

Sacramento Fellowship of Narcotics Anonymous
Area Service Committee Agenda for "October 3, 2018"

REMINDER: New GSR Orientation will now be at 6:30pm

I. Call to Order at Sierra 2 Center, 2741 24th 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 - (7th Tradition Basket will be passed around)

- A. Roll Call/Group Reports/Verify Quorum
- B. Recovery Birthdays
- C. Suggestions for Brainstorming
- D. Approval of Minutes from "September 5, 2018"
- E. Proposals

IV. Elections- Before we begin tonight's elections, I would like to remind you all that our next elections are in January, so please get the word out. Positions available include: Chair, Vice Chair, Admin. Assistant, Policy and Procedure Person, and Public Relations Coordinator.

- A. Webservant Task Leader
- B. Schedules Task Leader
- C. Outreach Task Leader
- D. Unity Day Task Leader
- E. Volunteer Task Leader
- F. Hospitals & Institutions Task Leader
- G. Phonenumber Task Leader

V. Break – 10 minutes

VI. General Session

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

Chair (Literature, Schedules, Treasurer, Web)	Policy & Procedures	PR Coordinator (Phonelines, H&I)
Vice Chair (Outreach, Unity Day, Vol. Coord.)	RCMS	Treasurer, Assistant Treasurer
Admin Assistant		

Please read the written reports before we meet and be prepared with questions and/or comments.

VII. Brainstorming and Dialogue

a. Area Inventory

VIII. Additional Proposals –

IX. Update from ASC Treasurer –

Beginning Balance	October 2018		Available Funds for ASC	\$8208.08
Beginning Balance	October 2018		Available Funds for H&I	\$5669.57

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)	\$240.00	552	Unity Day	\$
650	Phone lines	\$			\$
616	Admin Supplies	\$			\$
619	ASC Literature	\$			\$
627.5	H&I Literature Expense	\$300.00			\$
644	Unity Day	\$			\$
603	RCM Mileage	\$			\$
603	Literature Mileage	\$			\$
		\$			\$
		\$		Total Income at ASC	\$
		\$		Balance of Inc/Exp @	\$
	Total Expenses	\$		Ending Balance	\$

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	\$
628	Additional Schedules	\$10.00	572	H&I Fundraiser	\$
		\$	627	H&I Literature Income	\$
		\$			\$
		\$			\$
		\$		Total Income at ASC	\$
		\$		Balance of Inc/Exp @	\$
	Total Expenses	\$		Ending Balance	\$

Ending Balance		ASC	\$
		H&I	\$
		Total Balance in Checking	\$

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 will now be at 6:30pm

Important Dates for September 2018, plus more.....

- **ASC Meeting: Nov. 7th, 7pm**, Sierra 2, 2791 24th Street, Sacramento, CA 95818 (1st Wed)
- **Admin Meeting: Oct. 17th, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento, CA 95818 (3rd Wed)
- **H & I Task Group: Oct. 15th, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento 95818 (3rd Monday)
- **Public Relations Task Group Meeting: Oct. 25th, 7pm**, Starbucks, 1401 Alhambra Blvd., Sacramento, 95815 (4th Thurs) ***Needs Support!***
- **Outreach Task Group Meeting: Oct. 8th, 7pm**, Straw Hat Pizza, 2929 Mather Field Rd., Rancho Cordova, 95670 (2nd Mon)
- **BOB (Band of Brothers) Convention (1st Men's Convention) Oct 5th – 7th, 2018**, San Jose Holiday Inn, 1350 N 1st Street, San Jose, CA, US, 95112

Admin Position	Name	Email	Elected	Term	Aug	Sep	Oct
01-Chair	Tamara R.	chair.sacfna@gmail.com	01/03/2018	Jan 2019		x	
02-Vice-Chair	Michael R.	vicechair.sacfna@gmail.com	01/03/2018	Jan 2019	x	x	
03-Admin Assistant	Emily L.	adm.assist.sacfna@gmail.com	06/27/2018	Jan 2019	x	x	
04-Policy and Procedure	Nina P	policyprocedure.sacfna@gmail.com	01/03/2018	Jan 2019		x	
05-PR Coordinator	Eric B.	pr.sacfna@gmail.com	01/03/2018	Jan 2019	x		
06-Senior RCM	Johnny J.	rcm.sr.sacfna@gmail.com	06/27/2018	July 2019	x	x	
07-Junior RCM	Javier C.	rcm.jr.sacfna@gmail.com	06/27/2018	July 2019			
08-Treasurer	Julie L.	treasurer.sacfna@gmail.com	06/27/2018	July 2019	x	x	
09-Asst. Treasurer	Ronda K.	assist_treasurer.sacfna@gmail.com	06/27/2018	July 2019	x		

Task Leaders	Name	Email	Elected	Term	Aug	Sep	Oct
10-Literature Task Leader	Nick J.	literature.sacfna@gmail.com	06/27/2018	July 2019	x	x	
11-Asst. Literature Task Leader	Travis F.	assist.literature.sacfna@gmail.com	06/27/2018	July 2019	x	x	
12-H&I Task Leader	Mike L.	h.i.sacfna@gmail.com	06/27/2018	Oct 2018	x		
13-Phoneline Task Leader	Gilbert	phoneline.sacfna@gmail.com	09/05/2018	Oct 2018		x	
14-Schedule Task Leader	April B	schedules.sacfna@gmail.com	10/04/2017	Oct 2018	x	x	
15-Outreach Task Leader	Shay R.	outreach.sacfna@gmail.com	01/03/2018	Oct 2018		x	
16-Unity Day Task Leader	Debbie T.	unityday.sacfna@gmail.com	01/03/2018	Oct 2018	x	x	
17-Webservant Task Leader	Gabor	webservant.sacfna@gmail.com	10/04/2017	Oct 2018			
18-Volunteer Coordinator		vc.sacfna@gmail.com		Oct 2018			
19-Coffee Person	Leah		01/08/2016	Jan 2018	x	x	

SacFNA ASC Group Sign-In and Changes Sheet

	A	B	C	D	E	H	I	J	T
1	Group	Meeting name	Days	Address and time	Meeting				
2	Num				Type	AUG	SEP	OCT	Comments
3	Multi Meetings								
4	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 Thursday, 6pm, 100 Woodland Ave., Woodland Friday, 5 pm, 100 Woodland Ave., Woodland Saturday, Noon, 100 Woodland Ave., Woodland Saturday, 6pm, 100 Woodland Ave., Woodland	Sun 9am Sun 6pm Tue 1 hr, CL Wed 1 hr, BS Thur, W Fri 6pm Sat 6pm, Sun5pm	x	x		
5	02	Over the Rainbow	Multi	Tue, 7 pm, 1927 L St., Sac Sunday, 7 pm, 1927 L St., Sac (NOT DOWNSTAIRS)	LGBT, 1hr all mtgs	x	x		
6	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		
7	04	New Beginnings	Multi	519 2nd St, Woodland (in the basement) 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, Sun 1 hr	x	x		
8	07	A 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		
9	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		
10	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 <u>Speaker meeting</u>	x	x		
11	38	Through The Gate	Multi	Wednesday 7:00pm -8:30p Sunday 7:00p-8:30p - 2801 C Aramon Dr, RC	Wed Sun BD Wkly	x	x		
12	55	Hump Day Hope	Multi	Tuesday, 11a-12p, 5321 Stockton Blvd, Comm Rm, Sac Wednesday, 12p-1p, 5321 Stockton Blvd, Comm Rm, Sac Wednesday, 8p-9p, 5321 Stockton Blvd Comm Rm, Sac Thursday, 11a-12p, 5321 Stockton Blvd, Comm Rm, Sac	Tue 1hr Wed BS 1hr Weds evng 1hr Thur 1hr	x	x		
13	65	Group 55	Multi	Mon, Wed, Fri 12:00pm, 4400 58th St., Sac	Mon TD Wed Speaker Fri BS	x	x		
14	67	Getting it Right Downtown	Multi	1017 10th St, Sac Monday, Wednesday, Friday 8:00am	Mon Spk 1hr Wed JFT 1hr Fri D 1hr	x	x		

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81	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	87	Take a Break to Recover	Multi	11:00am -12:30pm Mon, Tue, Thu, & Fri 7th Str, 2nd Flr, Sacramento 95814	720 Mom -IP Tue - JFT Thu-BS Fri-BS Living Clean	x	x		
Number Attended						10	13	0	
Total Meetings this month						13	13	13	
Sunday									
06	06	Surrender for Serenity	Sun	5:30 pm, 2201 Benita Dr., Rancho Cordova	1 hr, D		x		
39	39	Stepping Stones	Sun	6:00 pm, 9270 Bruceville Rd., Sac	Spk, D, 1.5 hrs	x	x		
93	93	The Morning Wake Up	Sun	8-9:30 am 3900 47th Ave, Sac @ Mercy Housing	1.5 hrs		x		
96	96	Sunday Morning Recovery	Sun	10:00 am 720 7th Street, Sac	1 hr Speaker	x	x		
Number Attended						1	3	0	
Total Meetings this month						3	3	4	
Monday									
10	10	Time and Change	Mon	7:00 pm - 2620 Capitol Ave, Sacramento	1 hr, NWA, T, D,	x	x		
12	12	Cope Without Dope	Mon	7:00 pm -7128 Florin-Perkins Rd, Sac	1 hr	x	x		
28	28	Clean & Full of Recovery	Mon	7:00 pm, 2100 J Street, sac Buzzer to get in	1hr		x		
46	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	51	Off 99 @ Saybrook	Mon	6:30 pm,= 4390 47th Ave, Sac	1 hr 2nd Mon BS	x	x		
66	66	Monday night grab bag	Mon	6:30pm - 9145 Franklin Blvd, Elk Grove, CA 95758	1 hr Grab Bag/ JFT		x		
86	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						5	6	0	
Total Meetings this month						7	7	7	
Tuesday									
11	11	No Frills	Tue	7:00 pm - 2376 Zinfandel Drive, Rancho Cordova	No CC	x	x		
44	44	The Highlands Group	Tue	7:00 pm - 6010 34th Street, North Highlands	CL, 1 hr, no children please	x	x		
Number Attended						2	2	0	
Total Meetings this month						2	2	2	

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1	Group	Meeting name	Days	Address and time	Meeting				
2	Num				Type	AUG	SEP	OCT	Comments
41				Wednesday					
42	13	Clean on Capitol	Wed	7:00 pm - 2100 J St. in Chapel, Sac	1 hr	x	x		
43	21	Galt Fellowship	Wed	Wednesday 6:00pm-7:00pm, 571 C Street, Galt	1 Hr	x	x		
44	27	Quest for Serenity I	Wed	Wednesday 7:00pm-8:00pm, 3900 47th Ave	1 Hr		x		
45	82	Welcome Home Men	Wed	7:30pm 7300 Wyndham Dr. Sac. CA Conf Room 1	M	x	x		
46				Number Attended		3	4	0	
47				Total Meetings this month		4	4	4	
48				Thursday					
49	16	Courage to Change	Thu	6:00 pm - 3555 3rd Ave, Oak Park	1 hr 30 min	x	x		
50	50	Ounce of Hope	Thu	7:30 pm - 2450 Meadowview RD, Sac	1 hr		x		
51	60	South Sac Recovery	Thu	7:00pm - 3900 47th Ave., enter at rear on Martin Luther King	1 hr	x	x		
52	62	Happy Hour	Thu	5:22 pm - 1820 28th St, Sac	1 Hr	x	x		
53				Number Attended		3	4	0	
54				Total Meetings this month		4	4	4	
55				Friday					
56	18	Recovery Connection	Fri	7:00 pm - 2101 Zinfandel, RC	Birthday every week	x	x		
57	20	Natomas Group	Fri	7:00 pm - 910 Striker Ave., Ste. C, Sac	Last Fri - JFT/Birthday	x	x		
58	24	Cons "R" Us	Fri	8:00 pm - 2620 Capitol Ave., (upstairs) Sac	1 Hr	x	x		
59	64	Keeping It Real	Fri	6:00 pm -2620 Capitol Ave., Sac	1 hr	x	x		
60	83	12 Steps to Freedom	Fri	7:00pm - 3900 47th Ave, Sac -	1 Hr		x		
61	88	NeverAlone, Never Again	Fri	7:00pm -8:00pm 5836 Dudley Blvd -	1st Fri- Chair 2nd Fri - Book/Potluck 3rd Fri - Speaker 4th Fri - Chair 5th - Stick	x			
62				Number Attended		5	5	0	
63				Total Meetings this month		6	6	6	
64				Saturday					

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1	Group	Meeting name	Days	Address and time	Meeting				
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65	05	Saturday Night Live Elk Grove	Sat	Saturday 8:00pm-9:15p 9270 Bruceville Road Elk Grove	1hr 15min	x	x		
66	22	E Street Book Study	Sat	10:00 am - 2620 Capitol Ave., Sac	BS, NWA, 1 hr	x	x		
67	23	Woman to Woman	Sat	10:00 am - 2829 Watt Ave. Room 4, Sac	W	x	x		
68	25	Saturday Night Traditions	Sat	7:00 pm - 2529 K St. Sac		x	x		
69	41	Learning to Care	Sat	10 am, 1615 Morse Ave, Sac 95864 Lutheran Church, Arden and Morse Ave.	M	x	x		
70	43	TU Women	Sat	Noon - 3900 Martin Luther King, Sac	W	x	x		
71	79	Quest for Serenity II	Sat	7:00pm, 3900 Martin Luther King, Sac	1hr,30 min	x			
72				Number Attended		7	6	0	
73				Total Meetings this month		7	7	7	
74									
75				Monthly Number Attended		36	43	0	
76				Monthly Total Meetings		46	46	47	
77				Quorum = 50%+1 of meetings rounded up		24	24	25	
78				Percent Attended Current Month		78.3%	93.5%	0.0%	

Sacramento Fellowship of Narcotics Anonymous
Area Service Committee Minutes for "September 5, 2018"
REMINDER: New GSR Orientation will now be at 6:30pm

I. Call to Order at Sierra 2 Center, 2741 24th 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 - (7th Tradition Basket will be passed around)

- A. Roll Call/Group Reports/Verify Quorum
- B. Recovery Birthdays
- C. Suggestions for Brainstorming:
 - Banner
 - Activities for the Area
 - Valentines Dance
- D. Approval of Minutes from "August 1, 2018" **Approved**
- E. Proposals :Can the TU Women group sell their campout shirts during break? 15 dollars, **yes**
- F. RCM: Alaska Region outreach requested financial assistance from other Regions to help fund online meetings to outlying areas where villagers don't have abilities to attend regular meetings. **Yes**
- G. RCM: NCCNA is requesting \$50,000 each year for the next two years be added to their prudent reserve to help fund and reserve venues in advance as to lower overall cost for the events. **Yes**
- H.

IV. Elections- Elections for October 2018

12-H&I Task Leader
13-Phoneline Task Leader
14-Schedule Task Leader
15-Outreach Task Leader
16-Unity Day Task Leader
17-Webservant Task Leader
18-Volunteer Coordinator

Elections are in January, please get the word out. Positions available include: Chair, Vice Chair, Admin. Assistant, Policy and Procedure Person, and Public Relations Coordinator

V. Break – 10 minutes

VI. General Session

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

Chair (Literature, Schedules, Treasurer, Web)	Policy & Procedures	PR Coordinator (Phonelines, H&I)
Vice Chair (Outreach, Unity Day, Vol. Coord.)	RCMs	Treasurer, Assistant Treasurer
Admin Assistant		

Please read the written reports before we meet and be prepared with questions and/or comments.

VII. Brainstorming and Dialogue

Banner: **Continued to next month**

Activities for the Area: **Bowling and Valentines Dance – Vince will start**

Continued from August Area:

Concerned about no area events- Time and Change: Member – Not enough events in Area like other Areas are having. Conclusion: There are several events by different groups in our Area. Suggestion: We form an ad-hoc committee to discuss why people are not of service. What are the benefits of being of service and having a supported group event?

Ideas:

- *Barbeque to bring us together to talk about and come together
- *Have groups come up with event, set plan, and get seed money (Proposal): GSR's want to know this process
- *Vince willing to start Ad-hoc committee
- *Clear Goal, and plan of what the Ad-hoc committee is doing

What we may want:

Activities Chair 7

Adhoc1

Groups **18 Group Consensus**

Abstaining 0

VIII. Additional Proposals –

IX. Update from ASC Treasurer –

Beginning Balance July 2018		Available Funds for ASC	\$6,838.43
Beginning Balance July 2018		Available Funds for H&I	\$5,388.88

Today's Activity at ASC:

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627.5	H&I Literature Expense	\$300.00			\$
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603	RCM Mileage	\$			\$
603	Literature Mileage	\$20.00			\$
		\$			\$
		\$		Total Income at ASC	\$2,733.21
		\$		Balance of Inc/Exp @	\$1,369.65
	Total Expenses	\$1,363.56		Ending Balance	\$8,208.08

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		\$	627	H&I Literature Income	\$
		\$			\$
		\$			\$
		\$		Total Income at ASC	\$705.15
		\$		Balance of Inc/Exp @	\$280.69
	Total Expenses	\$424.46		Ending Balance	\$5,669.57

Ending Balance		ASC	\$8,208.08
		H&I	\$5,669.57
		Total Balance in Checking	\$13,877.65

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

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- **H & I Task Group: Sept. 17th, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento 95818 (3rd Monday)
- **Public Relations Task Group Meeting: Sept. 28th, 7pm**, Starbucks, 1401 Alhambra Blvd., Sacramento, 95815 (4th Thurs) **Needs Support!**
- **Outreach Task Group Meeting: Sept. 13th, 7pm**, Straw Hat Pizza, 2929 Mather Field Rd., Rancho Cordova, 95670 (2nd Mon)
- **Outreach Task Group Meeting: Sept. 10th, 7pm**, Straw Hat Pizza, 2929 Mather Field Rd., Rancho Cordova, 95670 (2nd Mon)
- **BOB (Band of Brothers) Convention (1st Men's Convention) Oct 5th – 7th, 2018**, San Jose Holiday Inn, 1350 N 1st Street, San Jose, CA, US, 95112

ADMIN REPORTS:

Chair Report

I attended Admin. on Sept. 19th. We went over the guideline review and it is in your agendas to take to your groups. Please take the time to look over them at your business meetings because we will test for consensus at our next ASC meeting in November. Tonight, we will conduct our ASC Inventory. Thank you all for being here.

Tamara R.

- **Literature**

Hello SacFellowship,

I attended the admin meeting where we went over the proposed guideline changes. I ordered the literature for the area. I will most likely get the literature in the last week of September as region has sent me a email stating that it is ready for pick up. Thank you for allowing me to be of service.

Nicholaus j.

- **Schedules**

New schedules have been delivered to ASC.

April

- **Treasurer's Report**

We have a lot to cover tonight so I will make this short. We completed the audit for May, June, and July at the last Admin Meeting. Thanks Johnny J and Tamara for stepping up. We voted to allow Literature to purchase new bins for the literature order. It will come out of the Admin Supply budget. The current bins are cracked and not good for storage. We are caught up and all is well.

Grateful to be of service, your Treasury Team.

- **Web Servant**

Hi Everyone,

This month I updated the website by removing outdated materials and uploaded new ones.

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

A pleasure to being in service,

Gabor

Vice Chair Report

I attended admin last week.

Thanks

Mike

- **Outreach**

I think this month is my last month.... other then that nothing to report

- **Unity Day**

Again here is the finally close out numbers for Unity Day.

UNITY DAY		Sacramento Fellowship of N.A.	
July 21 st		n Year ANNIVERSARY	
2018 Unity Day		ACTUAL	
EXPENSE			
MERCHANDISE			
Tee Shirts		885.50	
Sellers Permit + Sales Tax		77.00	
SITE DEPOSIT/EXPENSES			
Tables and Stage		201.46	
Insurance		25.00	
City Park Fees		300.00	
Portable toilets		382.89	
FOOD		507.00	
PRINTING		111.73	
DECORATIONS/Activities		63.02	
Registration/ Room Rent		75.00	
Total Expenses		2,628.60	
Income			
7TH TRADITION		154.00	
Pre-sale Tickets sold		1,455.00	
Registration at the Gate		465.00	
FOOD SALES		1,028.00	
Other Merchandise		89.00	
T-SHIRT SALES		1,220.00	
JAIL		94.00	
Total INCOME		4,505.00	

Thank you for letting me be of service,

Debbie

- **Volunteer Task Leader**

Vacant Position

Admin Assistant Report

Hi Everyone,

Thank you all for your support as I fulfill this commitment. Everything is running smoothly and I am back in the groove. I made it to the Admin meeting and have completed all needed tasks in between the Asc meetings. The only task I have left to do is to clean out the paperwork I have received from the last Admin Assistant.

I am here if anyone is need of support.

Emily L.

Policy and Procedure Report

Hi everyone, Here are the proposed substantial changes to the SacFNA Guidelines and Service Structure. Corrections to sentence structure, or grammar that did not change the meaning of a guideline are not shown. We ask that you please discuss the changes with your groups and be prepared to bring back your groups' approval, or any comments or concerns. We hope to come to a consensus at the November ASC, and have the changes in place by December.

I. Proposed SacFNA Guidelines Changes

SECTION TWO: Geographical Boundaries.

Added: There may be groups outside of these geographical boundaries that, based on the principle of autonomy, have chosen to be part of SacFNA.

SECTION FOUR: Participants.

Article II – Non-voting Participants

Clarified: **Administrative Officers, Admin Team, Task/Workgroup Leaders are non-voting participants.** Any and all members of the Narcotics Anonymous Fellowship and any other interested persons are welcome to attend and participate in discussion at the monthly SacFNA-ASC meetings, **but they may not vote.**

Article III - Area Member Requirements

Moved this sentence to top: Only groups that are represented (See Article III. A.) are covered by insurance provided by the Northern California Region of Narcotics Anonymous.

SECTION FIVE: Decision Making & Voting Policies.

Article I - Quorum

Changed definition of quorum from 50% to 51%.

Article II – Consensus Decision Making

Numbered sentences within the section for clarity [not shown]; Deleted Phrase in Item A.3.

A.3. Can declare the proposal dead. If a significant number of voting members choose to abstain from a decision, the facilitator may wish to inquire about this choice, giving members a chance to register their concerns, suggest amendments to the proposal, or request more time.

SECTION SEVEN: Administrative Officers

General Requirements: Added: Admin team members will make good faith efforts to advise the Chair or another Admin Team member of any absences.

Added New Topic:

Monthly Reporting Requirements

Written reports are to be emailed to the Admin Assistant and their lead Coordinator in a timely fashion. When an Admin Officer, a Coordinator, or a Task Leader does not submit a written report to the Admin Assistant for the Monthly Agenda for three consecutive months, then that Admin, Coordinator, or Task Leader will automatically be assumed to have stepped down from their position. If their monthly Meeting is held after the due date for the Agenda, then the Admin Team Member will be asked to submit a report on what has

occurred prior to their monthly meeting and then can report verbally any updates that occurred at their monthly meeting at the ASC. If an Admin Team Member has nothing to report, than an email should be sent to the Admin Assistant stating there was “Nothing to Report.”

Article I:Administrative Officers

C. Administrative Assistant

Added or Modified Duties as follows [Duties that were not changed are not shown]:

- Archives minutes for the past twelve months.
- Communicates the monthly 'Meeting Change Report' to the Schedule Task Leader, **the Policy & Procedures, Outreach, Web-Servant, and the ARANA Schedule Person.**
- Sends an email reminder of the monthly report due date to the Admin Team, Coordinators, and Task Leaders five days before the report is due.
- Will attach Appendix C: SacFNA Calendar of Duties as the last page of the monthly agenda.

E. Policy & Procedure Person

Added or Modified Duties as follows [Duties that were not changed are not shown]:

- Deleted: ~~“Brings archives for the current month and the past twelve months to the ASC...”~~
- Added Instead: Accesses the archives for the current month and the previous twelve months upon request, or as needed, to review policy matters.

F. Regional Committee Members (RCMs)

Revised Qualifications, as follows:

- The Junior RCM will **ideally** become Senior RCM at the end of his/her first year of service with his/her consent and the affirmation of the ASC by a simple majority.
- Is able to attend the Northern California Regional Service Committee (NCRSC) in Fairfield on behalf of the SacFNA-ASC.

Added or Modified Duties as follows [Duties that were not changed are not shown]:

- Spelled out: Northern California Regional Service Committee (NCRSC) instead of the abbreviation “RSC.”
- Added: The RCMs fill out the *NCRSC RCM Report Outline* form to send and report to the NCRSC about what is going on in our area. If there is a SacFNA event or activity, the RCM's fill out the *NCRSC Regional Events Calendar Criteria* request form to post a SacFNA-related event or activity to the NorcalNA.org regional event calendar.

G. Public-Relations Coordinator

- Added: Attends the Regional PR-H&I Sharing Forum in Fairfield every other month.

SECTION EIGHT: Elections.

Article IV: Resignations of Admin Team Members

B. Voluntary Resignations. Clarified the following:

1. May be given in writing to the ASC Chairperson prior to the ASC meeting.
2. Will be assumed if a trusted servant:
 - a. Misses **three** ASC and/or Admin Team meetings in one year without notification and/~~or~~ replacement.
 - b. Misses **three** consecutive ASC meetings.
 - c. **Does not provide a written report for three consecutive months.**
 - d. Misses **three** consecutive Admin Team meetings. **The Chair or Vice Chair will contact any Admin Team member who does not submit a report after two consecutive months.**
3. The Chair will confirm resignations either verbally or in writing.

II. Proposed Changes to Appendix D: SacFNA Tasked-Based Service Structure

Increased Amount \$\$ from \$50 to \$75, as follows: "Tasks which involve more than \$50 **\$75** of NA funds require leaders with *a minimum of three years continuous clean time.*"

Updated & Added Duties, as follows:

Core Administrative Tasks: **Schedule Task Leader:**

- Communicatees with the Administrative Assistant, and other areas as appropriate. to provide meeting schedule changes.

Fellowship / Internal Tasks: **Outreach Coordinator / Unity Day Task Leader / Volunteer Task Leader** (Note: These duties were added to all three of the positions.):

- Communicates and coordinates with the Vice Chair.
- Submits a monthly written report via SacFNA email to the Administrative Assistant with a copy to the Vice Chair.

Public Relations (PR) / External Tasks: H & I Task Leader / Phone Line Task Leader

(Note: These duties were added to both of the positions).

- Communicates and coordinates with the Public Relations Coordinator.
- Submits a monthly written report via SacFNA email to the Administrative Assistant with a copy to the Public Relations Coordinator.

Public Relations (PR) / External Tasks: Phone Line Task Leader

- Ensures that phone line volunteers have the phone line guidelines pamphlet so they know what and what not to do.

That's it! (END OF GUIDELINES REVIEW)

Cordially, Nina P.

Public Relations Report

This last month has been a busy month for public relations at the beginning of the month we had a public relations table at the recovery happens event at the state capitol and Saturday September 22nd we had a public relations table and I was asked to speak at a speaker and Candlelight vigil event where we were approached by a school superintendent and local pastor about hosting public relations informational tables in possibly speaking. No dates are set yet. As usual are public relations task force monthly meeting will be the fourth Thursday of the month at the Starbucks at N Street and Alhambra. All are welcome.

Thank you for letting me be of service.

ERIC

- **Phoneline Report**

There were 19 calls to the helpline from September 1st to September 25th. All calls were forwarded to a volunteer, there were no abandoned calls reported by the machine. There were 3 messages left on the system in September. Two of the messages were from a woman asking for information, I tried to call her back several times but was unable to reach her. The other message was from a man asking for information, I was unable to call him back. The machine also reported 3 missed calls in September. 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.

I have finished with updating the recordings on the machine, they had not been updated since I left the position last year

Gilbert C.

- **H & I Report**

We are now starting to have talks about the Books For Crooks event that will be happening in March 2019. We are still working on an updated facility list and contact information that can be taken back to the groups. Please keep spreading the word to your groups that we are always looking for volunteers.

Facility news: "NDN"=No-Dark Nights (meaning that we could not have a meeting.)

- 4th and Hope – One NDN two new volunteers.
- Bishop Gallegos – NDN Everything is good.

- Cache Creek – NDN
- Diamond House – One DN, looking for a volunteer for fifth Friday monthly.
- Job Corp – NDN, all is well.
- RCCC – One DN one new volunteer. Everything is OK.
- Sac Co Mental Health – NDN. Looking for volunteers.
- Sac County Main Jail – One DN. Working on facility guide.
- Sac Re-Entry VOA – No Report
- Salvation Army – NDN going great. Two new volunteers.
- St. John's Shelter – NDN All is going well
- Sierra Vista - NDN, all is well.
- Walter House - NDN
- Woodland Progress House – Closed until further notice
- Yolo County Jail – NDN, Three new people renewing their contract.
- Yolo County Juvenile Hall – Need interpreter for Spanish meeting.

In Grateful service,

Mike L.

RCM's Report

Hello all we attended RSC for September hi everybody so to start off with it we did discuss the insurance and Raffles as long as the group's can fill out their paperwork they can do Raffles and turn in everything in a timely manner also if you're having a fire meeting make sure waivers are sent to the RSC prior to event also Marin County jail has openings for service also the Santa Cruz area surf camp over sold was big success and they are putting on a Sunrise meeting and clean up on 10/6 at 6:45 a.m. also nccna closed out their event there was no donation to region the event lost 5000 Plus in funds region open positions vice-chair is needed volunteer pool for h&i and PR also needs help also Regional resources coordinator is vacant and the RCC is stepping down moving out of state also the R&D is willing to come to area to do webinar presentations at our request on open Forum we discussed nccna prudent reserve for the additional \$50,000 a year but not voted on also we discussed violence in meetings there is a service pamphlet available and the nccna raffle were the funds go back to newcomer packets and we discuss some issues on subcommittees not answering to area on events they put on .

thank for letting us be of service ,

Johnny and Javier