

Distribution Center Progress Report for the month of September 2019

1 October Visit

- Signal Hill is looking forward to visitation by the trustees.
- We've even done some decorating for the occasion.



2Inventory

- Inventory continues to improve and all reports are matching up with about a 1% variance. Discrepancies are becoming easier to identify due to the absence of duplicate SKU’s and count identification by location.

3Meeting & intergroup Statistics

- Meeting & IG stats as of 10/9/2019

Meeting

Total Meetings	5130
Active Meetings	2384
Expired Meetings	2746
New Meeting Request	0
Udpate Meeting Request	0

Intergroup

Total Intergroup	102
New Intergroup	0
Udpate Intergroup	0

4Top Sellers

- As an FYI here are some details on our top selling items from our Signal Hill DC over the last month.

Product title	Product vendor	Product type	Net quantity	Gross sales	Discounts	Returns	Net sales	Tax	Total sales ▼
Summary			10,389	\$60,526.70	-\$9,003.33	-\$773.04	\$50,750.33	\$756.39	\$51,506.72
ACA Fellowship Text (Hardcover)	ACAWSO	Books	1,212	\$18,360.00	-\$3,206.61	-\$180.00	\$14,973.39	\$276.41	\$15,249.80
Twelve Steps of Adult Children (Spiral ...	ACAWSO	Books	822	\$8,240.00	-\$842.98	-\$20.00	\$7,377.02	\$103.30	\$7,480.32
7th Tradition Donation	Donations	Contribute	1,482	\$4,659.00	-\$84.00	\$0.00	\$4,575.00	\$0.00	\$4,575.00
ACA Fellowship Text (Softcover)	ACAWSO	Books	352	\$4,942.00	-\$631.41	-\$14.00	\$4,296.59	\$52.02	\$4,348.61
Strengthening My Recovery (Softcover...	ACAWSO	Books	453	\$4,540.00	-\$581.99	-\$10.00	\$3,948.01	\$47.04	\$3,995.05
The Laundry Lists (Spiral bound)	ACAWSO	Books	330	\$3,984.00	-\$499.21	-\$24.00	\$3,460.79	\$91.76	\$3,552.55
Strengthening My Recovery (Hardcover...	ACAWSO	Books	285	\$3,420.00	-\$505.20	\$0.00	\$2,914.80	\$41.01	\$2,955.81
Newcomer Booklet	ACAWSO	Booklets	1,885	\$2,850.00	-\$418.51	-\$22.50	\$2,408.99	\$39.01	\$2,448.00
ACA Recovery Chips	ACAWSO	Recovery Chips	1,804	\$1,804.00	-\$242.55	\$0.00	\$1,561.45	\$38.82	\$1,600.27
2020 Registration Fee	ACAWSO	N/A	28	\$1,050.00	-\$140.00	-\$35.00	\$875.00	\$0.00	\$875.00
Yearly ACA Bronze Medallions	ACAWSO	Medallions	481	\$962.00	-\$103.20	\$0.00	\$858.80	\$13.30	\$872.10

5 Procedure Manual	<ul style="list-style-type: none"> As we progress in the daily operation many procedures and protocols have changed making it necessary to ‘update as we go’. The office manual <i>is still</i> being worked on and will be submitted as a work in progress during the strategic retreat. The OM welcomes all suggestions, items to include, and formatting.
6 Product pipeline	<p>Pending Quotes:</p> <ul style="list-style-type: none"> The Laundry List Workbook for quantities of 5, 10 and 15k Daily Meditation Hard cover for 5,10 and 15k <p>Pending orders:</p> <ul style="list-style-type: none"> 2112 copies of The yellow workbook have been forwarded to FBA US and a balance of 12,888 are in route to Signal Hill as of 10/8/2019. 7500 copies of the BRB soft cover are in production with a ship date of 10/15/2019. <p>Additional note:</p> <ul style="list-style-type: none"> The Yellow Workbook and Laundry List Workbook are taking extra time to produce at the printer due to their coil binding. Future PO’s for these items will be produced at least four months in advance.
7 Order Verification	<ul style="list-style-type: none"> Over the last year Signal Hill has adopted a checklist for outbound orders. One of those items is a final check on the ship desk to verify the order is correct, simply by checking off each item before it is packed. Each order is initialed by the checker with notations indicating for example hard or soft cover. This simple procedure has dramatically reduced shipping errors and returned items.

