

**Sacramento Fellowship of Narcotics Anonymous**  
Area Service Committee Minutes for “November 1st, 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 “October 4<sup>th</sup>, 2017” **APPROVED**
- C. Proposals
  - 1. To approve the SacFNA Guidelines as updated by the Admin. Team in September 2017 (P&P Person will present changes to Guidelines) **Will be reviewed tonight and voted on in December** .

**IV. Elections –**

- 1. Admin. Assistant – **None - Moved to next month.**
- 2. Outreach Task Leader – **None - Moved to next month..**
- 3. Unity Day Task Leader – **None - Moved to next month..**
- 4. Volunteer Coordinator – **None - Moved to next month..**
- 5. Web Coordinator – **Moved to next month..**

**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**

- 1. Members need support on how to do a report and then submit it to the Admin Assistant or Coordinator.
- 2. **Copy of Group Insurance Policy: <http://norcalna.org/pdf/EOI%202017-2018.pdf>**

**VIII. Additional Proposals**

IX. Update from ASC Treasurer –

Beginning Balance November		Available Funds for ASC	\$5,945.03
Beginning Balance November		Available	\$4,258.54

Today's Activity at ASC:

<i>Account#</i>	<i>Expenses:</i>		<i>Account #</i>	<i>Income:</i>	<i>\$</i>
614	Agenda Copies	\$83.13	520	Donations from groups	\$772.53
618	Storage Rental		560	7th Tradition at ASC	\$40.00
601	Regional donation	\$75.00	540	Donations for Coffee	\$6.00
605	Schedules		530	Group Literature	\$1,092.33
617	Rent (ASC & Admin/H&I	\$227.50			
650	Phone lines	\$31.79			
616	Admin Supplies				
619	ASC Literature	\$983.67			
627.5	H&I Literature Expense	\$275.00			
644	Tri-County Unity Day				
				<b>Total Income at ASC</b>	<b>\$1,910.86</b>
				<b>Balance of Inc/Exp @ ASC</b>	<b>\$234.77</b>
	<b>Total Expenses</b>	<b>\$1,676.09</b>		<b>Ending Balance</b>	<b>\$6,179.80</b>

Activity since last ASC H&I:

<i>Account#</i>	<i>Expenses:</i>		<i>Account #</i>	<i>Income:</i>	<i>\$</i>
627	Literature (H&I)	\$628.07	570	H & I Donation	\$315.04
628	Additional Schedules -		590	H&I Literature Income	\$275.00
629	Literature (H&I)	\$50.88	572	H&I Fundraiser	
				<b>Total Income at ASC</b>	<b>\$590.04</b>
				<b>Balance of Inc/Exp @ ASC</b>	<b>(\$88.91)</b>
	<b>Total Expenses</b>	<b>\$678.95</b>		<b>Ending Balance</b>	<b>\$4,169.63</b>

Ending Balance		ASC	\$6,179.80
		H&I	\$4,169.63
		<b>Total Balance in Checking</b>	<b>\$10,349.43</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 November 2017, plus more.....

- **ASC Meeting: December 6th, 7pm**, Sierra 2, 2791 24th Street, Sacramento, CA 95818 (1st Wed)
- **COS Women's Merchandise Committee Mtg., Weds, November 8<sup>th</sup>, 6:30pm**, Heritage Oaks, 4300 Auburn Blvd., Room 104c, Sacramento 95821 (2nd Wed)
- **Admin Meeting: November 15<sup>th</sup>, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento, CA 95818 (3rd Wed)
- **H & I Task Group: November 20<sup>th</sup>, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento 95818 (3rd Mon)
- **Public Relations Task Group: November 12<sup>th</sup>, 6pm**, Starbucks, 1401 Alhambra Blvd., Sacramento, 95815 (2<sup>nd</sup> Sun)
- **Outreach Task Group Meeting: Postponed Until Further Notice**

### **Guideline Changes: Will be voted on next month!!**

- We made several grammar changes, adding / removing punctuation, and improving sentence structure in various sections of the Guidelines.
- Section Seven, Article I: Administrative Officers
  - Changed the **Vice Chair** commitment to *two years, the first year as Vice Chair and the second year, presumably, as Chair.*
  - In addition to MS Word and Adobe PDF Creator, added *MS Excel* to proficiency requirements for the **Administrative Assistant**.
- Section Seven, Article II: Additional Positions Comprising the Admin Team
  - Changed the **Assistant Treasurer** commitment to two years, *the first year as Assistant Treasurer and the second year, presumably, as Treasurer.*
  - Changed the **Assistant Literature Coordinator** commitment to *two years, the first year as Assistant Literature Coordinator and the second year, presumably as Literature Coordinator.*
- Section Seven, Article III: Additional Provisions, Item B regarding Audits:
  - Changed to wording from The Admin Team will audit ~~all~~ financial records quarterly to The Admin Team will audit *the previous quarter's* financial records quarterly.
- Section Seven, Article IV: Non-Administrative Positions, Item 2 Coffee Person Duties and Responsibilities
  - Arrives by *6:30pm* instead of ~~6:15pm~~.
  - *Cleans out the coffee pot, organizes supplies, and prepares everything for storage* during the duration of the commitment.
- Section Eight, Article II: Rules of Nomination, Item C
  - At the close of nominations for each position, candidates ~~are invited~~ to state their qualifications, ....