

OA TREASURER'S' INFORMATION SHEET

Explanation of a Prudent Reserve for OA Meeting Treasurers in Marin County

Using the OA suggestion to maintain a prudent reserve of 3 to 6 month's expenses, a group should determine maximum monthly expenditures and multiply them by 3 or 6. Expenses would include rent or contribution made to landlord, literature, postage, copies, key duplication, and beverages, to be maintained throughout for those time periods. As individual members' contributions are made, it is assumed that the group's treasury is replenished adequately to maintain that prudent reserve in place. **The following is an example of how to calculate a prudent reserve.**

OA Group Operating Expenses Based on 3-Month Prudent Reserve

Rent @ \$55 per month	165.00
Literature @ \$20 per month	60.00
Beverages @ \$2 per month	6.00
Printing and Miscellaneous Expenses @ \$5 per month	15.00
\$82 per month	\$246.00 Prudent Reserve

The OA document, entitled **It Takes Two: Through Our Own Contributions, OA Is Self-Supporting at All Levels** suggests that after regular group expenses and prudent reserve are met, 60% of the group's remaining funds be donated to the local Intergroup, 30% to the WSO and 10% to the group's Region (2).

Addresses for Remittance of Donations

Marin County Intergroup (60%)

P.O. Box 3965
San Rafael, CA 94912

Make Check Out to:

Marin County OA Intergroup

World Service Office (30%)

P.O. Box 44020
Rio Rancho, NM 87174-4020 USA

Make Check Out to:

OA World Service

R2 of Overeaters Anonymous (10%)

4733 Torrance Blvd., PMB 335
Torrance, California 90503

Make Check Out to OA Region 2

Group Numbers (Don't forget to put your group's number on all checks or money orders.)

Mon AM	17713	Thurs	TBD
Mon PM	25454	Fri	18924
Tues	13206	Sat	22506
Wed	26239	Sun	48477

How should an OA Group's Money be Handled?

Some groups decide that they should have a separate bank (checking) account in which to keep their money, including their prudent reserve and operating monies. A number of groups have found banks that offer free accounts. Other groups allow their Treasurer to keep the monies in his/her own personal account, with careful separate accounting for the income and expenses. Some groups use a simple notebook for this purpose and others use a computerized spreadsheet. All of these items may be decided autonomously during the group's business meeting.

What if our group doesn't have any extra money?

If a meeting finds it can't fully fund its prudent reserve all at once, fundraising activities such as those suggested in these guidelines may be undertaken to raise the needed monies.

<http://www.oa.org/pdf/FundraisingGuidelines.pdf>

Increases in expenses, such as rent, may require adjustments to the prudent reserve, or the group's income may become inadequate to maintain the prudent reserve. In this event, adjustments in the amount of the prudent reserve should be made during the group's business meeting. Or, the group may decide to ask for more generous contributions from those attending the group's meetings, which might translate to \$2 in the basket instead of only \$1, which could effectively double the group's income.

Fund raisers may also be held to meet obligations such as an unanticipated expense such as meeting location insurance, a replacement of lost or stolen treasury, or badly depleted treasury resulting from unforeseen expenses.

Marin County OA Intergroup Web Site:

<http://www.oamarin.org>

Literature Orders:

http://www overeatersanonymous.org/literature_catalog.htm

Marin County OA Meetings:

<http://www.oamarin.org/meetings.html>