

Monterey County Area Service Committee Minutes
October 10, 2016

1. Open Meeting with Serenity Prayer: 6:30pm

Twelve Traditions: Ellen

Twelve Concepts: Tiffany

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 Monday night 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: Joey, Gillian, Bill

- Introduction of Visitors: Tiffany

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

- Absent:
- 21 Active Meetings, 17 Present GSR's, 21 Voting Members

- **Inactive Meetings as of 10/10/16: 11 inactive**

Basic Noon Group M-F 12 PM
Living Clean 4pm
8:00 PM Rotating Format
7:00PM Speaker Discussion
8:00 PM Coming Home
6:00 PM Recovery Happens
9:00 AM Wake Up!
10:00 AM Super Sunday Gameshow/PG
5:30 PM Women's Sister to Sister
King City Home Group
Soledad Home Group

7. Birthdays:

- Ellen 2 yrs, Dana 9 mths

8. Minutes from last month: Approved with the amendments.

9. Chair Report: None

10. Vice Chair Report: None

11. Secretary Report: Received letter from TFB needing additional information for Nonprofit reinstatement.

12. 7th Tradition

13. Suspending the order of business: Election of a ASC Chair: Bobby J. voted in.

14. Sub-Committee Reports:

- a. Hospitals and Institutions: budget and guidelines will be brought next month.
- b. Public Relations: open position for schedule coordinator.
- c. Activities: Monster Mash 10/29 6pm.
- d. Talent Show: logo contest next mtg. 10/18
- e. MBCNA: no meeting last month, Jan 12-14, 2018, website was also incorrect but is being updated.
- f. Pig Roast:
- g. WSLD:
- h. RCM Report: RSO has an outstanding bill over 90 days old. Any group having a 501c3 should be notifying Region. The bill was paid on 9/27/16 for \$1188.75. John announced that he has a medical issue that is hindering him in the position. A concern was brought forth about the RCM to fulfill the commitment and John resigned from position.
- i. Outreach: working on a flier that has a list of meetings that need support. Rosie attending the H&I Region meeting.
- j. Treasurers Report: see written attached report.
 - Income \$ 8040.85
 - Expense \$ 5233.19
 - 13 groups donated \$ 693.
 - Asst. Treasurer asked that envelopes are turned in by 7:15 PM.
 - Treasury Discussions: Nonprofit: *no update was give.*
 - Member also requested bank statements and reconciliations to be provided.
- k. Women's Brunch: SOLD OUT!!!!
- l. Guidelines Ad-hock: Guidelines, Chair decided to not allow the discussion and wait to entertain a future motion. GSR's of different groups questioned why we were not talking about it, they have done the work and they have recommendations from their groups. It was stated that this has continued to be pushed to the back burner every month. Chair made the decision and moved on without taking a vote.

Literature: Lit. Chair was not present and could not be reached. There was no new report available.

- Old Lit On-hand: \$ 4072.85
- Amount Sold \$ 724.78
- + Amount Ordered \$1215.73
- Petty Cash \$ 28.00
- New Balance \$ none given

15. 10 Minute Break

16. Roll Call: Second roll call: 21 members

17. Reading of Concept: Concept 11, Read and discussed.

18. Old Business:

A. Elections:

- Vice Treasurer: Trish G. voted in.
- RCM 1: Chris D. voted in.
- RCM 2: Mike H. voted in.
- **Merchandise Sales Liaison: OPEN!!!!**

19. Open Forum:

A. Stan: Communication between Area and individual members at meetings, only events are being announced. Member stated that the ASC is the bridge and they should be coming to find out the information.

20. New Business/ Motions:

10-10-1: to reimburse Sara L. for literature items \$32.11 passed.

10-10-2: to reimburse Leslie S. for printer ink \$139.67, moot

10-10-3: MCANA reconvene ASC Guideline ad-hoc committee to address concern/ recommendation of members. Joe B. passed.

10-10-4: RCM to reimburse for Sept travel to Region. Abandon

21. Action items and meeting recap.

- **Literature to email ASC Secretary the inventory spreadsheet. Second request.**
- **Treasurer to bring bank statements and reconciliation reports to next meeting with reports. Third Request.**
- **Anne to email all of the documents sent to Tax. Second Request.**
- **Reconvening of Guideline ad hoc committee meeting: next meeting. Next meeting Monday 10/17/16 at 6 pm at Starbucks in Prunedale.**

22. Close Meeting: 3rd Step Prayer

Next meeting November 14, 2016 the at 6:30pm

In Service,

Christi G.



**Subcommittee Monthly Report
Monterey County Area of Narcotics Anonymous**

Report Month: June 2016	Today's Date: October 5, 2016
Subcommittee Name:	Public Information/Public Relations
Meeting Location:	First United Methodist Church 404 Lincoln Ave, Salinas, CA 93901
Date & Time of Meeting:	1 st Wednesday of the month 7:00 pm
Chair:	Joe B. E-mail: pichair@monterey-sbna.org
Vice Chair:	Jim D. E-Mail: jimdull7@gmail.com
Meeting Schedules and Help-Line Coordinator:	Leslie S. E-mail: Lstra4802@sbcglobal.net

Literature Racks: Tish B., Cathy W.

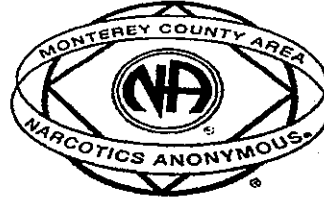
Subcommittee Summary:

- Please send all flyers to: flyer_approval@monterey-sbna.org or pichair@monterey-sbna.org
- New meeting schedules are available in packets of 25. Thank you Leslie.
- Web site will be updated with correct Activities info in next 2 days. Thank you Lori.
- There are now e-mail addresses for all of the ASC Panel Members and all phone extensions are operational. There is a directory available with all of the E-mail addresses and extensions.
- San Benito County now has an active pi rack located at Behavioral Health. Thanks Rosie H!
- MCANA website Calendar is in active planning stages, Lori W. is researching possibilities.
- A Fall Assembly is in the planning stages. Outreach, H&I and PR are planning the program.
- Leslie S. was nominated and elected Phone Line Coordinator.

NEXT MEETING

**Wednesday November 2, 2016
First United Methodist Church
404 Lincoln Street
Salinas, CA 93901
7:00 PM**

AREA TREASURER'S REPORT 10/2016



Hello Everyone,

The Area's checking account transactions for Sept 2016 are as follows:

Beginning Balance	\$13,629.38	H & I Lit. Funds	5847.07
Income	8040.85	Lit. Ordered	3246.93
Expenses	5233.19	Total Remaining	\$2,600.14
Encumbered funds 2017	\$9,270.00		
H/I Literature Funds	2600.14		
Ending Balance	\$4,566.90		
13 Groups Donated	\$693.00		

Account details are as follows:

Payee	Expenses	Description	Income
NAWS	\$ 25.00	World Donation	
NCRSO	\$ 170.00	Region Donation	
Freedom Voice	\$ 48.01	Ans. Service	
Got.Net	\$ 24.95	Internet	
Ken H.	\$ 3,246.93	H&I Literature	
Stan A.	\$ 108.00	H/I Travel	
NCRSO, Inc.	\$ 1,188.75	Literature	
Stan A.	\$ 245.00	Travel WLSD	
Pig Roast	\$ 176.55	Pay Pal Funds	
Literature Sales			\$ 724.78
7th Tradition			\$ 693.00
Pig Roast for H&I		H/I Lit. funds	\$ 5,847.07
Women's Brunch		Return Seed \$	\$ 600.00
Pig Roast Sales Tax			\$ 176.00
Total	\$ 5,233.19		\$ 8,040.85

All Subcommittees are reminded that they are responsible for keeping a current accounting of their income and expenses to be turned into the Treasurer each month at ASC. This includes a bank statement and reconciliation form.

PI Budget Proposed

Subcommittee Monthly Report

Monterey County Area of Narcotics Anonymous

Report Month OCTOBER Today's Date 10/10/16

Subcommittee Name: WSLD XXXI

Meeting Location: GRANITE ROCK - WATSONVILLE

Day & Time of meeting: _____

Co-Chair Name: (SANTA CRUZ) NATALYA

Phone#: 707-834-2567 E-Mail: ~~NJACKSO@UCSC.EDU~~ NATALYA JACKSO

CO-Vice-Chair Name: (MONTEREY) OPEN

Phone# _____ E-Mail: _____

Subcommittee Meeting Summary:

- OUR COMMITTEE WILL BE TRAVELING TO WSLD XXV IN SAN DIEGO ON 10/20/16
- OUR WEBSITE WILL BE UP AND OPERATIONAL AND OPEN FOR REGISTRATION/MERCHANDISE ON THE 22ND THE LAST DAY OF CONFERENCE
- THINGS ARE MOVING FAST AND WSLD XXV IS A LITTLE OVER 12 MONTHS AWAY !!!
- WE HAVE OUR LAST FUNDRAISER ON SATURDAY NOV. 12 AT FIRST UNITED METHODIST IN SALINAS. SPEAKER JAM, DINNER AND STAN HAS SOME FIRE SPEAKERS LINED UP.

Upcoming Events:

- SPEAKER JAM ON 11/12 @ FIRST UNITED METHODIST CHURCH IN SALINAS, DOORS OPEN @ 3 PM
- WE ARE LOOKING FOR RAFFLE DONATIONS YOUR HELP WOULD BE MUCH APPRECIATED

Open positions within the committee and clean time requirements:

- CO-CHAIR (MONTEREY)
- ENTERTAINMENT
- WEB + SOCIAL MEDIA

Subcommittee Treasury Report

Subcommittee: <u>WSLD</u>	Date: <u>September 12, 2016</u>
Chair: <u>Natalya J.</u>	Treasurer: <u>Cathy C.</u>
Chair Contact Info: <u>707-834-2567</u>	Treas Contact Info: <u>831-246-2622</u>
Income: <u>2218.59</u>	Prev. Cash Balance: <u>6710.13</u>
Expense: <u>0.00</u>	+ Income / - Loss: <u>2218.59</u>
Income / (Loss): <u>2218.59</u>	Cur. Cash Balance: <u>8928.72</u>

Does the treasurer give a report to the subcommittee regularly?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Does the committee have a bank account?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Does the treasurer keep a check book register?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Does the committee have a budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
Does the committee track actuals to the budget?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

Income is from the Ice Cream Jam September 10th. Expenses have not yet been paid.

Reimbursement will be given to all who signed up for the Women's Spiritual Retreat. The retreat is cancelled due to fire.

WSLD Committee **Check Register Account #1691**

Date:	Clrf?	Ck #	Paid To/Deposit From:	Description:	3/3/2016	Related Area	Dep Amnt:	Ck Amnt:	Balance
3/3/2016			Beginning Balance						\$ 4,916.56
3/5/2016	x	0091	Automatic Withdrawal	Check Stock	WSLD	Transferred from Account #7594		\$ 36.00	\$ 4,880.56
3/29/2016	x	1001	Evelyn Louka	Post Office Box	WSLD			\$ 160.00	\$ 4,720.56
4/9/2016	x	1002	Color Text	T-shirt	WSLD			\$ 519.57	\$ 4,200.99
4/9/2016	x	1002	NCRSQ, Inc.	Insurance	WSLD			\$ 25.00	\$ 4,175.99
5/2/2016	x	1003	Catherine Casey	Arroyo Seco Park Fee	WSLD			\$ 159.00	\$ 4,016.99
5/1/2016			Deposit	Sonya Morrison	Camp Out		\$ 50.00		\$ 4,066.99
5/1/2016			Deposit	Marion Green	Camp Out		\$ 50.00		\$ 4,116.99
5/1/2016			Deposit	Catherine Casey	Camp Out		\$ 50.00		\$ 4,166.99
5/1/2016			Deposit	Star-Cathy Meal Tickets	BBQ-Salinas		\$ 260.00		\$ 4,426.99
5/1/2016			Deposit	Stan-Cathy T-shirt	BBQ-Salinas		\$ 180.00		\$ 4,606.99
5/1/2016			Deposit	Wendy	Camp Out		\$ 25.00		\$ 4,631.99
5/1/2016			Deposit	7th Tradition	Room Rent		\$ 87.00		\$ 4,718.99
5/1/2016			Deposit	Donation	WSLD		\$ 10.00		\$ 4,728.99
6/27/2016			Deposit	Camp out	Camp Out		\$ 100.00		\$ 4,828.99
6/27/2016			Deposit	BBQ (T-shirts and Lunch Tix)	BBQ-Salinas		\$ 425.00		\$ 5,253.99
6/20/2016	x	1007	Peter Waligora	Food	BBQ-Salinas		\$ 300.00		\$ 4,953.99
6/20/2016			Deposit	Amy Schmidt	Camp Out		\$ 50.00		\$ 5,003.99
6/28/2016			Square Inc.	Square	WSLD		\$ 0.49		\$ 5,003.50
6/30/2016	x	1008	Natalya Jackson	Penny-A-Day Buttons	WSLD		\$ 0.49		\$ 5,003.99
6/7/2016	x	1004	Salinas Park and Rec	BBQ	BBQ-Salinas		\$ 42.59		\$ 4,961.40
6/7/2016	x	1005	Salinas Park and Rec	BBQ	BBQ-Salinas		\$ 214.00		\$ 4,747.40
6/20/2016	x	1006	Salinas Park and Rec	Void	BBQ-Salinas (\$204 deposit-returned)		\$ 106.00		\$ 4,641.40
7/1/2016			Deposit	BBQ	BBQ		\$ 1,470.86		\$ 6,112.26
7/1/2016			Deposit	Square	BBQ		\$ 134.87		\$ 6,247.13
7/1/2016			Deposit	BBQ	BBQ		\$ 240.00		\$ 6,487.13
7/8/2016	x	1009	Catherine Casey	BBQ-Cash for Cash Boxes	BBQ		\$ 125.00		\$ 6,362.13
7/12/2016			Deposit	Amy Eisenhut	Camp Out		\$ 25.00		\$ 6,387.13
7/6/2016			Deposit	Anna Jacobs	Camp Out		\$ 75.00		\$ 6,462.13
7/3/2016			Deposit	Susan Edgin	Camp Out		\$ 25.00		\$ 6,487.13
8/1/2016			Deposit	Megan Evans	Camp Out		\$ 50.00		\$ 6,537.13
8/1/2016			Deposit	BBQ and Camp Out	WSLD		\$ 173.00		\$ 6,710.13
8/8/2016			Deposit	Megan Evans	Refund City of Salinas		\$ 320.00		\$ 7,030.13
8/15/2016		1010	Leslie Strauss	Casey Diralmundo	Camp-Out		\$ 25.00		\$ 7,055.13
8/15/2016		1011	First United Methodist Church	Insurance	Void		\$ -		\$ 7,055.13
8/15/2016		1012	Leslie Strauss	Supplies-Ice Cream Jam	Void		\$ -		\$ 7,055.13
8/22/2016			Deposit	Square	Natalya-Camp Out		\$ 29.18		\$ 7,084.31
8/30/2016			Deposit	Square	Ice Cream Jam-		\$ 39.41		\$ 7,123.72
9/1/2016			Deposit	Michael Vaden	Ice Cream Jam		\$ 8.00		\$ 7,131.72
9/1/2016			Deposit	Melody Korkos	Ice Cream Jam		\$ 15.00		\$ 7,146.72
9/1/2016			Deposit	Leslie Strauss	Ice Cream Jam		\$ 264.00		\$ 7,410.72
9/12/2016			Deposit	Cash	Ice Cream Jam		\$ 1,518.00		\$ 8,928.72

WSLD Committee

Petty Cash

Date:	Description:	Related Area	Debit	Credit	Balance
4/18/2015	Retained - Santa Cruz Speaker Meeting	Santa Cruz			\$ 44.75
5/11/2015	WSLD Meeting Change from Deposit	WSLD		1.06	\$ 45.81
5/11/2015	Natalya J - Penny A Day	Santa Cruz		120.50	\$ 166.31
5/11/2015	Natalya J - Penny A Day	Santa Cruz		7.25	\$ 173.56
5/11/2015	Cathy C - Penny A Day	Santa Cruz		3.81	\$ 177.37
5/15/2015	Stan A - Penny A Day	Monterey		390.00	\$ 567.37
7/9/2015	Smart and Final	Speaker Jam-Santa Cruz	\$ 260.59		\$ 306.78
6/29/2015	Lunch ticket money received at meeting in Watsonville	Speaker Jam-Santa Cruz		112.00	\$ 418.78
7/11/2015	Lunch tickets Cathy	Speaker Jam-Santa Cruz		84.00	\$ 502.78
7/15/2015	Lunch tickets Stan	Speaker Jam-Santa Cruz		20.00	\$ 522.78
7/15/2015	Lunch tickets Natalya	Speaker Jam-Santa Cruz		27.00	\$ 549.78
7/15/2015	Lunch tickets Zing	Speaker Jam-Santa Cruz		7.00	\$ 556.78
7/15/2015	Lunch tickets Leslie	Speaker Jam-Santa Cruz		20.00	\$ 576.78
7/16/2015	Dallas Tree Stores, Inc	Speaker Jam-Santa Cruz	\$ 3.26		\$ 573.52
7/16/2015	Dallas Tree Stores, Inc	Speaker Jam-Santa Cruz	\$ 14.13		\$ 559.39
7/16/2015	Home Depot	Speaker Jam-Santa Cruz	\$ 7.55		\$ 551.84
7/16/2015	Safeway	Speaker Jam-Santa Cruz	\$ 18.10		\$ 533.74
7/16/2015	Staples	Speaker Jam-Santa Cruz	\$ 6.50		\$ 527.24
7/17/2015	Safeway	Speaker Jam-Santa Cruz	\$ 27.46		\$ 499.78
7/17/2015	Woodworm	Speaker Jam-Santa Cruz	\$ 16.29		\$ 483.49
7/17/2015	Costco	Speaker Jam-Santa Cruz	\$ 268.15		\$ 215.34
7/18/2015	Safeway	Speaker Jam-Santa Cruz	\$ 18.79		\$ 196.55
7/17/2015	AJ's	Speaker Jam-Santa Cruz	\$ 12.32		\$ 184.23
7/18/2015	Costco	Speaker Jam-Santa Cruz	\$ 114.43		\$ 69.80
7/18/2015	Receipts	Speaker Jam-Santa Cruz		1,237.35	\$ 1,307.15
7/20/2015	Deposit into the Bank		\$ 1,279.75		\$ 27.40
9/2/2015	Deposit into the Bank		\$ 27.40		\$ (0.00)
9/11/2016	For Penny A Day Box	Ice Cream Social		\$ 65.60	\$ 65.60

Keep for change

**BofA Core Checking - 1691: Account Activity**

Balance Summary:\$7,123.72 (available as of today 09/11/2016)

View:today 09/11/2016

All Transactions

Posting Date	Description	Status	\$Amount	\$Available Balance
Amount included in Available Balance				

Processing	BKOFAMERICA MOBILE 09/11 #003477132249 DEPOSIT *MOBILE CA \$8.00 Total deposit \$0.00 Available now \$8.00 Credit pending ¹ (available to cover items posting on 09/12. Available next business day for withdrawal and Debit Card purchases.)	P	0.00	7,123.72
Processing	BKOFAMERICA MOBILE 09/11 #003477132399 DEPOSIT *MOBILE CA \$15.00 Total deposit \$0.00 Available now \$15.00 Credit pending ¹ (available to cover items posting on 09/12. Available next business day for withdrawal and Debit Card purchases.)	P	0.00	7,123.72
Processing	BKOFAMERICA MOBILE 09/11 #003477132609 DEPOSIT *MOBILE CA \$264.00 Total deposit \$0.00 Available now \$264.00 Credit pending ¹ (available to cover items posting on 09/12. Available next business day for withdrawal and Debit Card purchases.)	P	0.00	7,123.72
08/30/2016	Square Inc DES:160830P2 ID:L201135271049 INDN:Monterey County Area N CO...	C	39.41	7,123.72

Statement as of 08/27/2016

08/22/2016	Square Inc DES:160822P2 ID:L201133311078 INDN:Monterey County Area N CO...	C	29.18	7,084.31
08/15/2016	BKOFAMERICA MOBILE 08/16 3469680627 DEPOSIT *MOBILE CA	C	320.00	7,055.13
08/08/2016	BKOFAMERICA MOBILE 08/07 3467231000 DEPOSIT *MOBILE CA	C	25.00	6,735.13
08/01/2016	BKOFAMERICA MOBILE 07/31 3465078369 DEPOSIT *MOBILE CA	C	50.00	6,710.13
08/01/2016	Counter Credit	C	173.00	6,660.13

Statement as of 07/27/2016

07/12/2016	BKOFAMERICA MOBILE 07/12 3459831533 DEPOSIT *MOBILE CA	C	25.00	6,487.13
07/12/2016	Counter Credit	C	1,470.86	6,462.13

Posting Date	Description	Status	\$Amount	\$Available Balance
07/11/2016	Square Inc DES:160711P2 ID:L201122556572 INDN:Monterey County Area N CO...	C	134.87	4,991.27
07/11/2016	BKOFAMERICA MOBILE 07/11 3459406771 DEPOSIT *MOBILE CA	C	240.00	4,856.40
07/07/2016	Check 1009	C	-125.00	4,616.40
07/06/2016	Check 1005	C	-106.00	4,741.40
07/06/2016	Check 1004	C	-214.00	4,847.40
07/06/2016	BKOFAMERICA MOBILE 07/06 3457998668 DEPOSIT *MOBILE CA	C	25.00	5,061.40
07/06/2016	BKOFAMERICA MOBILE 07/06 3457998764 DEPOSIT *MOBILE CA	C	75.00	5,036.40
Statement as of 06/28/2016				
06/27/2016	Square Inc DES:160627A2 ID:M1138756002 INDN:Monterey County Area N CO...	C	-0.49	4,961.40
06/27/2016	Square Inc DES:160627A2 ID:M1138764419 INDN:Monterey County Area N CO...	C	0.49	4,961.89
06/24/2016	Check 1007	C	-300.00	4,961.40
06/23/2016	Counter Credit	C	525.00	5,261.40
06/21/2016	Check 1008	C	-42.59	4,736.40
06/20/2016	BKOFAMERICA MOBILE 06/19 3453372153 DEPOSIT *MOBILE CA	C	50.00	4,778.99
Statement as of 05/26/2016				
05/18/2016	BKOFAMERICA MOBILE 05/18 3444159969 DEPOSIT *MOBILE CA	C	562.00	4,728.99
05/16/2016	BKOFAMERICA MOBILE 05/15 3443352659 DEPOSIT *MOBILE CA	C	50.00	4,166.99
05/11/2016	BKOFAMERICA MOBILE 05/11 3442150190 DEPOSIT *MOBILE CA	C	50.00	4,116.99
05/02/2016	BKOFAMERICA MOBILE 05/02 3439327193 DEPOSIT *MOBILE CA	C	50.00	4,066.99
04/27/2016	Check 1002	C	-25.00	4,016.99
Statement as of 04/27/2016				
04/11/2016	Check 1003	C	-159.00	4,041.99
03/29/2016	Check 1001	C	-519.57	4,200.99
Statement as of 03/29/2016				
03/17/2016		C	-36.00	4,720.56

Posting Date	Description	Status	\$Amount	\$Available Balance
	CHECK ORDER00318 DES:FEE ID:02Y79620 INDN:WSLD-SANTA CRUZ CO ID:XXXXX00318...			
03/08/2016	Check 91	C	-160.00	4,756.56
03/03/2016	Deposit	C	4,916.56	4,916.56

**Pig Roast-31
Final Report**

Expenses	Description	Amount	Income	Amount	Balance
					\$5,276.00
Cattos	Merchandise	\$1,877.25	Merchandise	\$2,335.00	\$5,733.75
Tom's Septic Service	Equipment	\$419.00			\$5,314.75
Cathy's Action Packed	Equipment	\$240.72			\$5,074.03
NCRSO	Insurance	\$25.00			\$5,049.03
Debbie Bennett	Kid's Supplies	\$126.00			\$4,923.03
Jeremy Peck	Petty Cash	\$80.00	Petty Cash	\$80.00	\$4,923.03
MCSPG	Venue Balance	\$495.00			\$4,428.03
Tish Peck	Trophies	\$30.00			\$4,398.03
Peter Waligora	Food & Drink	\$2,600.00	Peter Waligora	\$1,415.77	\$4,398.03
			Tickets	\$3,527.00	\$7,925.03
			Drinks & Snacks	\$370.50	\$8,295.53
			Raffle	\$1,456.00	\$9,751.53
			7th Tradition	\$459.77	\$10,211.30
Deduction	Bank Error	\$5.00			\$10,206.30
MCSPG	Venue Deposit	\$500.00			\$9,711.30
MCANA	Merch. Taxes	\$176.00			\$9,535.30
MCANA	H&I Lit. Money	\$5,847.07			\$4,359.23
Seed & Pig Roast-32	Remains in Bank	\$1,855.23			\$2,504.00
			Paypal	176.55	\$2,680.55
			Motorcycles	\$70.00	\$2,750.55
TOTALS		\$14,276.27		\$9,890.59	

Pig Roast 32- Proposed Budget

Payee	Description	Amount
Merchandise	T-Shirt, Etc.	\$2,000.00
NCRSO	Insurance	\$25.00
Tom's Septic Service	Equipment	\$425.00
Petty Cash	Tickets, travel	\$80.00
MCSPG	Venue Balance	\$450.00
Cathy's Action Packed	Bounce House	\$250.00
Food & Drink Coordinator	Food & Drink	\$2,600.00
Kid's Coordinator	Games & Prizes	\$130.00
Music	Band	\$300.00
TOTAL		\$6,260.00

Sept. 12, 2016

RCM 1 Report

I was informed by RSO representative that we have an out standing bill which is more than 90 days past due. They were not going to fill any orders but someone used a creditcard so the order was filled.

What bill >
\$1188.15
~~9/21/16~~ 9/21/16

Regional website was hacked and the server was down and it cost

\$3200, to bring back on line. Some regional bills are not being

paid due to lack of donations from areas. Insurance company is

requesting that areas who have 501C3 status to provide info to

region. NCCNA is considering not to use Santa Clara anymore as

Passed.

a convention site due to cost. Santa Clara is \$71,000, San Jose \$38,000

Sacramento \$41,000. Mascone Center in San Francisco is \$100,000.

Bringing a NA History Workshop to the next NCCNA by using \$1500.

from the discretionary fund for 2 guys from North Carolina airfare and lodgeing

failed

to present the 3 day workshop. Marin is in the process of recouping the

\$4400. lost when the area treasurer left and a first payment has been received.

East Bay North is holding a candlelight 50th anniversary of the oldest NA

meeting in Northern CA on Nov. 12th. More info is on the website

Sonoma fellowship is having a Big Weiner & Fat Buns Event info is on website

sonomacountyna.org. We are losing meetings due to not following facilities

guidelines about smoking/foul language and destructive behavior and adding

Subcommittee Monthly Report

Monterey County Area of Narcotics Anonymous

Report Month 9/23/16 Today's Date 10/10/16

Subcommittee Name: Women's Brunch

Meeting Location: Starbucks Prunedale

Day & Time of meeting: Friday, 10/14/16

Chair Name: Lupe Corren

Phone#: 831-266-5959 E-Mail: lopes65w@yahoo.com

Vice-Chair Name: Troch

Phone# _____ E-Mail: _____

Subcommittee Meeting Summary:

Tickets Sold out
Sweatshirts are still available
Agenda Approved for Brunch
Facility paid in full

Next Mtg 10/14/16
Starbucks Prunedale @ 6pm

Upcoming Events:
10/22/16 Brunch

Open positions within the committee and clean time requirements:

None

**BofA Core Checking - 1691: Account Activity**

Balance Summary:\$7,123.72 (available as of today 09/11/2016)

View:today 09/11/2016

All Transactions

Posting Date	Description	Status	\$Amount	\$Available Balance
Amount included in Available Balance				
Processing	BKOFAMERICA MOBILE 09/11 #003477132249 DEPOSIT *MOBILE CA \$8.00 Total deposit \$0.00 Available now \$8.00 Credit pending ¹ (available to cover items posting on 09/12. Available next business day for withdrawal and Debit Card purchases.)	P	0.00	7,123.72
Processing	BKOFAMERICA MOBILE 09/11 #003477132399 DEPOSIT *MOBILE CA \$15.00 Total deposit \$0.00 Available now \$15.00 Credit pending ¹ (available to cover items posting on 09/12. Available next business day for withdrawal and Debit Card purchases.)	P	0.00	7,123.72
Processing	BKOFAMERICA MOBILE 09/11 #003477132609 DEPOSIT *MOBILE CA \$264.00 Total deposit \$0.00 Available now \$264.00 Credit pending ¹ (available to cover items posting on 09/12. Available next business day for withdrawal and Debit Card purchases.)	P	0.00	7,123.72
08/30/2016	Square Inc DES:160830P2 ID:L201135271049 INDN:Monterey County Area N CO...	C	39.41	7,123.72

Statement as of 08/27/2016

08/22/2016	Square Inc DES:160822P2 ID:L201133311078 INDN:Monterey County Area N CO...	C	29.18	7,084.31
08/15/2016	BKOFAMERICA MOBILE 08/16 3469680627 DEPOSIT *MOBILE CA	C	320.00 ✓	7,055.13
08/08/2016	BKOFAMERICA MOBILE 08/07 3467231000 DEPOSIT *MOBILE CA	C	25.00 ✓	6,735.13
08/01/2016	BKOFAMERICA MOBILE 07/31 3465078369 DEPOSIT *MOBILE CA	C	50.00 ✓	6,710.13
08/01/2016	Counter Credit	C	173.00	6,660.13

Statement as of 07/27/2016

07/12/2016	BKOFAMERICA MOBILE 07/12 3459831533 DEPOSIT *MOBILE CA	C	25.00	6,487.13
07/12/2016	Counter Credit	C	1,470.86	6,462.13

Posting Date	Description	Status	\$Amount	\$Available Balance
07/11/2016	Square Inc DES:160711P2 ID:L201122556572 INDN:Monterey County Area N CO...	C	134.87	4,991.27
07/11/2016	BKOFAMERICA MOBILE 07/11 3459406771 DEPOSIT *MOBILE CA	C	240.00	4,856.40
07/07/2016	Check 1009	C	-125.00	4,616.40
07/06/2016	Check 1005	C	-106.00	4,741.40
07/06/2016	Check 1004	C	-214.00	4,847.40
07/06/2016	BKOFAMERICA MOBILE 07/06 3457998668 DEPOSIT *MOBILE CA	C	25.00	5,061.40
07/06/2016	BKOFAMERICA MOBILE 07/06 3457998764 DEPOSIT *MOBILE CA	C	75.00	5,036.40

Statement as of 06/28/2016

06/27/2016	Square Inc DES:160627A2 ID:M1138756002 INDN:Monterey County Area N CO...	C	-0.49	4,961.40
06/27/2016	Square Inc DES:160627A2 ID:M1138764419 INDN:Monterey County Area N CO...	C	0.49	4,961.89
06/24/2016	Check 1007	C	-300.00	4,961.40
06/23/2016	Counter Credit	C	525.00	5,261.40
06/21/2016	Check 1008	C	-42.59	4,736.40
06/20/2016	BKOFAMERICA MOBILE 06/19 3453372153 DEPOSIT *MOBILE CA	C	50.00	4,778.99

Statement as of 05/26/2016

05/18/2016	BKOFAMERICA MOBILE 05/18 3444159969 DEPOSIT *MOBILE CA	C	562.00	4,728.99
05/16/2016	BKOFAMERICA MOBILE 05/15 3443352659 DEPOSIT *MOBILE CA	C	50.00	4,166.99
05/11/2016	BKOFAMERICA MOBILE 05/11 3442150190 DEPOSIT *MOBILE CA	C	50.00	4,116.99
05/02/2016	BKOFAMERICA MOBILE 05/02 3439327193 DEPOSIT *MOBILE CA	C	50.00	4,066.99
04/27/2016	Check 1002	C	-25.00	4,016.99

Statement as of 04/27/2016

04/11/2016	Check 1003	C	-159.00	4,041.99
03/29/2016	Check 1001	C	-519.57	4,200.99

Statement as of 03/29/2016

03/17/2016		C	-36.00	4,720.56
------------	--	---	--------	----------

Posting Date	Description	Status	\$Amount	\$Available Balance
	CHECK ORDER00318 DES:FEE ID:02Y79620 INDN:WSLD-SANTA CRUZ CO ID:XXXXX00318...			
03/08/2016	Check 91	C	-160.00	4,756.56
03/03/2016	Deposit	C	4,916.56	4,916.56

ASC Committee and Sub-Committee Roll Call

10-Oct-16

Area Service Committee	1st roll call	2nd roll call	Name	Phone#						
Chair	present		Bobby J.		bobbyj20@sbcglobal.net					
Vice-Chair	present		Nick K.	(831) 241-3071	nicholasmklop@gmail.com					
Secretary	present		Christi G.	408-310-3557	christi.garcia.cg@gmail.com					
Treasurer	present		Anne H.	831-566-2775	heredia.anne@yahoo.com					
Co Treasurer		present	Trish G.	831-320-0033	trishandal@att.net					
RCM #1		present	Chris S.	530-363-8502	cmdixon71@gmail.com					
RCM #2		present	Mike H.	408-614-4516	mhabing@gidelkocal.com					

Sub-Committees

Literature										
Chair	Absent	Absent	Joshlend	831 747-5980	joshlendpeterson@gmail.com					
Vice-Chair	present		Sarah	831-235-1706	tigerberv@gmail.com					
Assistant	present		Lupe	831-210-5959	loops65us@yahoo.com					
Activities						WSLD				
Chair	Absent	Absent	Marachelle	831-582-7622	marachellej@yahoo.com					
Vice-Chair	present		Lupe	831-210-5959	loops65us@yahoo.com					
Talent Show						Activities				
Chair	Absent	Absent	Jalema							
Vice Chair	present		Scott	831-240-5439	tind2all831@gmail.com					
PI/PR						Regional				
Chair	present		Joe B.	831-869-5929	wibeale@yahoo.com					
Vice-Chair	present	Absent	Jim D.	831-869-5929	jimdull7@gmail.com					
H & I						Regional				
Chair	Absent		Stan	831-521-3039	sarmstead@mpc.edu					
Vice-Chair	Absent	Absent	Ken H	831-566-2776	kheredia2@yahoo.com					
MBCNA										
Chair										
Vice-Chair	present		Catherine	831-277-2332	samandcat@sbcglobal.net					
Pig Roast						H & I				
Chair	Absent	Absent	Barbara W.	831-794-6408	barbarawilborn@ymail.com					
Outreach Committee						Regional				
Chair	present		Rosie	408-309-4580	rosie31297@gmail.com					

Description	Code	Type	Price	On Hand	Sold	Sold \$	\$Ordered	Remaining	Need to Order	Date	# Ordered	\$ Total Remaining in Inventory
Hardcover (6th Edition)	1101	NA Basic Text	\$11.55	13	3	\$277.20	\$277.20	10	24	10/3/2016	24	\$115.50
Softcover (6th Edition)	1102	NA Basic Text	\$11.55			\$0.00	\$0.00	0	0		0	\$0.00
NA Basic Text Pkt Ver-	1106	NA Basic Text	\$11.55			\$0.00	\$0.00	0			0	\$0.00
Soft Cover	1112	Just For Today	\$9.00	35	1	\$108.00	\$108.00	34	20	10/3/2016	12	\$306.00
Pocket Version	1113	Just For Today	\$9.30			\$0.00	\$0.00	0			0	\$0.00
Hard Cover	1140	It Works: How and Why	\$9.00	22	3	\$0.00	\$0.00	19	28		0	\$171.00
Soft Cover	1143	It Works: How and Why	\$9.00			\$0.00	\$0.00	0			0	\$0.00
Pocket Version	1144	It Works: How and Why	\$9.30			\$0.00	\$0.00	0			0	\$0.00
Hard Cover	1150	Living Clean: The Journey Continues	\$9.75	24	3	\$234.00	\$234.00	21	25	10/3/2016	24	\$204.75
Soft Cover	1151	Living Clean: The Journey Continues	\$9.75	0		\$0.00	\$0.00	0	0		0	\$0.00
	1200	Intro Guide to NA	\$2.00		10	\$0.00	\$0.00				0	\$0.00
STEP WORKING GUIDE	1400	Booklets	\$8.50	28	8	\$340.00	\$340.00	20	40	10/3/2016	40	\$40.00
Basic Text (6th Edition)	XLP1101	Large Print Items	\$15.75			\$0.00	\$0.00	0	0		0	\$0.00
It Works: How and Why	XLP1140	Large Print Items	\$12.10			\$0.00	\$0.00	0	0		0	\$0.00
NA White Book	XLP1500	Large Print Items	\$0.75	71	23	\$0.00	\$0.00	48	0		0	\$36.00
IP's 1,2,5,6,7,8,9,11,16,22	LP&IP#	Large Print Items	\$0.24	0	0	\$0.00	\$0.00	0	0		0	\$0.00
#1Who, What, How & Why	3101	Information Pamphlets	\$0.24	45	4	\$4.80	\$4.80	41	5	10/3/2016	20	\$9.84
#2 The Group	3102	Information Pamphlets	\$0.31	5	0	\$0.00	\$0.00	5	5		0	\$1.55
#5 Another Look	3105	Information Pamphlets	\$0.24	40	2	\$2.40	\$2.40	38	10	10/3/2016	10	\$9.12
#6 Recovery & Relapse	3106	Information Pamphlets	\$0.24	44	8	\$0.00	\$0.00	36	6		0	\$8.64
#7 Am I an Addict	3107	Information Pamphlets	\$0.24	64	2	\$1.44	\$1.44	62	50	10/3/2016	6	\$14.88
#8 Just For Today	3108	Information Pamphlets	\$0.24	61	2	\$0.00	\$0.00	59	50		0	\$14.16
#9 Living the Program	3109	Information Pamphlets	\$0.24	55	2	\$0.00	\$0.00	53	50		0	\$12.72
#10 Fourth Step Guide	3110	Information Pamphlets	\$0.77	11	2	\$0.00	\$0.00	9	5		0	\$6.93
#11 Sponsorship	3111	Information Pamphlets	\$0.24	45	0	\$2.64	\$2.64	45	5	10/3/2016	11	\$10.80
#12 Triangle of Self Obsession	3112	Information Pamphlets	\$0.24	126	8	\$0.00	\$0.00	118	50		0	\$28.32
#13By Young Addicts For Y.A.	3113	Information Pamphlets	\$0.24	92	7	\$0.00	\$0.00	85	25		0	\$20.40
#14 One Addict's Experience	3114	Information Pamphlets	\$0.24	45	11	\$1.20	\$1.20	34	5	10/3/2016	5	\$8.16
#15 PI&the NA Member	3115	Information Pamphlets	\$0.24	54	8	\$0.00	\$0.00	46	25		0	\$11.04
#16 For the Newcomer	3116	Information Pamphlets	\$0.24	42	0	\$4.32	\$4.32	42	8	10/3/2016	18	\$10.08
#17 For Those in Treatment	3117	Information Pamphlets	\$0.31	46	2	\$0.00	\$0.00	44	25		0	\$13.64
#19 Self Acceptance	3119	Information Pamphlets	\$0.24	58	4	\$0.00	\$0.00	54	50		0	\$12.96
#20 H&I and the NA Member	3120	Information Pamphlets	\$0.24	50	12	\$0.00	\$0.00	38	25		0	\$9.12
#21 The Loner	3121	Information Pamphlets	\$0.31	19	2	\$10.85	\$10.85	17	25	10/3/2016	35	\$5.27
#22 Welcome to NA	3122	Information Pamphlets	\$0.24	54	0	\$4.32	\$4.32	54	50	10/3/2016	18	\$12.96
#23 Staying Clean on the Outside	3123	Information Pamphlets	\$0.24	43	0	\$0.00	\$0.00	43	50		0	\$10.32
#24 Money Matters: Self-Support	3124	Information Pamphlets	\$0.53	17	2	\$10.60	\$10.60	15	10	10/3/2016	20	\$7.95
#26 Additional Needs	3126	Information Pamphlets	\$0.24	50	0	\$0.00	\$0.00	50	50		0	\$12.00
#27 For Parents or Guardians	3127	Information Pamphlets	\$0.31	50	0	\$0.00	\$0.00	50	25		0	\$15.50
#28 Funding NA Services	3128	Information Pamphlets	\$0.35	10	2	\$7.00	\$7.00	8	10	10/3/2016	20	\$2.80
#29 Introduction to NA Meetings	3129	Information Pamphlets	\$0.24	95	2	\$0.00	\$0.00	93	50		0	\$22.32
Literature Rack (16 Pocket)	9054	Information Pamphlets	\$26.15	0	0	\$0.00	\$0.00	0	1		0	\$0.00
Literature Rack (8 Pocket)	9053	Information Pamphlets	\$20.80	2	0	\$0.00	\$0.00	2	1		0	\$41.60
Wallet Cards- Group Readings (16)	9127	NA Wallet Cards	\$2.65	100	0	\$0.00	\$0.00	100	60		0	\$265.00
	1200	Booklets	\$2.00	50	10	\$0.00	\$0.00	40			0	\$80.00
The White Book	1500	Booklets	\$0.75	50	13	\$11.25	\$0.00	37	60	10/3/2016	15	\$27.75
The Group Book	1600	Booklets	\$0.95	25	4	\$0.00	\$0.00	21	5		0	\$19.95
Behind the Walls- H&I Version	1601	Booklets	\$0.95	25	0	\$0.00	\$0.00	25	5		0	\$23.75
In Times of Illness (Revised)	1603	Booklets	\$3.20	11	5	\$12.80	\$12.80	6	5	10/3/2016	4	\$19.20
NA: A Resource in your Community	1604	Booklets	\$0.40	2	0	\$0.00	\$0.00	2	5		0	\$0.80
Group Business Meetings	2202	Service Pamphlets	\$0.24	60	0	\$0.00	\$0.00	60	25		0	\$14.40
Group Trusted Servants	2203	Service Pamphlets	\$0.24	51	0	\$0.00	\$0.00	51	25		0	\$12.24
Disruptive & Violent Behavior	2204	Service Pamphlets	\$0.24	43	0	\$0.00	\$0.00	43	10		0	\$10.32
NA Groups & Medication	2205	Service Pamphlets	\$0.31	34	2	\$0.00	\$0.00	32	25		0	\$9.92
Principles & Leadership in NA Service	2206	Service Pamphlets	\$0.31	225	0	\$0.00	\$0.00	225	10		0	\$69.75
Social Media & Our Guiding Principles	2207	Service Pamphlets	\$0.31	13	0	\$6.20	\$6.20	13	10	10/3/2016	20	\$4.03
12 Concepts of NA Service	1164	Service Items	\$2.05	5	0	\$0.00	\$0.00	5	5		0	\$10.25
H&I Handbook w/ CD	2101	Service Items	\$9.65	4	0	\$9.65	\$9.65	4	0	10/3/2016	1	\$38.60
PR Basics	2102B	Service Items	\$1.75	6	0	\$0.00	\$0.00	6	1		0	\$10.50
PR Handbook	2102	Service Items	\$9.85	0	0	\$9.85	\$9.85	0	0	10/3/2016	1	\$0.00
Guide to H&I Basics	2101G	Service Items	\$0.60	1	0	\$0.00	\$0.00	1	1		0	\$0.60
Guide to World Services	2104	Service Items	\$4.30	0	0	\$0.00	\$0.00	0	0		0	\$0.00
Lit Commtee Handbook	2105	Service Items	\$2.75	10	0	\$0.00	\$0.00	10	5		0	\$27.50
NA Newsletters	2106	Service Pamphlets	\$2.10	4	0	\$0.00	\$0.00	4	0		0	\$8.40

Guide to Phoneline Service	2107	Service Items	\$3.60	7	0	\$0.00	\$0.00	7	1		0	\$25.20
Treasurer's Handbook	2109	Service Items	\$2.10	8	0	\$4.20	\$4.20	8	2	10/3/2016	2	\$16.80
Group Treasurer's Workbook	2110	Service Items	\$2.10	8	0	\$10.50	\$10.50	8	5	10/3/2016	5	\$16.80
Guide to Local Service	2111	Service Items	\$7.05	18	0	\$0.00	\$0.00	18	5		0	\$126.90
Outreach Resource Info	2113	Service Items	\$2.75	4	0	\$0.00	\$0.00	4	2		0	\$11.00
Additional Needs Info.	2114	Service Items	\$2.75	2	0	\$0.00	\$0.00	2	2		0	\$5.50
Institutional Group Guide	2115	Service Items	\$4.30	5	0	\$0.00	\$0.00	5	2		0	\$21.50
Group Treasurer's Record (13 sh	9001	Service Items	\$0.75	19	0	\$0.00	\$0.00	19	5		0	\$14.25
Group Readings (set of 7)	9130	Service Items	\$4.60	11	0	\$0.00	\$0.00	11	5		0	\$50.60
Complete Poster Set (7)	9070	Posters	\$10.00	2	0	\$0.00	\$0.00	2	1		0	\$20.00
PR Folder	ZPR001005	PR Pamphlets	\$0.94	5	0	\$0.00	\$0.00	5	5		0	\$4.70
Sponsorship Book	1130	Sponsorship	\$8.25	1	0	\$0.00	\$0.00	1	0		0	\$8.25
NA Basic Test- Soft Cover (6th Ed	CS1102	Spanish Books & Service Items	\$11.55			\$0.00	\$0.00	0	0		0	\$0.00
Solo Por Hoy- Soft Cover (5th Ed	CS1112	Spanish Books & Service Items	\$9.00			\$0.00	\$0.00	0	0		0	\$0.00
It Works: How and Why- Soft Cov	CS1143	Spanish Books & Service Items	\$9.00			\$0.00	\$0.00	0	0		0	\$0.00
Living Clean- Soft Cover	CS1150	Spanish Books & Service Items	\$9.75			\$0.00	\$0.00	0	0		0	\$0.00
Intro Guide to NA	CS1200	Spanish Books & Service Items	\$2.00			\$0.00	\$0.00	0	0		0	\$0.00
NA Step WorkingGuide	CS1400	Spanish Books & Service Items	\$8.50			\$0.00	\$0.00	0	0		0	\$0.00
NA White Book	CS1500	Spanish Books & Service Items	\$9.75			\$0.00	\$0.00	0	0		0	\$0.00
The Group Booklet	CS1600	Spanish Books & Service Items	\$0.95			\$0.00	\$0.00	0	0		0	\$0.00
Behind the Walls	CS1601	Spanish Books & Service Items	\$0.95			\$0.00	\$0.00	0	0		0	\$0.00
In Times of Illness	CS1603	Spanish Books & Service Items	\$3.20			\$0.00	\$0.00	0	0		0	\$0.00
NA: A Resource in your Commun	CS1604	Spanish Books & Service Items	\$0.40			\$0.00	\$0.00	0	0		0	\$0.00
Group Treasurer's Workbook	CS2110	Spanish Books & Service Items	\$2.10			\$0.00	\$0.00	0	0		0	\$0.00
Complete Poster Set (6)	CS9070	Spanish Books & Service Items	\$10.00			\$0.00	\$0.00	0	0		0	\$0.00
Group Readings (set of 6)	CS9130	Spanish Books & Service Items	\$4.60			\$0.00	\$0.00	0	0		0	\$0.00
#1Who, What, How & Why- Spar	CS3101	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#2 The Group- Spanish	CS3102	Spanish Information Pamphlets	\$0.31			\$0.00	\$0.00	0	0		0	\$0.00
#5 Another Look- Spanish	CS3105	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#6 Recovery & Relapse- Spanish	CS3106	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#7 Am I an Addict-Spanish	CS3107	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#8 Just For Today- Spanish	CS3108	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#9 Living the Program-Spanish	CS3109	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#10 Fourth Step Guide- Spanish	CS3110	Spanish Information Pamphlets	\$0.77			\$0.00	\$0.00	0	0		0	\$0.00
#11 Sponsorship-Spanish	CS3111	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#12 Triangle of Self Obsession-Sp	CS3112	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#13 Youth & Recovery- Spanish	CS3113	Spanish Information Pamphlets	\$0.31			\$0.00	\$0.00	0	0		0	\$0.00
#14 One Addict's Experience-Spa	CS3114	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#15 Pl&the NA Member-Spanish	CS3115	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#16 For the Newcomer-Spanish	CS3116	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#17 For Those in Treatment-Spar	CS3117	Spanish Information Pamphlets	\$0.31			\$0.00	\$0.00	0	0		0	\$0.00
#19 Self Acceptance-Spanish	CS3119	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#20 H&l and the NA Member-Spa	CS3120	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#21 The Loner-Spanish	CS3122	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#22 Welcome to NA-Spanish	CS3123	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#23 Staying Clean on the Outside	CS3124	Spanish Information Pamphlets	\$0.24			\$0.00	\$0.00	0	0		0	\$0.00
#24 Money Matters: Self-Suppor	CS3125	Spanish Information Pamphlets	\$0.48			\$0.00	\$0.00	0	0		0	\$0.00
#27 For Parents or Guardians- Sp	CS3127	Spanish Information Pamphlets	\$0.31			\$0.00	\$0.00	0	0		0	\$0.00
18 Months	4300	Bronze Medallions (to 50 yrs)	\$3.20	23	0	\$144.00	\$144.00	23	25	10/3/2016	45	\$73.60
1 Yr	4301	Bronze Medallions (to 50 yrs)	\$3.20	23	3	\$0.00	\$0.00	20	25		0	\$64.00
2 Years	4302	Bronze Medallions (to 50 yrs)	\$3.20	31	3	\$3.20	\$3.20	28	25	10/3/2016	1	\$89.60
3 Years	4303	Bronze Medallions (to 50 yrs)	\$3.20	24	1	\$6.40	\$6.40	23	25		2	\$73.60
4 Years	4304	Bronze Medallions (to 50 yrs)	\$3.20	33	1	\$0.00	\$0.00	32	25		0	\$102.40
5 Years	4305	Bronze Medallions (to 50 yrs)	\$3.20	28	0	\$0.00	\$0.00	28	25		0	\$89.60
6 Years	4306	Bronze Medallions (to 50 yrs)	\$3.20	12	1	\$44.80	\$44.80	11	25		14	\$35.20
7 Years	4307	Bronze Medallions (to 50 yrs)	\$3.20	15	0	\$0.00	\$0.00	15	15		0	\$48.00
8 Years	4308	Bronze Medallions (to 50 yrs)	\$3.20	24	1	\$0.00	\$0.00	23	25		0	\$73.60
9 Years	4309	Bronze Medallions (to 50 yrs)	\$3.20	10	0	\$16.00	\$16.00	10	10	10/3/2016	5	\$32.00
10 Years	4310	Bronze Medallions (to 50 yrs)	\$3.20	26	1	\$0.00	\$0.00	25	25		0	\$80.00
11 Years	4311	Bronze Medallions (to 50 yrs)	\$3.20	20	1	\$0.00	\$0.00	19	10		0	\$60.80
12 Years	4312	Bronze Medallions (to 50 yrs)	\$3.20	10	0	\$0.00	\$0.00	10	10		0	\$32.00
13 Years	4313	Bronze Medallions (to 50 yrs)	\$3.20	15	0	\$0.00	\$0.00	15	10		0	\$48.00
14 Years	4314	Bronze Medallions (to 50 yrs)	\$3.20	13	1	\$0.00	\$0.00	12	10		0	\$38.40
15 Years	4315	Bronze Medallions (to 50 yrs)	\$3.20	23	1	\$0.00	\$0.00	22	10		0	\$70.40
16 Years	4316	Bronze Medallions (to 50 yrs)	\$3.20	19	1	\$0.00	\$0.00	18	10		0	\$57.60
17 Years	4317	Bronze Medallions (to 50 yrs)	\$3.20	3	0	\$0.00	\$0.00	3	10		0	\$9.60

18 Years	4318	Bronze Medallions (to 50 yrs)	\$3.20	18	0	\$0.00	\$0.00	18	10	0	\$57.60
19 Years	4319	Bronze Medallions (to 50 yrs)	\$3.20	12	0	\$0.00	\$0.00	12	10	0	\$38.40
20 Years	4320	Bronze Medallions (to 50 yrs)	\$3.20	13	2	\$0.00	\$0.00	11	10	0	\$35.20
21 Years	4321	Bronze Medallions (to 50 yrs)	\$3.20	8	1	\$0.00	\$0.00	7	3	0	\$22.40
22 Years	4322	Bronze Medallions (to 50 yrs)	\$3.20	9	1	\$6.40	\$6.40	8	10	2	\$25.60
23 Years	4323	Bronze Medallions (to 50 yrs)	\$3.20	11	0	\$0.00	\$0.00	11	10	0	\$35.20
24 Years	4324	Bronze Medallions (to 50 yrs)	\$3.20	3	1	\$3.20	\$3.20	2	3	1	\$6.40
25 Years	4325	Bronze Medallions (to 50 yrs)	\$3.20	11	0	\$0.00	\$0.00	11	10	0	\$35.20
26 Years	4326	Bronze Medallions (to 50 yrs)	\$3.20	6	1	\$0.00	\$0.00	5	10	0	\$16.00
27 Years	4327	Bronze Medallions (to 50 yrs)	\$3.20	6	0	\$0.00	\$0.00	6	10	0	\$19.20
28 Years	4328	Bronze Medallions (to 50 yrs)	\$3.20	2	1	\$0.00	\$0.00	1	10	0	\$3.20
29 Years	4329	Bronze Medallions (to 50 yrs)	\$3.20	10	0	\$0.00	\$0.00	10	5	0	\$32.00
30 Years	4330	Bronze Medallions (to 50 yrs)	\$3.20	3	0	\$6.40	\$6.40	3	5	2	\$9.60
31 Years	4331	Bronze Medallions (to 50 yrs)	\$3.20	6	0	\$0.00	\$0.00	6	5	0	\$19.20
32 Years	4332	Bronze Medallions (to 50 yrs)	\$3.20	5	0	\$0.00	\$0.00	5	5	0	\$16.00
33 Years	4333	Bronze Medallions (to 50 yrs)	\$3.20	7	0	\$0.00	\$0.00	7	5	0	\$22.40

34 Years	4334	Bronze Medallions (to 50 yrs)	\$3.20	4	0	\$3.20	\$3.20	4	5		1	\$12.80
35 Years	4335	Bronze Medallions (to 50 yrs)	\$3.20	5	0	\$0.00	\$0.00	5	5		0	\$16.00
36 Years	4336	Bronze Medallions (to 50 yrs)	\$3.20	1	0	\$6.40	\$6.40	1	3		2	\$3.20
37 Years	4337	Bronze Medallions (to 50 yrs)	\$3.20	3	0	\$0.00	\$0.00	3	3		0	\$9.60
38 Years	4338	Bronze Medallions (to 50 yrs)	\$3.20	7	0	\$0.00	\$0.00	7	3		0	\$22.40
39 Years	4339	Bronze Medallions (to 50 yrs)	\$3.20	3	0	\$6.40	\$6.40	3	3		2	\$9.60
40 Years	4340	Bronze Medallions (to 50 yrs)	\$3.20	2	0	\$6.40	\$6.40	2	3		2	\$6.40
Special Order + 40 years	43-	Bronze Medallions (to 50 yrs)	\$3.20	1	0	\$0.00	\$0.00	1	1		0	\$3.20
Welcome (White)	4100	Keytags (Foil Stamped)	\$0.53	40	30	\$34.45	\$34.45	10	100	10/3/2016	65	\$5.30
30 Days (Orange)	4101	Keytags (Foil Stamped)	\$0.53	118	25	\$0.00	\$0.00	93	100		0	\$49.29
60 Days (Green)	4102	Keytags (Foil Stamped)	\$0.53	96	22	\$3.71	\$3.71	74	100		7	\$39.22
90 Days (Red)	4103	Keytags (Foil Stamped)	\$0.53	70	20	\$23.85	\$23.85	50	100	10/3/2016	45	\$26.50
6 Months (Blue)	4104	Keytags (Foil Stamped)	\$0.53	137	22	\$0.00	\$0.00	115	100		0	\$60.95
9 Months (Yellow)	4105	Keytags (Foil Stamped)	\$0.53	124	8	\$0.00	\$0.00	116	100		0	\$61.48
	4106	Keytags (Foil Stamped)	\$0.53	0	0	\$33.39	\$33.39	0	100	10/3/2016	63	\$0.00
1 Year (Moonglow)	4108	Keytags (Foil Stamped)	\$0.53	37	5	\$23.85	\$23.85	32	18	10/3/2016	45	\$16.96
18 Months	4107	Keytags (Foil Stamped)	\$0.53	55	0	\$23.85	\$23.85	55	50	10/3/2016	45	\$29.15
Multiple Years	4108	Keytags (Foil Stamped)	\$0.53	52	0	\$0.00	\$0.00	52	50		0	\$27.56
6th Edition Basic Text(Gift)	1107	Speciality Item	\$26.26	0	0	\$0.00	\$0.00	0			0	\$0.00
Sponsorship (Gift)	1131	Speciality Item	\$20.90	2	0	\$0.00	\$0.00	2			0	\$41.80
Basic Text (6th Edition)	XPL1101	Large Text	\$15.75	1	0	\$0.00	\$0.00	1			0	\$15.75
Miracles Happen (hardbound)	1120	Speciality Item	\$28.85	3	0	\$0.00	\$0.00	3			0	\$86.55
Miracles Happen (softbound)	1121	Speciality Item	\$11.00	2	0	\$0.00	\$0.00	2			0	\$22.00
Basic Journal	9400	Speciality Item	\$20.80	2	0	\$0.00	\$0.00	2			0	\$41.60
Living Clean (Commenorative)	1115	Speciality Item	\$33.00	1	0	\$0.00	\$0.00	1			0	\$33.00
Just for Today (Gift)	1114	Speciality Item	\$17.40	1	0	\$0.00	\$0.00	1			0	\$17.40
Daily Meditation Cards	9506	Speciality Item	\$16.50	1	0	\$0.00	\$0.00	1			0	\$16.50
BT CD Audio	8811	Speciality Item	\$10.20	2	0	\$0.00	\$0.00	2			0	\$20.40
It Works How & Why CD Audio	8821	Speciality Item	\$21.65	1	0	\$0.00	\$0.00	1			0	\$21.65
It Works: How and Why		Speciality Item	\$26.91	1	0	\$0.00	\$0.00	1			0	\$26.91
					\$1,469.12	\$1,469.12	\$1,457.87					\$4,395.96
SALES TAX	7.625					\$11,202.04	1395.52					
				\$1,457.87	Discount		111.64					
					Subtotal		1283.88					
					Will Call		64.19					

GSR ROLL CALL

p= present have gsr report

8/11/16

MEETING	1st roll call	absent 2nd roll call	missed 2 ASC	GSR	PHONE#	E-MAIL	Notes	Status of Meeting
Salinas Nooners M-F 12 PM	Present			Francis	(831) 585-3261	jbe1ofakind@gmail.com		
Basic Noon Group M-F 12 PM	Absent		x	Christina	(831) 238-5936	czbutler226@sbcglobal.net		
Hollister Mon.,Tues., Wed., Thurs., Sa	Present			Mary Ellen	(831) 524-6712	marverickson@aol.com		
MONDAY								
Living Clean 4pm	Absent		X					
6:30 PM Mens Stag	Present	absent 2nd roll call		Bill				
7:00 PM Women's Candelight (DTH)	Present			Debbie	(831) 334-6625	dlaine.bennett@gmail.com		
8:00 PM Rotating Format	Absent	Present	X	Michael	(831)261-4704			
8:00 PM The Key to Freedom	Present			Brian P.	(731)614-5909	brianjaypratt@gmail.com		
TUESDAY								
6:00 PM Just For Today	Present			Dana	831-272-1350	danamusante@gmail.com		
7:00 PM Serenity Sisters	Present			Courtney	831-236-5524	courtney_duncan@yahoo.com		
7:00 PM Young in Years/Days	Present	absent 2nd roll call		Mark	(831) 224-0666	Markbabcock@yahoo.com		
WEDNESDAY								
6:30PM Si Se Puede	Absent			Tony D	(831) 905-5766	declat.tony@gmail.com		
7:00PM Speaker Discussion	Absent	Present	x	James	(831) 320-7063			
8:00 PM Coming Home	Absent		X	DJ	(831) 269-9073	Dannvolf@gmail.com		
THURSDAY								
7:00 PM Newcomers Meeting	Present			John F.	(831) 402-3733	surfnmoss@gmail.com		
6:00 PM Recovery Happens	Absent		x	James	(831) 794-8313	jh_831@live.com		
7:00 PM Chip Meeting	Present			Joey	925-266-0858			
FRIDAY								
5:00 PM Never Alone	Present	absent 2nd roll call		Jim D.	(831) 869-5929	jd7@yahoo.com		
7:00 PM We Do Recover	Present			Ellen L.	(831) 261-4704	ellen.lunardini61@gmail.com		
7:30 PM Candlelight	Present							
7:00 PM Just for Today	Absent			Alex	831-601-1281	arodriinnpg@yahoo.com		
SATURDAY								
9:00 AM Wake Up!	Absent		x	Sonja K.	(831)383-1769	sonjakioka@gmail.com		
9:00 AM YMCA Discussion	Present			Dottie M	(831) 595-5677	dottie.massey@comcast.net		
7:30 PM SNL-Seaside	Present			RickH	(831) 236-2728	supershedsandsunrooms@gmail.com		
7:30 PM SNL-Salinas	Absent	absent 2nd roll call		Nick K.	(831) 241-3071	nicholasmklop@gmail.com		
SUNDAY								
10:00 AM Super Sunday Gameshow/P	Absent		x	Shana B	(831)402-6038	shanabatlin@hotmail.com		
5:30 PM Women's Sister to Sister	Absent		X	Jill A.	(209) 361-5975	jillarrington4435@comcast.net		
6:30 PM Speaker Discussion	Present			Jenni	831-236-7371	luvya1978@hotmail.com		
7:00PMTgether We Can	Present			Chris	530-363-8502	cmdixon71@gmail.com		
Hooked on Recovery	Present			Connor	831-383-0644	bapefootsoldier@gmail.com		
King City Home Group	Absent		X	Brian	(831) 525-2089	bkacosta@yahoo.com		No Report
Soledad Home Group	Absent		X					NEEDS SUPPORT

Type (Multiple Items)

CODE	Description	Values			
		# Orderec	Sum of \$C	Sum of Pr	Count of f
1101	Hardcover (6th Edition)	-19	-219.45	11.55	1
1102	Softcover (6th Edition)	0	0	11.55	1
1106	NA Basic Text Pkt Ver-	0	0	11.55	
1112	Soft Cover	-10	-90	9	1
1113	Pocket Version	0	0	9.3	
1130	Sponsorship Book	-1	-8.25	8.25	1
1140	Hard Cover	-7	-63	9	1
1143	Soft Cover	0	0	9	
1144	Pocket Version	0	0	9.3	
1150	Hard Cover	(blank)	0	9.75	1
1151	Soft Cover	(blank)	0	9.75	1
1164	12 Concepts of NA Service	0	0	2.05	1
1600	The Group Booklet	(blank)	0	0.95	1
1601	Behind the Walls- H&I Version	(blank)	0	0.95	1
1603	In Times of Illness (Revised)	(blank)	0	3.2	1
1604	NA: A Resource in your Community	(blank)	0	0.4	1
2101	H&I Handbook w/ CD	0	0	9.65	1
2102	PR Handbook	0	0	9.85	1
2104	Guide to World Services	0	0	4.3	1
2105	Lit Commtee Handbook	4	11	2.75	1
2107	Guide to Phoneline Service	(blank)	0	3.6	1
2109	Treasurer's Handbook	(blank)	0	2.1	1
2110	Group Treasurer's Workbook	(blank)	0	2.1	1
2111	Guide to Local Service	(blank)	0	7.05	1
2113	Outreach Resource Info	(blank)	0	2.75	1
2114	Additional Needs Info.	0	0	2.75	1
2115	Institutional Group Guide	(blank)	0	4.3	1
2202	Group Business Meetings	(blank)	0	0.24	1
2203	Group Trusted Servents	(blank)	0	0.24	1
2204	Disruptive & Violent Behavior	(blank)	0	0.24	1
2205	NA Groups & Medication	(blank)	0	0.31	1
2206	Principles & Leadership in NA Service	(blank)	0	0.31	1
2207	Social Media & Our Guiding Principles	(blank)	0	0.31	1
3101	#1Who, What, How & Why	-3	-0.72	0.24	1
3102	#2 The Group	0	0	0.31	1
3105	#5 Another Look	-10	-2.4	0.24	1
3106	#6 Recovery & Relapse	-4	-0.96	0.24	1
3107	#7 Am I an Addict	-16	-3.84	0.24	1
3108	#8 Just For Today	(blank)	0	0.24	1
3109	#9 Living the Program	(blank)	0	0.24	1
3110	#10 Fourth Step Guide	(blank)	0	0.77	1
3111	#11 Sponsorship	1	0.24	0.24	1
3112	#12 Triangle of Self Obsession	-99	-23.76	0.24	1
3113	#13By Young Addicts For Y.A.	(blank)	0	0.24	1

		Values			
3114	#14 One Addict's Experience	0	0	0.24	1
3115	#15 PI&the NA Member	(blank)	0	0.24	1
3116	#16 For the Newcomer	-2	-0.48	0.24	1
3117	#17 For Those in Treatment	(blank)	0	0.31	1
3119	#19 Self Acceptance	-18	-4.32	0.24	1
3120	#20 H&I and the NA Member	(blank)	0	0.24	1
3121	#21 The Loner	0	0	0.31	1
3122	#22 Welcome to NA	-4	-0.96	0.24	1
3123	#23 Staying Clean on the Outside	7	1.68	0.24	1
3124	#24 Money Matters: Self-Support in M	(blank)	0	0.53	1
3126	#26 Additional Needs	0	0	0.24	1
3127	#27 For Parents or Guardians	(blank)	0	0.31	1
3128	#28 Funding NA Services	0	0	0.35	1
3129	#29 Introduction to NA Meetings	-45	-10.8	0.24	1
4100	Welcome (White)	-50	-26.5	0.53	1
4101	30 Days (Orange)	(blank)	0	0.53	1
4102	60 Days (Green)	(blank)	0	0.53	1
4103	90 Days (Red)	-12	-6.36	0.53	1
4104	6 Months (Blue)	(blank)	0	0.53	1
4105	9 Months (Yellow)	(blank)	0	0.53	1
4107	18 Months	(blank)	0	0.53	1
4108	1 Year (Moonglow)	8	4.24	0.53	1
	Multiple Years	0	0	0.53	1
4300	18 Months	0	0	3.2	1
4301	1 Yr	(blank)	0	3.2	1
4302	2 Years	-15	-48	3.2	1
4303	3 Years	0	0	3.2	1
4304	4 Years	-12	-38.4	3.2	1
4305	5 Years	-3	-9.6	3.2	1
4306	6 Years	12	38.4	3.2	1
4307	7 Years	0	0	3.2	1
4308	8 Years	-1	-3.2	3.2	1
4309	9 Years	0	0	3.2	1
4310	10 Years	-1	-3.2	3.2	1
4311	11 Years	(blank)	0	3.2	1
4312	12 Years	0	0	3.2	1
4313	13 Years	(blank)	0	3.2	1
4314	14 Years	(blank)	0	3.2	1
4315	15 Years	(blank)	0	3.2	1
4316	16 Years	(blank)	0	3.2	1
4317	17 Years	7	22.4	3.2	1

Values					
4318	18 Years	-8	-25.6	3.2	1
4319	19 Years	(blank)	0	3.2	1
4320	20 Years	-6	-19.2	3.2	1
4321	21 Years	0	0	3.2	1
4322	22 Years	0	0	3.2	1
4323	23 Years	-1	-3.2	3.2	1
4324	24 Years	6	19.2	3.2	1
4325	25 Years	-1	-3.2	3.2	1
4326	26 Years	3	9.6	3.2	1
4327	27 Years	4	12.8	3.2	1
4328	28 Years	5	16	3.2	1
4329	29 Years	-3	-9.6	3.2	1
4330	30 Years	2	6.4	3.2	1
4331	31 Years	(blank)	0	3.2	1
4332	32 Years	0	0	3.2	1
4333	33 Years	-2	-6.4	3.2	1
4334	34 Years	1	3.2	3.2	1
4335	35 Years	0	0	3.2	1
4336	36 Years	2	6.4	3.2	1
4337	37 Years	0	0	3.2	1
4338	38 Years	(blank)	0	3.2	1
4339	39 Years	0	0	3.2	1
4340	40 Years	1	3.2	3.2	1
9001	Group Treasurer's Record (13 sheets)	(blank)	0	0.75	1
9053	Literature Rack (8 Pocket)	0	0	20.8	1
9054	Literature Rack (16 Pocket)	(blank)	0	26.15	1
9070	Complete Poster Set (7)	1	10	10	1
9127	Wallet Cards- Group Readings (15 ea)	0	0	2.65	1
9130	Group Readings (set of 7)	(blank)	0	4.6	1
2101G	Guide to H&I Basics	0	0	0.6	1
2102B	PR Basics	(blank)	0	1.75	1
43--	Special Order + 40 years	0	0	3.2	1
LP&IP#	IP's 1,2,5,6,7,8,9,11,16,22	0	0	0.24	1
XLP110	Basic Text (6th Edition)	0	0	15.75	1
XLP114	It Works: How and Why	0	0	12.1	1
XLP150	NA White Book	(blank)	0	0.75	1
ZPR001	PR Folder	0	0	0.94	1
1400	STEP WORKING GUIDE	-5	-42.5	8.5	1
2106	NA Newsletters	(blank)	0	2.1	1
SUBTOTAL		-509.14	422.46	120	
SHIPPING		#####			
DISCOUNT		#####			
HANNAH'S TOTAL		###			
INVOICED TOTAL		###			
DIFFERENCE OVER/SHORT		###			

HOSPITALS AND INSTITUTIONS SUB-COMMITTEE GUIDELINES
MONTEREY COUNTY AREA NARCOTICS ANONYMOUS
REVISED JULY 2016



I) PURPOSE

1. The Monterey County Area Hospitals and Institutions (H&I) Sub-Committee is responsible for carrying out the Narcotics Anonymous (NA) message of recovery into hospitals, institutions, and other facilities whose residents have restricted access to regular NA Meetings.
2. The H&I Sub-Committee will coordinate with Public Relations (PR) Sub-Committee to provide PR presentations to any facility that expresses a need for H&I services.

II) FUNCTIONS

1. Conduct a monthly sharing forum.
2. Elect a sub-committee of trusted servants.
3. Carry the message of NA and disbursed literature to facilities.
4. Coordinate with PR and Outreach to provide educational forums to the fellowship as needed and as budget allows on an annual basis.
5. All sub-committees of Hospitals & Institutions are required to attend all business meetings and give a report.
6. Hospitals and Institution Officers will attend the 1st Annual Pig Roast Committee business meeting to approve a new committee.

III) SUB-COMMITTEE POSITION DUTIES AND REQUIREMENTS

1. CHAIR

Chair Requirements

1. Two years of continuous time clean.
2. One year of prior H&I experience.
3. Six months of current activities with Monterey County, San Benito County H&I.
4. Ability to commit to one year of service to the sub-committee.

HOSPITALS AND INSTITUTIONS SUB-COMMITTEE GUIDELINES
MONTEREY COUNTY AREA NARCOTICS ANONYMOUS
REVISED JULY 2016

5. A working knowledge of the Twelve Steps, Twelve Traditions and the Twelve Concepts.

Chair Responsibilities

1. Facilitate monthly sharing forum.
2. Provide agenda and maintain order at monthly sharing forum (May share this responsibility with Vice-Chair)
3. Bring pertinent information and relevant for action by sub-committee to monthly sharing forum.
4. Entitled to vote only in the event of a deadlock on any one issue.
5. Contact any sub-committee member absent from two sharing forum meetings (May share this responsibility with Vice-Chair)
6. Insure that the Twelve Traditions and Twelve Concepts are followed at the monthly sharing forum.
7. Attend and submit a written report and spending report to the monthly Area Service Committee meeting.
8. Submit a written proposed budget to Area Service Committee in September of the calendar year.
9. Attend the bi-monthly Regional Sharing Forum and/or designate an H&I member to attend.
10. Maintain link of communications with all institutions that receive H&I services and meetings.
11. Appoint members to special committees when needed, i.e., Ad Hoc Committee or Pig Roast Committee.

2. VICE-CHAIR

Vice-Chair Requirements

1. Two years of continuous time clean.
2. One year of prior H&I experience.
3. Six months of current activities with Monterey County, San Benito County H&I.
4. Ability to commit to one year of service to the sub-committee.
5. A working knowledge of the Twelve Steps, Twelve Traditions and the Twelve Concepts.

HOSPITALS AND INSTITUTIONS SUB-COMMITTEE GUIDELINES
MONTEREY COUNTY AREA NARCOTICS ANONYMOUS
REVISED JULY 2016

Vice-Chair Responsibilities

1. Assume responsibilities of the Coordinator in the event of his/her absence.
2. Coordinate new meetings.
3. Assist in monthly sharing forum organization as outlined in agenda.
4. Insure that the Twelve Traditions and Twelve Concepts are followed at the monthly sharing forum.
5. Attend the monthly Area Service Committee in the absence of the Chair.
6. Provide annual visits to the facilities served by H&I Sub Committee for the purpose of reporting to the monthly sharing forum and/or offering assistance and support to the meeting Secretary.
7. Review all H&I Guidelines, rules, regulations and protocols to each facility.
8. Continuously provide training for the members of the Sub-Committee.
9. In the absence of Literature Chair, assume responsibility for ordering, inventorying and distribution of literature inventory by the use of written request forms and distribution at the conclusion of the monthly sharing forum meeting.

3. LITERATURE CHAIR

Literature Chair Requirements

1. Suggested two years of continuous time clean.
2. One year of prior H&I experience.
3. A working knowledge of the Twelve Steps, Twelve Traditions and the Twelve Concepts.
4. Ability to commit to 13 mos. of service to the sub-committee.

Literature Chair Responsibilities

- a. Maintain an up to date inventory of Literature.
- b. Distribute NA approved H&I Literature to meeting Facility Coordinators via approved H&I Literature order forms made available at H&I Sub-committee monthly meetings.
- c. Maintain records for all incoming and outgoing literature.
- d. Archive all H&I Literature order forms for annual review in annually in July.
- e. Order and receive approved H&I Literature from Regional NA Office.
- f. All literature for H&I Monterey/San Benito County must be stamped prior to distribution.

HOSPITALS AND INSTITUTIONS SUB-COMMITTEE GUIDELINES
MONTEREY COUNTY AREA NARCOTICS ANONYMOUS
REVISED JULY 2016

- g. Complete an annual physical inventor and report to the H&I Committee in annually in September.

4. SECRETARY

Secretary Requirements

1. Suggested one year of continuous time clean.
2. Two months of prior H&I experience.
3. A working knowledge of the Twelve Steps, Twelve Traditions and the Twelve Concepts.
4. Ability to commit to 13 mos. of service to the sub-committee.

Secretary Responsibilities

- a. Attend all H&I Sub-Committee meetings.
- b. Keep an accurate set of minutes typed and available at all Sub-Committee meetings.
- c. Provide Chair person with approved minutes prior to ASC Meeting.
- d. Keep an archive of all Minutes and H&I, PI and Pig Roast copy of Guidelines.
- e. All literature for H&I Monterey/San Benito County must be stamped prior to distribution.
- f. Keep and active list of all meetings, days, times, coordinators emails, addresses, phone numbers and copy of signed Facility Rules.
- g. Provide a written agenda for monthly H & I meetings.

5. FACILITY COORDINATOR

Facility Coordinator Requirements

1. Suggested clean time: 2 years; and be cleared for the facility
2. One year prior H & I experience.
3. Ability to commit to H & I for 1 year.
4. Possess a strong NA message of recovery.
5. Has a working knowledge of Steps and Traditions.

HOSPITALS AND INSTITUTIONS SUB-COMMITTEE GUIDELINES
MONTEREY COUNTY AREA NARCOTICS ANONYMOUS
REVISED JULY 2016

Facility Coordinator Duties

- a. Attends all sub-committee meetings.
- b. Maintains an ongoing link of communication between panel members, the facility, and the H & I sub-committee.
- c. Responsible for ensuring that all panel members and speakers comply with H & I guidelines, as well as facility regulations.
- d. Responsible for maintaining a written list of all pertinent facility rules and regulations.
- e. Responsible for maintaining and processing all clearance forms and requests, and keeping that information confidential and secure.
- f. Responsible for ensuring that all panel members and speakers carry the NA message of recovery.
- g. Submit a literature request form at Sharing Forum when picking up literature.
- h. Picks up literature only at monthly business meetings.
- i. Facility Coordinator holds an Annual Panel Member training with the help of Chair/Vice Chair.

6. PANEL MEMBERS

Panel Members Requirements

1. Suggested clean time: 6 months for hospitals; 2 years clean and 2 years out of the county jail system for county volunteers, and a minimum of 2 yrs. clean and 5 yrs. out of the system for state prison volunteers: may vary according to facility's institutional policies.
2. Ability to attend business meeting once a year.
3. Carries a strong NA message of recovery.
4. Has a working knowledge of the Steps and Traditions.

DUTIES:

- a. Responsible for complying with the H & I guidelines as well as faculty regulations.
- b. Responsible for carrying a clear NA message of recovery.
- c. Attends Secretary Training that is provided by Facility Coordinator.
- d. Work with Facility Coordinator to keep H & I approved literature for your H & I meetings.

HOSPITALS AND INSTITUTIONS SUB-COMMITTEE GUIDELINES
MONTEREY COUNTY AREA NARCOTICS ANONYMOUS
REVISED JULY 2016

- e. Willingness to complete one year of service.
- f. It is a panel member's responsibility to keep meeting on track and/or redirect the meeting when it becomes non-recovery orientated.
- g. Maintain communication with H & I Facility Coordinator with any changes or issues that may affect the meeting.

IV. OPERATIONAL PROCEDURE:

- a. No H & I meeting should be instituted in any facility without the prior formal approval of the H & I sub-committee.
- b. All H & I meetings must present a clear NA message of recovery and uphold the Twelve Traditions of NA.
- c. H & I panel members and speakers shall use NA language when speaking at meeting level.
- d. Any sub-committee member attending two consecutive business meetings shall be considered a voting member.
- e. Any sub-committee member absent for two consecutive meetings may be subject to removal from his/her position by consideration of the H & I sub-committee.
- f. All H & I members should possess and be familiar with the H & I Handbook.