

The Depot Committee's Vision for the Future 2015-2020 (and beyond)

Making CAL easily accessible to the groups and members, giving more exposure to CAL offered by WSO, and to have a physical place the Depot and local services can work together, and be found by the public.

To accomplish our vision the Depot:

1) (2015-2018) Planned and budgeted for a way to limit personal liability to volunteers while they conduct business for the Depot.

A) 2017-2018 file for nonprofit status in Nevada, in the mean time the volunteers are aware that the Depot is functioning as an unincorporated nonprofit entity.

B) File for new EIN- The Depot has been operating for some time under an EIN number that belongs to a member that no longer lives in Nevada.

C) 2015 & 2016. Suspended the practice of financing and performing responsibilities of other service arms. Choose only to perform responsibilities related to LDC (See G-18) Guidelines.

2) Moved to another location (2015)

Allowed the Depot to use a physical address; for volunteers to have more convenient access to the Depot when needed for stocking, filling online & phone orders, for physical counts, and to determine the safest and most efficient hours for the Depot to be open; to store Depot's assets (including records) at physical location instead of a member's home, and to purchase equipment, furnishings and office supplies necessary for at least two Depot volunteers to operate the Depot. (Not dependant on volunteers to provide personal office supplies and equipment to perform tasks for the Depot)

3) Suspended free literature policies (2015-2020)

Allowed the Depot to increase stock reserve so that volunteers may travel to an event with CAL and still have sufficient CAL in stock at the Depot to meet customers' needs.

Reduce the yearly expense of replenish stock every year by 25% to 30%.

2015-2020 Budget for purchase and upgrade of equipment, office supplies, storage cabinets, merchant fees, and regulatory expenses, and to accomplish other goals set for the future.

4) Budgets for short term and long-term future needs and compliance with local, state and federal regulations (2016-2020)

A) Budget Policies Decided by Committee

1) (2015) Budget Policies to be determined by Committee. Date of enactment and policy summary to be kept with the budget report.

B) Awareness of all CAL

1) (2015-2020) Carry, give easier access to, and openly display all CAL at the Depot.

a) (2015-2016) Buy pamphlet stands to display literature that can be stored at the Depot when closed.

b) Print and stock CAL materials offered online as downloads by WSO and offer to customers at Depot's cost of printing. (Stock sets of the Guidelines)

c) (2016-2020) Print and distribute free Color Catalog to Group Literature Chairs as an alternative to WSO's long-standard order form.

d) (2016-2020) Have printer (printing service) and internet service to fill special printing requests of customers (and for administrative use).

e) (2016 project) Purchase and display archives of discontinued CAL at the Depot.

f) (2015) Purchased book cabinets with glass doors. (Display cabinet for archives was donated)

C) Accept debit and credit cards

1) Accept other forms of payment at the Depot. Offer shipping online.

a) (2016-2017) Research (2018-2020) Open merchant account(s) when Depot becomes a nonprofit. Check shipping rates and open account with USPS. Adjust website settings after this is accomplished.

b) Research and purchase equipment required.

D) 2018 File for 501 to reduce future costs of operations and public outreach.

1) 2016-2017 Fundraiser for initial filing fee

2) 2016-2020) Research compliance measures and keep records at Depot

a) (2016-2020) Costs associated

b) Administrative records and financial records requirement and duration Depot is required to retain each.

1) (2017-2018) Organize records at the Depot accordingly & purchase needed software.

- 2) (2017-2020) Research and list of organizations (local and online) that offer discounts to 501s. Update as needed.
- 3) (2016-2020) Update customers contact info yearly in POS.
- 4) (2016-2018) Research By-Laws of other Al-Anon LDC adjust to fit the Depot. Publish online for groups to review and edit. Hold open meeting at Depot to receive input at end of year. Submit final draft of By-Laws with application.
- 5) Pass on research and filing fees information to Area 34. (Janet requested copy for purpose of Area considering 501 status.)
- 6) (2018-2020) Plan and budget for future admin services until Board is fully developed.

E) 2016-2020 Increase operating account to at least one-year expenses as recommended for nonprofits

- 1) (2016) Monies left over after Depot has purchased equipment and software in 2017 are to go towards this goal. The average yearly expenses of the depot are \$ 16,200.00 per year. Goal is expected to be obtained by end of 2018 to mid 2019.

F) Develop a longer-term vision for the Depot

- 1) To be developed by future Depot Committee.
 - a) (2020+) Budget for future employee to work at the Depot during operating hours.
 - 1) According to Al-Anon principles, an employee shall have voting power to decide policy.

5) Support/Aid other local services in performing their responsibilities:

- A) 2016- Locate literature from closed groups that received free literature from the Depot and donate to AIS to aid them in creating a large reserve of literature for public outreach projects and membership outreach.
- B) 2016-2020 Saving 5% to 15% of revenues to cover costs associated with a future place for all local services to operate, and possible physical location for institutions, professionals and the public to find Al-Anon. Item is a line item in the Depot's Budget.
- C) 2016-2020 Use website social media capabilities for public outreach

