

ISLAND AREA SERVICE COMMITTEE AUGUST 2019

- SUB COMMITTEE IN ATTENDANCE: STEERING COMMITTEE:GEORGE, JIMMY ABSENT, MELISSA, DANNA, EUGENE ABSENT, RICHIE, DON P., DONNELL, DANIELLE, RAY AND TOMAS.

STATEN ISLAND AREA SERVICE MEETING AGENDA AUGUST 12, 2019

OPEN WITH THE SERENITY PRAYERS. READ SERVICE PRAYER. READINGS- 12 TRADITIONS, 12 CONCEPTS, PURPOSE OF AREA SERVICE, 'DECORUM STATEMENT & A SELECTION FROM NA POLICY

· SUB-COMMITTEE ATTENDANCE: TOMAS--AREA CHAIR, JIMMY-AREA VICE CHAIR., MELISSA --POLICY CHAIR, JESSICA H&I CHAIR, DANIELLE--LITERATURE CHAIR, WALTER--PR CHAIR, EUGENE E&A CHAIR ABSENT, LUE--TECH CHAIR. , RAY--RCM, KURT--ASST. RCM, TROY E&A TREASURER GEORGE--AREA SECRETARY, DON P.-HOMEBOUND CHAIR ABSENT AND DANA--AREA TREASURER..

· FIRST ROLL CALL FOR GSRS; 16 PRESENT

· RECOGNITION OF NEW GROUPS AND NEW GSR'S/ NEW STEPHANIE_SANITY ON SUNDAY.

APPROVAL NO /CORRECTION OF LAST MONTH'S MINUTES. MOTION MADE BY STEPS TO FREEDOM TO ACCEPT READING OF LAST MONTH MINUTES., 2ND BY GET REAL ON THE TERRACE.

SECOND ROLL CALL FOR GSRS: 17 PRESENT

SUBCOMMITTE REPORTS: SEE ATTACHMENTS

OLD BUSINESS: MOTIONS FROM LAST AREA SERVICE MEETING: ELECTIONS

· VACANT POSITIONS ANNOUNCED: SPEAKER EXCHANGE, LITERATURE MANAGEMENT, HELPLINE STILL VACANT.

· NOMINATIONS FOR VACANT POSITIONS: DANIELLE NOMINATED FOR LITERATURE MANAGEMENT CHAIR BY THE JOURNEY, 2ND BY THE POLICY CHAIR. DANIELLE ACCEPTED AND GAVE HER QUALIFICATIONS:SHE HAS 2YRS CLEAN, HAS A SPONSOR, WORKING ON THE 12 STEPS, CURRENTLY THE ACTING LITERATURE MANAGEMENT CHAIR UNDERSTANDS THE RESPONSIBILITY OF THE LITERATURE CHAIR AND HAS A WILLINGNESS TO SERVE. MOTION TO APPOINT DANIELLE AS LITERATURE CHAIR WAS MADE BY THE E&A TREASURER, FOLLOWED BY A MOTION TO ACCLIMATE HER BY THE PR CHAIR, ALL 17 GSRS IN FAVOR OF THE ACCLIMATION.

NEW BUSINESS: ALL GROUPS TO REVIEW CONVENTION QUALIFICATIONS AND RESPONSIBILITIES

AN AD' HOC COMMITTEE : TOMAS, LOU TATTOO, DANA, MELISSA AND EUGENE WILL CONTINUE TO FOCUS ON THE AREA PRUDENT RESERVE.

ANNOUNCEMENTS : SEE ATTACHMENTS

.OPEN FORUM:

- 1. *****PLEASE SEE ANNOUNCEMENTS FOR AUGUST 2019 SEPARATED AND PLACED AT THE END OF THE MINUTES FOR EASY ACCESS.**
- 2. *****PLEASE SEE LIST OF ANNIVERSARIES SEPARATED AND PLACED AT THE END OF THE MINUTES FOR EASY ACCESS.**

GSR ATTENDANCE: AUGUST 2019 GROUP - NAME- GSR NAME:

- 3. · BACK TO BASICS- ABSENT**
- 4. · BY THE BOOK- ABSENT**
- 5. · CARRYING THE MESSAGE- ELLSWORTH**
- 6. · CLEAN MACHINE- ABSENT**
- 7. · CLEAN ON THE BAY- ABSENT**
- 8. · CLEAN TIMES- DEBBIE**
- 9. · EASY AS 1,2,3- CAROLINE**
- 10. · ELTINGVILLE AT 8- ARRIANNA**
- 11. · FREEDOM ON FRIDAY- PHILLY ROCKS**
- 12. · GET REAL ON THE TERRACE- ABSENT**
- 13. · LISTEN TO LEARN- ABSENT**
- 14. · MEN WORKING IT OUT- ABSENT**
- 15. · WOMEN IN RECOVERY- CLOSED**
- 16. · NOT JUST FOR WOMEN ONLY- ABSENT**
- 17. · PRINCIPALS ON SUNDAY- SAMANTHA**
- 18. · PORT OF RECOVERY ANTONIA**
- 19. · RECOVERY ON THE BLVD- JEFF**
- 20. · RECOVERY BY THE WATER- ABSENT**
- 21. · RECOVERY ROOM- ABSENT**
- 22. · STEPS TO FREEDOM--RICHE**
- 23. · SATURDAY SURRENDER- ABSENT**

- 24. · SATURDAY MORNING WAKE UP- TARA
- 25. · ALIVE AT 6 IN ST. GEORGE- JOSE
- 26. · SPIRITUAL KINDERGARTEN- AL
- 27. STEP UP TO LEARN- ABSENT
- 28. · STEP UP TO THE DECK ABSENT
- 29. · SUNDAY AT 2:30- ABSENT
- 30. · THE JOURNEY- SHANDA
- 31. · THE MESSAGE IS HOPE-ABSENT
- 32. · THE REAL DEAL- JONATHAN
- 33. · TIME TO LIVE AND GIVE- RONNIE
- 34. · TOGETHER ON SUNDAY- ABSENT
- 35. · VICTORY AT THE SHACK- ABSENT
- 36. · WHO WHAT WHY- ABSENT
- 37. · Y WE RECOVER- MICHAEL
- 38. SANITY ON SUNDAY- STEPHANIE

SIAC MINUTES FOR AUGUST 2019:

-7:00 PM: OPENED WITH A MOMENT OF SILENCE, THE SERENITY PRAYER. SERVICE PRAYER. , 12 TRADITIONS, 12 CONCEPTS & PURPOSE OF AREA STATEMENT.

-7:08 PM: ROLL CALL FOR STEERING

COMMITTEE SUB-COMMITTEE ATTENDANCE TAKEN

-7:10 PM: GSR ATTENDANCE TAKEN- (NEW GSR ADDED TO THE ROLL CALL) STEPHANIE

-7:14 PM: READ LAST MONTH'S MINUTES FROM JUNE, 2019- NO QUESTIONS,, CORRECTIONS MADE REGARDING GSR ATTENDANCE AND AREA VICE CHAIR APPOINTING DONNELL AS ADHOC CHAIR FOR S.I. CONVENTION.THE POLICY CHAIR MADE A MOTION TO ACCEPT THE READING OF THE LAST MONTH MINUTES, AND THE H&I CHAIR SECONDED THAT MOTION, MOTION PASSED.

7:19 PM: 2ND ROLL CALL FOR GSRS:

7:20 PM: SUB COMMITTEE REPORTS _SEE ATTACHMENTS.

7:45 PM: OLD BUSINESS: ANY MOTIONS NEEDED TO BE VOTED ON FROM LAST AREA SERVICE MEETING/ELECTIONS

-8:00 PM- NEW BUSINESS/OPEN FORUM: NO GROUP REPORTS SUBMITTED THIS MONTH. AREA SERVICE IS NOW LOCATED AT 111 TARGEE ST.

8:15 PM A Motion to close was made by Steps To Freedom, 2nd by The Journey, accepted by the Area Chair, closed Area meeting.

TREASURER REPORT

Group Donations	\$310.50
Literature Purchases	\$229.50
E&A Money from last event (deposited by E&A Treasurer)	\$1,965
E&A 50 % set aside for picnic	\$2132 (\$437 from last event)
Bank Statement Summary July	
Beginning Balance	\$9,553.46
Deposits/credits	\$2,520.80
Withdrawals/debits	\$2,121.39
Ending Balance	\$9,952.87
Check requested at August Steering Committee (8/5/19)	
American Storage	\$139
Area Rent St. Josephs	\$250
GNYRSO- H&I Literature	\$62.50
GNYROS- Insurance	\$44
E&A (hospitality)	\$2000

GROUP	DONATION	LITERATURE
BACK TO BASICS		
BY THE BOOK		
CARRYING THE MESSAGE		
CLEAN MACHINE		
CLEAN ON THE BAY		
CLEAN TIMES		\$8.00
EASY AS 1 2 3		
ELTINGVILLE AT 8		
FEELINGSTOO		
FREEDOM ON FRIDAY	\$18.00	\$12.50 (CASH)
GET REAL ON THE TERRACE		

JFT/LIVING CLEAN		
LISTEN TO LEARN		
LIVING CLEAN JUST FOR TODAY		
MEN WORKING IT OUT		
NOT JUST FOR WOMEN ONLY		
PRINCIPALS ON SUNDAY		
PORT OF RECOVERY		
RECOVERY ON THE BOULEVARD		
RECOVERY BY THE WATER		
RECOVERY ROOM		\$25 (CASH)
SANITY ON SUNDAY		
SATURDAY SURRENDER	\$17.50	\$30.50
SATURDAY MORNING WAKE UP		
SIX ALIVE IN ST. GEORGE	\$31.00	\$49
SPIRITUAL KINDERGARTEN		
STEPS TO FREEDOM	\$200	\$19
STEP UP TO LEARN		
STEP UP TO THE DECK		
SUNDAY AT 2:30		
THE DREAM IS REAL		
THE JOURNEY		
THE MESSAGE IS HOPE	\$17.50	\$2.50
THE REAL DEAL		
TIME TO LIVE AND GIVE	\$26.50	\$36.50
TOGETHER ON SUNDAY		\$46.50
VICTORY AT THE SHACK		
WOMEN IN RECOVERY		
WHO,WHAT,WHY		
WHY WE RECOVER		
WE DO RECOVER		

POLICY SUB-COMMITTEE REPORT:

7/8/19

Greeting Staten Island Area,

The policy meeting meet the first Monday of the month at 6 pm at 111 Targee St Last Policy Meeting, 4 Members was in attendance. Qualifications for Open Commitmngs were provided for the Policy vice-Cahir and a Policy Secretary and is still in need of help with writing policy. I have a revised draft of this Areas policy for Policy Chair, which is for review. If you are interested in becoming a part of this area policy meeting please inform me or another trusted servant of this Areas body. The ad-hoc committee which has been formed to work on this Area prudent reserve is still diligently working to develop a prudent reserve. Please come out and serve this are with your experience, strength and hope.

In Loving Service,

Melissa P



SINA AREA PR MINUTES

JULY 9, 2019

ATTENDANCE: WALTER, DEBBIE, PHIL

OPENED MEETING WITH SERENITY PRAYER AT 7PM

READINGS: TRADITIONS – PHIL
CONCEPTS - WALTER
SERVICE PRAYER – DEBBIE

NEW MEMBERS: 0

CHAIR REPORT:

WALTER

SI AREA REPORT EMAILED TO GEORGE

SI NA INFO IS NOW ON SI BOROUGH HALL'S WEBSITE/SUBSTANCE ABUSE SECTION

CONTACTED CITY HALL AND IS WAITING FOR RESPONSE

GNYRC – HIPIC MEETING ON 7/24 – MORE INFO TO FOLLOW

KIOSKS ON SI – LINKNYC – SI NA ON TWO COMMUNITY ADVERTISEMENTS STARTING 8/1

KIOSKS HAVE TO BE RESUBMITTED EACH MONTH

7/26 – PR SETTING UP TABLE AT ADDICTION FORUM AT SI YANKEES

OLD BUSINESS

POSTER DRIVE
PROFESSIONAL DAY

CLOSED MEETING @7:20PM W/SERENITY PRAYER

OUR NEXT MEETING WILL BE ON AUGUST 13TH @ SIUH SOUTH, SEGUINE AVE, 7PM

IN LOVING SERVICE, DEBBIE R

PUBLIC RELATIONS/H&I MEETING FOR GNYRCNA

WALTER, JIMMY & DEBBIE ATTENDED MEETING ON APRIL 10TH @ REGION

- PR TO SET UP TABLE FOR CONVENTION
- MEDIA WILL BE DIRECTED TO PR TABLE
- EACH SUBCOMMITTEE WILL HAVE THEIR OWN WORKSHOP; PR TENTATIVELY SCHEDULED FOR SATURDAY MORNING
- QUESTION RAISED REGARDING WHETHER BOB WHEELER IS INVOLVED IN PROGRAMMING/ASK ELWOOD TO CHECK
- PR NEEDS MORE PEOPLE TO MAN THE TABLE FOR FRIDAY AND SATURDAY AT CONVENTION
- COMMITTEE ASKED DEBBIE TO DESIGN A T-SHIRT FOR H&I/PR FOR CONVENTION- TO BE VOTED ON AT NEXT MEETING WHICH IS SCHEDULED FOR MAY 8TH AT 6PM

RCM REPORT TO AREA AUGUST 12, 2019

REGIONAL ELECTIONS/APPOINTMENTS: KAY G APPOINTED WEB SERVANT BY CHAIR FOR REMAINDER OF TERM.

VACANT POSITIONS AS REGION:

ASSISTANT TREASURER

ASSISTANT SECRETARY

HELPLINE CHAIRPERSON AND VICE CHAIR

SPEAKER EXCHANGE CHAIRPERSON

HISTORY BOOK COMMITTEE WILL MOSTLY BE DISBANDED DUE TO LACK OF ATTENDANCE

ALL REGIONAL POSITIONS ARE UP IN DECEMBER. ALL CURRENT MEMBERS ARE ELIGIBLE FOR A SECOND TERM. IF YOU ARE INTERESTED I WILL GET YOU THE REQUIREMENTS AND RESUME FORM. IF YOU WOULD LIKE TO BE NOMINATED FOR A POSITION I WILL SUBMIT YOUR NOMINATION IN SEPTEMBER.

RSO/BOD REPORT: WHEN AN EVENT IS SCHEDULED THE RSO IS TO BE NOTIFIED SO AN INSURANCE CERTIFICATE CAN BE ISSUED. THE E-MAIL FOR THIS IS rso@newyorkna.org. WHEN THIS IS DONE THE EVENT IS SUBMITTED TO THE REGIONAL CALENDAR. THE E-MAIL FOR THE CALENDAR IS calendar@newyorkna.org.

THE RSO WILL HAVE NEW HOURS OF OPERATION STARTING MAY 6. THEY WILL BE OPEN TUESDAY-WEDNESDAY-THURSDAY FROM 11AM-6PM. THEY WILL BE CLOSED FRIDAY-SATURDAY-SUNDAY-MONDAY. THE RSO IS IN NEED OF VOLUNTEERS TO CONDUCT BUSINESS SUCH AS FILLING LITERATURE ORDERS, ANSWERING THE PHONE, ECT. AT THIS TIME THERE ARE 2 BOARD MEMBERS DOING EVERYTHING.

THERE IS A LARGE AMOUNT OF LITERATURE AVAILABLE IN SPANISH AND RUSSIAN.

UPCOMING REGIONAL/WS EVENTS: SEPTEMBER 14 AT 2 PM WS WILL BE HAVING A 90 MINUTE WEBINAR FOCUSING ON GATHERING BEST PRACTICES OF ONLINE MEETINGS. LOG ON INFORMATION WILL BE AVAILABLE 2 WEEKS PRIOR TO WEBINAR. I WILL BE ABLE TO PROVIDE THIS INFO AT NEXT AREA MEETING. INPUT CAN BE PROVIDED AT ANY TIME AT wb@na.org. IF YOU ARE NEW TO PARTICIPATING IN A WEB MEETING YOU CAN GO TO WWW.NA.ORG/CONFERENCE FOR THIS INFORMATION.

SEPTEMBER 1 IS THE DEADLINE FOR REVIEW AND INPUT OF THE FIRST ENTRIES FOR THE SPIRITUAL PRINCIPLE A DAY BOOK PROJECT. THE WEBSITE FOR INPUT IS NA.org/spad. THERE WILL BE A WORKSHOP AT THE CONVENTION CONCERNING THIS ON AUGUST 24TH AT 11:30 Am-1Pm

THERE WILL ALSO BE A WORKSHOP AT THE CONVENTION FOR MEDICALLY ASSISTED TREATMENT/DRUG REPLACEMENT THERAPY DUE TO CONTROVERSIES ABOUT THIS ISSUE. THIS WORKSHOP WILL FOCUS ON HOW NA CAN PROVIDE AN ATTRACTIVE INVITING ATMOSHERE FOR ANY ADDICT SEEKING RECOVERY. IF YOU WOULD LIKE MORE INFORMATION THERE IS A WORLD SERVICE BULLETING # 29 CONCERNING THIS.

THE BOARD OF DIRECTORS WILL HAVE 7 MEMBERS AFTER THE CONVENTION. THE BOD CAN HAVE 15. ANYONE INTERESTED WHO DOES NOT HAVE THE REQUIRED 1 YEAR REGIONAL LEVEL EXPERIENCE CAN PARTICIPATE AS A POOL MEMBER FOR ONE YEARS THEN STEP UP. THEY NEED PEOPLE WITH SKILL SETS SUCH AS ACCOUNTING, BUSINESS, ECT BUT ANYONE IS WELCOME.

HELPLINE REPORT: THEIR WEBSITE IS helpline@newyorkna.org. THEY NEED TO BE NOTIFIED WHEN NEW MEETINGS BEGIN OR MEETINGS CLOSE SO THE BMLT CAN BE UPDATED. THEY RECEIVE CALLS FROM AROUND THE WORLD FROM MEMBERS VISITING NEW YORK AND WANT TO PROVIDE UPDATED MEETING LISTS. THERE WERE 326 CALLS IN JUNE. 93% OF CALLS ARE COVERED BY 28 VOLUNTEERS. IF YOU ARE INTERESTED IN VOLUNTEERING THE EMAIL IS helpline@newyorkna.org.

TREASURERS REPORT: ATTACHED

CONVENTION REPORT:

FOR THOSE MEMBERS NOT PLANNING TO STAY AT THE HOTEL THE REGISTRATION IS 55.00. THIS COVERS FRI, SAT, SUN. THIS DOES NOT COVER TICKETED EVENTS WHICH INCLUDE THE FRIDAY NIGHT COMEDY SHOW WITH THE LAFFAHOLICS, FRIDAY NIGHT DANCE, AND THE SATURDAY NIGHT CONCERT WITH MELBA MOORE AND JOE BATAAN AND THE BARRIO BOYS. THESE TICKETS CAN ALSO BE PURCHASED ONLINE AND BY TELEPHONE. YOU CAN REGISTER AND PURCHASE EVENT TICKETS AT www.gnyrcna.org or call RSO AT 212-929-7117 FOR MORE INFORMATION. IT IS SUGGESTED TO REGISTER IN ADVANCE DUE TO EXPECTED LONG LINES AT THE REGISTRATION DESK. THE SHERATON HAS REOPENED THE BOOKING WEBSITE SO REGISTRANT'S CAN REGISTER AT 220.00 RATE PRETAX AND FEES. ROOMS CAN BE RESERVED AT WEBSITE <https://book.passkey.com/go/NA2019> OR CALL 888-627-7067. THERE IS NO GUARANTEE OF THE CONVENTION RATE AFTER AUGUST 2.

THE SUCCESS OF THE CONVENTION IS IMPORTANT SO OUR WORK CAN CONTINUE AND GROW. VOLUNTEERS WILL BE NEEDED TO HELP WITH REGISTRATION AND OTHER TASKS.

REMINDER: AUGUST 22 BOAT RIDE DOWN THE HUDSON FUNDRAISER 7 Pm BOARDING. DEPARTURE 8 Pm SHARP PIER 83 42ND STREET AND WEST SIDE HIGHWAY. 30.00 FOOD AND REFRESHMENTS SOLD. ALL WHITE ATTIRE PREFERRED. YOU CAN CALL FOR TICKET INFORMATION AT 212-929-7117 OR rso@newyorkna.org

IN LOVING SERVICE RAY

Staten Island Area of Narcotics Anonymous

Events and Activities Committee Report

August - 2019

The E & A Committee met the 3rd Monday of July at 7 pm at 103 Targee Street to plan future events.

There were 5 members in attendance.

Planning was done for the upcoming Midland Beach Free Picnic

It was announced that we had reserved a date with St. Andrews Church for Sunday, September 22nd for our upcoming Sponser/Sponsee Brunch.

Planning was also commenced for numerous fall events.

We are currently trying to secure venues for a Halloween Dance and the Gratitude Dance.

A budget has been prepared for 6 upcoming events.

NOTE: Due to the closing of St. Simons, the E&A committee will be meeting on the 3rd Monday of the month at 103 Targee Street.

In loving service,

**Eugene H
718-360-3165**

Staten Island Area of Narcotics Anonymous

Events and Activities Committee Report

August 2019

Upcoming Events:

**Staten Island Area NA Picnic
August 31st, 2019 9am till 6pm
Midland Beach, Staten Island**

**Sponsor/Sponsee Brunch
September 22, 2019
St Andrews Church**

Halloween Dance Venue TBD

Thanksgiving Marathon Venue TBD

Gratitude Train Dance Venue TBD

Christmas Marathon Venue TBD

New Years Eve Dance Venue TBD

For additional info call:

E&A Chair Eugene H.	718-360-3165
E&A Vice Chair Evette	347-885-1169
Planning Committee Chair Ritchie	929-373-9463
E&A Vice Treasurer Troy	321-682-9646

Events and Activities Committee of SIANA

Budget Request for Second Half of 2019

Sponsor/Sponsee Brunch

Rent	\$300
Food	\$675
Hospitality	\$200
TOTAL:	\$1175

Halloween Dance

Rent	\$500
Food	\$375
Hospitality	\$200
TOTAL:	\$1075

Thanksgiving Marathon

Rent	\$300
Food	\$675
Hospitality	\$200
TOTAL:	\$1175

Gratitude Train Dance

Rent	\$500
Food	\$475
Hospitality	\$200
TOTAL:	\$1175

Christmas Marathon

Rent \$300
Food \$675
Hospitality \$200
TOTAL: \$1175

New Years Eve Dance

Rent \$300
Food \$675
Hospitality \$200
TOTAL: \$1175

In Loving Service: EUGENE

H&I Sub-Committee Report

We currently have one open commitment: SIUH South Rehab on Monday nights every other week. We are keeping the open night covered to the best of our ability. We had one new member come to July's meeting and begin training and another member stepped up to fill Bayley Seton every other Thursday. But we always need more members to please get involved.

Policy is still being gone over and I intend on suggesting that we basically follow Nassau Areas policy and tweak it where need be.

We started discussions for the next learning day at July's meeting. Tentatively it will be in October or November. We are now in the process of securing a location. More information to follow.

Our next sub-committee meeting will be August 20, 2019. The third Tuesday of the month. It's held at 375 Seugine Ave. in the first floor board room.

Hope to see some new members there and maybe even some old members. We appreciate any and all support and participation.

In loving service Jessica A.

Convention Committee of NA

Staten Island Area:

ADHOC CHAIR REPORT: Donnell provided copies of SICNA Qualifications and Responsibilities to all the GSRS Present, intent to take back to the groups for review and approval. The groups will have 2 months to review the Qualifications and Responsibilities

for editing or approval and return a Decision by October 2019. There will also be a Convention Policy meeting on August 26, 2019, 7PM at 111 Targee St.

All information as it pertains to the process of organizing a NA Convention.
As per Staten Island Area
7/22/2019

Staten Island Area Convention of
Narcotics Anonymous Policy

Effective July 2019

This policy should not conflict with any part of Staten Island Area policy except in matters concerning clean time or oppose the spiritual principles outlined in the:

- Twelve Concepts of Service in Narcotics Anonymous
- Twelve Traditions of Narcotics Anonymous
- Convention Guidelines
- Narcotics Anonymous guide to service

In this policy the Staten Island Convention Committee shall be referred to as SICNA (Staten Island Convention of NA Committee).

1) Elections:

- I. The following five trusted servants of SICNA will be elected by the G.S.R.'s of the Staten Island Area Service Committee, at the next Staten Island Area Service meeting. These five trusted servants will make up the Admin Body. These five trusted servants will, in turn, schedule a SICNA meeting where they will elect the full body of SICNA. This meeting will take place within 30 days of their election. The trusted servants are:

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer
- Vice Treasurer

II. The SICNA Chairperson will vote until a quorum of seven is reached, after that the SICNA Chairperson will only vote in the case of a tie.

2) Voting:

- I. All trusted servants elected to SICNA immediately have full voting Privileges.
- II. Abstentions: That on any vote there are to be No Abstentions.
- III. Anyone can ask for closed ballot voting procedure.
- IV. Quorum: Seven or more members constitute a quorum. One-half of those present plus 1 must vote affirmatively to pass a motion. Quorum will be established at the beginning of the meeting and will remain in effect even if members leave and the count falls below the established number.

3) SICNA Members:

- I. The SICNA will consist of twenty-one trusted servants.
- II. Administrative Body will consist of five members elected at the SI Area Service Meeting.
- III. The SICNA shall have the following standing committees and the chairpersons and the vice chairpersons of these committees will constitute the final sixteen members of SICNA.
 - Arts and Graphics
 - Fundraising & Events
 - Hospitals & Institutions Public Information (HIPIC)
 - Hospitality
 - Merchandising
 - Programming
 - Registration
 - Serenity Keepers
- IV. Members of the SICNA Administrative Body and SICNA Full body cannot hold a G.S.R

4) Clean Time Requirement: All trusted servants must meet clean time requirements before taking a position on SICNA.

- I. All members of the Administrative Body must have 10 years NA street clean time.
- II. All subcommittee chairpersons must have 5 years NA street clean time.
- III. All subcommittee vice chairpersons must have 4 years NA street clean time.
- IV. Clean time cannot be waived.

5) Committee Membership Limitation:

- I. There is a 2-year limitation on any member serving in any single commitment. The intent is to provide continuity of service and experience.
- II. In addition, we suggest that elected subcommittee vice chairpersons should accept their position with the intent of stepping up to the chairperson commitment in the following year.

6) Duties and Responsibilities:

- I. The length of commitment for all members of SICNA is the same, it starts the day you are elected and ends at the closing meeting for the convention you do service for.
- II. All members of SICNA are required to attend closing meeting in its entirety.
- III. All members of SICNA are required to attend all regularly scheduled SICNA meetings from beginning to end. Failure to comply with this policy will be considered an absence to be reviewed at the next SICNA meeting.
- IV. All members of SICNA are required to attend all events and fundraisers sponsored by SICNA from beginning to end. Beginning time 6pm (unless earlier) ending when event premises are cleaned and closed. Failure to comply with this policy will be considered an absence to be reviewed at the next SICNA MEETING.
- V. Service Meeting to give a written report to the area keeping the area informed of the report to the Staten Island Area.
- VI. All members of the administrative body and all chairpersons are required to give a year-end report at the closing meeting containing:
 - A summary of all duties and responsibilities performed during the conventions year.
 - A financial breakdown of all monies handled by your committee.
 - A list of things that you could do better, if any, and ways to implement them.
 - A list containing any suggestions that could make the convention better or run smoother.
 - Any personal comments you want to make.
- VII. All members of SICNA are required to attend the entire Staten Island Area Convention that they do service for.
- VIII. All members of SICNA administrative body and all chairpersons and vice chairpersons are required to be there at the convention hotel the Thursday prior to the convention.
- IX. All subcommittee chairperson or vice chairperson and administrative body are required to provide 21 copies of their report at SICNA meetings.
- X. All flyers being distributed are to be approved by the Full body of SICNA.
- XI. All members of the Full Body are responsible for making full financial restitution for lost or stolen items (i.e., tickets, merchandise, etc.,) at the cost.

7) SICNA Chairperson:

- I. Attend all SICNA scheduled meetings.
- II. Have a written report to be read and then submitted to SICNA secretary.
- III. Have a written agenda to be read for all SICNA meetings.
- IV. Give the SICNA meeting guidance, direction and keeps the meeting flowing.
- V. Make sure the SICNA meetings proceed in an orderly manner using the Robert Rules of Order Structure.
- VI. Be the 1st to arrive and the last to leave the SICNA meetings.
- VII. Required to attend Staten Island Area meeting to give a written report to the area keeping the area informed of the SICNA status and any upcoming events.
- VIII. Maintain a constant line of communication with the SICNA meeting vice-chairperson, especially in matters of attendance, finances and conflicts.
- IX. Must have a legal source of income and verifiable bank account.
- X. Be one of the signatories for the SICNA bank account
- XI. Schedule and secure a space for all SICNA Full Body meetings

8) SICNA Vice Chairperson:

- I. Assume all duties and responsibilities of the SICNA chairperson in their absence, especially the written report.
- II. Have a written report (21 copies) to be read by all SICNA meetings and submitted to SICNA secretary.
- III. Attend all SICNA meetings.
- IV. Attend each sub-committee meetings at least once during the course of the convention year in its entirety.
- V. Maintain a constant line of communication with the SICNA chairperson, especially in matters of attendance, finances and conflicts.

9) SICNA Treasurer/Vice Treasurer:

- I. Be computer literate.
- II. Have knowledge of accounting software.
- III. Have prior accounting experience.
- IV. Be known to the Staten Island Area Service Committee
- V. Have no history of misappropriation of Narcotics Anonymous funds without practice of the 9th Step.
- VI. Must have a legal source of income and verifiable bank account.
- VII. Make an opening and closing financial report at every meeting.
- VIII. Make bank deposits.
- IX. Collect all monies at fundraiser and events.
- X. Reconcile and balance checkbook.
- XI. Maintain receipts.
- XII. Pay all SICNA bills.
- XIII. Deposit funds within two business days of receiving them.
- XIV. Be one of the signatures on the account.

10) **Secretary:**

- I. Have access to computer/typing skills.
- II. Take all convention-meeting notes.
- III. Have 21 copies.
- IV. Maintain all correspondence pertaining to SICNA

IN LOVING SERVICE: DONNELL

AUGUST 2019 ANNOUNCEMENTS

- GET REAL ON THE TERRACE HAS OPEN COMMITMENTS FOR ALL POSITIONS, NOMINATIONS ARE ACCEPTED AND WILL BE VOTED ON IN SEPTEMBER 2019.

POLICY COMMITTEE MEETS THE FIRST MONDAY OF EVERY MONTH 6PM AT 111 TARGEE, WE HAVE OPEN COMMITMENTS.

FREEDOM ON FRIDAY NEEDS SUPPORT.

PORT OF RECOVERY NEED A CHAIRPERSON AND COFFEE PERSON.

ELLTINVILLE AT 8 NEED SUPPORT AND A GSR/ALT GSR.

BACK TO BASICS NEED A SECRETARY, GSR/ALT GSR.

EASY AS 1,2,3 NEED A SECRETARY, GSR/ALT GSR.

CONVENTION POLICY MEET ON AUGUST 26,2019 7PM AT 111 TARGEE ST.

THE NEW LITERATURE WILL BE ON THE WEBSITE, WWW.NA.ORG ON LITERATURE PAGE.