Grant) **Accepted**

TOPIC	2026 Planning: Improving participation at committee meetings and assemblies
Detail of Topic	Discussion and planning on ways to improve participation; GSRs and committee members. Include discussion on number of Assemblies and dates for 2026. Accepted as currently presented. AGM discussion.

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Topic	2026 AGM Agenda & December Meeting Date
Discussion	**NSCSO (7:00pm)** Wednesday 21 January Saturday 14 February Thursday 26 March Saturday 28 March (ASSEMBLY) Monday 27 April Thursday 19 March Tuesday 26 May Monday 20 April Tuesday 19 May Wednesday 24 June Saturday 27 June (ASSEMBLY) Thursday 23 July Wednesday 17 June Monday 24 August Thursday 16 July Monday 17 August Tuesday 22 September Saturday 19 September (ASSEMBLY) Wednesday 28 October Tuesday 15 September Thursday 26 November Wednesday 21 October Thursday 19 November Monday 28 December Monday 21 December

Important Dates for 2026.

1 May Topic Submission

19 June Topics Released

26 September GSR/Delegate Feedback

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AREA E Proposed Annual Forecast including Prudent Reserve.

The proposed 2026 Area E forecast has been developed to support effective Area operations, participation in national service activities, and the continuation of public information initiatives in line with AA traditions and PIPA objectives. The forecast provides for four Area Assemblies, national representation at the Combined Services Forum and at the Australian General Service Conference (GSC), targeted public outreach initiatives, and essential administrative expenses. All costs are estimated conservatively and reflect prudent financial stewardship.

Recommended Prudent Reserve

Amount Recommended: $2,230.77

Rationale

A prudent reserve is intended to ensure the Area can continue to function in the event of unexpected expenses or temporary disruptions to income. Common examples include increased levies, venue changes, additional public information opportunities, or unplanned administrative needs.

A reserve of approximately 25% (1-3 months) of the operating budget is widely considered responsible and conservative for Areas, Districts, and Groups *(Advisory Action 025/2020)*. Based on the original operating budget of $8,923.08, a reserve of $2,230.77 provides stability without unnecessarily tying up funds that could otherwise support service work.

This reserve:

- Protects continuity of Area operations
- Avoids the need for emergency levies or funding appeals
- Supports informed, unpressured group conscience decisions
- Reflects prudent financial responsibility in keeping with AA traditions

Financial Year: 1 January 2026 – 31 December 2026 Expense Category	Description / Purpose	Calculation	Annual Cost (AUD)
Area Assembly Meetings	Four Area E Assembly meetings	$400 × 4	$1,600.00
National Combined Services Forum (Canberra)	PIPA representative expenses including travel, accommodation, registration, and incidentals	Fixed allocation	$1,500.00
PIPA 2026 Initiatives	Big Books for street libraries, banners, informational packs, and outreach	Fixed allocation	$3,000.00 *Estimation provided and budgeted by the current PIPA officer -*

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	activities		*Aaron*
Miscellaneous & Administrative Expenses	Printing, stationery, and general admin costs	Estimated	$250.00
Delegate Payment / Quarterly Conference Levy	Quarterly delegate levy	$643.27 × 4	$2,573.08
Prudent Reserve	Contingency fund for unforeseen expenses and operational stability	Estimated	$2,230.77

Total Proposed Annual Costs for 2026: $11,153.85 AUD

Forecast for monthly donations needed from the fellowship:

- Starting balance ($7,797.34) - Prudent Reserve ($2,230.77) = $5,566.57
- Suggested operating balance (Money we try to maintain in the account aside from the prudent reserve, so we always have the funds to send delegate to conference): $2,600
- $5,566.57 - $2,600 =$2,966.57 (Money we must begin the year with)
- 2026 Costs (minus prudent reserve) $8,923.08 - $2,966.57 = $5,956.51 (Money we will need this year)
- $5,956.51/12 = $496.38
- We will need monthly donations from the fellowship of **$496.38** to meet the forecasted costs listed in the table above.

- In 2025 we received $9,640.09 *(based on 2025 direct donations and NSCSO 50/30/20 payments): $4,339.58 (direct donations from groups/individuals) + 5,300.51 (NSCSO 50/30/20 payment). ($9,640.09/12 =$803.34)*