

The Greater Providence Area (GPA) Service Committee of NA – January 27, 2013

The next meeting will be held on February 24, 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 18

*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 Day
Clean & Crazy	Recovery in the Lake
Dig Deep	Recovery is More than Abstinence*
Faith in Recovery	Resurrection*
Gimme Shelter	Road to Recovery*
Hardcore Recovery	Sisters in Recovery
Jamestown NA	Smith Hill NA*
K.I.S.S.	Start your Nite Right* <i>in need of support</i>
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* <i>in need of support</i>
New Way of Life	Why are we Here*

Announcements:

1. NA in the Day Anniversary changed from Feb. 1st to Feb. 8th from 12:00pm to 2:00pm at Anchor Recovery Center, 249 Main St., Pawtucket R.I. Contacts: Darlene D. 401-523-0189/Denise H. 508-954-3580

Administrative Reports:

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

I am glad to say phone line is up and running. I received a call on Dec. 19, 2012. I would like to thank our past phone line chair and our new vice chair for all their help.

Your chair James M.

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

I Had mentioned that we wanted to get an area inventory going and I have come up with an idea. I want to take three questions a month from the Area Inventory listed on the locally developed resources on NAWS website. The goal of this is to better serve the NA community who have entrusted us to serve them in accordance with the fourth concept. If any members would like to be with this please contact me I am available through phone or email.

I have finally got the phone line ironed out and have 2 calls over the past month or so. I will be sending around a list for people to sign up with their name number and dates available please write neatly it is greatly appreciated.

I can really use assistance with this service to carry out our 5th tradition.

I really want to let everyone about how important it is for us to improve our PI efforts in this area. We have a lot of different areas we can reach and we need to do more in this area. ILS/John N.

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

See the attached treasurer's report.

Board of Directors:

No report given.

Regional Committee Member (RCM): John D./401-774-1260/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

Our last meeting was on 12/16/12. Mostly we went over the plan for the New Year's Eve event that went very well. I do not have all the details yet because we do not meet until February. There has been an early bird registration flyer put out to the fellowship. I know of at least 25 registrations have been bought and many more being dispersed at other conventions. We have been working on negotiating a contract with the Crowne Plaza for our next convention.

Our ending treasurer balance was \$6923.00.

Our next meeting is scheduled for February 17, 2013 at anchor recover from 4-6.

ILS/Susan W.

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

Hi Family,

I took over as H&I chairperson this past month. All information passed on to me from H&I vice chair Sully. We have one open panel leader position Sat. morning Roger Williams Psych Unit 10:30 – 11:30 also corrections women's max on every other Tuesday night. ADHOC committee formed for H&I learning day. John D. has been appointed as chair of that committee.

There are 28 commitments this month, 18 are filled. We are working on filling the others.

Discussed Butler detox on Wed. night will next meet with facility with other members of the executive committee. We also had a discussion on not bringing cell phones into facilities and working on getting this into Do's and Don'ts. ILS/Brenda B.

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

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

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

Still looking for people to get active. Policy is updated and online. Will get with website chair to put policy pdf on website. ILS/Lewis S.

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

Good morning!

1. We were able to submit some new applications and renew some old ones.
2. We are still waiting for the DOC to get back to us with another day that we can have the meeting at the minimum facility. At this time there is not a meeting being held there.
3. Stacy H step down as the Panel leader for the meeting being held at that facility. That meeting is not being held at this time until we can find another member (s) willing to fill that panel leader position at that facility as well. Thank you Stacy for your service. We have had a few woman NA members express an interest in that position. More will be revealed. All meeting at all woman facilities have been barley attended and I discussed that Lauranne Howard and see is not sure why that is.
4. Jeff A has expressed his desire to serve as a panel leader at the medium facility. He will have the required clean time this March and has completed the required orientation and has filled in for Mark V many times. Thank you Jeff for your service.
5. We gave NA basic texts that were donated to H&I Corrections committee to the DOC to be distributed in all facility libraries. I informed them that we would provide more books when the funds allow.

That's all for now !*More will be revealed* – In loving service John F. (Wheels) and Michael C.

Phone Line Adhoc: Sully D. Chair

No report, will need one more month to gather information.

Old Business:

Fred T. is elected literature chair.

Open Subcommittee positions: Finance, Phone line, Public Information

GSR Vote on Motion 12-16-2012-1 Maker: Ned L. Seconded Sully D. – 8 Yay – 4 Nay – 1 Abstain **Did Not Pass (Did not make Quorum)**

To reduce the clean time requirement for Literature Chair, Policy Chair and Phone line Chair from 2 years to 1 year.

Intent: To give the opportunity for newer NA members to serve their Area.

New Business:

Motion 1-27-2013-1 Maker: John D. Seconded Ned L. – Passed 20-0-1

To donate \$250 to region and \$250 to NAWS.

Intent: To carry the message.

Motion 1-27-2013-2 Maker: H&I – Passed 20-0-0

To receive \$46.05 in the form of literature.

Intent: To further carry out our primary purpose.

Greater Providence Area Treasurer's Report

Dec-12

Description	Income	Expenses	Balance	Check #
Beginning Operating Balance		(Less Prudent Reserves)	\$3,451.29	
Income	Group Donations	\$268.97		
	Free Spirit Reimbursement	\$0.00		
	Convention Committee	\$0.00		
		\$193.95		
Total Income			\$462.92	
Non-Discretionary Expenses	Rent Expense		\$25.00	2361
	Phone Services		\$0.00	
	Answering Service		\$0.00	
	Regional Phoneline		\$46.87	2362
	Secretary		\$0.00	
	Administration		\$0.00	
	RCM Expenses		\$51.00	2364
	Literature Expense		\$0.00	
	Tres. Expense		\$0.00	
	Web Sight		\$0.00	
	Total Fixed Expenses		\$122.87	
Discretionary Expenses	H&I Subcommittee		\$0.00	
	Phoneline 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		\$0.00	
Total Expenses			\$122.87	
Operating Balance			\$3,791.34	
Plus Prudent Reserves				
	Area Prudent Reserve	\$1,700.00		
	Insurance Reserve Balance	\$1,284.00		
		<hr/>		
Total Prudent Reserve			\$2,984.00	
Ending Account Balance			\$6,775.34	

	Income	Expenses	Balance	Check #
*Literature Stock Value				
Beginning Balance			\$ 1,579.61	
Sales	DEC	\$997.75		
Restock	World Service		\$1,224.89	2363
	Meeting Lists			
	PI Expense			
	H&I Purchases			
Ending Balance			<u>\$1,352.47</u>	

Group Donations - DEC 2012

Meeting Street	Sunday Serenity/Insanity	Recovery at the Chapel
Never Alone Again	Recovery in the Lake	Keep It Simple Saqt
Ray of Hope	Sisters Stepping in Freedom	NA in the Day
Lie is Dead	Breakfast Club	We Do Recover
Loveline	Smith Hill NA	Change or Die
Surrender of Die	Sisters in Recovery	
Faith in Recovery	Living Free	

Addendum 1:

Greater Providence Area Service Committee

**Administrative Positions:
Qualifications & Responsibilities**

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:

- Finance
- Literature
- Phone Line
- Public Information

Subcommittee Positions:

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer (if necessary)
- Others as needed

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.
- Responsibilities of the POLICY SUBCOMMITTEE:**

- A. Research and seek guidance in gaining a better understanding of the 12 Traditions, 12 Concepts of N.A. and WSC guidelines, bulletins, and other information as it is developed.**
- B. Develop ASC policy to be considered for approval by GPA groups.**
- C. Compile and maintain all approved policy.**
- D. Maintain past and present motion lists organized by position and subcommittee.**
- E. Review all past and present motions (and all other business) that require clarification.**
- F. Meet one hour prior to the GPASC meeting and as often as the subcommittee deems necessary to fulfill its responsibilities.**
- G. Attend the GPASC meeting, provided a verbal subcommittee report to the service body and a written report for inclusion to the Area minutes.**

G. Attend GPASC meeting, provide a verbal subcommittee report to the service body and a written report for inclusion in the Area minutes.

Responsibilities of the PUBLIC INFORMATION (PI) SUBCOMMITTEE:

- A. Uphold the integrity of the Eleventh Tradition of N.A.**
- B. Maintain: Distribution and sales of meeting lists to rehabilitation centers as well as the general public. Review, update, and oversee the publishing of the Area meeting list as often as the Area deems necessary.**
- C. Arrange all public information speaker commitments.**
- D. Conduct a minimum of one public information workshop per year.**
- E. Meet one hour prior to the GPASC meeting as often as the subcommittee deems necessary to fulfill its responsibilities.**
- F. Elect a Web Coordinator responsible to the PI Subcommittee.**