

**Sacramento Fellowship of Narcotics Anonymous**  
Area Service Committee Agenda for "October 4th, 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 "September 6<sup>th</sup>, 2017"
- C. Proposals  
None

**IV. Elections –**

- 1. Admin. Assistant
- 2. H&I Task Leader
- 3. Volunteer Coordinator
- 4. Phone Line Task Leader
- 5. Schedule Task Leader
- 6. Outreach Task Leader
- 7. Webservant

**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**

- Table Discussions-Please discuss solutions to the following ASC inventory input:
  - 1. Who is responsible to develop and put on activities-the area, the groups, or ???
  - 2. There has an ongoing issue of how to help meetings that are struggling for trusted servant and attendance support.

VIII. Additional Proposals –

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IX. Update from ASC Treasurer –

Beginning Balance October 2017		Available Funds for ASC	\$6,482.14
Beginning Balance October 2017		Available Funds	\$4,265.58

Today's Activity at ASC:

Account#	Expenses:		Account #	Income:	\$
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:

Account#	Expenses:		Account #	Income:	\$
627	Literature (H&I)		570	H & I Donation	\$
628	Additional Schedules - only	\$10.00	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>

Ending Balance		ASC	\$
		H&I	\$
		<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 October 2017, plus more.....**

- **ASC Meeting: November 1st, 7pm**, Sierra 2, 2791 24th Street, Sacramento, CA 95818 (1st Wed)
- **COS Women's Merchandise Committee Mtg., Weds, October 11<sup>th</sup>, 6:30pm**, Heritage Oaks, 4300 Auburn Blvd., Room 104c, Sacramento 95821 (2nd Wed)
- **Admin Meeting: October 18<sup>th</sup>, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento, CA 95818 (3rd Wed)
- **Outreach Task Group Meeting: Postponed Until Further Notice**
- **Traditions Workshop, October 7, 12-3pm** Cordova Church of the Nazarene, 3520 Bradshaw Rd., R.C.
- **H & I Task Group: October 16<sup>th</sup>, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento 95818 (3rd Mon)
- **Public Relations Task Group: Oct. 8<sup>th</sup>, 6pm**, Starbucks, 1401 Alhambra Blvd., Sacramento, 95815 (2<sup>nd</sup> Sun)

Admin Position	Name	Email	Elected	Term	Aug	Sep	Oct
01-Chair	David M	<a href="mailto:chair.sacfna@gmail.com">chair.sacfna@gmail.com</a>	02/03/2016	Jan 2017			
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		<a href="mailto:adm.assist.sacfna@gmail.com">adm.assist.sacfna@gmail.com</a>		Jan 2017			
04-Policy and Procedure	Nina P	<a href="mailto:policyprocedure.sacfna@gmail.com">policyprocedure.sacfna@gmail.com</a>	02/03/2016	Jan 2017	X		
05-PR Coordinator	Eric B.	<a href="mailto:pr.sacfna@gmail.com">pr.sacfna@gmail.com</a>	06/07/2017	Jan 2017	X	X	
06-Senior RCM	Javier C.	<a href="mailto:rcm.sr.sacfna@gmail.com">rcm.sr.sacfna@gmail.com</a>	07/05/2017	July 2018	X	X	
07-Junior RCM	Johnny J.	<a href="mailto:rcm.jr.sacfna@gmail.com">rcm.jr.sacfna@gmail.com</a>	07/05/2017	July 2018	X	X	
08-Treasurer	Julie	<a href="mailto:treasurer.sacfna@gmail.com">treasurer.sacfna@gmail.com</a>	07/05/2017	July 2018	X	X	
09-Asst. Treasurer	Ronda K.	<a href="mailto:assist.treasurer.sacfna@gmail.com">assist.treasurer.sacfna@gmail.com</a>	07/05/2017	July 2018	X		

Task Leaders	Name	Email	Elected	Term	Aug	Sep	Oct
10-Literature Task Leader	Marcie	<a href="mailto:literature.sacfna@gmail.com">literature.sacfna@gmail.com</a>	07/05/2017	July 2018	X	X	
11-Asst. Literature Task Leader	Lizzie	<a href="mailto:assist.literature.sacfna@gmail.com">assist.literature.sacfna@gmail.com</a>	07/05/2017	July 2018		X	
12-H&I Task Leader		<a href="mailto:h.i.sacfna@gmail.com">h.i.sacfna@gmail.com</a>	10/04/2017	Oct 2018	X	X	
13-Phoneline Task Leader		<a href="mailto:phoneline.sacfna@gmail.com">phoneline.sacfna@gmail.com</a>	10/04/2017	Oct 2018		X	
14-Schedule Task Leader		<a href="mailto:schedules.sacfna@gmail.com">schedules.sacfna@gmail.com</a>	10/04/2017	Oct 2018		X	
15-Outreach Task Leader		<a href="mailto:outreach.sacfna@gmail.com">outreach.sacfna@gmail.com</a>	10/04/2017	Oct 2018		X	
16-Unity Day Task Leader		<a href="mailto:unityday.sacfna@gmail.com">unityday.sacfna@gmail.com</a>	10/04/2017	Oct 2018	X	X	
17-Webservant Task Leader	Gabor	<a href="mailto:webservant.sacfna@gmail.com">webservant.sacfna@gmail.com</a>	10/04/2017	Oct 2018			
18-Volunteer Coordinator		<a href="mailto:vc.sacfna@gmail.com">vc.sacfna@gmail.com</a>	10/04/2017	Oct 2018	X	X	
19-Coffee Person	Leah		01/08/2016	Jan 2018	X	X	

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

Group Num	Meeting name	Days	Address and time	Meeting Type	AUG	SEP	OCT	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>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>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	x		
04	New Beginnings	Multi	<b>519 2nd St, Woodland (in the basement)</b> 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		
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				
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 -8:30p Sunday 7:00p-8:30p - 2801 C Aramon Dr, RC	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			
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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Group Num	Meeting name	Days	Address and time	Meeting Type				Comments
					AUG	SEP	OCT	
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 7th Str, 2nd Flr, Sacramento 95814	720 Mom -JF Tue - JFT Thu-BS Fri-BS Living Clean	x	x		
Number Attended					13	12	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			
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		
96	Sunday Morning Recovery	Sun	10:00 am 720 7th Street, Sac	1 hr Speaker				New Mtg-
Number Attended					3	2	0	
Total Meetings this month					3	4	4	
<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		
28	Clean & Full of Recovery	Mon	7:00 pm, 1723 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			
51	Off 99 @ Saybrook	Mon	6:30 pm, 4390 47th Ave, Sac	1 hr 2nd Mon BS	x	x		
66	Monday night grab bag	Mon	6:30pm- 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				
Number Attended					4	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	x		
Number Attended					2	2	0	

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

Group Num	Meeting name	Days	Address and time	Meeting Type	AUG	SEP	OCT	Comments
			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	x		
82	Welcome Home Men	Wed	7:30pm 8247 E. Stockton Blvd, Suite 2A Sacramento	M	x	x		
			Number Attended		4	4	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	x		
60	South Sac Recovery	Thu	7:00pm - 3900 47th Ave., enter at rear on Martin Luther King	1 hr				
62	Happy Hour	Thu	5:22 pm 1820 28th St, Sac	1 Hr	x	x		
97	Downtown Recovery	THu	8:00pm , 1400 North A street	1hr Speaker Discussion				New Mtg-
			Number Attended		3	3	0	
			Total Meetings this month		4	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 - 910 Striker Ave., Ste. C, Sac	Last Fri - JFT/Birthday	x	x		
24	Cons "R" Us	Fri	8:00 pm - 2620 Capitol Ave., (upstairs) Sac	1 Hr	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		
			Number Attended		7	5	0	

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

Group Num	Meeting name	Days	Address and time	Meeting Type	AUG	SEP	OCT	Comments
			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			
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		
<b>79</b>	<b>Quest for Serenity II</b>	<b>Sat</b>	<b>7:00pm, 3900 Martin Luther King, Sac</b>	<b>1hr,30 min</b>	x	x		
			Number Attended		8	7	0	
			Total Meetings this month		8	8	8	
			Monthly Number Attended		44	40	0	
			Monthly Total Meetings		49	51	51	
			Quorum = 50%+1 of meetings rounded up		26	27	27	
			Percent Attended Current Month		89.8%	78.4%	0.0%	



**Sacramento Fellowship of Narcotics Anonymous**  
 Area Service Committee Minutes for "September 6, 2017"  
**REMINDER: New GSR Orientation will now be 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: **Read by Shannon**
- C. 12 Concepts for NA Service: **Read by Adam**

**III. Roll Call/Minutes/Proposals -**

- A. Roll Call – Group Reports, Roll Call, Suggestions for Brainstorming, Recovery Birthdays, Verify Quorum
- B. Approval of Minutes from "August 2, 2017" **Approved**
- C. Proposals
  - 1. The Band of Brothers Convention Committee would like to sell T-shirts at the October ASC to raise funds for the upcoming convention. **Approved**

**IV. Elections –**

- A. We will be electing a new **Admin. Assistant** tonight. It is important that this position be filled by someone who has a strong proficiency in using a Windows laptop as well experience in using Microsoft Word, Excel, and Adobe Acrobat.
- B. In October we will be electing all new Task Leaders which include H&I, Phoneline, Schedules, Outreach, Unity Day, Web Servant, and Volunteer Coordinator (Please get the word out to your groups). **Moved to next month**

**V. Break – 7<sup>th</sup> Tradition Basket will be passed around**

**VI. General Session**

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

Chair (includes Literature, Schedules, and Web Servant)	Policy & Procedures	PR Coordinator (includes Helpline, H&I)
Vice Chair (includes Outreach, Unity Day, and Volunteer Coordinator)	RCMs	Treasurer, Assistant Treasurer
Admin Assistant		

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

**VII. Brainstorming and Dialogue**

- 1. Area Inventory Questionnaire:
  - Q 1. How well has the Area Committee done this year at serving the groups, and how can it better serve them in the coming year?
  - Q 2. How well has the Area Committee served the larger community, and how can the committee better serve the community-at-large?
  - Q 3. How well has the Area Committee done at supporting NA's regional and world services? How can the Area provide better support for these services?
- 2. Discussion on conducting an ongoing Newcomer Workshop.

3. PR Coordinator would like to ask GSRs to take back to their groups the idea of taking on the responsibility of providing specific hospitals and institutions with schedules on a regular basis.

### VIII. Additional Proposals –

### IX. Update from ASC Treasurer –

<b>Beginning Balance SEPT 2017</b>		<b>Available Funds for ASC</b>	<b>\$6846.77</b>
<b>Beginning Balance SEPT 2017</b>		<b>Available Funds for H&amp;I</b>	<b>\$4272.22</b>

#### Today's Activity at ASC:

<i>Account#</i>	<i>Expenses:</i>		<i>Account#</i>	<i>Income:</i>	<i>\$</i>
614	Agenda Copies	\$ 75.21	520	Donations from groups	\$ 1,066.05
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601	Regional donation	\$75.00	540	Donations for Coffee	\$ 6.50
605	Schedules	\$419.84	530	Group Literature	\$ 1,310.69
617	Rent (ASC & Admin/H&I)	\$227.50	552	Unity Day	\$
650	Phone lines	\$31.86			
616	Admin Supplies	\$ 41.32			
619	ASC Literature	\$1,524.08			
627.5	H&I Literature Expense	\$275.00			
644	Unity Day	\$			
603	RCM Mileage	\$20.00			
603	Literature Mileage	\$20.00			
690	ASC overpayment	\$60.00			
630	PR Expense	\$11.06		<b>Total Income at ASC</b>	<b>\$2,416.24</b>
				<b>Balance of Inc/Exp @ ASC</b>	<b>\$(364.63)</b>
	<b>Total Expenses</b>	<b>\$2,780.87</b>		<b>Ending Balance</b>	<b>\$6,482.14</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)	\$600.54	570	H & I Donation	\$328.90
628	Additional Schedules	\$10.00	572	H&I Fundraiser	\$
			627	H&I Literature Income	\$275.00
				<b>Total Income at ASC</b>	<b>\$603.90</b>
				<b>Balance of Inc/Exp @ ASC</b>	<b>\$(6.64)</b>
	<b>Total Expenses</b>	<b>\$610.54</b>		<b>Ending Balance</b>	<b>\$4,265.58</b>

<b>Ending Balance</b>		<b>ASC</b>	<b>\$6,482.14</b>
		<b>H&amp;I</b>	<b>\$4,265.58</b>
		<b>Total Balance in Checking</b>	<b>\$10,747.72</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 will now be at 6:30pm**

## Important Dates for Sept./Oct 2017, Plus more.....

- **ASC Meeting: Oct. 4<sup>th</sup>, 7pm**, Sierra 2, 2791 24th Street, Sacramento, CA 95818 (1st Wed.)
- **COS Women's Merchandise Committee Mtg., Weds, Sept. 13<sup>th</sup>, 6:30pm**, Heritage Oaks, 4300 Auburn Blvd., Room 104c, Sacramento 95841 (2nd Wed.) 1 of 2 monthly
- **Admin Meeting: Sept. 20<sup>th</sup>, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento, CA 95818 (3rd Wed.)
- **Outreach Task Group Meeting: Sept. 11<sup>th</sup>, 7pm**, Straw Hat Pizza, 2929 Mather Field Rd., Rancho Cordova 95670 (Mon. immediately following ASC)
- **H & I Task Group: Sept. 18<sup>th</sup>, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento 95818 (3rd Mon.)
- **Public Relations Task Group: Sept. 10<sup>th</sup>, 6pm**, Starbucks, 1401 Alhambra Blvd., Sacramento, 95815 (2nd Sun.)
- **Stand Down Event: Sept. 28<sup>th</sup>, 8am-5pm**, Gibson Ranch, 8554 Gibson Ranch Park Rd, Elverta, CA 95626

1. How well has the Area Committee done this year at serving the groups, and how can it better serve them in the coming year?
  - Our group doesn't really have a need from Area.
  - Great Job, would like to see area to put on area events.
  - Area had done a great job training GSRs to take info back to the groups\*.
  - More activities.
  - Need current schedules, consistency between American river and SacFNA.
  - Passionately, keep up the great work.
2. How well has the Area Committee served the larger community, and how can the committee better serve the community-at-large?
  - Great that Public Relations goes to places that we need them too.
  - Shortage of volunteers.
  - Get more people willing to be of service (Passionate people/motivate people).
  - School presentations (are they going to happen).
  - Have a variety of presentations, given by admin team rotating who is giving it.
  - The spirit of rotation is dying and without the meetings we cannot serve the community (meetings are dying) suggestion or ideas about combining groups.
  - Getting sponssees to be of service, sponsor responsibility .
  - Getting more unity between the different areas and better communication.
3. How well has the Area Committee done at supporting NA's regional and world services? How can the Area provide better support for these services?
  - How do we? And communicating it to the gsr's.
  - RCM giving more info to the GSR to give to Groups.
  - Posting all Region info on SacFNA website (scanning in from RCM) (Google docs on region?).
  - Money to region? Consistent, believe we are supporting well.
  - No support at world unity day last weekend.

## ADMIN REPORTS:

### Chair Report

Howdy-

I am back from my business travels. I will be back on the road for November's ASC and December's Admin. Meeting, so Tamara will get more practice as the ASC facilitator. Thank you for supporting Tamara as she learns the position; I continue to hear great things about her ability to lead! Thank you to those who participated in last month's Area Inventory-tonight we ask the GSRs for input on how to find solutions to a couple of ongoing issues that you identified during the inventory.

The Admin' Team will continue to meet at Sierra 2 Center in 2018. The monthly rent for ASC went up to \$150 per month, instead of \$196.25 which was previously requested. I believe this is a fair increase (from \$137.50) since it hasn't been raised since we came to Sierra 2 several years ago. If you have any comments, questions or concerns, don't hesitate to contact me or Tamara.

My Best,

**Dave M.**

- **Literature**

Hello Everyone,

Literature order is in, literature order has been picked up from Fairfield. I will be there at ASC to fill all your beautiful orders. Please be mindful of your totals and please recheck them to make sure that they are correct before you turn them in to me. Again, make sure you have the right amount on your money orders thank you. And just a reminder: all order forms need to be turned in before 8:30.

Marcie T.

- **Schedules**

Gabor and I got together and made the changes to the schedule and submitted them to the printer. I will pick them up from the printer on the night of area and bring them to area. I will not be running for schedule coordinator again this year. Thank you for letting me be of service.

Jeff T.

- **Treasurer's Report**

Third month in and I'm feeling good about the job we're doing. By ASC this evening the May, June and July audit should be completed.

Just a friendly reminder: if your group would like to make a donation to Region directly, please make your checks or money orders out to N.C.R.S.C. I can mail them in with our monthly RSC donation. Also, please continue to make all Area donations, H&I donations and Literature order checks and money orders out to SacFNA and include your group number.

Grateful to be of service,

Julie

- **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 practice softcopy. 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

Replace text with Report.

- **Outreach**

I would like to remind everyone to come out to the outreach workshop on October 7th. I would also like to thank everyone for letting me be of service to this area. It was a great experience!!!!!!!

Javier

- **Unity Day**

No report received

- **Volunteer Task Leader**

No report received.

## Admin Assistant Report

We need a volunteer for this position.

### A. Administrative Assistant (AA)

1. **Qualifications:** In addition to the general requirements for all officers and Admin Team members, it is suggested that the Administrative Assistant have:
  - a. A minimum of two years clean time at the time of elections.
  - b. Proficiency in Microsoft Word and Adobe PDF Creator.
  - c. The commitment is for one year.
2. **Duties and Responsibilities:**
  - a. Keeps clear and accurate minutes of all SacFNA-ASC and Admin Team meetings.
  - b. Makes a draft of the previous meeting's minutes and agenda available online no later than ten days after each SacFNA-ASC meeting and provides hard-copies for review and approval at each SacFNA-ASC meeting; as well as forward minutes to Admin. Team within seven days.
  - c. Provides the agenda packet and the Admin Team Meetings Minutes to the Webservant including all reports for posting at least three days prior to each ASC meeting whenever possible;
  - d. Provides copies of all minutes and originals of all proposals to the SacFNA-ASC Policy and Procedures Person after amendments and resolutions are finalized.
  - e. Remove unqualified groups from roll call quorum before the next ASC, (as defined in Section 4; Article III).
  - f. Serves as the AA for the SacFNA-ASC Admin Team.
  - g. Retains copies of all signed Memorandum of Financial Responsibility and Appendix B: Anti-Theft Policy.

## Policy and Procedure Report

I did not attend last month's ASC or the Admin Team meeting on 9/20/17 because I was on vacation and out of the area. Thank you to Leonard who graciously offered to cover the Policy & Procedure Admin position at SacFNA Area in September.

**Upcoming Guidelines Review:** We conducted a complete review of the SacFNA Guidelines on **Wednesday, 9/27/17**. Several members of the Admin Team were there.

This year, we will follow the schedule below:

- October 18th: Admin Team to review the proposed guidelines changes.
- November 1st: Present the proposed guidelines changes to the GSRs. The GSRs take the changes back to their groups, as appropriate.
- December: GSRs vote on guidelines to finalize them.

### What is the purpose of the SacFNA-Area Service Committee (ASC)?

According to Section I of the SacFNA Guidelines, "the purpose of the SacFNA-ASC is to serve the

common needs of members of Narcotics Anonymous by providing a forum which brings together group representatives in order to:

- A. Promote our primary purpose.
- B. Help the groups deal with their day to day problems and needs.
- C. Promote communication between and among groups and with NA as a whole.
- D. Provide a structure that develops, coordinates and maintains services on behalf of NA.

As a service committee of Narcotics Anonymous, this body seeks to further our primary purpose through the guidance of a Higher Power, the 12 Steps, 12 Traditions, 12 Concepts and the *Guide to Local Services*, to ensure that we conduct our business in a productive and spiritual environment."

Cordially, Nina P.

## Public Relations Report

This month's public relations task force meeting had three people in attendance. We folded boxes for schedules to be placed by groups in various facilities. We discussed checking into media resources possible TV radio newspaper or Post train in public transportation. We discussed a speaking opportunity at the Twin Rivers School District to be allowed to put posters or schedules or public information pamphlets and possibly renting a hall that they have available for an NA newcomer Workshop or some other event. I am excited about all of the new things we are trying to embark on.

Thursday September 28<sup>th</sup> is the Veterans Stand Down or we have an informational table with public information and schedules and answer questions the American River area has helped us with Staffing for this event. I am happy that we have started with some shared ventures with the other area.

Thank you for letting me be of service,

ERIC B

- **Phoneline Report**

There were 29 calls to the helpline from September 1<sup>st</sup> to September 27<sup>th</sup>. All calls were forwarded to a volunteer, there were no abandoned calls reported by the machine. There were 6 messages left on the system in August. Five of the messages were hang ups, one message was from an addict looking for information I tried to call back but I was unable to get back to him. The machine also reported 6 missed calls in July. 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 was informed at the last area service meeting that the machine was ringing the volunteer's phone too many times. The volunteer's voice mail answered and the caller left a message on the volunteer's personal answering service. I checked the machine and found that the caller settings were set for 7 rings. I was told that the setting was supposed to be set at 3 rings. I reset the machine to 4 rings, taking into account that most answering services don't engage until at least 5 or 6 rings. I decided that a setting of 4 rings also gives the volunteer a little bit longer to pick up the call, if this setting is still inadequate, I can adjust the machine accordingly.

I cannot accept another term of service because I have been the coordinator for the last two years, the guidelines require me to step aside. I will gladly continue to perform the duties of the position if no one volunteers to take the position, but I will not attend either the area service meeting or the admin meeting. I still intend to create training videos for using the machine and I will gladly assist anyone taking over the position in the future. I also have a laptop setup specifically for the position that I will donate to the area.

Gilbert C.

- **H & I Report**

Good Evening Everyone,

Each months spending depends on what the ASC group's donation are each month. That being said, we spent \$657.57 on Literature last month. Of this, we had two Literature orders. One was for \$606.69 and the second was \$50.88 for a total of \$657.57. The second order was for 25 "Behind the Walls – H&I" Booklets and for 85 "For the Newcomer" IPs that were missed from the previous order. Thank you for your contributions to help buy the Literature for those who cannot get to meetings.

Our update on the Facilities Document is be finalized and will be completed soon. We will bring copies as soon as we have the completed product.

**I still have one 'L' "Books for Crooks" T-Shirts to sell for \$10.**

The H&I Task Group have 4 Coordinator positions that are looking for replacements. Those positions are: *the Main Jail, Sacramento County Mental Health, Job Corp, and Yolo Main Jail*. Please let me know if you are interested in more information about being a Coordinator or Volunteer at one of our Facilities. If you want to apply for entry to speak or be a secretary at any of the Jails, we have applications for the Main Jail, RCCC, and Yolo County Jail. Our H&I Guidelines and the Applications can also be found online at the SacFna.org website.

The Jails and other facilities are asking for any Spanish written literature and for people that speak Spanish to come and be of service for the Spanish speaking incarcerated inmates. Please let us know if you can qualify to fill any of these needs with donated literature, or can be of service by volunteering to speak to them.

Phil will be here tonight for the H&I Task Leader election and has been chosen by the H&I Task Group as its choice for the new H&I Task Leader.

It has been a pleasure serving as the H&I Task Leader and I will be continuing on as a part of this group in a more minimal role. Thank you for allowing me to be of service.

I will pass on the H&I Binder to Phil and he will have the jail applications mentioned above.

Clean time requirements for H&I Service positions to be elected at the Oct 16<sup>th</sup> H&I Meeting, locate here at the Sierra 2 facility Rm. 12:

- Co-Task Leader – 2 years Election -October
- Secretary – 1 year Election -October
- Literature Person – 1 year Election -October
- Facility coordinator – 1 year or whatever is required by the Facility Election – When needed.
- Volunteer – 6 months unless Facility has longer clean time requirement. Anytime
- Designated Regional Representative – 2 years Election -October

In my deepest gratitude,

Leslie F.

**RCM's Report**

No Report Received a/o dark month at RSC.