

**The Greater Providence Area (GPA) Service Committee of NA – July 28, 2013**

***The next meeting will be held on August 25, 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* <i>in need of support</i>	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
New Associations*	We do Recover
New Way of Life	Why are we Here*
Open Minds*	

## Announcements:

1. Gimme Shelter group of NA is back at the John Hope Settlement House, 8/16/13 from 6:30pm to 8:00pm
2. GPACNA VII Together We Can, Alone We Can't Fundraising and Entertainment is hosting a Men's & Women's Rap, Sat. Aug 17<sup>th</sup>, Silver Lake Community Center, 529 Plainfield St., Providence, 1pm – 7pm. Suggested donation \$5, POC Daryl F. 919-0220, Horace R. 359-0867

## Administrative Reports:

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

To all that are administration and subcommittee. Please be here at 12:30pm for the first meeting as trusted servants we need to be there. ILS/James M.

Vice Chair: John N./774-208-2285/[jnorton@paragonnt.com](mailto:jnorton@paragonnt.com)

No report given.

Secretary: Gail L./401-954-6642/[gaillandi@yahoo.com](mailto:gaillandi@yahoo.com)

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

No report given.

Treasurer: Peter S./401-255-7197/[peter041486@yahoo.com](mailto:peter041486@yahoo.com)

Alternate Treasurer: Jim D./401-261-5473/[jimd12102008@aol.com](mailto:jimd12102008@aol.com)

See the attached treasurer's report.

Board of Directors: Robert S./401-226-2698/[wsbnaiou2@aol.com](mailto:wsbnaiou2@aol.com)

Hello Family, the board of directors met on July 19<sup>th</sup>. All members were in attendance, went over convention concerns and internal guidelines. ILS/Robert S. BOD Treasurer

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

Alternate RCM: Ned L./774-254-7968/[nedlandry4@gmail.com](mailto:nedlandry4@gmail.com)

No report given.

Activities: Junior

No report given.

Convention: Susan W. /401-438-2375/[susanw87@verizon.net](mailto:susanw87@verizon.net)

We met at the Crowne Plaza on 6/30/13 and our meeting and took a tour of the hotel. We last met on 7/14/13. Fundraising and Entertainment is hosting a Men's & Women's Rap on 8/17/13 at Silverlake Community Center in Prov. From 1 to 7pm with a \$5 donation.

The registration committee has a pre-registration flyer out for \$15 with the registration forms coming out soon. Hopefully for the august event.

Peter S. was elected as Merchandise Chair. We are still in need of an Arts and Graphics Chair.

Next meeting is 8/11, Sunday at Anchor recovery 4pm. 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](mailto:brenda.lee102@yahoo.com)

Vice Chair: Sully D./401-261-1482/[sullyna1999@yahoo.com](mailto:sullyna1999@yahoo.com)

There were 5 panel leaders present and 9 group reps.

All commitments are doing well we have a new panel leader for Thursday night RW 4<sup>th</sup> floor Denise H. Ad hoc outreach committee brought back outreach information we do have 1 facility that has contacted us. PI will be contacting facility to set up meeting. Free Spirit area chair Mike F was present at todays meeting. Free spirit and providence area discussed the possibility of the two areas working together and at some point the two

areas may be merging. The ad hoc committee will be meeting at Anchor Recovery Aug 3 at 12pm. There were 24 commitments 18 were filled. ILS/Brenda B.

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

Literature Sales for the month of May 2013

Literature Rack:	\$30.71
H&I:	
Group Sales total:	\$988.31
Total Sales:	\$1,019.02

Literature Expenses

Restock Fee: \$ 815.88

GPANA meeting lists restock: \$ 62.10

Total restocking fee: \$ 877.98

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: Dawn

No report given.

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

No Report Given.

Metro Ad Hoc: Steve S./401-338-1937/srstorti@aol.com

Hello Family, Please excuse my absence last month, I had eye surgery, also the Free Spirit Area had their elections, which made it difficult to obtain up-to-date information.

I have met with Bill from FSA to establish a framework, which would be attractive to both area's. Our discussion, with each other and with other interested members, was designed to get a feeling regarding the concerns surrounding the Metro concept. Both of us discovered that most concerns were founded in mis-information.

We were able to combine the information from all parties and establish a framework for cooperation. Bill presented the information to the Free Spirit Area. He requested a straw poll and support for the Metro Committee was almost unanimous.

We met again to design a framework to present more information to both Area's for discussion. This framework will be more detailed and answer the common questions; which seemed to be universal.

This proposal will combine Phone-line, web site and meeting list. The reason for limiting the Metro Committee to these entities is that these three sub-committee's have a common database that they rely on to fulfill their task; that common database being meeting information.

We are currently acquiring additional information in hopes that when the final report is submitted it is all-inclusive and answers any and all possible questions that might arise. Respectfully Submitted/Steve S.

**Old Business:**

No nominations for Finance Chair still open.

No nominations for Phone Line Chair still open.

**New Business:**

Motion 7-28-2013-1 Maker: John F. **Passed 16-0-1**

Motion: Purchase literature for DOC meetings \$165.10

Intent: Fulfull primary purpose

Motion 7-28-2013-2 Maker: Why are We Here Seconded: Opt 4 Life **Back to Groups**

Motion: Area chair to develop a yearly calendar for the ASC meetings rather than the general 4<sup>th</sup> Sunday of the month and to publish that calendar on the GPA website for all to access.

Intent: Some months the 4<sup>th</sup> Sunday falls on a holiday or holiday weekend when members cannot attend. This will allow area to effectively provide service to the groups.

Motion 7-28-2013-3 Maker: H&I **Passed 16-0-1**

Motion: \$21.46 in the form of literature

Intent: To further carry our message

# Greater Providence Area Treasurer's Report

Jun-13

Description	Income	Expenses	Balance	Check #
<b>Beginning Operating Balance</b>		(Less Prudent Reserves)	<b>\$2,829.64</b>	
<b>Income</b>	Group Donations	\$631.18		
	Free Spirit Reimbursement	\$0.00		
	Convention Committee	\$0.00		
	Misc	\$0.00		
<b>Total Income</b>		.	<b>\$631.18</b>	
<b>Non-Discretionary Expenses</b>	Rent Expense		\$25.00	2406
	Administration/Sec. of State		\$0.00	
	H&I		\$0.00	
	Regional Phoneline		\$41.13	2407
	Secretary		\$0.00	
	Administration		\$0.00	
	RCM Expenses		\$0.00	
	Literature Expense		\$0.00	
	Tres. Expense		\$0.00	
	Misc		\$0.00	
	<b>Total Fixed Expenses</b>		<b>\$66.13</b>	
<b>Discretionary Expenses</b>	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 Expenses		\$0.00	
	Regional Donation		\$500.00	2411
	WSO Donation		\$500.00	2410
	Convention Committee		\$0.00	
	<b>Total Discretionary Expenses</b>		<b>\$1,000.00</b>	
<b>Total Expenses</b>			<b>\$1,066.13</b>	
<b>Operating Balance</b>			<b>\$2,394.69</b>	
<b>Plus Prudent Reserves</b>				
	Area Prudent Reserve	\$1,700.00		
	Insurance Reserve Balance	\$1,284.00		
			<hr/>	
<b>Total Prudent Reserve</b>			<b>\$2,984.00</b>	
<b>Ending Account Balance</b>			<b>\$5,378.69</b>	

	Income	Expenses	Balance	Check #
<b>*Literature Stock Value</b>				
Beginning Balance			\$ 1,166.49	
<b>Sales</b>	June	\$988.31		
<b>Restock</b>	World Service	\$917.29		2408
	Meeting Lists	\$62.10		2409
<b>Dec Donation</b>	for Corrections		\$10.55	
Ending Balance			<u>\$1,175.47</u>	

### Group Donations - May 2013

Meeting Street  
Never Alone Again  
Gimme Shelter  
Resusurrection  
Loveline  
ANON

Sunday Serenity/Insanity  
Recovery in the Lake  
The Lie is Dead  
Faith in Recovery  
Smith Hill NA

Recovery at the Chapel  
Sisters in Recovery  
NA in the Day  
Choose Life  
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.**