

Open Arms Area Service Committee  
December Area Meeting Minutes  
December 6, 2018



**Administrative Body Attendance**

Chairperson:	John M.	914-447-2438	<a href="mailto:jmignone1@aol.com">jmignone1@aol.com</a>
Vice Chair:	Lauren K.	845-820-1274	<a href="mailto:LAKelly513@gmail.com">LAKelly513@gmail.com</a>
Secretary:	Aimee H.	845-667-6091	<a href="mailto:aimeehenkel@yahoo.com">aimeehenkel@yahoo.com</a>
Co-Secretary:	Open		
RCM:	Open		
Policy & Proc:	Laura S.	845-234-6077	<a href="mailto:lauraotr98@optonline.net">lauraotr98@optonline.net</a>
Treasurer:	Ray D.		<a href="mailto:nycsuperservice@gmail.com">nycsuperservice@gmail.com</a>
Co-Treasurer:	Open		

- I. **Meeting opened with a moment of silence, reciting of the Serenity Prayer, reading of 12 traditions and 12 concepts.**
- II. **New GSR introductions and instructions – PLEASE NOTE:** GSR Orientations will be held at 7:00 pm, before Area for any new GSR who would like free materials, numbers for help and more information on being a GSR.
- III. **Secretary Report:** Read and accepted.
- IV. **Treasurer Report: See the December report sent with the minutes.** November report read and accepted. Are we changing Area bank accounts including opening one for Convention Committee? Answer: The goal is to have all accounts changed over by January. Also, plans are in place to begin reporting revenue once an accountant is hired.
- V. **Group Reports:**

Name	Location	GSR	Donation	Celebrations	Notes
3-7-11	Montgomery	Artie M.	\$27.00	None.	None
A New Way of Life	Middletown				
A Women's Time for Change	Middletown	Bianca	\$21.70	Amber – 1 year (12/24/18)	Group Anniversary – 19 yrs. 12/10/18. All welcome.
Alive & Free	Milford, PA	Hasseina	None	Hassina – 3 yrs.	New Year's Eve Dance 7-12:30 with Recovery on the Hill. 11 Jones Street, Monticello
All R Welcome	Monticello	SJP	\$10.00	None	None
Alive/Free Sat. Night	Monticello				
Back from the Grave	Blooming Grove	Lauren K.	\$37.00	Nancy – 5 yrs. 3 <sup>rd</sup> Mon. 12/17	Will be closed Xmas Eve and possibly New Years
Back on Track	Monticello	SJP	\$7.00	None	Support
Back to Basics	Middletown	Eileen C.	None	None	None
Breath of New Lives	Newburgh	Phyllis	\$10.00	None	None

<b>Name</b>	<b>Location</b>	<b>GSR</b>	<b>Donation</b>	<b>Celebrations</b>	<b>Notes</b>
Bridge Back to Life	Newburgh	Val D.	\$10.00	None	Needs support
By the Book	Beacon				
Change or Die	Beacon	Mitch B.	\$41.00	None	None
Change or Die II	Newburgh	Ben B.	None	None	Support
Clean & Crazy	Monroe	Xavier	\$30.60	Lisa – 1 year, James – 1 year	None
Dopeless Hope Fiends	Rock Hill	Janet F.	\$10.00	May – 1 year	Sunday meeting needs support
Freestyle Friday	Goshen	Jack H.	\$20.00	None	Needs support and trusted servants
Get Clean Stay Clean	Liberty	Donna	None	Anthony – 9 yrs.	Support – Group may have to close due to lack of trusted servants
Hope on Thursday	Chester	Chris L.	\$58.00	None	None
Inner Visions	Highland Mills	Robin V.	None	None	Needs support. 8 members attend weekly.
It Works How & Why	Middletown				
Joy is in the Journey	Middletown	Steve S.	\$11.27	None	Trusted servants
Just for Today	Port Jervis				
Keep It Simple	Highland Falls				
Keeping it Green on Green	Woodridge, NY				
Keys to Success	Newburgh				
Kickin' It Live (Gut Level)	Middletown				
Man Up	Middletown				
Men on Point	New Windsor				
Mid-Day Break	Monticello	SJP	\$10.00	None	Support
Never Alone	Warwick				
New Beginnings	Walden	Adrianna	None	None	Needs support
Noon Meetings	Goshen	Barbara T.	\$160.90	None	None
Pay It Forward	Beacon				
Proof Is in the Pudding	Goshen				
Reach Out	Goshen				
Recovery by the River	Newburgh	Terry P.	\$38.00	Danielle – 1 year Will – 1 year Terry P. – 3 yrs.	None

Name	Location	GSR	Donation	Celebrations	Notes
Recovery on the Hill	Kauneonga Lake	Robert F.	\$52.00	None	Support. Sec./coffee person
Reflections Group (J.F.T.)	Middletown	Edwin M.	\$25.00	Sean – 16 yrs. Frank B. – 13 yrs.	REMINDER: New Location: 443 E. Main St., Middletown 10940, Grace Community Church
Relationship Group	Middletown	Diana M.	None	None	Moved to RECAP. No meeting 3 <sup>rd</sup> Tuesday of every month. Applied to new church in Middletown
Sat. Morning Awakenings	Newburgh				
Saturday Night Beginners	Beacon				
Saturday Night Fever	Goshen	Ken F.	\$71.00	None	Needs attendance from experienced members. Trusted servants (GSR especially)
Some are Sicker than Others	Newburgh	Terence	\$3.00	None	None
Stayin Alive	Port Jervis				
Staying Clean on Wednesday	Port Jervis				
Steps in the Right Direction	Middletown	Diana M.	\$90.50	None	Group is doing well
Steps on Sunday	Newburgh	Michele D.	\$50.00	None	None
Steps to Life	Washingtonville	Jaclyn E.	\$4.50	None	Trusted servants and support
Surgery of the Spirit	Goshen				
The Joy is in the Journey	Middletown				
The Newcomers Group	Beacon				
Turn It Over	Beacon	Mark H.	\$124.00	None	None
Up Front	Beacon	Joey P.	\$39.00	Warren H. – 3 yrs.	None
Wed. Night Newcomers	Beacon				
Walking the Walk	Chester				

#### I. RCM Report

- a. No report. RCM resigned as did Alternate RCM.
- b. IMPORTANT NOTES FROM LAST MONTH:
  - a. Every group, sub-committee meeting and event needs an insurance certificate. **E-mail: [rso@nyna.org](mailto:rso@nyna.org) to get insurance certificates.**
  - b. GNYRNA's first convention in 10 years. Sending flyers all over the world and the United States. Week before Labor Day, Aug. 23, 24, 25<sup>th</sup> at the Sheraton in Times Square. Conventions broaden recovery and expose you to powerful speakers. Strengthen Region financially. Need a lot of

people to register. Need people to volunteer for sub-committees. Looking for volunteers to be point person for Open Arms Region for the convention.

- II. **Policy Report:** [lauraotr98@optonline.net](mailto:lauraotr98@optonline.net) (Laura S.)
- a. We met on 11/29/18. In attendance were Laura, Aimee and Marjorie.
  - b. The following groups have not received a current policy: Alive + Free, All R Welcome, Back on Track, By the Book, Change or Die II, It Works How + Why, Just for Today, Keep it Simple, Keeping it Green on Green, Kicking it Live Gut Level, Man Up, Mid-Day Break, Pay it Forward, Saturday Morning Awakenings, Saturday Night Beginners, Some are Sicker Than Others, Staying Alive, Staying Clean on Wednesday
  - c. New passed motions added to Policy:
    - a. **Motion:** That the Open Arms Area boundaries be defined as 1) all of Orange County, 2) All of Beacon, 3) Sullivan County as far west as Route 55 to the Delaware River border.
    - b. **Motion:** To increase petty cash refunds from \$30 to \$100 and to change the wording from “may be paid” to “shall be paid in cash with valid receipt.”
    - c. **Motion** That all subcommittee policies get reviewed by the policy subcommittee for approval and to make sure the subcommittee policy does not contradict Area policy.
    - d. **Motion**–To change the wording under fiscal policies for E&A section from “larger events” to “larger or multiple events” (amended) and must demonstrate the need for additional funds by submitting a budget.
  - d. We reviewed literature subcommittee policy. It does not conflict with area policy. We have it here and would like to add it to the policy book. Motion to follow.
  - e. We also received the procedure from Chairperson and RCM. Have copies. Would like to add it to the policy book.
  - f. We had some questions for E+A policy. Sent a message to chair.
  - g. We need a procedure from: Vice chair and Hospitality
  - h. We need updated policy for: E+A, Helpline, Meeting lists, Speaker Exchange (we are working on this) and Website
  - i. We would like to **change the day and location for policy meeting** to make it more convenient for members. It will now be held before OAA meeting on **the first Thursday of the month at 6:30. Next meeting is January 3 at 6:30 at 33 Park Place in Goshen.** I can help anybody write their policy or procedure for admin body positions.
- III. **Events and Activities Report:** ([mb711true@yahoo.com](mailto:mb711true@yahoo.com)) (Mike B.)
- a. No report. E&A Chair resigned.
- IV. **Helpline:** [oaahelpline@gmail.com](mailto:oaahelpline@gmail.com) (Jesse B.)
- a. 28 calls between the dates of November 2nd to December 6th.
  - b. Open time slots are: Monday 4pm-8pm and Thursday 12 pm-4pm. If you are interested in filling a time slot please contact me at [oaahelpline@gmail.com](mailto:oaahelpline@gmail.com).
- V. **Hospitals & Institutions Report:** [rob capp2712@gmail.com](mailto:rob capp2712@gmail.com) (Rob C.)
- a. H&I meets the first Wednesday of every month at 33 Park Place in Goshen. We had 15 people in attendance (There was a quorum of 12). We had one person who had orientation. We did 17 commitments and 7 presentations. Spent \$102.50 on Handbook with CO. Asking for a check for \$10 for the last H&I meeting that had to be moved to another place. I am also asking for a check for \$20 for our new meeting place that started on 12/5/18. One of our subcommittee members, Frank, is celebrating 13 years at the end of the month.
- VI. **Meeting List Report:** [ken.f.anonymous@gmail.com](mailto:ken.f.anonymous@gmail.com) (Ken F.)
- a. Updated location for H&I, which now meets in Goshen. Relationships on Tuesdays in Middletown will not be meeting on the third Tuesday of each month until they find a new location.
- VII. **Literature Report:** [marjorieswansson@gmail.com](mailto:marjorieswansson@gmail.com) (Marjorie S.)
- a. Last month’s sales were \$665.30. This month’s literature purchase was \$538.60. Please only take one order form. I’m out of Step Working Guides. Money will be returned to groups that I could not fill.
- VIII. **Outreach/Home Bound Report:** [cdwob519@yahoo.com](mailto:cdwob519@yahoo.com) (Corey B.)

- a. We met on 11/5/18 – 19 in attendance. We discussed going to business meetings. Need starter kit readings.
  - b. Groups visited in November were Never Alone in Warwick on 11/12. Took a meeting to Westchester Hospital on 12/5 for a member who had surgery and helped the roommate also, who was interested in recovery. We were supposed to go to Keeping it Green on 12/3 but there was no one to open the meeting so we had to cancel.
  - c. Going to Walking the Walk at 7:00 pm on 12/12.
- IX. Website Committee Report:** [g.oustatcher@gmail.com](mailto:g.oustatcher@gmail.com) (Jeremy O.)
- a. Posted minutes. Updated meeting list and flyers. Updated Area policy.
- X. Speaker Exchange:** [boomumu4@gmail.com](mailto:boomumu4@gmail.com) (Donna C.)
- a. Committee met – Terri, Secretary and Janet, co-chair in attendance along with Donna. We discussed putting together a flyer for Speaker Exchange.
  - b. To request GSR's during their business meeting or secretary break to announce subcommittee is actively seeking support, hence flyers will be distributed. Terri from Newburgh will speak on the 3<sup>rd</sup> Saturday at Alive & Free in Monticello. We will have the flyer on the website in two weeks.
- XI. Convention:** (Janetta C.)
- a. Convention committee met on 11/17/18. We opened with a minute of silence, Traditions and Concepts were read.
    - a. Old Business: The committee talked about up-coming event, which was our kick-off event. Money was disbursed.
    - b. New Business: Our kickoff event was a success. We made \$1,519.92. (Treasurer's Report sent with minutes.)
    - c. Our next event will be 2/2/19. A pre-Valentine's Day Speaker Jam and Dance in Beacon.
    - d. Next meeting will be 12/17/18. We will begin meeting on the second Monday of the month starting in January 2019. (Treasurer's Report sent with minutes.)
- XII. Public Relations:** [rem19902003@yahoo.com](mailto:rem19902003@yahoo.com) (Raphael)
- a. Our sub-committee met – the 2nd Wednesday of November @ 7:00 PM, 1st Presbyterian Church, 142 Stage Road, Monroe NY (Clean & Crazy location). Our next meeting is scheduled for 12/12/18, please take it back to your Groups, we need and encourage participation.
  - b. Planned Agenda: Committee Business, Discussion regarding winter PR outreach.
  - c. P.R. Presentations – None scheduled
  - d. Literature Order: \$0.00
  - e. Check to Rafael Miranda \$59.46 Business Cards see receipt, Cash Amount: \$15.00 (Lauren – FACE BOOK ADS) See attached receipt.
  - f. \$30 rent check to 1<sup>st</sup> Presbyterian Church –December, January, February
- XIII. Hospitality**
- a. Hospitality chair would like to see if the Area would approve a Keurig coffee machine rather than an urn to save on supplies and clean up. Collected \$36.63. Spent \$38.15. The extra \$2 is Area donation from chairperson.
- XIV. OLD BUSINESS**
- a. Need the following trusted servants. Please bring back to your groups we need: Co-Treasurer; Co-Secretary; RCM; Alternate RCM; and E&A Chair.
  - b. No motions submitted to GSRs last month.
- XV. NEW BUSINESS**
- a. There will be a Christmas Marathon at 40 Smith Street in Middletown from Monday, 12/24/18 at 9:00 pm through 12/25/18 until 6:00 pm. The marathon will need speakers and food donations. Please email Diana at [deemel54@gmail.com](mailto:deemel54@gmail.com) for more information.
  - b. MOTIONS GOING BACK TO THE GROUPS:

- a. Motion submitted by Laura S. and seconded by Mitch B. **Motion:** That any treasurer for any subcommittee is nominated and voted in by the GSR's at ASC. Intent: To be responsible when it comes to the group's money.
  - b. Motion submitted by Laura S. and seconded by Mitch B. **Motion:** To accept RCM procedure. Intent: To have a clear procedure in place so that each RCM following knows that they are doing.
  - c. Motion submitted by Laura S. and seconded by Mitch B. **Motion:** To accept the Literature Committee's policy. Intent: To have policy and procedure in place so each literature chair following knows what they are doing.
  - d. Motion submitted by Laura S. and seconded by Mitch B. **Motion:** To accept Chairperson procedure. Intent: To have a clear procedure in place so each Area Chairperson following knows what they are doing.
- c. Discussion: How are all sub-committee policies ultimately approved?
- a. All sub-committee policies are reviewed and approved by the Policy committee to make sure they do not conflict with Area policy.
  - b. According to the Chair's experience, only GSRs can vote on final policy for sub-committees and it is not the Policy committee's job to approve policy. Only groups/members have the right to vote on sub-committee policy and if they chose not to, their GSR can abstain. All policy can be found on the website for review.
  - c. Some members thought that GSRs did not/should not approve sub-committee policy based on the assumption that the work of reading and approving all sub-committee policy would overly burden the groups with work originally delegated to the Policy committee.
  - d. Issue could use further clarification, either with a motion to change procedure on approving sub-committee policy.

Open Arms Area Treasurer Report December 2018

November				YTD		
<b>Treasurer Ray D.</b>						
<b>Beginning Balance</b>				5,609.15		
<b>Credits</b>						
<b>Group Contributions</b>		967.50				
<b>Literature Sales</b>		681.90				
<b>Hospitality</b>		24.51				
<b>Total Deposit</b>				1,673.91		
<b>Total Available</b>				7,283.06		
<b>Debits</b>						
<b>Freddy</b>	Hospitality	-24.50				
<b>Laura</b>	Facebook	-15.00				
<b>1st pres church</b>	1637 Dec rent	-60.00				
<b>Freedom Voice</b>	1638 phone	-26.06				
<b>Rafael Miranda</b>	1639 P& I Lit	-59.46				
<b>1st pres church</b>	1640 P & I rent	-30.00				
<b>Edwin Melendez</b>	1642 Carbon copies	-65.52				
<b>GNYSO</b>	1643 Lit order	-538.60				
<b>GNYSO</b>	1644 CD	-102.50				
<b>1st pres church</b>	1645 H&l rent Monroe	-10.00				
<b>1st pres church</b>	1646 H&l rent goshen	-20.00				
<b>Total Debits</b>				-951.64		
<b>Ending Balance</b>				6,331.42		
<b>Meeting Name</b>	Contribution amount					
3-7-11	27.00					
All are welcome	10.00					
A new way of life						
A women time for change	21.72					
Back from the Grave	37.00					
Back on track	7.00					

November				YTD		
Breathe of new lives	10.00					
bridge back to life	10.00					
Change or Die	41.00					
Clean & Crazy	7.68					
Dopeless Hopefiends	10.00					
Friday night lights						
Freestyle Fridays	20.00					
Get Clean stay clean						
Hope on Thursday	58.10					
Joy is in the Journey	11.27					
It works H&W						
Keys to Success	7.00					
Kicking it live gut level						
Men on Point						
Midday Break	10.00					
Never Alone						
Noon + 1/2	160.90					
proof is in the pudding						
Reach Out						
Recovery by the River	38.00					
Recover on the hill	52.00					
Relationships						
Reflections	25.00					
some are sicker	3.00					
Saturday Night Fever	71.11					
Steps on Sunday	50.00					
Steps to Life	4.50					
Steps in the right direction	90.50					
Turn it Over	124.00					
Upfront	39.00					
Walk the Walk						



November				YTD		
A women time for change	21.72					
Total Group Donations	967.50					
Hospitality						
Hospitality Oct bal						
Total Hospitaloty	0.00					
Expense receipt - sept	none reported					
Collected - 10/4/18						

Open Arms Area  
 Convention Committee  
 Treasurer Report  
 Fundraiser - Speaker Jam/Dance  
 December 1, 2018

Beginning Balance 1,000.00

Credits

Meals sold 64 @ \$7.00 each	448.00	
White tickets sold Drink/Dessert 91@\$1.00	91.00	
Raffles sold	170.00	
7th Tradition Basket	89.00	
Newcomer Donation Box	37.00	
Dance tickets + 2 free entry newcomers	60.00	
Credit Total		895.00

Debits

Venue rental	-75.00	
Hospitality	-250.00	
DJ	-250.00	
Food purchase	-81.00	
T-Shirt purchase	-163.48	
Flyer Copies	-22.00	
Hospitality refund	5.88	
Debit Total		-835.60

Available balance

1,059.40

*200-cam*

1,061.40

Monies not yet turned in

T-Shirt Sales

300.00

Remainder held by Chairperson

158.52

*1,061.40*

*300.00 - merchandise*

*1,361.40*

*158.52 - Remainder*

*1,519.92*

*held by chair*