

2026 Timeline

JANUARY

- All Area SUB's Day - Sun January 11
- RCM's and any other interested members attend the January RSC/WNIR All Subs meeting.
- Announce open ASC service positions.
- Appoint trusted servants to fill any OPEN officer and/or subcommittee positions
- ASC Treasurer & ASC Officers form an Annual Audit Committee of the General Funds (Report due no later than July)
- Treasurer pays annual fee to the US Postal Service for SWASC PO BOX.
- Renew contract for Area & All-Subs venues
- Quarterly budgets are issued as follows:
 - ❖ \$ 200.00 to PI
 - ❖ \$ 700.00 to Secretary including Directories
 - ❖ \$ 600.00 to PR
 - ❖ \$ 600.00 Activities quarterly budget
- Solicit nominations for Ad Hoc Committee Chair for upcoming "90 Meetings in 90 Days Meeting -A-Thon"
- Complete anything not accomplished from last month

FEBRUARY

- All Area All SUB's Day - Sun., February 8th
- Complete anything not accomplished from last month
- Appoint trusted servants to fill any OPEN officer and/or subcommittee positions.
- Treasurer submits SWANA Annual Budget to the ASC service body for approval
- Appoint an Ad Hoc Committee Chair for upcoming "90 Meetings in 90 Days Meeting -A-Thon" which begins in April and ends in July
- Officers and subcommittees that receive quarterly budgets from the ASC general funds, prepare to turn in to the Treasurer at March ASC: quarterly financial statements, receipts of expenses, money left from their previous quarterly budget and any income and new quarterly work plan.

MARCH

- All Area All SUB's Day - Sun., March 8th
- Complete anything not accomplished from last month
- Appoint trusted servants to fill any OPEN officer and/or subcommittee positions. Elect Activities and Literature Chair
- Everybody gets ready for the "90 Meetings in 90 Days Meeting -A-Thon," which starts the first

Saturday in April, and ends on the first Friday in July.

- Treasurer issues \$250.00 quarterly budget to each RCM
- Treasurer sends 50% of (General fund \$\$ - (Prudent Reserve)) to WNIR.
- All ASC Subcommittee Chairpersons shall turn in Quarterly Work Plans for ASC approval
- Officers and subcommittees that receive quarterly budgets from the ASC general funds shall turn into the Treasurer: quarterly financial statements, receipts of expenses, money left from their previous quarterly budget and any income.
- Revisit All Subs and ASC Venue
- Go over Timeline and prepare for the April ASC Meeting

APRIL

- All Area All SUB's Day - Sun, April 14th
- RCM's and any other interested members attend the April RSC/WNIR All Sub's meeting
- "90 Meetings in 90 Days Meeting -A-Thon" starts first Saturday in April
- Announce opening ASC service positions. NOTE: Nominees shall submit a brief service resume and shall be present at the May ASC meeting
- Appoint trusted servants to fill any OPEN officer and/or subcommittee positions
- Secretary gives updated SWANA information to NAWS and WNIR
- Subcommittee quarterly budgets are issued as follows:
 - \$ 200.00 to PI
 - \$ 700.00 to Secretary including Directories
 - \$ 600.00 to PR
 - \$ 600.00 Activities quarterly budget
 - \$ 450.00 Guidelines coordinator
- Complete anything not accomplished from last month
- Go over Timeline and Prepare for the May ASC meeting

MAY

- All Area All SUB's Day - Sun., May 10th
- Appoint trusted servants to fill any OPEN officer and/or subcommittee positions.
- "90 Meetings in 90 Days Meeting -A-Thon" continues
- Officers and subcommittees that receive quarterly budgets from the ASC general funds, shall turn in to the Treasurer, quarterly work plans, for the June ASC.
- Complete anything not accomplished from last month
- Go over Timeline and Prepare for the June ASC meeting

JUNE

- All Area All SUB's Day Sun., Jun 14th.

- "90 Meetings in 90 Days Meeting -A-Thon" continues
- Appoint trusted servants to fill any OPEN officer and/or subcommittee positions.
- Treasurer issues \$250.00 quarterly budget to each RCM
- Treasurer sends 50% of (General fund \$ - \$ (Prudent Reserve) to WNIR.
- Officers and subcommittees that receive quarterly budgets from the ASC general funds shall turn into the Treasurer: Quarterly Work Plans, receipts of expenses, and financial statements.

JULY

- All Area All SUB's Day - Sun, July 13th.
- RCM's and any other interested members attend the RSC/WNIR All Sub's meeting.
- Appointed Ad Hoc Committee Chair for "90 Meetings in 90 Days Meeting -A-Thon" schedules to collect sponsor sheets and money from marathon participants to be turned into ASC Treasurer at August ASC
- Announce opening ASC service positions.
- Appoint trusted servants to fill any OPEN officer and/or subcommittee positions.
- Renew contract for Area & All-Subs venues
- Secretary gives updated SWANA information to NAWs and WNIRSC
- Subcommittee quarterly budgets are issued as follows:
 - \$ 600.00 to PR
 - \$ 200.00 to PI
 - \$ 700.00 to Secretary including Directories
 - \$ 600.00 Activities quarterly budget
 - \$ 450.00 Guidelines Subcommittee
- Prepare for the August ASC meeting
- All are invited to attend the 29th Annual SWANA Freedom Retreat 7th, 8th, and 9th.

AUGUST

- All Area All SUB's Day - Sun., August 9th.
- Appoint trusted servants to fill any open officer and/or subcommittee Chair positions.
- Officers and subcommittees that receive quarterly budgets from the ASC general funds, prepare to turn into the Treasurer at September ASC: quarterly financial statements, receipts of expenses, money left from their previous quarterly budget and any income and new quarterly work plan.
- Freedom Retreat Treasurer prepares to turn over donation (minus prudent reserve and expenses still needing payment) to ASC Treasurer
- Freedom Retreat brings next year's appointed chair to Area in September.
- Appointed Ad Hoc Committee Chair for "90 Meetings in 90 Days Meeting -A-Thon" turns sponsor sheets and money collected into ASC Treasurer
- Complete anything not accomplished from last month.

- Prepare for the September ASC meeting.

SEPTEMBER

- All Area All SUB's Day - Sept 13th
- Nominations for Chair, Vice-Chair, Secretary I & II, Hospitalities Chair, Activities Chair, Literature Chair, SOS Chair (PR Chair?)
(Odd Years) Treasurers, Guidelines Coordinator,
(Even Years) RCMS I & II, C&E
- GSRs announce nominations at homegroups for elections in October
- Officers and subcommittees that receive quarterly budgets from the ASC general funds shall turn into the Treasurer: quarterly financial statements, receipts of expenses, money left from their previous quarterly budget and any income
- All ASC subcommittee chairpersons shall turn in Quarterly Work Plans.
- Treasurer issues \$250.00 quarterly budget to each RCM.
- Treasurer calculates and writes the check for contribution to WNIR.
- Treasurer & Co-Treasurer prepares to conduct an Annual Audit
- Freedom Retreat Treasurer turns in contribution minus prudent reserve and expenses still needing payment to ASC Treasurer.
- Complete anything not accomplished from last month.
- Go over Timeline and prepare for the October ASC Meeting.

OCTOBER

- All Area All SUB's Day - Sun., October 12th.
- RCM's and any other interested members attend the October RSC/WNIR All Sub's meeting
- Review of Activities calendar for the upcoming year
- Secretary submits a current log of policy actions ("Major Motions List") by adding a copy into the October minutes.
- Elections for Chair, Vice-Chair, Secretary I & II, Hospitalities Chair, Activities Chair, Literature Chair, (Odd Years) Treasurers, Guidelines Coordinator (Even Years) RCMS I & II, C&E
- quarterly budgets are issued as follows:
 - ❖ \$ 200.00 to PI
 - ❖ \$ 700.00 to Secretary including Directories
 - ❖ \$ 600.00 to PR
 - ❖ \$ 600.00 Activities quarterly budget
 - ❖ \$450.00 Guidelines
- Complete anything not accomplished from last month.

NOVEMBER

- All Area All SUB's Day - Sun., November 8th.

- Appoint trusted servants to fill any OPEN officer and/or subcommittee positions
- Previous Treasurer turns over treasury archives and ASC checkbook to the newly elected Treasurer
- Complete anything not accomplished from last month
- GSR's take OPEN ASC service positions back to their groups. <Announce current openings>
- Go over Timeline and prepare for the December ASC Meeting

December

- All Area All SUB's Day - Sun., December 13th.
- Appoint trusted servants to fill any OPEN officer and/or subcommittee positions
 - Treasurer issues \$250.00 quarterly budget to each RCM
 - Treasurer sends 50% of (General fund \$\$ - (Prudent Reserve)) to WNIR.
 - All ASC Subcommittee Chairpersons shall turn in Quarterly Work Plans for ASC approval
 - Officers and subcommittees that receive quarterly budgets from the ASC general funds shall turn into the Treasurer: quarterly financial statements, receipts of expenses, money left from their previous quarterly budget and any income.