

**Sacramento Fellowship of Narcotics Anonymous**  
Area Service Committee Agenda for “June 7th, 2017”  
**REMINDER: New GSR Orientation begins at 6:30pm**

**I. Call to Order at Sierra 2 Center, 2741 24<sup>th</sup> St, Sacramento at 7:00pm**

**II. Prayers & Principles**

- A. NA Service Prayer – “God, grant us knowledge that we may serve according to Your Divine precepts. Instill in us a sense of Your purpose. Make us servants of Your will and grant us a bond of selflessness that this may truly be Your work, not ours – in order that no addict, anywhere, need die from the horrors of addiction.” – NA Basic Text, page xvi
- B. 12 Traditions of Narcotics Anonymous
- C. 12 Concepts for NA Service

**III. Roll Call/Minutes/Proposals - 7<sup>th</sup> Tradition Basket will be passed around during Roll.**

- A. Roll Call – Group Reports, Roll Call, Suggestions for Brainstorming, Recovery Birthdays, Verify Quorum
- B. Approval of Minutes from “May 3<sup>rd</sup>, 2017”
- C. Proposals
  - 1. To remove from SacFNA ASC Area Guidelines Page 4, - Section 6, Article III (in turn will change the Articles back one number.) regarding Area-Sponsored Activities
  - 2. To remove form the SacFNA-Task Based Service Structure Guidelines: Appendix D: 3, Under Fellowship/Internal Tasks (Coordinated and reported on by the ASC Vice Chairperson) regarding the Activities Liaison Position
  - 3. Add description and guidelines for Unity Day Task Leader into the SacFNA Tasked-Based Service Structure document.

**IV. Elections –**

- Public Relations Coordinator

**V. Break – 10 minutes**

**VI. General Session**

- A. Thanks to those ending their terms
- B. Reports from Admin.

Chair (includes Literature, Schedules, Treasury, Web)

Policy & Procedures

PR Coordinator (includes Helpline, H&I)

Vice Chair (includes Activities, Outreach, Unity Day, VC)

RCMs

Treasurer

Admin Assistant

*Please skim written reports. We'll discuss only select items and ask for your questions.*

**VII. Brainstorming and Dialogue**

- Consensus-Based Decision Making Presentation

**VIII. Additional Proposals –**

-

**IX. Update from ASC Treasurer –**

<b>Beginning Balance June 2017</b>		<b>Available Funds for ASC</b>	<b>\$</b>
<b>Beginning Balance June 2017</b>		<b>Available Funds</b>	<b>\$</b>

**Today's Activity at ASC:**

<i>Account#</i>	<i>Expenses:</i>		<i>Account #</i>	<i>Income:</i>	<i>\$</i>
614	Agenda Copies	\$	520	Donations from groups	\$
618	Storage Rental	\$	560	7th Tradition at ASC	\$
601	Regional donation	\$75.00	540	Donations for Coffee	\$
605	Schedules	\$	530	Group Literature	\$
617	Rent (ASC & Admin/H&I )	\$227.50			\$
650	Phone lines	\$31.00			\$
616	Admin Supplies	\$			\$
619	ASC Literature	\$			\$
627.5	H&I Literature Expense	\$275.00			\$
644	Tri-County Unity Day	\$			\$
	RCM Mileage	\$			\$
		\$			\$
		\$			\$
		\$		<b>Total Income at ASC</b>	<b>\$</b>
		\$		<b>Balance of Inc/Exp @</b>	<b>\$</b>
	<b>Total Expenses</b>	<b>\$</b>		<b>Ending Balance</b>	<b>\$</b>

**Activity since last ASC H&I:**

<i>Account#</i>	<i>Expenses:</i>		<i>Account #</i>	<i>Income:</i>	<i>\$</i>
629	Literature (H&I)	\$	570	H & I Donation	\$
629	Activities Budget for Lit	\$	572	H&I Fundraiser	\$
		\$	627	H&I Literature Income	\$275.00
		\$			\$
		\$			\$
		\$		<b>Total Income at ASC</b>	<b>\$</b>
		\$		<b>Balance of Inc/Exp @</b>	<b>\$</b>
	<b>Total Expenses</b>	<b>\$</b>		<b>Ending Balance</b>	<b>\$</b>

<b>Ending Balance</b>		<b>ASC</b>	<b>\$</b>
		<b>H&amp;I</b>	<b>\$</b>
		<b>Total Balance in Checking</b>	<b>\$</b>

When we exceed \$6942.50 which is 2 months operating expenses as determined by budget, additional amount will be donated to Region.

**X. Close by 9:30 with the “We” version of the Serenity Prayer**

**REMINDER: New GSR Orientation begins at 6:30pm**

**Important Dates for June 2017, plus more.....**

- **ASC Meeting: July 5<sup>th</sup>, 7pm**, Sierra 2, 2791 24th Street, Sacramento, CA 95818 (1st Wed)
- **COS Women’s Merchandise Committee Mtg., Weds, June 14<sup>th</sup>, 6:30pm**, Heritage Oaks, 4300 Auburn Blvd., Room 104c, Sacramento 95821 (2nd Wed)
- **Admin Meeting: June 21<sup>st</sup>, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento, CA 95818 (3rd Wed)
- **Outreach Task Group Meeting: June 12<sup>th</sup>, 7pm**, 2929 Mather Field Rd., Rancho Cordova 95670 (Mon immediately following ASC) , (Straw Hat Pizza)
- **H & I Task Group: June 18<sup>th</sup>, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento 95818 (3rd Mon)
- **Unity Day Task Group Meeting: June 11<sup>th</sup> and June 25<sup>th</sup>, 6pm**, Lutheran Church, 7595 Center Parkway (2<sup>nd</sup> and 4<sup>th</sup> Sunday)
- **Public Relations Task Group:** This meeting is temporarily postponed

Admin Position	Name	Email	Elected	Term	Apr	May	Jun
01-Chair	David M	<a href="mailto:chair.sacfna@gmail.com">chair.sacfna@gmail.com</a>	02/03/2016	Jan 2017	X	X	X
02-Vice-Chair	Tamara R.	<a href="mailto:vicechair.sacfna@gmail.com">vicechair.sacfna@gmail.com</a>	05/03/2017	Jan 2017	X		X
03-Admin Assistant	Christina R.	<a href="mailto:adm.assist.sacfna@gmail.com">adm.assist.sacfna@gmail.com</a>	06/01/2016	Jan 2017	X	X	X
04-Policy and Procedure	Nina P	<a href="mailto:policyprocedure.sacfna@gmail.com">policyprocedure.sacfna@gmail.com</a>	02/03/2016	Jan 2017	X	X	
05-PR Coordinator		<a href="mailto:pr.sacfna@gmail.com">pr.sacfna@gmail.com</a>		Jan 2017			
06-Senior RCM	Zandra	<a href="mailto:rcm.sr.sacfna@gmail.com">rcm.sr.sacfna@gmail.com</a>	07/06/2016	July 2017	X		
07-Junior RCM	Javier C.	<a href="mailto:rcm.jr.sacfna@gmail.com">rcm.jr.sacfna@gmail.com</a>	01/04/2017	July 2017	X		
08-Treasurer	Lisa C.	<a href="mailto:treasurer.sacfna@gmail.com">treasurer.sacfna@gmail.com</a>	08/03/2016	July 2017	X	X	
09-Asst. Treasurer	Julie	<a href="mailto:assist.treasurer.sacfna@gmail.com">assist.treasurer.sacfna@gmail.com</a>	09/07/2016	July 2017	X	X	

Task Leaders	Name	Email	Elected	Term	Apr	May	Jun
10-Literature Task Leader	Jan	<a href="mailto:literature.sacfna@gmail.com">literature.sacfna@gmail.com</a>	07/06/2016	July 2017	X	X	
11-Asst. Literature Task Leader	Marcie	<a href="mailto:assist.literature.sacfna@gmail.com">assist.literature.sacfna@gmail.com</a>	07/06/2016	July 2017	X	X	
12-H&I Task Leader	Leslie F	<a href="mailto:h.i.sacfna@gmail.com">h.i.sacfna@gmail.com</a>	10/03/2016	Oct 2017	X	X	
13-Phoneline Task Leader	Gilbert	<a href="mailto:phoneline.sacfna@gmail.com">phoneline.sacfna@gmail.com</a>	10/03/2016	Oct 2017	X		
14-Schedule Task Leader	Jeff T	<a href="mailto:schedules.sacfna@gmail.com">schedules.sacfna@gmail.com</a>	01/04/2017	Oct 2017	X	X	
15-Outreach Task Leader	Javier C.	<a href="mailto:outreach.sacfna@gmail.com">outreach.sacfna@gmail.com</a>	12/07/2016	Oct 2017	X	X	
16-Unity Day Task Leader	Vince	<a href="mailto:unityday.sacfna@gmail.com">unityday.sacfna@gmail.com</a>	02/01/2017	Oct 2017	X	X	
17-Webservant Task Leader	Gabor	<a href="mailto:webservant.sacfna@gmail.com">webservant.sacfna@gmail.com</a>	10/03/2016	Oct 2017	X		
18-Volunteer Coordinator	Deb W	<a href="mailto:vc.sacfna@gmail.com">vc.sacfna@gmail.com</a>	11/02/2016	Oct 2017	X	X	
19-Coffee Person	Leah		01/08/2016	Jan 2017	X	X	

### SacFNA ASC Group Sign-In and Changes Sheet

Group Num	Meeting name	Days	Address and time	Meeting Type	APR	MAY	JUN	Comments
<b>Multi Meetings</b>								
01	Recovery is Real	Multi	Sunday, 9am, 417 Main St., Woodland Sunday, 6pm, 100 Woodland Ave., Woodland Tuesday, 6pm, 100 Woodland Ave., Woodland Wednesday, 6 pm, 100 Woodland Ave., Woodland <b>1st &amp; 3rd Thursday, 6pm, 100 Woodland Ave., Woodland</b> Friday, 5 pm, 100 Woodland Ave., Woodland Saturday, Noon, 100 Woodland Ave., Woodland Saturday, 6pm, 100 Woodland Ave., Woodland	Sun 9am Sun 6pm Mon 6pm M Tue 1 hr, CL Wed 1 hr, BS <b>1st&amp;3rd Thur, W</b> Fri 6pm Sat 6pm, Sun5pm	x	x		
02	Over the Rainbow	Multi	Tue, 7 pm, 1927 L St., Sac Sunday, 7 pm, 1927 L St., Sac (NOT DOWNSTAIRS) Thursday, 6:45pm, 1927 L.St., Sac (SUB BS, NC)	LGBT, 1hr all mtgs	x	x		
03	Elk Grove Home Group	Multi	8170 Laguna Blvd., Ste 107 Tuesday, 7:30 pm Thursday and Friday 7 pm	Tues , 1 hr Thur BS, 1 hr Fri 1 hr	x			
04	New Beginnings	Multi	515 2nd St, Woodland Corner of 2nd and Lincoln Sunday 7:30pm -8:30pm Monday, Wednesday, Thursday 7:30 PM LAST Monday 7:30 pm- 9 pm	Mon W 1hr Wed 1 hr CL, Thu TD 1hr Last Mon of Month 7:30p-9p		x		
07	New Way of Life	Multi	Sat, Noon, 7595 Center Parkway, Sac Sun, 8:00pm, 7595 Center Parkway, Sac	Sat Noon 1hr Sun 8 pm 1hr	x	x		
08	Recovery on Benita	Multi	Monday, 7:00 pm - 8:00pm 2201 Benita Drive, RC Thursday 7:00 pm - 2201 Benita Dr., RC Saturday 7:00 pm-8:30pm - 2201 Benita Dr., RC	Mon BS-1hr Thur - Grab Bag Sat-Spk	x	x		
31	Clunie Group	Multi	Monday-Friday, Noon, 2620 Capitol Ave, Sacramento	Mon BS, 1hr Tue 1 hr, NC on 3rd Tuesdays Wed-Fri 1 hr	x	x		
33	Oak Park Fellowship	Multi	Tuesday, 6:00 pm, 3425 Martin L. King Jr. Blvd. Wednesday, 6 pm,3425 Martin L. King Jr. Blvd. Friday, 6 pm, 3425 Martin L. King Jr. Blvd. Saturday, 11:30am, 3425 Martin L. King Jr. Blvd. 2nd Saturday only, 7 pm, 3425 Martin L. King Jr. Blvd.	Tue Wed W Fri BS Sat M 2nd Sat Only Speaker meeting	x	x		
38	Through The Gate	Multi	Wednesday 7:00pm - 2721 Barbera Way, RC Sunday 7:00p-8:30p - 2721 Barbera Way, RC 2801 C Aramon Dr	Wed Sun BD Wkly	x	x		
55	Hump Day Hope	Multi	Tuesday, Noon, 4445 Fruitridge Rd, Sac Wednesday, Noon, 4445 Fruitridge Rd, Sac Wednesday, 8:00pm, 4445 Fruitridge Rd, Sac Thursday, Noon, 4445 Fruitridge Rd, Sac	Tue 1hr Wed BS 1hr Wed CNDLT- Spkr 1hr Thur 1hr	x	x		
65	Group 55	Multi	Mon, Wed, Fri 12:00pm, 4400 58th St., Sac	Mon TD Wed Speaker Fri BS	x	x		

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Group Num	Meeting name	Days	Address and time	Meeting Type	APR	MAY	JUN	Comments
67	Getting it Right Downtown	Multi	1017 10th St, Sac Monday, Wednesday, Friday 8:00am Chavez Park . When raining check the Coffee Shop <b>Tuesdays and Thursdays 719 J St (Same Time)</b>	Mon Spk 1hr Tues JFT 1hr Wed JFT 1hr ThurJFT 1hr Fri D 1hr	x	x		
81	Recovery at 1500 North A Street.	Multi	1500 North A Street, Sac Sunday 4:00pm-5:00pm Tuesday 7:00pm-8:00pm	Tue- Spk Sun- BS 1hr	x	x		
87	Take a Break to Recover	Multi	11:00am -12:30pm Mon, Tue, Thu, & Fri 720 7th Str, 2nd Flr, Sacramento 95814	Mom -IP Tue - JFT Thu-BS Fri-BS Living Clean		x		
Number Attended					12	13	0	
Total Meetings this month					14	14	14	
<b>Sunday</b>								
06	Surrender for Serenity	Sun	5:30 pm, 2201 Benita Dr., Rancho Cordova	1 hr, D	x	x		
39	Stepping Stones	Sun	6:00 pm, 9270 Bruceville Rd., Sac	Spk, D, 1.5 hrs	x	x		
93	The Morning Wake Up	Sun	8 - 9 am 5321 Stockton Blvd, Sac	1 hr	x	x		
Number Attended					3	3	0	
Total Meetings this month					3	3	3	
<b>Monday</b>								
10	Time and Change	Mon	7:00 pm - 2620 Capitol Ave, Sacramento	1 hr, NWA, T, D,	x	x		
12	Cope Without Dope	Mon	7:00 pm - 8890 Gerbers Rd., Sac	1 hr	x	x		
28	Clean & Full of Recovery	Mon	7:00 pm, 1701 L Street, Sac	1hr	x	x		
46	Life After Dope	Mon	7:00 pm, 450 W El Camino, Nor Sac, near Northgate Blvd	Discussion, No CC,1 hr	x	x		
51	Off 99 @ Saybrook	Mon	6:30 pm, 4390 47th Ave, Sac	1 hr 2nd Mon BS		x		
66	Monday night grab bag	Mon	6:00pm- 9145 Franklin Blvd, Elk Grove, CA 95758	1 hr Grab Bag/ JFT	x			
86	Boulevard Court Recovery	Mon	7pm- 8:15 pm 5321 Stockton blvd, Sacto,CA 95820 Blvd Court Community Rm	1 hr 15 min Speaker	x			
Number Attended					6	5	0	
Total Meetings this month					7	7	7	
<b>Tuesday</b>								
11	No Frills	Tue	7:00 pm - 2376 ZINFANDEL DR ,R.C.	No CC	x	x		
44	The Highlands Group	Tue	7:00 pm - 6010 34th Street, North Highlands	CL, 1 hr, no children please	x			

### SacFNA ASC Group Sign-In and Changes Sheet

Group Num	Meeting name	Days	Address and time	Meeting Type	APR	MAY	JUN	Comments
			Number Attended		2	1	0	
			Total Meetings this month		2	2	2	
			<b>Wednesday</b>					
13	Clean on Capitol	Wed	7:00 pm - 2100 J St. in Chapel, Sac	1 hr	x	x		
21	Galt Fellowship	Wed	Wednesday 6:00pm-7:00pm, 571 C Street, Galt	1 Hr	x	x		
27	Quest for Serenity I	Wed	Wednesday 7:00pm-8:00pm, 3900 47th Ave	1 Hr	x			
82	Welcome Home Men	Wed	7:30pm 8247 E. Stockton Blvd, Suite 2A Sacramento	M	x	x		
			Number Attended		4	3	0	
			Total Meetings this month		4	4	4	
			<b>Thursday</b>					
16	Courage to Change	Thu	6:00 pm - 3555 3rd Ave, Oak Park	<b>1 hr 30 min</b>	x	x		
50	Ounce of Hope	Thu	7:30 pm - 2450 Meadowview RD, Sac	1 hr	x			
60	South Sac Recovery	Thu	7:00pm - 3900 47th Ave., enter at rear on Martin Luther King	1 hr		x		
62	Happy Hour	Thu	5:22 pm 1820 28th St, Sac	1 Hr	x	x		
80	Group W	Thur	7:00pm-8:30pm 940 Eleanor Ave, Sac		x	x		
			Number Attended		4	4	0	
			Total Meetings this month		5	5	5	
			<b>Friday</b>					
18	Recovery Connection	Fri	7:00 pm - 2101 Zinfandel, RC	Birthday every week	x	x		
19	Friday Night South Sac	Fri	8:00 pm - 5321 Stockton Blvd, Sac	1 hr 15 min	x			
20	Natomas Group	Fri	7:00 pm - 3500 Mobile Way., Sac	Last Fri - JFT/Birthday		x		
24	Cons "R" Us	Fri	8:00 pm - 2620 Capitol Ave., (upstairs) Sac	1 Hr	x	x		
64	Keeping It Real	Fri	6:00 pm -2620 Capitol Ave., Sac	1 hr	x	x		
83	12 Steps to Freedom	Fri	7:00pm - 3900 47th Ave, Sac -	1 Hr	x	x		
88	NeverAlone, Never Again	Fri	7:00pm -8:30pm 5836 Dudley Blvd -	1st Fri- Chair 2nd Fri - Book 3rd Fri - Chair 4th Fri - Speaker/ Potluck	x	x		

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			Number Attended		6	6	0	
			Total Meetings this month		7	7	7	
			<b>Saturday</b>					
05	Saturday Night Live Elk Grove	Sat	Saturday 8:00pm-9:15p 9270 Bruceville Road Elk Grove	1hr 15min	x	x		
09	Midnight Experience	Sat	11:45pm- 1am - 4641 Marconi Ave, Sacramento	1hr 15min	x	x		
22	E Street Book Study	Sat	10:00 am - 2620 Capitol Ave., Sac	BS, NWA, 1 hr	x	x		
23	Woman to Woman	Sat	10:00 am - 2829 Watt Ave. Room 4, Sac	W	x	x		
25	Saturday Night Traditions	Sat	7:00 pm - 2529 K St. Sac		x	x		
41	Learning to Care	Sat	10 am, 1615 Morse Ave, Sac 95864 Lutheran Church, Arden and Morse Ave.	M	x	x		
43	TU Women	Sat	Noon - 3900 Martin Luther King, Sac	W	x	x		
79	Quest for Serenity II	Sat	7:00pm - 3900 Martin Luther King, Sac	1 hr	x			
			Number Attended		8	5	0	
			Total Meetings this month		8	8	6	
			Monthly Number Attended		45	40	0	
			Monthly Total Meetings		50	50	48	
			Quorum = 50%+1 of meetings rounded up		26	26	25	
			Percent Attended Current Month		90.0%	80.0%	0.0%	



**Sacramento Fellowship of Narcotics Anonymous**  
**Area Service Committee Minutes for "May 3th, 2017"**  
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**II. Prayers & Principles**

- A. NA Service Prayer – "God, grant us knowledge that we may serve according to Your Divine precepts. Instill in us a sense of Your purpose. Make us servants of Your will and grant us a bond of selflessness that this may truly be Your work, not ours – in order that no addict, anywhere, need die from the horrors of addiction." – NA Basic Text, page xvi
- B. 12 Traditions of Narcotics Anonymous
- C. 12 Concepts for NA Service

**III. Roll Call/Minutes/Proposals - 7<sup>th</sup> Tradition Basket will be passed around during Roll.**

- A. Roll Call – Group Reports, Roll Call, Suggestions for Brainstorming, Recovery Birthdays, Verify Quorum
- B. Approval of Minutes from "April 5<sup>th</sup>, 2017" **APPROVED**
- C. Proposals
  - 1. The SacFNA will discontinue the Activities Liaison position. If necessary, the ASC Vice Chair will assist groups with Area-sponsored activity proposals, development and implementation. If necessary, the ASC Treasurer will assist groups with activity fiscal needs (i.e. budget, closeout) **APPROVED**
  - 2. H&I Task Group for Books for Crooks - Budget variance for the rent of the "Books for Crooks Event" to add \$50 to the Proposed Rent, making the Actual Cost of Rent. \$200. H&I will need a check for \$100.00 made out to the "Lutheran Church of the Good Shepherd" for use of facility. **APPROVED**

**IV. Elections –**

- Public Relations Coordinator- Ed Z was nominated and declined/ **TABLED**
- Vice Chair- Tamara volunteered/ **Elected**

**V. Break – 10 minutes**

**VI. General Session**

- A. Thanks to those ending their terms
- B. Reports from Admin.

Chair (includes Literature, Schedules, Treasury, Web)

Policy & Procedures

PR Coordinator (includes Helpline, H&I)

Vice Chair (includes Activities, Outreach, Unity Day, VC)

RCMs

Treasurer

Admin Assistant

*Please skim written reports. We'll discuss only select items and ask for your questions.*

**VII. Brainstorming and Dialogue**

- Review methods of paying for literature and providing Area/H&I donations (information in Treasurer's report)
- Revisit NA World Services Group Registration-Area Active Group List

VIII. Additional Proposals –

- 

IX. Update from ASC Treasurer –

Beginning Balance May 2017		Available Funds for ASC	\$4,845.79
Beginning Balance May 2017		Available Funds	\$3,572.75

Today's Activity at ASC:

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650	Phone lines	\$31.89			
616	Admin Supplies				
619	ASC Literature	\$1,894.80			
627.5	H&I Literature Expense	\$275.00			
643	Unity Day fliers	\$20.00			
	RCM Mileage				
				<b>Total Income at ASC</b>	<b>\$2,340.44</b>
				<b>Balance of Inc/Exp @</b>	<b>(\$268.98)</b>
	<b>Total Expenses</b>	<b>\$2,609.42</b>		<b>Ending Balance</b>	<b>\$4,576.81</b>

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			627	H&I Literature Income	\$275.00
				<b>Total Income at ASC</b>	<b>\$440.58</b>
				<b>Balance of Inc/Exp @</b>	<b>\$440.58</b>
	<b>Total Expenses</b>	<b>\$0</b>		<b>Ending Balance</b>	<b>\$4,013.33</b>

Ending Balance		ASC	\$4,576.81
		H&I	\$4,013.33
		<b>Total Balance in Checking</b>	<b>\$8,590.14</b>

When we exceed \$6942.50 which is 2 months operating expenses as determined by budget, additional amount will be donated to Region.

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- **Admin Meeting: May 17th, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento, CA 95818 (3rd Wed)
- **Outreach Task Group Meeting: May 8th, 7pm**, 2929 Mather Field Rd., Rancho Cordova 95670 (Mon immediately following ASC) , (Straw Hat Pizza)
- **H & I Task Group: May 15th, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento 95818 (3rd Mon)
- **Unity Day Task Group Meeting: May 14 and May 28, 6pm**, Lutheran Church, 7595 Center Parkway (2<sup>nd</sup> and 4<sup>th</sup> Sunday)
- **Public Relations Task Group:** This meeting is temporarily postponed

## ADMIN REPORTS:

### Chair Report

Happy Summer Everyone!

The Admin. Team is almost at full strength. I have faith that we will fill the P.R. Coordinator position tonight. If you have any questions or comments about the Area or ASC, please don't hesitate to talk to me.

Dave M.

- **Literature**

Hello

Everything is going fine. Nothing more to report.

Thank you for letting me be of service

Jan S

Literature

- **Schedules**

Hi everyone-

Jeff here. The schedule coordinator just got done meeting with Gabor and we got the schedule updated. Everything going smooth. Looking forward to seeing everybody on Wednesday night.

- **Treasurer's Report**

Hi All,

The Treasurer position is up for election in July and I will not be seeking a second term. I did not attend Admin in May, but will attend in June for a final audit before my term ends.

Please remember to submit receipts for reimbursement and money orders for deposit before 8pm. Also, please come prepared with money orders as we do not take cash or personal checks over \$40.

Best,

Lisa

- **Web Servant**

Hi Everyone,

This month I worked with Jeff on updating the schedule with the new meetings, making the corrections for the groups which need support and finally we sent a softcopy to the printer.

Just a quick reminder, if you have an upcoming event, please make sure to send us a softcopy for approval.

A pleasure to being in service,

Gabor

### Vice Chair Report

Hello family. Again I'd like to thank you all for this opportunity. I have been studying the Area Guidelines and Guide to Local Service. I attended my first Admin. Meeting on May 17<sup>th</sup> and that went well. I have attended a Unity Day meeting and will continue to do so until the event. I will also attend this next Outreach meeting just to get familiar with things. Our Volunteer Coordinator has things under control in that area as well. Thank you again for letting me be of service.

Vice Chair,

Tamara R.

- **Outreach**

Hello Family,

Unfortunately Outreach did not meet this month. We did go to ARANA' S PR meeting to show that we would like to work with them in future workshops and other outreach projects.

Our workshop coordinator is working on getting a workshop setup for you in mid July. She did have problems with the location and if anyone know of a location please let us know. We should have flyers at the next ADD.

TYFLMBOS

Javier Caban

- **Unity Day**

1. Discuss checklist with the city and they asked that we have at least 2 porta potties, a security guard and a dumpster for our trash. These expenses were not covered in our original budget and we will be asking for a variance on our previous approved budget.
2. We have sold as of the last reporting 110 Unity Day tickets for a total of \$550
3. We are still in need of volunteers and I have a list of activities we are hoping some groups can help with in the spirit of Unity.
4. I do have a approved flier for Area tonight.
5. Our program is set and all speakers are confirmed and our Spanish Speaking area is having a speaker from Mexicali, Mexico.

Thanks for letting me be of service.

Vince V

- **Volunteer Task Leader**

Nothing new to report. No new volunteer forms have been turned in. Thank you for letting me be of service.

## **Admin Assistant Report**

Good evening☺

Please update your information if it is not correct or if it has changed.

Thank you for allowing me to be of service,

Christina R

## **Policy and Procedure Report**

I attended the SacFNA Admin Team meeting on May 17th. I will have the new admin vice chair and any other new members sign the Anti-Theft Form per our SacFNA Guidelines. The Admin team approved bringing the following two proposals to the GSRs for group consideration. The proposals will remove references to the Activities Liaison and add back in the Unity Day Task Leader.

### **Proposals:**

1. **To remove from SacFNA ASC Area Guidelines Page 4, - Section 6, Article III, Item C, as follows:**

~~Once the activity is approved by the ASC, the lead Group will work with the Sacramento Fellowship's Activities Liaison to ensure all aspects of the activity are effectively implemented. (See SacFNA Service Structure Guidelines, Fellowship / Internal Tasks / Activities Liaison.);~~

~~And,~~

**To remove the Activities Liaison position from the SacFNA-Task Based Service Structure Guidelines: Appendix D: 3, Under Fellowship/Internal Tasks , as follows:**

~~**Activities Liaison**, see Guidelines, Section 7, Article III, Items A, B, and C.~~

~~The **Activities Liaison** enhances our unity and leverages our ability to fulfill our primary purpose by acting as a liaison between the groups and SacFNA regarding recovery-oriented events, activities and/or fundraisers (aka "activity"). The group representative is the single point of accountability for coordinating the activity; however the Activities Liaison will~~

ensure that the groups understand the responsibilities and actions necessary to proceed with an ASC activity, as listed below. (See Article Six.)

~~The Activities Liaison~~ will assist a SacFNA group that has received approval from the ASC to proceed with an activity, including:

- ~~Preparing a budget and proposing it to the ASC using the established ASC activity proposal form.~~
- ~~Working within a budget approved by the ASC.~~
- ~~Arrangements to rent a facility.~~
- ~~Arrangements for insurance.~~
- ~~Arrangement for a sellers permit, if needed.~~
- ~~Recruiting volunteers, with the assistance of the Volunteer Task Leader.~~
- ~~Marketing the event to groups in and out of the SacFNA area.~~
- ~~Maintaining financial records.~~
- ~~Organizing and maintaining records generated from events.~~
- ~~Maintaining event planning minutes.~~

## **2. Add Unity Day Task Leader back into SacFNA-Task Based Service Structure Guidelines: Appendix D, Under Fellowship/Internal Tasks, as follows.**

**Unity Day Task Leaders** enhance our unity and leverage our ability to fulfill our primary purpose by providing recovery-oriented activities and/or fundraisers.

**The Unity Day Task Leader** will be called on to coordinate events which will require them to:

- Propose a budget and work within a budget approved by the ASC.
- Arrange to rent a facility.
- Arrange for insurance.
- Arrange for sellers permit, if needed.
- Recruit volunteers.
- Publicize the event.
- Maintain financial records.
- Organize and maintain records generated from events.
- Maintain event planning minutes.
- Promptly forward event flyers to Admin team for approval and posting to the Web.

Cordially, Nina P.

## **Public Relations Report OPEN**

### **• Phonenumber Report**

There were 23 calls to the helpline from May 1<sup>st</sup> to May 30<sup>th</sup>. All calls were forwarded to a volunteer, there were no abandoned calls reported by the machine. There were 2 messages left on the system in May. One of the messages was a hang up, one message was from an addict looking for information regarding meetings. The machine also reported one missed call in May. The machine does categorize a call as missed when the caller chooses the option to listen to the recordings rather than have their call transferred to a live person. Therefore the missed calls may be people listening to the meeting recordings.

Gilbert C.

- **H & I Report**

Good Evening,

This month I attended the H & I Meeting on May 15<sup>th</sup> and the Admin Meeting on May 17<sup>th</sup>.

I have received emails from a contact from the Clinical Liaison for Valley Recovery Center on Fair Oaks Blvd, Sacramento, CA. I emailed her our H&I Facility requirements and am waiting to hear back from her.

The H&I Group made a profit of \$690.68 from the Books for Crooks Event. For the year, we have added only \$57 per month to our already struggling budget to buy Literature for our growing number of Facilities.

We currently have added 2 new Facilities: Woodland Progress House (women only) and Bishop Gallegos Maternity Home. We elected a new Coordinator for the Woodland Progress House named April. Jamie is the new Coordinator for the Bishop Gallegos Maternity Home.

We still have BFC T-Shirts left over if anyone want to purchase one. Please let me know. They are \$20. I have paid the BOE Taxes and I am asking for reimbursement of \$70.59.

H&I still has 4 more Coordinator positions that are looking for replacements. Those positions are: *RCCC, Main Jail, Sacramento County Mental Health, and Yolo Main Jail.*

At our monthly meeting we have been discussing the parking issues downtown at the Main Jail and the Coordinator has reached out to ask the Mail Jail Facility Contact for help. Parking currently seems to be a big issue there now with the added Stadium and their events.

We are struggling financially and asking that the groups let the members know we need help when possible. Last month we spent \$428.95 on H&I Literature. That included the \$275 from the ASC, Group donation from last month was \$163.58.

When you do the math, this fellowship is spending less (~\$.19) for every one of our served H&I facilities attendees, than the cost of an IP per month, in attempt to entice them to becoming a member of Narcotics Anonymous when they are released. IP's are \$.23 each.

Thank you for allowing me to be of service,

Leslie F.

## **RCM's Report**

Good evening! I wasn't able to attend Region last month but Javier was able to make it. I have copies of the Certificate of Liability Insurance for your group. Here are the minutes from region.

### **NCCNA XXXIX**

NCCNA 39 is now past us. We had a tremendous amount of support from the fellowship with hundreds of members being of service during the convention. The facilities stepped up when we had issues and the crowds were under control (for the most part). We have been asked to take another look at the updated Regional map. Please look at the map and provide any feedback regarding the name of your fellowship to me by the end of the meeting. We will be doing an update to the map to include name changes. Here are the preliminary numbers from the treasurer: Pre-registrations: 1943 On Site Full Registrations: 1526 On Site Day Passes: 1207 Newcomer Registrations: 263 Total Registrations: 4939 Total Combo Tickets Sold: 503 (These numbers are included in the total registrations) The outgoing Chair will provide the final numbers to the RSC when the books are closed for NCCNA 39 per our guidelines.

### **NCRSO**

If your meeting requires the Meeting Facility to be named as the "Certificate Holder", then fill out the form – "Meeting Insurance Packet" <http://www.norcalna.org/pdf/Insurance%20Meeting%20Packet.pdf> and pay the required \$25 to the NCRSO.

**501(c)(3) Proof of Non-Profit Requests for Facilities:** Some of our meeting's facilities require a copy of the region's 501(c)(3). Our Web Coordinator has created a Google form that can be filled out online and sent to the RSO. He also

added the fillable PDF that can be download from our website under the Policy's section named: 501c3 Request Form. Or at this location on the NorCalNA Website: [http://www.norcalna.org/regional\\_forms-docs-reports](http://www.norcalna.org/regional_forms-docs-reports).

**New Information regarding Raffles:** The NCRSO, the NCRSC, nor the NCCNA Committees do not support or will they have Raffles from this day forward. This will include Raffles being held by Areas or Groups within the Northern California Region. Because the 2018 COS Convention Committee was in process before the RSC voted, they will continue having fund raising raffles until their Convention is over under the current Raffle Registration form with the State of California; Forms "CT-NRP-1. The Northern California Region and any of their newly supported venues will not be having Raffles or any other type of money generating prize drawings in the future. Under the law, 50/50 Raffles are illegal in California for non-profits. Period!

**Northern California Regional Harassment Policy** • Policy and Grievance Forms can be found at [http://www.norcalna.org/regional\\_policies.php](http://www.norcalna.org/regional_policies.php)

**Credit Policy and Contact Form:** If your area has had any changes to people representing Literature, Treasury, or Area Officers positions, then you will need to fill out a new Contacts Form and submit to the RSO Office Manager (aka: Special Worker) for continued credit. If the Area's H&I Literature is separate from the Area Literature, then they also need to fill out the contact information to be eligible to do a credit order for H&I literature. <http://www.norcalna.org/pdf/CREDIT%20POLICY.CONTACT%20INFO%20NA%20Service%20Bodies%202015.pdf>

**Certificate of Liability Insurance:** This is the form used by the ASC and Area Meetings. It is currently online and can be downloaded and printed for your Area or Group Meetings. <http://www.norcalna.org/pdf/2016-2017%20Evidence%20of%20Insurance.pdf>. If a facility, used by the ASC or a Group within your ASC, wants to be named on the Proof of Insurance, the Request for Insurance Certificate <http://www.norcalna.org/pdf/Insurance%20Meeting%20Packet.pdf> must be completed and submitted to the NCRSO, along with the appropriate payment (made payable to NCRSO)

**Event Insurance Information:** The insurance company does not insure dunk tanks or jump houses at any events. • Waiver forms are used to have participants sign for any sports, swimming, etc. in order to deter people from suing RSO. • Be sure to download the Accident / Incident Report Form <http://www.norcalna.org/pdf/2013%20Accident%20Incident%20Report%20Templete.pdf> from the Norcalna.org Insurance page to have on hand for events.

**Information regarding Raffles:** The NCRSO, the NCRSC, nor the NCCNA Committees do not support or will they have Raffles anymore. This will include Raffles being held by Areas or Groups within the Northern California Region. Because COS was in process before the RSC voted, they will continue until their Convention is over under the current Raffle Registration form with the State of California. Forms "CT-NRP-1. The Northern California Region and any of their newly supported venues will not be having Raffles or any other type of money generating prize drawings in the future. **Under the law, 50/50 Raffles are illegal in California for non-profits. Period!**

**Open Positions for next year:** The BOD will have 5 vacant seats on the BOD after June of 2017. The BOD wants to welcome anyone to attend the BOD meetings on the 1st Saturday of the month. Hopefully, we can peak your interest and encourage the visitors to join the BOD and be mentored by the current BOD members. I will be one of those electing to return for another two years. BOD members can serve three, two year terms. The NCRSO BOD Bylaws and Directors Duties can be located at: [http://www.norcalna.org/regional\\_service\\_opportunities.php](http://www.norcalna.org/regional_service_opportunities.php)

Thank you for letting us be of service!  
Zandra & Javier