

## **AREA SERVICE COMMITTEE MEETING FORMAT**

Hello everybody, we would like to welcome you to the monthly meeting of Area L.E.G.S. Service Committee for Narcotics Anonymous. My name is \_\_\_\_; I'm an addict and Chairperson of Area L.E.G.S. (Pause) IF THERE IS ANYONE NEEDING A PAPER SIGNED PLEASE FORWARD IT NOW.

1. Open the meeting with a silent prayer.
2. Share in the Serenity Prayer.
3. Have someone read the Twelve Traditions.
4. Have someone read the Twelve Concepts for N.A. Service.
5. Have someone read the Ninth Tradition Explanation.
- 6a. Those who are unwilling to participate in the Eleventh Step application, please refrain from unnecessary movement or conversation and out of respect; remove yourself from the room. [Chairperson pauses allowing time for members to leave if they choose].
- 6b. At this point we will spend three minutes trying to improve our Conscious Contact through an Eleventh Step application in order to better prepare ourselves for the business of this meeting.
- 6c. Area Guidelines read by the Chairperson and Vice Chairperson. {Policy Chairperson/Vice-Chairperson may also be included in the reading of this}.  
READ JANUARY, APRIL, JULY, AND OCTOBER. PASSED (8/15/10)
7. Poll and record the GSRs or the groups representative. Accept any new groups.
8. Secretary -
  - a. Questions from the floor regarding last months Minutes.
  - b. Entertain a motion to accept the Minutes.

9. Group Business --

- a. Are there any Groups, Subcommittees, or members with issues or concerns or who like to be recognized under new business?
- b. Turn in group reports to the Secretary.
- c. Turn-in any donations to the Treasurer.

10. Treasurers Report.

11. Subcommittee Reports —

- a. H&I      c. Merchandise    e. Activities
- b. Policy    d. P. R.              f. Literature
- g. RCM

12. Other Reports —

- a. Ad Hoc Committee (if applicable)
- b. Convention Committee (if applicable)
- c. Unity committee of Area LEGS (if applicable)

13. Absences (warranted or unwarranted)

14. Accepting of fliers to be put into Area L.E.G.S Minutes.

15. Ten Minute Break (voted on by GSRs)

16. Re-open meeting with Serenity Prayer.

17. Second tally of GSRs in attendance.

18. **Old Business** - Issues that were tabled at the last meeting [if any],

Nominations and/or motions from the front of the Minutes.

19. **New Business** - If any, taken in the order of Area Guideline #27

20. Close the meeting with a moment of silence and the Serenity Prayer