

The Greater Providence Area (GPA) Service Committee of NA – June 23, 2013

The next meeting will be held on July 28, 2013

Area Meeting Times:

Administration	12:30 to 2:00pm
Literature Sales	1:45 to 2:45pm
H&I Panel Leaders	1:30 to 2:00pm
Subcommittees	2:00 to 3:00pm
New GSR Orientation	3:15 to 3:30pm
Area Service Meeting	3:30 to 5:30pm

Area Service Meeting Agenda:

1. Meeting called to order / Moment of silence / Service prayer
2. Reading of the Twelve Concepts
3. Introduction / Roll Call / GSR Report
4. Officer reports including: Chair, Vice Chair, Secretary, Treasurer
5. Regional Committee Member Report
6. Board of Directors Report
7. Subcommittee Reports including: Activities, Convention, Finance, Hospitals and Institutions, Literature, Phone Line, Policy, Public Information, Corrections, Website
8. Old Business
9. New Business
10. Motions (submitted at beginning of ASC meeting)
11. Open Forum

Roll Call and GSR Reports:

Groups in Attendance 16

*Total Area Meetings 46 *=GSR representation*

12 Steps in the Old Chapel	Opt for Life
Basic Text	Ray of Hope
Better Way	Recovery and Beyond
Breakfast Club	Recovery in the Chapel*
Change or Die	Recovery in the Country
Choose Life	Recovery in the Lake
Clean & Crazy*	Recovery is More than Abstinence
Dig Deep	Resurrection*
Faith in Recovery	Road to Recovery*
Gimme Shelter*	Set -em Free
Hardcore Recovery	Sisters in Recovery
Jamestown NA	Smith Hill NA*
K.I.S.S.	Start your Nite Right
Late Nite	Starting Over*
Latino NA	Step Sisters* <i>in need of support</i>
Living Clean	Stepping into Recovery
Living Free*	Straight Today
Loveline	Stepping Out Wednesday
Meeting Street Meeting	Sunday Serenity/Insanity*
NA in the Day*	Surrender or Die*
Never Alone Again*	The Lie is Dead* <i>in need of support</i>
New Associations	We do Recover
New Way of Life	Why are we Here*

Announcements:

1. Gimme Shelter has moved to Advent Apartments.
2. **IMPORTANT:** The Greater Providence Area Service Committee is still looking for input on the Area Survey. If your group has not filled one out please do so and bring it back to the next ASC meeting. A copy can be found at the end of the minutes at Addendum 2. Please help us to help you.

Administrative Reports:

Chair: James M./401-516-3863/no email

Hello family. Well we have has some tactical problems for the months of April and May. Let's just pray that we can roll on for June going forward. ILS/James M.

Vice Chair: John N./774-208-2285/jnorton@paragonnt.com

No report given.

Secretary: Gail L./401-954-6642/gaillandi@yahoo.com

Alternate Secretary: Tara B./401-419-2883/no email

No report given.

Treasurer: Peter S./401-255-7197/peter041486@yahoo.com

Alternate Treasurer: Jim D./401-261-5473/jimd12102008@aol.com

See the attached treasurer's report.

Board of Directors: Robert S./401-226-2698/wsbnaiou2@aol.com

Met with Peter S. and went over books. Pleased to say everything is in order, the books are fine. Also the articles of incorporation were filed in June by Tom C. Clerk of BOD. ILS/Robert S. BOD Treasurer

Regional Committee Member (RCM): John D./401-744-1260/john.delicio03@gmail.com

Alternate RCM: Ned L./774-254-7968/nedlandry4@gmail.com

No report given.

Activities: Charlene L/401-516-5581/sassymb411@aol.com

No report given.

Convention: Susan W. /401-438-2375/susanw87@verizon.net

No report given.

Finance: *Open—see information at the end of minutes for qualifications.*

Hospitals and Institutions: Brenda B./ 401-654-7658/brenda.lee102@yahoo.com

Vice Chair: Sully D./401-261-1482/sullyna1999@yahoo.com

H&I committee has voted to stop doing commitments at Butler Hospital at the end of this month. What facility is requiring of N/A we are unable to comply with due to the fact that it violates our own traditions. Facility is not willing to negotiate on any of the requirements they are asking for. Therefore we have no choice but to no longer do commitments at Butler.

We still have an open panel leader position open, that is Roger Williams 4th floor Thursday nights 7-8. We do have an alternate panel leader on that night Tara B.. Roger Williams detox Saturday morning has a new panel leader John C. Detox has alternate on Saturday morning Roxanne H., Thursday night Roger Williams detox has alternate panel leader Dave A.

Committee has formed an ad-hoc committee to research on out reach. Other facilities have approached us in the past and we've been unable to fulfill them at the time. There were 21 commitments and 15 were filled. ILS/Brenda B.

Literature: Freddy T./508-212-2832/freddyfx@rocketmail.com

Literature Sales for the month of May 2013

Literature Rack:	\$17.65
H&I:	\$77.45
Group Sales total:	\$992.15
Total Sales:	\$1,080.50

Literature Expenses

Restock Fee: \$ 917.29

GPANA meeting lists restock: \$ 62.10

Total restocking fee: \$ 979.39

ILS/Freddy T.

Phone Line: *Open—see information at the end of minutes for qualifications.*

Phone Line Ad-hoc: Steve S.

No report given.

Policy: Lewis S./401-952-8109/lminor02@yahoo.com

No report given.

Public Information: *Open—see information at the end of minutes for qualifications.*

H&I Corrections Facilities: Johnny Wheels/401-714-9765/john.fallon1@verizon.net

No Report Given.

Old Business:

Dawn is elected Public Information chair.

Junior is elected Activities chair.

New Business:

Motion 6-23-2013-1 Maker: Larry M. /2nd Junior – Passed 15-1-1

To donate excess money to Region & World in the sum of \$500.00 each.

Intent: So money can be used for our primary purpose.

Greater Providence Area Treasurer's Report

May-13

Description	Income	Expenses	Balance	Check #
Beginning Operating Balance		(Less Prudent Reserves)	\$2,593.46	
Income	Group Donations	\$437.23		
	Free Spirit Reimbursement	\$0.00		
	Convention Committee	\$0.00		
	Misc	\$0.00		
Total Income		.	\$437.23	
Non-Discretionary Expenses	Rent Expense		\$25.00	2399
	Administration/Sec. of State		\$20.00	2340
	H&I		\$0.00	
	Regional Phonenumber		\$55.16	2401
	Secretary		\$0.00	
	Administration		\$0.00	
	RCM Expenses		\$0.00	
	Literature Expense		\$0.00	
	Tres. Expense		\$23.44	2404
	Misc		\$0.00	
	Total Fixed Expenses			\$123.60
Discretionary Expenses	H&I Subcommittee		\$77.45	
	Phonenumber Subcommittee		\$0.00	
	PI Subcommittee		\$0.00	
	Activities Subcommittee		\$0.00	
	Literature Subcommittee		\$0.00	
	Policy Subcommittee		\$0.00	
	Professional Fees		\$0.00	
	Regional Donation		\$0.00	
	WSO Donation		\$0.00	
	Convention Committee		\$0.00	
	Total Discretionary Expenses			\$77.45
Total Expenses			\$201.05	
Operating Balance			\$2,829.64	
Plus Prudent Reserves				
	Area Prudent Reserve		\$1,700.00	
	Insurance Reserve Balance		\$1,284.00	
Total Prudent Reserve			\$2,984.00	
Ending Account Balance			\$5,813.64	

	Income	Expenses	Balance	Check #
*Literature Stock Value				
Beginning Balance			\$ 1,124.68	
Sales	May	\$992.15		
Restock	World Service	\$904.26		2405
	Meeting Lists	\$46.08		2403
Dec Donation	for Corrections		10.55	
Ending Balance			<u>\$1,166.49</u>	

Group Donations - May 2013

Meeting Street
Never Alone Again
Gimme Shelter
Resurrection
Loveline
ANON

Sunday Serenity/Insanity
Recovery in the Lake
Dig Deep
Breakfast Club
Smith Hill NA

Recovery at the Chapel
Sisters in Recovery
NA in the Day
Why R We Here
Surrender or Die
Road to Recovery

Addendum 1:

Greater Providence Area Service Committee

Administrative Positions: Qualifications & Responsibilities

Greater Providence Area Service Committee (GPASC) Administrative Positions:

Qualifications of General Service: The following is a suggested list of qualifications for N.A. members who might wish to become involved in the area service structure of the Greater Providence Area.

- A. Willingness and a desire to serve.
- B. A level of recovery that reflects their ability to apply

The twelve steps to their personal lives and the twelve traditions to their personal interactions with other.

- C. The ability to give the time and resources necessary to fulfill the obligations of the elected office.

- D. The suggested clean time requirement as established for the individual office.

- Chairperson Four (4) years
- Vice Chairperson Three (3) years
- Secretary One (1) year
- Alternate Secretary Six (6) months
- Treasurer Three (3) years
- Alternate Treasurer Two (2) years
- RCM Three (3) years
- Alternate RCM Two (2) years
- BOD Five (5) years

- E. Prior service experience on a group level and working knowledge of the elected office.

Suggested Qualifications of the GROUP SERVICE REPRESENTATIVE (GSR):

- A. The stated qualifications of general service apply to this position.
- B. One (1) year continuous abstinence from all drugs.
- C. Prior service experience serving as an Alternate GSR.
- D. Active participation in the group they are representing.
- E. Knowledge of the GPANA service structure.

Suggested Responsibilities of the GROUP SERVICE REPRESENTATIVE (GSR):

- A. Attend each meeting of the GPASC.
- B. If unable to attend the ASC meeting, asks the

Alternate GSR, or in the Alternate's absence, another group member to assume the GSR responsibilities.

- C. Suggested participation with and Area subcommittee to promote the GSR involvement with GPA.

D. In keeping with the Seventh Tradition, and Second Concept of N.A., bring group donation to the ASC Treasurer.

E. Carry Group Conscience on all matters affecting their group or N.A. as a whole.

F. Inform the GPA of all Group activities, strengths, and problems.

G. Inform the Group of all business, activities, and special needs discussed at ASC meetings.

Subcommittee Officers: Qualifications & Responsibilities

Greater Providence Area Service Committee (GPASC) Subcommittees:

Qualifications of General Service:

The following is a suggested list of qualifications for N.A. members who might wish to become involved in the area service structure of the Greater Providence Area.

- A. Willingness and a desire to serve.
- B. A level of recovery that reflects their ability to apply the twelve steps to their personal lives and the twelve traditions to their personal interactions with others.

C. The ability to give the time and resources necessary to fulfill the obligations of the elected office.

D. The suggested clean time requirement as established for the individual office.

E. Prior service experience on a group level and working knowledge of the elected office.

F. Out- -going chair will work with in-coming chair for one month. To ensure a smooth transition.

Qualifications for GPASC Subcommittee Officers:

A. The stated Qualifications of General Service apply to these positions.

B. Clean time requirements for subcommittee officers:

- Activities, H&I, Literature, Phone Line, Policy, PI: Chairperson Two (1) years
- Finance: Chairperson Five (5) years
- Convention: Chairperson Five (5) years
- Vice Chairperson Four (4) years
- Treasurer Five (5) years
- Secretary Two (2) years

Responsibilities of the FINANCE

SUBCOMMITTEE:

- A. Review all financial statements—past, present, and future—to help guide the Area to financial responsibility.**
- B. Assist the Area Treasurer in compiling quarterly balance sheets, profit and loss statements.**
- C. In keeping with the Seventh Tradition of N.A., works with the Area Treasurer to formulate an Area budget, with expenses not to exceed the income generated by the Area.**
- D. Oversee all expenses and research alternatives in order to curtail unnecessary expenses.**
- E. Fulfill all other responsibilities that the GPASC deems necessary.**
- F. Meet one hour prior to the GPASC meeting and as often as the Finance Subcommittee deems necessary.**
- G. Attend the GPASC meeting, provide a verbal subcommittee report to the service body and a written report for inclusion in the Area minutes.**

Responsibilities of the PHONE LINE

SUBCOMMITTEE:

- A. Maintain lines of communication between N.A. and the answering, and/or any other phone service used by the GPA.**
- B. Respond to all requests for information in a timely and effective manner.**
- C. Insure that those requests are handled at the appropriate level of service.**
- D. Maintain helpline and Twelve Step call list.**
- E. Establish and maintain the integrity of guidelines for handling phone line requests.**
- F. Meet one hour prior to the GPASC meeting and as often as the Phone Line Subcommittee deems necessary.**
- G. Attend the GPASC meeting, provide a verbal subcommittee report to the service body and a written report for inclusion in the Area minutes.**

Addendum 2:

AREA INVENTORY

An area may want to send this inventory or a similar set of questions to the groups. Members or groups can answer each question with a number from one to five, using a scale such as:

①	②	③	④	⑤
Not at all	Needs improvement	Adequate	Outstanding	Excellent

When the numbers are totaled for each question, the area can see what most needs improvement (1) and what is going quite well already (5).

How well has the area served local groups this year?

- How well does the area communicate with local groups? _____
- How well does the area respond to the needs of local groups? _____
- How well is the area managing its donations and area treasury? _____
- How effectively does the area demonstrate responsibility and accountability? _____
- How fully does the area train and support members who serve on the area service committee? _____
- How well does the area service committee foster an atmosphere of courtesy and mutual respect? _____
- How completely does the area provide opportunities for communication about committee concerns to the local members and groups? _____
- How well is a sense of unity fostered within the area service body? _____
- How positively is a sense of unity shown within local groups? _____
- What is the area's experience with trusted servants? _____
- How well has the area fostered the willingness of the local fellowship to volunteer for service positions? _____
- How well does the area practice continuity and rotation? _____
- How well does the area function in maintaining a full complement of trusted servants, with no open commitments? _____
- How fully does the area create an environment where the conscience of the body guides the decisions and direction of the area? _____

How well has the area done this year in making NA's message more widely known in the larger community?

- How well is the area communicating with those in the community who interact with addicts? _____

- How completely does the area respond to the needs of the larger community? _____

- How well is the area using human and financial resources to carry NA's message of recovery in an efficient and effective way? _____
- How fully trained and supported are the trusted servants who interact with members of the community? _____
- How well has the area built cooperative relationships with those in the larger community? _____
- How easily can those in the larger community reach an NA member who is in a position to respond to their questions or requests? _____

How well has the area cooperated and collaborated with the region and NA World Services this year?

- How effectively does the area communicate with the region and with NA World Services? _____
- How well does the area respond to requests from the region and from NA World Services? How fully does the area share its needs and concerns with the region and NA World Services? _____
- How reliably does the area forward funds to the region and/or NA World Services?____

- How effectively does the area use resources (such as written materials or experience from other trusted servants) that are available through the region and/or NA World Services? _____
- How fully has the area formed a cooperative relationship with the region and NA World Services? _____
- How well is the area creating a sense of unity with the region and NA World Services?

Is there any particular area of service and/or area function that you perceive is outstanding?
Please identify: _____

Is there any particular area of service and/or area function that you perceive would need improvement? Please identify: _____

