

## The Greater Providence Area (GPA) Service Committee of NA:

**March 25th, 20018    The next meeting will be held on April 22nd, 2018**

### 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:

- Meeting called to order / Moment of silence / Service prayer
- Reading of the Twelve Concepts
- Introduction / Roll Call / GSR Reports
- Officers reports including: Chair, Vice Chair, Secretary, Treasurer
- Regional Committee Member Report
- Board of Directors Report
- Subcommittee Reports including: Activities, Convention, Finance, Hospitals and Institutions, Literature, Phone Line, Policy, Public Information
- Old Business
- New Business
- Motions (submitted at beginning of ASC meeting)
- Open Forum

### GROUP ANNOUNCEMENTS:

- **WHO IS AN ADDICT:** Is Changing their format from a open speaker discussion to an I.P./ Literature/speaker open meeting. They meet at 68 Falmouth St. Attleboro, MA (Cameron Recovery Center) Sundays 7:00pm to 8:15pm
- **OPT FOR LIFE:** Will be having a speaker the second Saturday of every month. Groups 35th anniversary is September 8th from 6-7 is food,7-8:30 they are having a meeting followed by fellowship from 8:30-10:00pm. They meet at ST. Peter's by the sea 72 Central St. Narragansett,RI (corner of Central&Caswell Streets)
- **CLEAN AND SERENE:** **Could use some support!** They meet Friday night's at Pilgram lutheran church 1817 Warwick Ave Warwick RI. Meeting is from 7 till 8:15 pm( basement hall ) parking lot is between church & appartments

### GSR'S IN ATTENDANCE FOR GROUPS ARE HIGHLIGHTED

12 Steps in the Old Chapel	<b>New Life</b>
Basic Step Study	Open Minds
Basic Text	Opt 4 Life
Better Life	Positive Steps
<b>Better Way Group</b>	Ray of Hope
<b>Breakfast Club</b>	<b>Recovery at the Beach</b>
Change or Die	<b>Recovery in the Chapel – Premises are smoke free</b>
Choose Life	Recovery in the Country
Clean & Crazy	<b>Recovery in the Lake</b>
<b>Cookies &amp; Recovery</b>	<b>Recovery is More than Abstinence</b>
<b>Dedication</b>	Resurrection
Dig Deep	Road to Recovery
<b>Faith in Recovery</b>	<b>Foundation for success</b>

Gimme Shelter	Smith Hill NA
Hardcore Recovery	Start your Night Right
HOPE	Starting Over
IP Time	Step Sisters
K.I.S.S.	Straight Forward
Late Night with NA	Straight Today
The meditation meeting	Stepping Out Wednesday
Living Clean	Serenity/Insanity
Living Free	Meeting Street Meeting
Love Line	Tuesday Not Use Day
Woman Of Integrity	Who is an Addict
Recovery in Johnston	Serenity Maniacs
Recovery at the Edge	Serenity Seekers
Recovery & Beyond	The Text Message
Regardless of Sexual Identity	New Freedom
Serenity Plus	The Message of Hope
Learn to Live	Free at Last (Saturday)
The Lie is Dead	Grow or Go
107 club	I Cant, We Can
Alone No More	The Journey Continues
Clean & Serene	Why Not Group (Men's Group)
Free at Last (Thursday)	Why are we Here
Men with a Vision	Never Alone Again
NA in the Day	Steps To Freedom

## **ADMINISTRATIVE REPORTS:**

### **Chair (Peter S)**

- Due to the anxiety and stress I am resigning my position as area chair, due to the health issues with my heart. I will stay to help until another area chair can be found.  
In Loving Service  
Peter S

### **Vice Chair (Cyndi W.)**

No report given

### **Secretary (John O)**

- If you want a copy of the area minutes please print neatly on the attendance sheet!
- Administrative bodies please make all reports available within 10 calendar days for timely GPANA Minutes distribution, however, the Minutes will be distributed within the 15<sup>th</sup> calendar day mark as voted. I am only required to send said minutes to absent Executive Bodies not to GSRS or other NA members, this is to encourage group representation at the GPANA.
- **GPACNA IX-GREATER PROVIDENCE AREA CONVENTION NA COMMITTEE-Subcommittees:**
- **For more information on how to get involved contact:**

Chair:- Rosalind M. Tel. (401) 524-3282  
996-0567

Vice Chair: Rico W. Tel. (401)

- **GSRs please make sure you write on the sign in sheet the group that you are representing.**

**Literature Report: (Rick D.)**

No report given

**Treasures Report: Judy B.**

<b>Greater Providence Area Treasurer's Report</b>					
		Jan 18			
	Description	Income	Expenses	Balance	Check #
<b>* Beginning Operating Balance</b>		(Less Prudent Reserves)		\$1,074.22	
<b>Income</b>	Group Donations	\$896.19			
	literature sales	\$1,943.26			
	Convention Committee Lit Order	\$0.00			
	Leftover money from hosting region	\$0.00			
<b>Total Income</b>		.		<b>\$3,913.67</b>	
<b>Non-Discretionary Expenses</b>	Rent Expense		\$50.00		2752
	Postal service		\$140.00		2754
	H&I		\$0.00		
	Regional Phoneline Secretary		\$26.89		2760
	Literature Expense		\$908.54		2759
	Activities		\$0.00		
	Hosting Region		\$0.00		
	Feb meeting list		\$135.00		2755
	March meeting list		\$135.00		2761
	RCM Expenses		\$0.00		
<b>Total Fixed Expenses</b>			<b>\$1,395.43</b>		
<b>Discretionary Expenses</b>	H&I Subcommittee		\$0.00		
	Free Spirit Area reimbursement		\$0.00		
	PI Subcommittee		\$0.00		
	Activities Subcommittee		\$0.00		
	Literature Subcommittee		\$0.00		
	Policy Subcommittee		\$0.00		
	Profession Expenses		\$14.12		



Serenity Seekers	Clean n Serene	Dedication
NA in the Day	HOPE	Free At Last
Surrender or Die	The Lie is Dead	Regardless of Sexual Identity
Steps to Freedom	Step Sisters	Breakfast Club
Loveline	Smith Hill NA	Serenity Maniacs
Sunday Serenity/Insanity	Dig Deep	Straight Forward
Vision of Men	Never Alone Again	
IP Time	Why Are We Here	Recovery at The Beach

**ALT RCM Report: (Vivtoria M)**

**RCM Report: (Jim D.)**

## **RCM Report 03/25/18**

Region has not met since our last area meeting. The South Shore Area will be hosting the April regional meeting at a location still to be determined. Subcommittees will meet on Saturday, April 14<sup>th</sup> at 12:00 and the main regional meeting will begin at 11:00 on Sunday, April 15<sup>th</sup>.

A CAR workshop was held by the Greater Providence Area on Saturday, March 17<sup>th</sup>. All homegroups have until Sunday, April 29<sup>th</sup> at 12 noon to have their tally sheets emailed to our delegate team at: [rda@newenglandna.org](mailto:rda@newenglandna.org) or [rd@newenglandna.org](mailto:rd@newenglandna.org). The literature and Issue Discussion Topic (IDT) surveys have been extended until April 1<sup>st</sup>. All addicts are encouraged to complete the surveys as they determine what projects the world service office will be supporting in the next cycle.

There is a regional motion that has been sent back to areas regarding the phonenumber treasurer position, as it affects regional policy.

Once your homegroups have had an opportunity to fill out the NERNA Planning Assembly basics survey that was included in the February RCM report, please forward them to [nerfdna@gmail.com](mailto:nerfdna@gmail.com). The form can also be completed on line by searching "nerna planning assembly basics survey".

Registration for the next World Convention, WCNA 37, being held August 30<sup>th</sup> thru September 2<sup>nd</sup>, 2018 in Orlando FL, continues to be available at [na.org](http://na.org).

The February regional minutes are now available at [nerna.org](http://nerna.org).

In grateful service,

Jim D. and Victoria M. – RCM team

### **BOD REPORT (Robert S.)**

- The BOD, meet 3/19/18. Three members were present. We discussed recommendations for the Convention Committee. We will share with the CC when we meet in April. We had many discussions around the service structure, the area in particular, and current policies. Two of the BOD members are tentatively designed to meet today 3/25/18 to file our taxes, they need to obtain our financial report in order to do so. We look to meet June 10, 2018. We will meet at the Dunkin Donuts on Smith Street in Providence, from 12-1. We hope this gives the Chair enough time to join us.

ILS,  
Respectfully,  
Wanda B.

### **Activities Report (Sandy S.)**

- We are still waiting on funding to be granted for the proposed dance on May 19 2018. We are in limbo until funding is granted to the regional activities committee.
- We are actively recruiting members for the activities committee. If you are interested in serving please contact Sandy (858)353-2443

In Loving Service  
Sandy S

### **Convention report (Rosalind)**

- GPACNA IX Greater Providence Area Convention NA IX
- March 11, 2018
- 4:00 PM Meeting opened with the Serenity Prayer and a Moment of Silence for the Addict who still suffers. In addition we read the Twelve Traditions/12 Concepts and our Service Prayer.
- Executive committee reports:
- Chairperson:
- Vice Chair:
- Treasurer: Square Reader discrepancy. Need bank statements to reconcile amounts. Approximate profit \$8533.80. Total hotel bill \$11,500.
- Vice Treasurer:
- Secretary:
- Open Executive Committee Position Assistant Secretary Beginning balance \$16712.20
- Subcommittee Reports:
- Hotels & Hospitality -
- Programming -
- Registration -
- Merchandising -
- Fundraising & Entertainment -
- Arts & Graphics -
- Convention Information
- Roll call and Set Quorum 11Attending/10 voting members

- Old Business 1. 2. New Business
- 1. 2. 3. Open Forum-RECOMMENDATIONS \*Learn cash register's \*Candidates for chairperson-go back to area service meeting \*Registration packets-restructure numbering, utilize spreadsheets on convention computers \*Order tablets and square readers for registration and merchandising committees \*Increase seed money – motion to area service committee \*Arts and Graphics-get logo started (send out to groups) \*February 1, 2020 date available @ Crowne Plaza Motions (2) Motions Attached – (2) Money Motion Motion 03/11/18-01 Treasurer: pay rent to Anchor Recovery \$25.00 Motion 03/11/18-02 Treasurer: purchase 2 tablets and a square reader option c; \$299.00

Closing Balance \$16, 033.80 Next scheduled Convention Meeting Anchor Recovery 249

Main St. Pawtucket RI Sunday April 8, 2018 @ 4:00pm

Please make every effort to attend. Subcommittee reports, Attendance, Motions attached Meeting closed with the Serenity Prayer

In Loving Service Pam V.

GPACNA IX Greater Providence Area Convention NA IX  
February 11, 2018 Crowne Plaza

12:15 PM Meeting opened with the Serenity Prayer and a Moment of Silence for the Addict who still suffers. In addition we read the Twelve Traditions/12 Concepts and our Service Prayer.

Executive committee reports:

Chairperson: 32 people pre-registered. Rosalind collected \$495 for 2020 convention. She will turn it over to next committee .

Vice Chair:

Treasurer: Started taking credit cards. Worked great Paid DJ and comedian. Handed in final spread sheet.

Vice Treasurer:

Secretary:

Open Executive Committee Position Assistant Secretary Beginning balance \$1765.59 Subcommittee Reports:

Hotels & Hospitality - Will address issues with hotel. Have help worked out before convention. Suggestion to have hotel make coffee.

Programming - Great staff. All went well.

Registration – Went very well. Newcomer packets all sold. Lots of word going around \$5.00 for them.

Merchandising - Balance of \$1679 to treasurer. Everything went well. 13 longleeve, 4 hoodies and old inventory. Will count old inventory vs new inventory.

Fundraising & Entertainment – Bumps in the road and good things went on. Teaching others. Serenity keepers at doors would of helped. Not all committee members stepped up to the plate.

Arts & Graphics – Enjoyed seeing people wearing the graphics he made. Would have helped other committees.

Convention Information

Roll call and Set Quorum Attending/ voting members Old Business 1. Merchandising still has shirts for sale contact Daryl F. @401-919-0220. 2.

New Business 1. 2. 3. Open Forum \*Lack of communication who was suppose to be at the doors and when \*No coffee at banquet \*purchase more tickets for next convention \*Each door needs people manning them, especially paying events \*Doors were not able to lock at hotel \*no serenity keepers this year, suggestion to ask groups to help with H&H. \* Business wise, when talking money get legitimate receipts Motions (0)

Motions Attached – (0) Money Motion Closing Balance \$16, 712.20 Next scheduled Convention Meeting Anchor Recovery 249 Main St.

Pawtucket RI Sunday March 11, 2018 @ 4:00pm

Please make every effort to attend. Subcommittee reports, Attendance, Motions attached Meeting closed with the Serenity Prayer

In Loving Service Pam V.

GPACNA IX Greater Providence Area Convention NA IX  
February 4, 2018

2:15 PM Meeting opened with the Serenity Prayer and a Moment of Silence for the Addict who still suffers. In addition we read the Twelve Traditions/12 Concepts and our Service Prayer.

Executive committee reports:

Chairperson: Responsibility Statement read to committee by Rosalind. This statement will be read at the beginning of each meeting and put onto name badges. Rosalind clarified her reasoning for speaking to the Registration vendor and making an executive decision. Newcomer packets distribution must be discussed. Order an extra 200 tickets.

Vice Chair:

Treasurer: Steve will try out the square reader.

Vice Treasurer:

Secretary:

Open Executive Committee Position Assistant Secretary Beginning balance \$2878.91 Subcommittee Reports:

Hotels & Hospitality - 211 rooms out of 214 rooms booked. Susan worked with the cash register. All committees can bring in supplies that they need on Thursday nite. Is okay for committees to come in at noon Friday to set up. Susan has the floor plans. Report Attached  
Programming - Rob sent a text message of supplies and tee shirts in storage. Drafted responsibility statement. Main readings were laminated. Report Attached

Registration - To order lanyards for name badges. 1000 packages were completed. Concerned about too many people behind the registration booth. Committee has the people needed. Report Attached

Merchandising - Daryl forwarded the final bill to committee from Hilco. Report Attached

Fundraising & Entertainment – Did not meet last week. Questions to Susan about decorations and signs for the comedian. Motion was resubmitted and passed for line dancers to be paid. Notation about the Fashion Show it is from 1pm -2:45pm. Report Attached

Arts & Graphics – The committee was able to secure quotes from Allegra printing for name tags, brochure/programs, and tickets. Each committee reviewed/approved changes. Ready for printing tomorrow. Report Attached

Convention Information - (\$5 per person donation) Community Care Alliance/Serenity Center sent a list with 10 people who will attend. Report Attached

Roll call and Set Quorum 16 Attending/ 14 voting members Old Business 1. Merchandising still has shirts for sale contact Daryl F. @401-919-0220. 2. Honor 2 hotel rooms for DJ George. New Business 1. Have preregistration slips ready for the next convention for \$15.00 to generate funds and raffle of a 2 night stay. 2. To allow all speakers to pay \$20 registration. 3. Motion to pay rent was accepted by all in attendance.

Open Forum Motions (9) Motions Attached – (6) Money Motion Motion 02/04/18-01-Have preregistration slips ready for the next convention for \$15.00 Motion 02/04/18-02-Laminated main meeting readings \$46.03 Motion 02/04/18-03-Order 1000 lanyards from Amazon

\$199.50 Motion 02/04/18-04-To use the remaining balance of \$134.29 to purchase stickers costing \$113.97 Motion 02/04/18-05-To purchase (apples, oranges, coffee, cream, sugar cups and bananas) \$264.64 Motion 02/04/18-06-To pay rent to the Providence Center \$25.00 Motion

02/04/18-07-Program, event tickets, registration sheets, schedule cards \$2290.30 half \$1145.15 Motion 02/04/18-08-To allow all speakers to pay \$20 registration. Motion 02/04/18-09-Honor 2 hotel rooms for DJ George. Closing Balance \$1765.59 Next scheduled Convention Meeting

The Crowne Plaza Hotel (Tiverton Room) Thursday February 8, 2018 @ 7:00pm

Please make every effort to attend. Subcommittee reports, Attendance, Motions attached Meeting closed with the Serenity Prayer

In Loving Service Pam V.

GPACNA IX Greater Providence Area Convention NA IX  
February 8, 2018 Crowne Plaza

7:10 PM Meeting opened with the Serenity Prayer and a Moment of Silence for the Addict who still suffers. In addition we read the Twelve Traditions/12 Concepts and our Service Prayer.

Executive committee reports:

Chairperson: Talked about the pre-registration raffle. The winner will receive 2 night hotel stay next convention.

Vice Chair:

Treasurer:

Vice Treasurer:

Secretary:

Open Executive Committee Position Assistant Secretary Beginning balance \$1765.59 Subcommittee Reports:

Hotels & Hospitality - Hospitality room will be the Tiverton room volunteers are needed. Doors also need volunteers. A sign in sheet will be at the Convention Information table. Must have a badge and ticket for Banquet. No smoking outside doors.

Programming - 1 meeting change the speaker for Friday nite.

Registration - The committee help packaging, 5 people helping out registration. 21 Banquet tickets and 14 brunch tickets sold to date.

Merchandising - 5 people on committee. Sold a hoodie and 2 tee shirts. Susan was given the food for hospitality room. Shut down at 4:30 pm Saturday to go to the banquet.

Fundraising & Entertainment –

Arts & Graphics – 2020 convention flier raffle made will be printed tomorrow.

Convention Information -

Roll call and Set Quorum 14 Attending/ 11 voting members Old Business 1. Merchandising still has shirts for sale contact Daryl F. @401-919-

0220. 2. New Business 1. 2. 3. Open Forum Motions (1) Motions Attached – (0) Money Motion Motion 02/08/18-01-Convention committee

members do readings Friday and Saturday Closing Balance \$1765.59 Next scheduled Convention Meeting The Crowne Plaza Hotel

(Tiverton Room) Sunday Thursday February 11, 2018 @ 12:00pm

Please make every effort to attend. Subcommittee reports, Attendance, Motions attached Meeting closed with the Serenity Prayer

In Loving Service Pam V.

GPACNA IX Greater Providence Area Convention NA IX  
January 28, 2018

3:22 PM Meeting opened with the Serenity Prayer and a Moment of Silence for the Addict who still suffers. In addition we read the Twelve Traditions/12 Concepts and our Service Prayer.

Executive committee reports:

Chairperson:

Vice Chair:

Treasurer:

Vice Treasurer: Shared about the EBO meeting @ Crowne Plaza which was held on 1/25/18. meeting went well. Rosalind, Rico, Susan, and 2 board members were in attendance. Meetings up front in am, Sat. after 12 pm-Banquet in basement mtgs will be held. Thursday before the Convention- mtg @ Hotel 5pm.

Secretary:



Open Executive Committee Position Assistant Secretary Beginning balance \$3337.37 from Treasurer (Steve) Subcommittee Reports:

Hotels & Hospitality - 192 rooms out of 214 rooms booked. Sign up sheet attached to be left at the convention information table for members to volunteer. Report Attached

Programming - No Mtg. Last week. Will meet this week to discuss programming tables, who will monitor them. Roz has adjustments to schedule for meetings. Finalizing speakers list. Report Attached

Registration - \$195.00 handed in from registrations. Vendor canceled the order for bags. Breach of contract?? No bags to put convention items in as of 1/28/18. Badges are not ordered for convention. 120 tickets are being made for banquet. Report Attached

Merchandising - \$180.00 handed in from tee shirt sales. Hilco logo charge stays, and there is no tax. Black hoodies low. Motion to pay the balance to Hilco. Report Attached

Fundraising & Entertainment – Met on January 22. discussed who will be at the doors. Fashion show decorations itemize breakdown given. Final fashion show rehearsal in on February 3, 2018 @ Amos House. Line dancing canceled due to no compensation. Report Attached

Arts & Graphics – The committee was able to secure quotes from Allegra printing for name tags, brochure/programs, and tickets. Sample given to committee to review and make changes. Report Attached

Convention Information - New comer Donations? Robin to explain to house managers that some type of donation needed. ( \$5 per person suggested donation) 25 women to attend from Road to Recovery. 40 men from the Providence Center. Report Attached

Roll call and Set Quorum 17 Attending/ 11 voting members Old Business 1. Merchandising wants to pay the Hilco vendor balance of \$745.03. 2. Merchandising still has shirts for sale contact Daryl F. @401-919-0220. New Business 1. Quote from Gibbs printing for \$3,000. for bags because of canceled order. 2. Purchase manila envelopes instead of bags to save money. 3. Motion to pay rent was accepted by all in attendance. Open Forum Motions (7) Motions Attached – (6) Money Motion Motion 01/28/18-01-Pay rent \$25.00 Motion 01/28/18-02-Have Simulcast during the banquet \$1605. (to be paid after convention) Motion 01/28/18-03-Fashion Show Decorations \$93.00 Motion 01/28/18-04-Family Members can receive a visitors ticket from registration for shows. Motion 01/28/18-05-Pay dancers for halftime entertainment \$50.00 Motion 01/28/18-06-Purchase manila envelopes for convention packets \$251.79 Motion 01/28/18-07-1000 3card schedule name neck chains \$1950. Closing Balance \$2878.91 Next scheduled Convention Meeting

Anchor Recovery 249 Main St. Pawtucket, RI  
February 4, 2018 @ 2:00pm  
Please make every effort to attend. Subcommittee reports, Attendance, Motions attached Meeting closed with the Serenity Prayer  
In Loving Service Pam V.

### **Finance Report: (Open)**

- None

### **H&I: (Paul P):**

- 3 positions open
- 3 positions filled
- H&I learning day

### **Phone Line (Brad M)**

- Dear greater providence area family, this month i have fully immersed myself into the phone line position with great gratitude. On 03/11/2018 i did my area phone line training with the regional phone line chair David d. We went over all of the areas covered in the training manual, did a test call to see the response time of our phone line reps. To my upmost happiness and joy i can report that the response was well within the standard 30 minutes, receiving a call back within 10 minutes of the call. I am also programed into the phone line email so i know when calls have come in and what they are about.
- This month the GPA phone line received 1 call, the day of our big nor'easter. A mother wondering if the coventry meeting would be open. It was closed and she was given other meeting locations in and around that area, but then upon further research by the phone line rep found out that it would be opening and called the phone number backto inform that said parent that the meeting would be open at normal meeting time. Upon that result the said parent regarded that the person she was calling for would be getting their 30 day key tag.
- I applaud this phone line rep for going above and beyond to obtain the correct information and using the network of NA to the fullest. I will be attending the Regional Area meeting in April to see if and how the ideas i had presented to our gpa family could be enacted.

In Loving Service  
Bradford M

**Policy (Kevin C. )**

Policy report 3/25/2018

Policy committee met today with 10 addicts in attendance. Our primary agenda for the past month following our last policy subcommittee was to gather all policy related motions from the area minutes available on the website. These minutes date back to the last revision of policy which occurred 9/18/2012.

We as a subcommittee have decided to meet at an alternate location to be decided shortly following this committee. For more information or to get involved in policy please contact Kevin C 401-499-0375

In loving service,  
Kevin C

**Public Information Report (James M)**

Good afternoon family

This past month has still been busy, we dropped off meeting list to women's roads.

We made more calls to Butler Hospital, still no return calls.

We made contact with DR. Rich and will meet on the 2nd Wednesday in April.

We have given out 5 moree newcomer packets in englishand 14 in spanish.

We are putting in a motion for more literature at a cost of \$74.40 dollars.

At this time do to Health reasons I am resigning from Public Information so it can go out to groups for next month to vote.

I will stay on for now due to upcoming events already in the works.

In Loving Service  
James M

**Website Chair (Acting - John F):** [www.gpana.org/wordpress](http://www.gpana.org/wordpress)

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**Motions:**

- **Motion 03252018-01**

**Date:** 03/25/18

**Maker:** Jim D

**Seconded by:** Administrative (RCM)

**Motion:** To close the phone line bank account and change the policy of billing areas for the phone line expenses. Payments of phone bills will become the responsibility of the regional service committee in the future.

**Intent:** To return to a single point of accountability for NA funds.

**Vote:** Count: 34 Yay: 0 Nay: 13 Abstain: 17

- **Motion:** 03252018-02

**Date:** 03/25/18

**Maker:** James M

**Seconded by:** Administrative (PI)

**Motion:** For more literature to replenish what has been used. The cost \$79.40

**Intent:** To have it available

**Vote:** Count: 24 Yay: 24 Nay: 0 Abstain: 0

- **Motion:** 03252018-03

**Date:** 03/25/18

**Maker:** John F

**Seconded by:** Kevin C

**Motion:** To purchase 1 case of basic text(\$277.20) and 1 case of JFT(\$216.00) to be used by the H&I corrections. Total cost of \$493.20

**Intent:** Provide literature to inmates

**Vote:** Count: 27 Yay: 26 Nay: 0 Abstain: 1

- **Motion** mmddyyyy - 00

Date:

Maker:

Seconded by:

Motion:

Intent:

### **Old Business:**

Nominations:

- Finance subcommittee chair (Open)

### **GPANA open position**

- Finance

### **Convention open positions:**

- 

### **New Business:**

- 

### **Open Forum:**

-

## Meeting Adjourned

### Administrative bodies contact

- *Chair: Peter S 401-255-7197 [peter041486@yahoo.com](mailto:peter041486@yahoo.com)*
- *Vice Chair: Cindy W. (401) 699-6099 [cyndi12376@gmail.com](mailto:cyndi12376@gmail.com)*
- *Secretary: John O. [jojpoc@gmail.com](mailto:jojpoc@gmail.com)*
- *Website: Acting John F. 401-719-9765 [john.fallon1@verizon.net](mailto:john.fallon1@verizon.net)*
- *Treasurer: John D. 401- 640.145 [john.delicio03@gmail.com](mailto:john.delicio03@gmail.com)*
- *Board of Directors:*
- *Regional Committee Member (RCM): Jim D [jimd12102008@aol.com](mailto:jimd12102008@aol.com)*
- *Alternate RCM - (Victoria M 401-744-1809 [victoria.lynne.madrid@gmail.com](mailto:victoria.lynne.madrid@gmail.com)*
- *Activities: Sandy S. 858-353-2443 [sandyshed@hotmail.com](mailto:sandyshed@hotmail.com)*
- *Policy: Kevin C 401-499-0375 [kevinchoquette@me.com](mailto:kevinchoquette@me.com)*
- *Convention Chair: Rosalind A. M. [rosalindwallace1995@gmail.com](mailto:rosalindwallace1995@gmail.com)*
- *Convention Vice Chair: Ricco W 401-996-0567 [21blackbears@gmail.com](mailto:21blackbears@gmail.com)*
- *Area Finance chair:*
- *Hospitals and Institutions Chair: Paul P. [paulpratt@netzero.net](mailto:paulpratt@netzero.net)*
- *Area Literature Chair: Rick D. [richarddelano2@yahoo.com](mailto:richarddelano2@yahoo.com)*
- *Phone Line: Brad M. 401-332-2445 [gruntfitness401@gmail.com](mailto:gruntfitness401@gmail.com)*

# Addendum

### **Greater Providence Area Service Committee (GPASC) Administrative Positions:**

- Chairperson Vice Chairperson Secretary
- Alternate Secretary Treasurer
- Alternate Treasurer
- Regional Committee Member (RCM) Alternate RCM
- Board of Directors

### **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 GPA

- Willingness and a desire to serve.
- A level of recovery that reflects their ability to apply the 12 steps to their personal lives and the twelve traditions to their personal interactions with other.
- The ability to give the time and resources necessary to fulfill the obligations of the elected office.
- 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
- Prior service experience on a group level and working knowledge of the elected office.

#### **Qualifications of the Area CHAIRPERSON:**

- The stated qualifications of general service apply to this position.
- Four (4) years continuous abstinence from all drugs.
- Prior service experience as Area Service Committee (ASC) officer, subcommittee CHAIR, or GSR
- The ability to conduct an ASC meeting with a firm yet understanding hand.
- Sensitivity to the needs of the Area, Region, and N.A. as a whole.
- Tolerance and objectivity with those who are unable to see beyond the needs of their groups.
- Working knowledge of the Greater Providence Area (GPS) Guidelines and the N.A. 12 Traditions.

#### **Responsibilities of the Area CHAIRPERSON:**

- Preside over the GPASC meetings and remain throughout.
- Set the ASC agenda prior to the ASC meeting. C. Preside over the Area Administrative Committee Meeting.
- Maintain the integrity of the GPASC meeting with respect to the GPA Guidelines.
- Maintain the GPASC archives.
- Conduct orientation including distribution of the Greater Providence Area GSR Introduction Booklet prior to the start of the ASC meeting.
- Is available to the GSRs as a resource of information pertaining the ASC meeting.
- In the absence of an Administrative Officer (Treasurer, Vice Chair, Secretary, etc.) fulfill or delegate the responsibilities of said office.
- Fulfill all reasonable responsibilities that become necessary to collect and distribute information resulting from the ASC meeting.
- Compile reports and files from the GPA Vice Chair, Treasurer, and Secretary.
- Must be a signer of the GPASC bank account. L. Does not vote at the GPASC meeting.

#### **Qualifications of the Area VICE CHAIRPERSON:**

- The stated qualifications of general service apply to this position.
- Three (3) years continuous abstinence from all drugs.
- The ability to conduct an ASC meeting with a firm yet understanding hand.
- Sensitivity to the needs of the Area, Region, and N.A. as a whole.
- Tolerance and objectivity with those who are unable to see beyond the needs of their group.
- Working knowledge of the GPA Guidelines and the N.A. 12 Traditions.

#### **Responsibilities of the Area VICE CHAIRPERSON:**

- Is a member of the Area Executive Committee, which meets prior to the GPASC meeting.
- In the absence of the Area Chair; preside over the Area Executive Committee; formulate the ASC agenda prior to the ASC meeting; and preside over said meeting, remaining throughout.
- In the absence of the Area Chair, fulfill or delegate the responsibility of any Administrative Officer (i.e. Area Treasurer, Secretary, or Subcommittee Chair).
  - In the absence of the Area Chair, conduct the GSR orientation including distribution of Greater Providence Area GSR Introduction Booklet, prior to the start of the ASC meeting.
  - Maintain the integrity of the GPASC meeting with respect to the GPA Guidelines, and fulfill all other reasonable responsibilities that the ASC Chair may deem necessary.
  - Develop personal knowledge of the inner workings of all ASSC Subcommittees. Act as a resource, and help to maintain the structure, and integrity of all ASC Subcommittees, without being a voting member of those committees.
  - In the absence of the Subcommittee Chair fulfill or delegate the responsibility of said office from within that committee. [When applicable.]

- Maintain a line of direct communication between ASC Subcommittees and the ASC Chairperson.
- Assist the Area Chair in conducting the GPASC meeting. Conduct the review and confirmation of Area Subcommittee reports during the ASC meeting and distribute to the Area Secretary at the end of the ASC meeting.
- In the absence of the Area Chair fulfill or delegate all reasonable responsibilities that become necessary to collect and distribute information resulting from the ASC meeting.
- May be a signer of the GPASC bank account. L. In the absence of the Area Treasurer, pick up and distribute all Area mail from the GPA PO box in a timely manner, prior to the GPASC meeting.

**Qualifications of the Area SECRETARY:**

- The stated qualifications of general service apply to this position.
- One (1) year continuous abstinence from all drugs. C. Adequate secretarial skills.

**Responsibilities of Area SECRETARY:**

- Is a member of the Executive Committee, which meets prior to the GPASC meeting.
- Record attendance at the beginning of the GPASC meeting.
- Compile and maintain a current list of all recipients of the GPASC minutes.
- Provide a brief overview of the prior ASC meeting in a written secretary's report. To be read at the present ASC meeting.
- Tabulate an accurate vote count for motions, to be recorded on the submitted motion form, and to be included in the minutes. Each motion is to include: month, day, year, number (01-22-06-1 is January 22,2006 motion #1).
- Organize and create concise minutes of each GPASC meeting.
- Distribute minutes no later than ten (10) days after the GPASC meeting. Make additional copies available at the next GPASC meeting.
- Distribute a copy of GPASC minutes to the New England Regional Service Committee and the Free Spirit Area.
- Keep an accurate record of GPASC motions and policy created during their term and make copies available at the ASC meeting upon request. Turn this record over the Policy Chair at the end of each term.
- Compile (to be included in the minutes); Groups in Attendance at ASC meeting, and Groups that Donated to the ASC. Provide a Legend of Symbols to facilitate understanding of above lists. (As provided in past minutes.)
- Compile a current Group contact list containing; Group name; GSR name, phone number, mailing address, and email (if available).
- Provide a current list of Administrative Officers names and phone numbers to be published in the GPASC minutes.
- Provide a Group Announcement page to be published in the Area minutes.
- May vote on administrative motions only.
- Care for and maintain the laptop provided for the Area Secretary position.
- Maintain the supply of ASC forms (subcommittee report, motion, and announcement) and makes these available at the ASC meeting.

**Suggested Qualifications of the GROUP SERVICE REPRESENTATIVE (GSR):**

The stated qualifications of general service apply to this position.

- One (1) year continuous abstinence from all drugs.
- Prior service experience serving as an Alternate GSR.
- Active participation in the group they are representing.
- Knowledge of the GPANA service structure.

**Suggested Responsibilities of the GROUP SERVICE REPRESENTATIVE (GSR):**

- Attend each meeting of the GPASC.
- 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.
- Suggested participation with and Area subcommittee to promote the GSR involvement with GPA.
- In keeping with the Seventh Tradition, and Second Concept of N.A., bring group donation to the ASC Treasurer.
- Carry Group Conscience on all matters affecting their group or N.A. as a whole.
- Inform the GPA of all Group activities, strengths, and problems.
- Inform the Group of all business, activities, and special needs discussed at ASC meetings.

- Attend each meeting of the RSC and the GPASC.
- Suggested participation with a Regional Subcommittee to promote the Alternate RCM involvement with the Region
- Vice Chair a special session of the GPASC to vote on the WSC Agenda Report.
- In the absence of the RCM, assume the responsibilities of the RCM stated above.