



Monterey County Area Service Committee Minutes March 12, 2017

1. Open Meeting with Serenity Prayer: 3pm

Read Twelve Traditions: Alex

Twelve Concepts: Stan

2. **MCASC Purpose:** The purpose of this body will be the coordination of Narcotics Anonymous activities common to the various groups comprising its membership, in accordance with the Twelve Traditions of Narcotics Anonymous. Our purpose is to further the unity of the Fellowship within the Monterey County Area and on the inter-group level by existing as a channel of communication between the groups representing Monterey County Area, the Northern California Region, and Narcotics Anonymous as a whole. Further, our purpose is to communicate with one another on all matters pertaining to our common welfare and common purpose, which is the carrying of the message of Narcotics Anonymous to the addict who still suffers, with the spirit of unity and recovery. We are here to respond to the needs of service of our area as they arise, and to maintain the Twelve Traditions and Twelve Concepts in all our functions.

3. **GSR Duties:** A Group Service Representative (GSR) is the first line of communication between the group and Narcotics Anonymous as a whole. Your duties are very important to this Area, and to your Group. A GSR is the link that binds the Groups together in the performance of our primary purpose. It is your responsibility to express only your group's conscience in all matters. Please be aware that there is an orientation held 30 minutes prior to the beginning of this meeting for all new GSR's and interested parties.

4. **Chairperson's opening Statement:** Group donations are to be turned in before the meeting starts. If the donation from your group has not yet been turned in, please place it in the appropriate envelope and turn it in now. Literature order forms are to be turned in before the start of the meeting. Literature is to be picked up at the end of the meeting, unless you are a GSR or Secretary for a Sunday afternoon meeting. Subcommittees- please have your subcommittee report out for disbursement and review at least 30 minutes prior to the start of this meeting and that a copy is provided to each of the ASC committee. Please smoke in only the approved smoking area. I will need 5 volunteers to help break down this room, and take out the garbage. Please consider your conduct, and avoid side conversations, respecting others in service. Do your best to place principals before personalities, and be aware of procedures. We are here to carry on the business of 'Carrying the message to the Addict who still suffers.' For procedure and conduct we look to the Guide to Local Service, the Twelve Traditions of NA, The Twelve Concepts of Service, our MCASC Guidelines, as well we also refer to a set of procedures known as Roberts Rules of Order (modified), which have been used for hundreds of years to help groups run meetings. The Sixth Concept of Service States "As we steadily apply spiritual principals in our lives, our decisions and actions increasingly become less motivated by self-interest, and more motivated by what our conscience tell us is good and right. All motions are to be submitted on a motion form to the Vice Char. I would like to remind all subcommittees and event chair's that their archives should be turned in to our Area Recording Secretary.

5. Introduction of new GSR's:

- Introduction of Visitors: Billi-Hollister, David

6. Roll Call & Meeting Check-In (Sub-Committee, and GSR's): see separate.

- 15 meeting present 46%, 17 meeting absent 53%

7. Birthdays: Debbie 18mths

8. Minutes from last month: tabled for motions to be included and approved next month

9. Chair Report: not present, read by VC.: please make sure that we keep our meeting space clean and be respectable

10. Vice Chair Report: no report

11. Secretary Report: Hello All,

I must express that I had issues with the completing the minutes and getting everything scanned in. I had a few questions and I emailed the ASC Admin committee to fill in the blanks. These were my questions, but I have still not received the answers to them and I would like the answers to them.

1. Where are the motions? Who has them and please send them to me.
2. In Chair report, the Board of Directors was brought up. Was this talked about in open forum at all?

3. Why was the changing of the meeting date approved without going back to the meetings? Per our current guidelines, any guideline change needs to be taken back to the meetings for a vote. See below... this was a guideline change, what happened???

I have a few topics that need to go onto open forum or need to be addressed.

1. The Vice president of the bank called me directly about the accounts, I explained to her then that we should be following all proper banking policies going forward. After reviewing the QuickBooks form needing my signature, I noticed some corrections that need to be made first. 1. The address is incorrect and 2. The form releases us to make on line bill payments. My recommendation is that we wait until April after elections to finalize this, so we are not redoing it again in 2 months..
2. Why was the meeting changed without following the guidelines? I was told the vote was 12 for the move 10 against and 2 abstaining. This count doesn't seem to be obvious and should have been taken back to the groups and not rushed.

- **VOTING PROCEDURES:**

For all guideline changes, a quorum is necessary. A quorum is two-thirds of the voting members present at first roll call. A simple majority vote will suffice in all other matters.

- **All proposed Guideline changes shall be referred back to the Groups for a Group Conscience, and then voted on at the next ASC.**

Outstanding action or requested items that have been from this ASC body.

1. Emailed web servant approved January meeting minutes.
2. From Literature: Monthly inventory spreadsheet and report.

Thank You, Christi G., MCANA Recording Secretary, Administrative Committee

12. 7th Tradition collected: \$33.00

13. Guideline Review: 30 mins. completed

14. Sub-Committee Reports:

- a. Hospitals and Institutions: report attached: Elections are next month 4/5/17 Desperate for a secretary. Stan did not attend the March meeting.
- b. Public Relations: report attached; phone lines are incorrect and have been wrong for a while. The online service information is still incorrect as well as the address and time of area and subcommittee meetings. Yellow Pages: Why are we paying for a phone line and service that isn't correct? New meeting in Hollister; Rainbow meeting. Activities is 3rd Sunday of month at 11:30 Starbuck in Prunedale.
- c. Activities: report attached: Chelsea provided the report
- d. Talent Show: report attached. Event is happening soon.... The event is sold out a week before the show. T shirt for sale. \$15.00 they had 2 round ups this year. Doors open at 4pm, speaker is at 6pm, talent show 7pm. Accepting raffle donations. Next ASC they will have all financial reports.
- e. MBCNA: report attached: report attached: Brochures are out. It's our year to step up and be of service, let's show up. It will be at the new convention center, yeah!!!!
- f. Pig Roast: no one present to report.
- g. WSLD: report attached: David h voted in as Co-Chair, need a recording secretary.
- h. RCM Report: RSC Report from January 14. Chris and Mike.

Literature Customer Survey

As part of an evaluation of the literature distribution system, NAWS is collecting feedback from members, groups, areas, regions, and offices that have ordered literature from NA World Services. They are asking we please take a moment to answer some simple questions, which will assist us in this effort.

There an online survey and you can access it at <https://www.surveymonkey.com/r/litdist>

Any group, region, member, or office (such as our own RSO) that purchases literature from NA World Services is encouraged to reply. They are asking for responses by 31 March 2017.

Band of Brothers: Asked our Region to support this convention. (Region is in support of this Convention)

NCCNA: They have 700 at the end of February, compared to 399 last year. They have filled the room blocks at both motels. The Hyatt Regency is completely booked. Sheraton Grande has limited rooms. They have limited rooms at the Holiday Inn Express and Marriott Residence Inn.

Basic Text distribution by language:

- English 59%
- Farsi 30%
- Portuguese (Brazil) 4%
- Other 7%

Treasure's Report

January 2017		
Beginning Balance		4,639.41
Donations		8,196.87
Accounts Payable		(4,551.33)
Pre-paid expense -		
Operating Reserve		8,714.00
	Total	8,284.95
Balance Less Operating Reserve		(429.05)
20% To Available Discretionary		(85.81)
Donation To WSC		(343.24)
January 2017		
Savings		
Prudent Reserve		5,152.00
Pre-Paid Expenses		10,059.49
Encumbered Disc Funds		2,000.00
Available Discretionary		30,837.29
Interest		1.23
	Total	48,050.01

- i. Outreach: no one present and no report
- j. Treasurers Report: see written attached report.
 - Income \$ 1370.91
 - Expense \$ 1071.67
 - 14 groups donated \$ 3326.13
 - Discussions:
 1. Department of justice report filed.
 2. Member questioned why there is such a delayed deposit. Over a week is outside out guidelines. The proper procedure is that the Vice Chair makes the deposit and counts all the literature money and deposits it to stay in the guidelines.
 3. Anne requested to know who to pay rent to.
 4. Have any subcommittee provided reports to Treasurer.... NO they have not.....
- k. Financial Audit: Monterey County Area Financial Audit, March 22, 2017
- l. Literature: Lit. Question is why is there a delay in the deposit? Due to getting out of ASC late. Now the procedure will be to have the VC double count so that the deposit .
 - Old Lit On-hand: \$ 4529.09
 - Amount Sold \$ 619.51
 - + Amount Ordered \$333.22
 - Petty Cash \$ 36.07

Women's' Brunch: Sister to Sister in Salinas and Women Do Recover in Hollister will be sponsoring this event going forward. Still need to pay ASC for the taxes.

- 15. 10 Minute Break
- 16. Roll Call: Second roll call: 13 present only 40% / 19 absent
- 17. Reading of Concept: 3rd concept
- 18. **Old Business:**
 - **Financial Audit:** A motion was passed to form an ad-hock committee but nothing ever happened. Why was the report not brought and discussed at ASC last month.
 - **Treasurer:** ASC Annual Budget: **Approved**
- 19. Open Forum: none

20. New Business/ Motions:

1. AD-hoc committee meeting for recommendations of the finding of the financial audit. Ad-hoc is now formed and will meet on 4/9/17@ 1pm.
2. Meeting Changed time: The motion that was made to move the meeting was not a valid we did not follow the guidelines. Motion was made by the Chair. Elections are in April why did we not wait until then to make the change. Many members were confused as to how this passed. We only have 13 meeting at ASC out of 32. Very low attendance at a time during nomination and election meetings, this is not a good thing and maybe not planned out very well. Mike stated that the new ASC meeting time does not allow for an RCM report to be completed in time.
3. Facilities Rent: how do we want to pay. Let's pay the same way we were at the other facility. Everyone agreed.
4. New motions should be discussed in open forum: This way the topic can be discussed and have the appropriate time. Straw poll unanimous for it. This will be adjusted on the agenda.
5. Christi will make the deposit for ASC in absence of the Chair.
6. The monies collected from the ASC will be given to Circle of Sisters for the next ASC meeting fundraiser. \$83.00

Motions:

- 3-12-1: Approve H&I guidelines: Tabled until next month
- 3-12-2: ASC put WSLD XXXI on April or May agenda: Approved
- 3-12-3: ASC reimburse RCM for travel expenses for March meeting. Line item 2006 \$108.00. Moot
- 3-12-4: ASC literature donates Guiding Principles and Just for Today to the talent show. Approved
- 3-12-5: ASC conduct and Area Inventory: Approved
- 3-12-6: ASC to pay rent to the new facility to housing Authority Monterey, CA. Approved
- 3-12-7: The motions are read at open forum: Approved.

21. Nominations:

- Chair- Open
- Vice-Chair- Nick
- Secretary- Open
- Treasurer- Open
- Co Treasurer- Open
- RCM #1- Mike
- RCM #2- Chris

Sub-Committees

- Literature Chair - Leslie
- Literature Vice-Chair- Open
- Literature Assistant- Open
- Activities Chair- Open
- Activities Vice-Chair- Open
- Talent Show Chair- Open
- Talent Show Vice Chair- Open
- PI/PR Chair - Joe
- PI/PR Vice-Chair - Open
- H & I Chair- Sarah
- H & I Vice-Chair- Open
- Pig Roast Chair -Tish
- Outreach Chair- Open

22. Action items:

- **Secretary:** update guidelines and motions. Make the March ASC deposit.
- **AC:** Complete RSC survey
- **RCM:** Notify COS that we voted yes for fundraiser for next mtg. 4/2/17.
- **PI:** Yellow Pages issue addressed. Report back from World Service meeting schedule.

22. Close Meeting: 3rd Step Prayer 7:05pm

Next meeting 4/9/17 @ 3pm