

STATEN ISLAND AREA NA SERVICE MEETING

SEPTEMBER 12, 2023

7:05 PM: Opened with a Moment of Silence, Serenity Prayer, Service Prayer, 12 Traditions, 12 Concepts & Decorum Statement.

READING SELECTION: Eleventh Concept, pg.25, 2nd paragraph

Reading of August’s minutes: Manic Mondays motioned to accept, Clean On Catherine seconded. Accepted.

Steering

Sub-committee

Chairperson	Jimmy	Events And Activities Chair	Danielle
Vice Chair	Vacant	Homebound Chair	Vacant
Secretary	Debbie	Hospitals & Institutions Chair	Frank (Absent)
Treasurer	Pat	Literature Chair	Walter
Assistant Treasurer	Julia	Public Relations Chair	Rob
Regional Committee Member (RCM)	Don	Speaker Exchange Chair	Vacant
Assistant RCM	Vacant	Technology Chair	Jayne
Policy Chair	Ellen		

1st roll call for Steering/Sub-committees/GSRs taken-**14** GSR’s present. Average of previous 3 months: **15**

Recognition of new GSR’s/groups: Steve/Get Real On The Avenue, Nick-Alt. GSR/Y We Recover

Treasurer’s Report- given. Q: Is the money that is donated today reflected in the Treasurer’s Report? A: No, it will be in next month’s report. Q: Manic Mondays questioned money in the red. A: We are in the red only for this month due to the picnic, overall, we are in the green. We spent more than we took in for this month. Q:We are in the red for this month only? Yes, overall, we are up \$7600.28. Q: Is that common, on top of our bills, to have that much money? A: We have a lot of bills coming this month and money motions. Q: How many months is our Prudent Reserve? A: Two months. Motion made to accept Back To Basics/Step Up To Learn Seconded. Accepted.

RCM Report-given. There are three nominations to be voted on in October for Regional Positions. **Groups**

please read my report and qualifications and come back with your votes next month. Q: Is Region taking away discounts to SI Area if you buy in bulk? A: They are looking to take away all discounts. Q: If they take the discount away, will our prices increase? A: Yes, but they are still discussing this, nothing has changed yet. Q: Can you go back to Region and ask them to form an ad-hoc committee regarding costs of literature so we can prepare for future orders? A: They are saying right now that it will cost us less money to buy from Region. They are not going to create an ad-hoc, it will be by the RSO. Q: Can you repeat the numbers for the Regional Meetings? A: There are 555 Regional meetings in 13 Areas; 286 in-person, 242 virtual; 27 Hybrid. Motion to accept: Carrying The Message/Manic Mondays seconded. Accepted.

Sub-committee Reports

Events & Activities (E&A)- Report Given Q: Do you need any suggestions for the location for the Gratitude Dance? Can we change the date if need be to the Saturday following Thanksgiving weekend? A: Yes to both, it is an option. We need any help ASAP with consideration of cost and capacity for the location. Time To Live And Give motioned to accept/Carrying The Message Seconded. Accepted

Hospitals & Institutions (H&I) Report Given by Anthony A, Vice Chair.

Literature Report-given. No Questions. Manic Mondays motioned to accept/Listen To Learn seconded. Accepted.

Policy Report Given. *****Vote on new Area Policy in October***** Technology commented that the draft which was handed out last month has been edited and can be discarded. The new policy will be attached to the minutes for this month. Carrying The Message motioned to accept/Clean On Catherine seconded. Accepted

Public Relations Report -given. Q: Is there a date and place for the subcommittee meeting so Technology can put it in the meeting list and the website? A: Yes, I will let you know. Manic Mondays motioned to accept/Clean On Catherine seconded. Accepted

Technology Report -given. No Questions Policy motioned to accept/Manic Mondays seconded. Accepted

2nd Roll Call: 16 GSR's present.

Old Business: Vacant positions announced: Chair, Vice-Chair, Alt. RCM, Homebound, Speaker Exchange
Motions: 1-Term-waiver Motion for Area Chair made by Steering committee to allow a term-waiver election for current Chair to serve an additional term (attached). Seconded by Y We Recover. RCM took over the Chair position for questions and pros and cons. Q: If this passes and someone gets nominated then what happens? A: If someone runs then we vote in the June election. Q: If there's no vote, will he be allowed to stay on and train a new person? A: Yes. There were no cons. **GSRs please bring your group's vote next month.**
Motion 2-SIASC to purchase BBQ grills for the Area and groups made by Steering Committee, seconded by Step Up To Learn. Q: Do we have a place to store them? A: Yes. No cons. **GSRs please bring your group's vote next month.**

Nominations: Asst. RCM: Steps To Freedom nominated Frankie 4, seconded by Step Up To Learn. Literature Chair nominated Kenny; Kenny respectfully declined. Frankie 4 accepted. Qualifications read. Frankie gave his qualifications (attached). **Questions will be next month, voting in November. No other nominations from the floor. GSRs please bring any nominations in October for open positions: Chair, Vice-Chair, Treasurer, Asst. Treasurer, Secretary, E&A Treasurer, Homebound, Speaker Exchange.**

New Business: Questions for George P, Vice-Chair: Step Up To Learn asked, have you stepped down from a previous commitment and if so, what was the reason? A: I stepped down from Homebound Chair after 4 or 5 months with no committee and wasn't doing any service for SI. No one showed up to the meetings, no one was requesting any service from the Homebound Chair, and I don't feel I should have a commitment in name only. I like to be of service, so I stepped down from that commitment. Q: Is that the only commitment? A: Yes. **GSRs please come back with your vote next month.**

*****3 MOTIONS*****

1. Treasurer made a motion to increase E&A seed money from \$2000 to \$3000, seconded by Clean on Catherine. Q: Will it affect the money flow and does it go back to the groups for a vote? A:Yes. Q: When was the last time E&A got a raise? A: In 2015, it was raised \$500. **GSRs come back with your vote next month.**
2. Technology made a motion to pre-pay the Area website for five years (which started last May) in the amount of \$1375.00, seconded by Manic Mondays. No cons. **GSRs come back with your vote next month.**
3. Clean Machine made a motion to make a one-time donation to Region for \$1500.00, seconded by

Step Up To Learn. Cons: 1- Clean Times stated the last few months Area has been in the red, and doesn't know if this trend is going to continue or not. 2-Policy stated that there are a lot of money motions on the floor this month, and thinking forward, our Area has to come first and this Area will have little money left. Pro: Literature stated that there are groups complaining that they want the money to move forward to Region, and our obligation is to move the money forward and not hold on to it. Two groups want to donate directly to Region. **GSRs go back to your groups for voting next month.**

Announcements/Anniversaries: Chair reiterated to the sub-committee members to please email their report to be included in the minutes. For Anniversaries/Announcements: please put the information in the chat.

Group Reports: Step Up To Learn & Clean On Catherine gave reports. ****Groups: Please read the Group Report form for clarity on what to discuss****

Open Forum: 1-Asst. Treasurer clarified the total of operating expenses & money motions: Grills \$1100, Insurance \$1000, Website \$1375, One-time donation to Region \$1500, E&A seed money increase \$1000 totaling \$5975. $\$7628.14$ (current Sept. liquid assets) $-\$5975 = \1653.14 buffer left in the bank account.

2-Literature Chair stated that since we have a lot of money motions on the floor, we can table buying the grills until next year if we have to. Also, PR can't make a presentation at Catherine & Decker because there are already meetings there. He offered his assistance with GSRs and the pastor if need be.

3- Policy stated that Carrying The Message's group has a problem but the other groups don't.

4- Technology asked for the group's input with regard to Group Report and Motion Forms. **GSR's ask your groups for feedback before they make the forms**

8:42 PM: Technology motioned to close, Manic Mondays seconded.

Get Real On The Avenue closed the meeting with a Moment of Silence and the Serenity Prayer.

	GROUP NAME	TYPE	1ST ROLL CALL	2ND ROLL CALL
1	Alive @ 6 in St George	Virtual	Absent	Jose
2	Back to Basics	Virtual	Laura	Laura
3	By the Book	In-person	Mike T	Mike T
4	Carrying the Message	In-person	Lincoln	Lincoln
5	Clean Machine	In-person	Absent	Domenick
6	Clean on Catherine	In-person	Victor	Victor
7	Clean Times	In-person	Cody	Cody
8	Crystal Clean on Victory	In-person	Absent	Absent
9	Easy as 1, 2, 3	In-person	Absent	Absent
10	Get Real on the Avenue	In-person	Steve	Steve
11	Journey Through the Steps	Virtual	Absent	Absent
12	Listen to Learn	In-person	Pinky	Pinky
13	Manic Mondays	In-person	George	George
14	Men Working it Out	Virtual	Absent	Absent
15	Not Just for Women Only	Virtual	Absent	Absent
16	Recovery on the Island	Virtual	Absent	Absent
17	Saturday Morning Wake Up	In-person	Absent	Absent
18	Saturday Surrender	In-person	Absent	Absent
19	Spiritual Kindergarten	In-person	Absent	Absent
20	Steps to Freedom	In-person	Kenny	Kenny
21	Step Up to Learn	In-person	John T	John T
22	Step Up to the Deck	In-person	Absent	Absent
23	Still On The Journey	In-person	Absent	Absent
24	The Message Is Hope	In-person	Absent	Absent
25	The Real Deal	In-person	Jonathan	Absent
26	Time To Live And Give	In-person	Georgia	Georgia
27	Together On Sunday	In-person	Anthony	Anthony
28	We, Not I	Virtual	Andrew	Andrew
29	Y We Recover	In-person	Frank/Alt. Nick	Frank/Alt. Nick

SEPTEMBER 2023 Announcements

- The RCM will be at Area Service Meeting at 6:30pm to answer questions pertaining to GSR & Alt. GSR positions. All are welcome!
- Nominations open in October at Area for Chair, Vice-Chair, Treasurer, Asst. Treasurer, Secretary, Homebound, Speaker Exchange
- Vacant Positions at Area: Chair, Vice-Chair, Alt. RCM, E&A Treasurer Homebound & Speaker Exchange.
- All commitments for Manic Monday will be open in October 2023/Also needs a GSR.
- All commitments for Clean On Catherine will be open in October 2023 GSR is an extreme need.
- Step Up To Learn - open coffee commitment and need support.
- ALL GROUPS: PLEASE SEND A REPRESENTATIVE TO AREA SERVICE MEETINGS IF YOU DO NOT HAVE A GSR. WE NEED THE GROUPS TO SUPPORT AREA AND TO VOTE ON AREA MATTERS. WE CANNOT CONDUCT BUSINESS IF WE DO NOT HAVE QUORUM.
- The Steering Committee meets ***virtually only*** on the first Tuesday of each month.
Zoom ID# 87394767292.
- E&A needs support please come to our meeting - The 3rd Monday of the month -we meet virtually
- The new Area Policy will be voted on in October.
- PR needs support and members to get involved. Please come and join the committee.

Anniversaries/Events:

SEPTEMBER

September 16 2023 Diane 27 years & Michelle 25 years @ Carrying The Message
September 16, 2023 Frankie 4, 2 years @ By The Book
September 21, 2023 Paige 1 year & Derrick R 20 years @ Clean On Catherine
September 23, 2023 Alan B, 2 years @ Alive @ 6 In St. George
September 24, 2023 Frank Fence 16 yrs & Justin Y 4 years @ Together on Sunday
September 25, 2023 Debs 10 years & Jeremy 4 years @ Clean Machine

OCTOBER

October 14, 2023 Mikey T 4 years @ By The Book
October 17, 2023 Norman 41 years @ Clean Times
October 28, 2023 James DNA 15 years @ Saturday Surrender

NOVEMBER

November 18, 2023 Donald B, 14 years @ Saturday Surrender
November 24, 2023 Richie The Plumber 6 years & Just Jesse's 1st Miracle Year @ Steps To Freedom
November 26, 2023 Gladys D 22 years @ Together On Sunday

FOR MORE ANNIVERSARIES, KEEP COMING!

E & A REPORT FOR SEPTEMBER

I WANT TO THANK EVERYONE WHO HELPED MAKE THIS YEAR'S AREA PICNIC A GREAT SUCCESS. THANK YOU TO EVERYONE WHO SERVED, SPOKE, AND SHOWED UP TO SUPPORT. A \$119.00 DONATION WAS SENT VIA VENMO. THE DETAILS OF THE TREASURER'S REPORT WILL BE REFLECTED IN NEXT MONTH'S TREASURER'S REPORT.

DETAILS OF THE GRATITUDE DANCE WILL BE DISCUSSED AT THE NEXT E&A SUB COMMITTEE MEETING. THE LOCATION IS TO BE DETERMINED, FLYER WILL BE MADE AND BROUGHT TO STEERING. FOOD DONATIONS WILL BE NEEDED; ANYONE WILLING PLEASE CONTACT ME.

ANYONE WILLING TO SERVE THE HOLIDAY MARATHON MEETINGS, PLEASE COME TO THE SUB COMMITTEE MEETING. E&A MEETS ON THE THIRD MONDAY OF EACH MONTH VIRTUALLY ZOOM ID #374-121-0186 PW00000.

IN LOVING SERVICE,
DANIELLE

STATEN ISLAND AREA H&I SUBCOMMITTEE REPORT 9/12/2023
CHAIR: FRANK R

VICE CHAIR: -OPEN-
SECRETARY: JESSICA A

PANEL COORDINATOR: CHARLIE R
LITERATURE: ANTHONY A
SUBCOMMITTEE MET: 8/15/2023 ATTENDANCE: 16 PEOPLE
REGIONAL H&I MET: 8/9/2023 ON VIRTUAL
LITERATURE ORDER: \$185
FACILITIES: 5
PRESENTATIONS: 30
TRAINEES: 2 MEMBERS FINISHED TRAINING
4 MEMBERS IN TRAINING

H&I LEARNING DAY WILL BE ON OCTOBER 17, 2023 FROM 7pm-9pm
FLYER WAS APPROVED AT STEERING AND WILL BE CIRCULATED
A LEARNING DAY IS REQUIRED TO TAKE AN H&I PANEL LEADER COMMITMENT

- THE BODY CONTINUES TO MEET ONE HOUR BEFORE THE REGULAR SUBCOMMITTEE FROM 6pm-7pm SO WE COULD REVISE POLICY. MEMBERS ARE ENCOURAGED TO ATTEND.
- THIS MONTH (SEPTEMBER) THE SUBCOMMITTEE WILL BE MEETING ON THE 4TH TUESDAY OF THE MONTH BECAUSE THE ROOM IS BEING USED BY THE CHURCH DURING OUR USUAL MEETING TIME.
- ATTACHED ARE THE FLYERS FOR STATEN ISLAND AREA H&I LEARNING DAY AND NASSAU AREA H&I LEARNING DAY

REGIONAL H&I MOBILE UNIT CHAIR POSITION IS VACANT AND GNYR H&I SERVICE COMMITTEE IS LOOKING FOR EXPERIENCED H&I PANEL LEADERS TO TAKE COMMITMENTS AT RIKERS ISLAND. ONE OF THE REQUIREMENTS WOULD BE TO ATTEND THE REGIONAL H&I SUBCOMMITTEE ON THE SECOND WEDNESDAY OF THE MONTH AND GIVE A REPORT.

IN LOVING SERVICE,
FRANK R
(718) 600-8695

NASSAU AREA HOSPITALS & INSTITUTIONS PRESENTS

H&I LEARNING DAY

SATURDAY NOVEMBER 4, 2023 6:00 TO 10:00 PM

57 SPOONER STREET FLORAL PARK, NY 11001

H&I TOPICS, ORIENTATION & PI PRESENTATION
DJ, FOOD, FUN & FELLOWSHIP
FOOD DONATIONS WELCOMED



FOR MORE INFORMATION PLEASE CONTACT
JEN A. (516) 424-2235 OR COLLEEN D. (516) 582-2905

www.nassauna.org



**Staten Island Area
Narcotics Anonymous**

-Hospitals & Institutions -
-Public Relations Learning Day-

Tuesday

October 17, 2023

7:00pm - 9:00pm

2329 Victory Blvd

(All Saints Church)

***A learning day is required to
hold all H&I commitments**



food and refreshments will be served

For more info contact: Frank (718) 600-8695

LITERATURE REPORT FOR SEPTEMBER

WE SPENT \$940.15 THIS MONTH (CASE OF BASIC TEXTS, KEYTAGS, COINS AND SOME MEETING LISTS). GROUPS PLEASE MAKE SURE YOU ARE USING THE UPDATED ORDER FORMS, BECAUSE THE PRICES ARE DIFFERENT AND IT'S DIFFICULT WHEN THE OLD FORM IS USED. ORDER FORMS ARE ON THE WEBSITE. NO LITERATURE IS BEING GIVEN OUT DUE TO AREA BEING VIRTUAL, HOWEVER, IF YOU CONTACT ME WE CAN MAKE ARRANGEMENTS TO GET YOUR ORDER.

WALTER
917-447-0912

POLICY COMMITTEE MEETING 8/22/23

The Policy Committee met on August 22 in person.
There were 8 people in attendance.

The Policy has been completed. The DRAFT COPY of the Staten Island Area Policy will be attached to this months minutes, and TO BE VOTED ON AT THE OCTOBER AREA SERVICE MEETING Once the policy is approved by the groups, the committee will continue to meet monthly for any questions, suggestions, and if need be, motions can be made for new policy, or changes to current policy. We will keep up with all new policies voted in by GSR's and will continue to suggest changes if need be.

Keep in mind... NO CHANGES CAN BE MADE WITHOUT A MOTION TO BE VOTED ON BY THE GROUPS.

Thank You for allowing me to serve...
Ellen P.

PR REPORT FOR SEPTEMBER

WE'RE WORKING WITH H&I FOR THE H&I/PR LEARNING DAY. WORKING WITH WILVENA, PR CHAIR FOR BROOKLYN, AND SHE'LL BE AT THE LEARNING DAY AND HELPING OUT PUTTING TOGETHER SOME EVENTS MAYBE OR SOME IDEAS TO DO OUTREACH. WE DON'T HAVE ANY MEMBERS ON THE PR COMMITTEE YET. PR NEEDS HELP AND MEMBERS TO COME AND GET INVOLVED TO CARRY THIS LIFE SAVING MESSAGE.

IN LOVING SERVICE,

ROB R. Technology Report September 2023

TECHNOLOGY REPORT

The technology committee meets the 4th Tuesday of the month 6:00PM virtually.

Technology committee is still working on :

- Monthly updates to the meeting list
- Area calendar
- Area flyers
- Regional lists

We will print and create flyers for subcommittees and groups.

We will print 1 color copy for a group and 20 black and white at no cost. We would like to be prudent with toner costs. We will also print on request Sub -committee flyers up to 75 BW. All flyers pdf and JPEG will be on website.

We will continue editing the tri fold printable list. We ask that all changes please be sent to SIANAwebsite@gmail.com ASAP Please include DAY OF THE WEEK, TIME , MEETING NAME , LOCATION, FORMAT and any other information your group would like us to add. If you do not submit the info in writing it will not be placed on website or meeting list. Sorry for the inconvenience, we must be accountable for all changes.

We only service the calendar and meeting list. If you have any anniversaries or announcements for the minutes they must be added at area. We are not authorized to make changes. Please contact the secretary at SIANASECRETARY@Gmail.com

You can also message us directly from the website. Please update your meetings with NA.org as well.

We ask that you have patience with the printable meeting list updates. We will try to accommodate the best we can. Our website has a meeting tab located at the top of the page. The drop down menu includes up to the minute updates. And also ties in to our Staten Island Tabbed search through the GNYRNA. These lists can be updated within minutes of notification. We urge you to check the website www.NA-SI.org if you question any info on the printable meeting list.

In loving service
Technology Chair
Jayne

RCM REPORT

I attended Region on Saturday 9/9/23. I have included the reports that have information the GSRs may be interested sharing with their groups. My report is on the website. I want to thank Kenny and Frankie for joining us Saturday it was wonderful to have the support.

There are 3 nominations for regional commitments that need to be voted on by the groups and brought back next month. They are for Brad for regional chair, Kat for vice chair and Chanti for secretary. This will be for their second term.

Also, there was discussion brought on from the regional service office about raising the price of literature again. The last increase was because of the World service office raising the price. This raise is due to the cost of running the regional office and the discounts provided since COVID. This is just a discussion at this point, but the feeling is it will happen eventually. If you have any questions, I will bring them next regional service meeting.

The NEZF
Northeast Zonal Forum Conference HOSTED BY GNY REGION will take place at Hilton Stamford October 27, 28, 29 in person and virtual

INSURANCE was discussed for all meetings. The numbers are being put together and the bill will be sent out soon.

Public relations chair is open at region if anyone is interested.

BMLT report:

We have a total of 555 meetings in our region. In-Person 286, Virtual 242, Hybrid 27

Can you please have each of your meeting chairs go to NA.org and check the status of their meeting and verify that their meeting information is listed correctly. Please report discrepancies back to me. I will handle corrections.

Helpline report:

Monthly Phone/Call Statistics 2023 YTD 2485

Jan 365 Feb 268 Mar 395

Apr 267 July 309 May 283 Aug 316 June 282

1. Helpline coverage is 100%.

2. Members wishing to join the helpline should send an email to

Helpline@newyorkna.org

Meetings@newyorkna.org Maureenboyle678@gmail.com 718-768-3925@ home 646-207-3510@ cell

Regional chair:

Resumes have been submitted for GYNRSC Admin positions from Me (Chair), Kat (Co-chair), and Chanti (secretary) and Antionette for Policy Chair (who is currently vice chair policy) Please review and bring back to your Areas so we can vote November RSC

GNYRSC and The NEZF will be hosting and Pre Zonal Info & Service Workshop on Oct.7th 3-5PM at the RSO 154 Christopher street Suite 1A New York, NY. 10014. This will also be a hybrid meeting. Details will be posted in the Flyer. Please let every know and would love to get as much involvement from our Region as possible. Wilvena (NEZF) will speak to this event in the open sharing portion today. Brad

SEPTEMBER 2023 RD TEAM REPORT TO GNYRSC

July 22 Conference Participants Web meeting concentrated on small group discussions based on the Prioritized Issue Discussion Topics from the World Service Conference in May. Please refer to the July RD Report for a list of the top four.

On the NAWS website, na.org, under Projects & Surveys there is an online "H & I Basics Survey" and two Issue Discussion Topic Input Forms. One is "Gender -Neutral And Inclusive Language in N.A. Literature" and the other is " Dealing with Disruptive and Predatory Behavior". All three are questionnaires that can be filled out by all NA Members. There is also a "Focus Group Volunteer Form for 2023-2026 Conference Cycle" available to NA Members.

Saturday September 2 was UNITY DAY with a meeting open to Addicts worldwide ending with the SERENITY PRAYER in every language.

Finally, Area Service Committees can again subscribe to "REACHING OUT". This newsletter is designed to help incarcerated addicts connect to the N.A. Program of Recovery. Go to na.org/periodicals.

NEZF

Northeast Zonal Forum Conference HOSTED BY GNY REGION will take place at Hilton Stamford October 27, 28, 29 in person and virtual. PLEASE refer to flyer on the Greater N.Y. Regional Website for all info. or as attachment to the RD Report. It is open to all with Saturday Workshops on relevant Topics including " Connecting Virtual Meetings & Service", "Predatory Behavior in N.A." and more. Please distribute info. in all Areas. Please contact RD Team for more info. if needed.

ILS RD TEAM Maurice S. Xavier T.



REIGNITING THE SPARK OF SERVICE

Meet in person!
Virtual Participation
Zoom ID 859 5086
2091 pw. NEZF

Friday: 7:00 PM
Business, Regional Reports

Sunday: 9 AM - 1 PM
Electoral, Business

OCTOBER 27-29 2023

NORTHEAST ZONAL FORUM OF NARCOTICS ANONYMOUS

Hosted by The Greater New York Region



Saturday Workshop Schedule

9:00 am - 10:15 am <i>Break 75 mins</i>	Update Session on Strategic Plans
10:30 am - 11:45 am <i>Break 75 mins</i>	Connecting Virtual Meetings & Service
1:30 pm - 2:45 PM <i>Break 75 mins</i>	Predatory Behavior IDT
3:00 PM - 4:15 PM	Fellowship Development Outreach
4:30 PM - 5:45 PM	Open Forum

HILTON STAMFORD,
1 FIRST STAMFORD
PLACE, STAMFORD, CT
**DEADLINE FOR
ROOM BLOCK- OCT.
12TH**

Code: NEZF Conference

\$189/night tax, double
room + parking free
overnight self-parking

1-800-445-8667

Online reservations
hiltonstamfordhotel.com

Contact: info@gnny.org
gnny.org

GNYRSC Treasurers Report 9/9/2023

The opening balance this month is \$16,429.39. The expenses for August & September totaled \$8,265.22. This amount is greater than usual, as we have had the following large expenses: \$2,500.00 used towards the NERF Meeting that the GNYRSC is hosting in October. In addition we received the renewal on the insurance policies and have reserve \$3,216.50 which is the required 25% down-payment

Income for the past two months totaled \$ 7,735.89. A number of the Area's made their final payment on the insurance for 2022/2023. Area Donations were also quite strong. Details of all expenses and income are included on the attached spreadsheet.

After all expense and donations our current balance is \$15,909.96.

This figure is then reduced by our prudent reserve, which is 8,350.00. When we deduct the prudent reserve from the balance our operating funds total \$7,559.96.

Included with this report are copies of the monthly spreadsheet of expenses and income, a copy of the bank statement as well as Area Donations and Insurance payments

ILs

Eddie W. Treasurer GNYRSC

WEB report

All is good on the website front, as usual reach out to me (webservant@newyorkna.org) for more info! I'm not submitting a resume for re-election and am happy to serve in the interim until someone else submits a resume. Have a couple people I'm actively talking to but if anyone knows someone who is interested they can give them my info!

Brad T resume for regional chair

Name: BRAD TRUAX Today's Date 9/8/2023

Phone Number: 646 298 4285

Email Address: braddaxx@gmail.com

Group Service (List position and approximate dates served):

2022

CO-CHAIR (SECOND LIVES)

Business Secretary (Bleecker St) GSR (second lives)

Clean Date: 7/4/2004

Position Desired: GNYRS-CHAIR

2021: GSR (Bleecker St) 2021: Jan.-June Co-Chair NA UNITY

2020: Co-Chair (Second Lives)

2004-present: variety of positions for home group Bleecker St. and other NA meetings

Area Service (List position and approximate dates served):

Present: NYC AREA H&I (PRESENTATION COORDINATOR)

2021-2023: NYC AREA H&I (Panel leader/Panel Coordinator)

2017-2019: NYC AREA H&I (PANEL LEADER) 2008-2012: NYC AREA H&I (PANEL LEADER)

Regional Service (List position and approximate dates served):

World Service (List position and approximate dates served):

Have you failed to complete, or been removed from a service position in the last 5 years? Please Explain:

NO

Have you ever stolen or misappropriated funds or merchandise from NA? If yes, please explain:

NO

Do you regularly attend NA Meetings?

YES

Do you work with a NA sponsor? YES

Kat resume regional vice chair

Name: Kat D.

Today's Date: 09/08/23

Phone Number: (917) 539-1011

Email Address: katherine.e.drexler@gmail.com

Group Service (List position and approximate dates served):

● Present: Treasurer (Bleecker Street)

Clean Date: 3/30/2018

Position Desired: GNYRSC Vice Chair

- ● 2022: Sponsorship Chair (Bleecker Street), Co-Chair (Bleecker Street)
- ● 2021: Co-Chair (NA Unity); Co-Chair (Valley of the Dolls); Business Chair (Bleecker Street)
- ● 2020: Treasurer (Women on the Journey); Treasurer (Valley of the Dolls); Sponsorship Chair (NA Unity); GSR (Bleecker Street); Co-Secretary (Clean, Clear, Trans, and Queer);
- ● 2019: Business Secretary (Bleecker Street); Chair (Valley of the Dolls); Hospitality (Valley of the Dolls); Chair (NA Unity); Secretary (Women on the Journey); Sponsorship Chair (Bleecker Street)
- ● 2018: Hospitality (Valley of the Dolls)

Area Service (List position and approximate dates served):

Regional Service (List position and approximate dates served):

- ● Present: GNYRSC Vice Chair
- ● 2021-22: GNYRSC Secretary

World Service (List position and approximate dates served):

Have you failed to complete, or been removed from a service position in the last 5 years? Please

Explain: Yes, I left my sponsorship position at NA Unity last summer due to other commitments. I got it covered until the group was able to elect a replacement.

Have you ever stolen or misappropriated funds or merchandise from NA? If yes, please explain: No

Do you regularly attend NA Meetings? Yes Do you work with a NA sponsor? Yes

Do you have a working knowledge of the 12 Steps, and an understanding of the 12 Traditions and the Concepts of NA Service? Yes

Are you willing to uphold and abide by the 12 Steps, 12 Traditions, and 12 Concepts of NA? Yes Have you reviewed the Guidelines/By-Laws in respect to this service position? Yes

What skills or training do you have to assist you in this commitment?

Organizational skills, competent with technology and graphic design, calm under pressure, note taking.

Have you looked at how this commitment will impact other commitments or your personal life?

Yes. It will help me learn more about NA as a whole and continue to contribute to something which saved my life.

Do you have the time and resources necessary to complete the service position to which you may be nominated? Please explain: Yes. I am currently working from home and will be able to manage my commitments and work accordingly.

Name: Chanterelle R

Clean Date: 3/27/2019

Today's Date: 9/8/2023

Position Desired: Secretary **Phone Number:** 917-744-6908 **Email Address:** cr1538@nyu.edu

Group Service (List position and approximate dates served):

N.A. Unity Group: set-up (2019) literature (2019-2020), co-chairperson (2020), secretary (2020)

Bleecker Street NA: secretary (2019), business secretary (2020-2021), business chairperson (2022), GSR (present)

Our Whole Lives Ahead of Us: greeter (2019), re-opening committee (2020), business chairperson

(2021-present) **Bleecker Street H&I Subcommittee:** H&I co-chair for Odyssey House (2019-2021), literature & training coordinator (2020) **Home Away From Home:** greeter (2019), business secretary (2022)

Area Service (List position and approximate dates served):

NYC Area H&I Subcommittee: Panel Leader (September 2022-present)

Regional Service (List position and approximate dates served): GNYRSC: Secretary (Current)

World Service (List position and approximate dates served): N/A

Have you failed to complete, or been removed from a service position in the last 5 years? Please Explain:
No

Have you ever stolen or misappropriated funds or merchandise from NA? If yes, please explain: No **Do you regularly attend NA Meetings?** I attend a minimum of 4 NA meetings every week **Do you work with a NA sponsor?** Yes

Do you have a working knowledge of the 12 Steps, and an understanding of the 12 Traditions and the Concepts of NA Service? Yes, I have worked all 12 Steps and am currently working the 12 Traditions with my sponsor, I have done Traditions 1-5. **Are you willing to uphold and abide by the 12 Steps, 12 Traditions, and 12 Concepts of NA? Yes Have you reviewed the Guidelines/By-Laws in respect to this service position? Yes**

What skills or training do you have to assist you in this commitment? Previous experience at the Area level as well as multiple positions as the business secretary of other meetings, as well as the secretary at the NA Unity group, who also doubles as the business secretary. I am also the current regional secretary.

Have you looked at how this commitment will impact other commitments or your personal life? yes

Do you have the time and resources necessary to complete the service position to which you may be nominated? Please explain: . Yes. Good with computers and note taking. Outside of NA I am a student which lends itself to absorbing and retaining a lot of information. I have also worked as an archivist and thus am quite organized.

GNYRSO, Inc. Treasurer Report to the GNYRSC

Date: September 9, 2023

All figures in this report are based on the close of business September 5, 2023.

Our four bank accounts currently reflect the following balances:

GNYRSO, Inc. Reserve Account – Chase Checking \$2,000.00

Chase Savings \$5,555.99

Apple Bank Convention account –\$5,000.03

Apple General Account – \$13,831.92

The Balance of \$13,831.92 in then Apple General Account reflects the amount remaining after all monthly bills have been paid for August (Rent, Insurance, Visa, Con Edison, office equipment & supplies) including the August NAWS payment. On 8/22/23 a NAWS payment was made for Invoice #1001686 in the amount of \$8,284.83 that was due on 8/26/23. There is currently one new order in NAWS in for \$10,177.06 that is due 10/13/23. All prior orders were paid in full. As usual we are following up to ensure payments are made not only in a timely basis but in advanced when it is prudent to do so. The GNYRSO continues to be in good standing with NAWS.

The Chase savings currently \$5,555.99 remains in the account, however \$5,611.40 from the Chase savings that was entrusted as a loan to the GNYRSCNA is expected to be returned in good faith to the GNYRSO. (Note: Original balance for the Chase savings was \$11,167.39). I am currently maintaining the Convention account excel sheet for all monies until a Convention treasurer is elected.

Correction: The Chase Checking that was reduced by \$485.00 was deducted accidentally and not for a cell phone as I indicated in my July report to the BOD, RSC, and RCMs. The check for \$485.00 was actually made out from the wrong checking account to a Merchandise Vendor.

Clients currently owe the GNYRSO, INC \$10,459.42. Inventory is currently \$65,748.00. The RSO has been increasing merchandise purchase from NAWS to meet the demand so the RSO can continue carrying out the NA message through our NA Literature.

Copies of the bank accounts, reflecting the current balances are attached, as are the spreadsheet for all GNYRSO, Inc. Accounts.

ILS,
Babette S., Treasurer GNYRSO, Inc.

Income		
Date	Group Name - Donations	Amount
7/3/2023	Clean Machine	\$40.00
7/5/2023	We, Not I	\$11.00
7/7/2023	The Message is Hope	\$35.50
7/8/2023	The Real Deal	\$12.00
7/9/2023	Together on Sunday	\$124.00
7/11/2023	Spiritual Kindergarten	\$46.00
7/11/2023	Step Up to the Deck	\$20.00
7/11/2023	Clean on Catherine	\$89.00
7/13/2023	Crystal Clean on Victory	\$50.00
7/13/2023	Recovery on the Island	\$20.00
7/15/2023	By the Book	\$35.00
7/15/2023	Back to Basics	\$51.00
7/18/2023	Alive at 6 in St. George	\$53.00
Total Donations		\$586.50
Date	Group Name - Literature	Amount
7/3/2023	Step Up to Learn	\$10.80
7/3/2023	Clean on Catherine	\$16.00
7/5/2023	Y We Recover	\$69.00
7/7/2023	The Message is Hope	\$17.50
7/8/2023	The Real Deal	\$25.50
7/9/2023	Together on Sunday	\$10.50
7/11/2023	Easy as 1, 2, 3	\$35.00
7/11/2023	Carrying the Message	\$33.25
7/11/2023	Clean on Catherine	\$42.00
7/14/2023	Steps to Freedom	\$32.95
7/18/2023	Alive at 6 in St. George	\$37.80
Total Literature		\$330.30
Date	Group Name - Misc	Amount
7/20/2023	Merchandise Chair (balance after paying invoice)	\$54.00
7/24/2023	Merchandise Chair (merchandise sold at the Together on Sunday group picnic)	\$120.00
Total Misc		\$174.00
Total Income		\$1,090.80

Expenses		
Date	Description	Amount
8/1/2001	Cube Smart Storage	Check #2193 \$75.75
8/1/2023	Donation to GNYRSC	Check #2192 \$200.00
8/1/2023	All Saints Church Rent	Check #2194 \$65.00
Total Recurring Monthly Expenses		\$340.75
Date	Description	Amount
7/11/2023	Technology	Venmo \$62.00
Remaining Monthly Expenses		\$62.00
Total Expenses		\$402.75

Starting Balance	\$17,142.46
Prudent Reserve	\$7,110.16
E&A Seed Money	\$2,000.00
E&A Set Aside Towards Annual Free Picnic (50% of profit from events)	\$1,999.12
Plus Total Income	\$1,090.80
Less Total Expenses	\$402.75
Available Cash (liquid assets)	\$8,720.35

Starting Balance	\$17,142.46
Plus Total Income	\$1,090.80
Less Total Expenses	\$402.75
Ending Balance	\$17,830.51

Monthly Profit (in green) or Loss (in red) **\$688.05**



--Contributions may be sent via Venmo @NATreasurer.

--To buy literature: Please 1st Venmo the money to the Area Treasurer. 2nd-send your order, along with a screenshot of Venmo payment to Literature Mgmt.

--To request money from the Area Treasurer, send a Venmo request with the amount needed and the description of what it is for. **Effective June 2023 the only method of payment that will be accepted is VENMO.**

In Loving Service--Pat P.

Frank's Qualifications for Asst RCM:

I have been clean for 2 years and 2 days.

I have a sponsor who has a sponsor.

I've had group level commitments for basically the duration of my clean time and also have a Regional commitment.

I have a willingness to serve.

RCM REGIONAL NOMS: PLEASE BRING BACK VOTES

All running unopposed - Please see questions and qualifications in RCM report

BRAD - For REGIONAL CHAIR

KAT - REGIONAL ASST CHAIR

CHANTERELLE - SECRETARY

SIASC POLICY DRAFT - NOT APPROVED PLEASE BRING VOTE TO AREA- INCLUDED IN THESE MINUTES

Staten Island Area Service Committee Motion Form

Date: SEP

Motion Maker: Clean machine

Second By: _____

Motion: TO Donate 1500 TO REGION
ONE TIME

Intent: TO help support the Region

Policy Affected: Tradition 5 TO help
carry the message

Financial Impact: SIARCA has enough money
TO Donate 1500 TO REGION

In Favor: ___

Opposed: ___

Abstentions: ___

Motion Carries: ___

Motion Fails: ___

Motion Tabled: ___

Legend

1. Elections
2. Time Frame
3. Finance
4. Area/Committee
5. Procedural
6. Miscellaneous

Staten Island Area Service Committee Motion Form

Date: 9/1/2023

Motion Maker: Treasurer

Second By: _____

Motion:

To increase E&A seed money from \$2000.00 to \$3000.00

Intent:

Do to the increase in supply costs and increase will better
help us continue putting in events in the same capacity that we always have.

Tradition 1 and 5

Policy Affected:

To increase E&A seed money from \$2000.00 to \$3000.00

Financial Impact:

1000.00

In Favor: ____

Opposed: ____

Abstentions: ____

Motion Carries: ____

Motion Fails: ____

Motion Tabled: ____

Legend

1. Elections
2. Time Frame
3. Finance
4. Area/Committee
5. Procedural
6. Miscellaneous

Staten Island Area Service Committee Motion Form

Date: 8/1/2023

Motion Maker: steering

Second By: _____

Motion:

Term Waiver :To allow a term waiver election for the current chair(Jimmy) to serve an addition

Intent:

Concept 4 Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities s

Policy Affected:

Term limits for Area Chair

Financial Impact:

NONE

In Favor: ____

Opposed: ____

Abstentions: ____

Motion Carries: ____

Motion Fails: ____

Motion Tabled: ____

Legend

1. Elections
2. Time Frame
3. Finance
4. Area/Committee
5. Procedural
6. Miscellaneous

Staten Island Area Service Committee Motion Form

Date: 8/1/2023

Motion Maker: Technology Chair

Second By: _____

Motion: That SIASC purchase our current website for an additional 4 years.

Intent: To secure the current annual price for the area website.

To insure the integrity of the website through the transition of trusted servants.
Traditions 1 and 5

Policy Affected: None

Financial Impact: \$1375.00

In Favor: ____

Opposed: ____

Abstentions: ____

Motion Carries: ____

Motion Fails: ____

Motion Tabled: ____

Legend

1. Elections
2. Time Frame
3. Finance
4. Area/Committee
5. Procedural
6. Miscellaneous



**Staten Island Area
Narcotics Anonymous**

DRAFT

NOT FOR FELLOWSHIP USE

VOTING OCTOBER AREA

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I. Area Service Committee Meeting

A. Conducting Area Business

1. SIASC Meeting Day/Time—Second Tuesday of every month at 7:00 pm.
2. Meeting Place—[All Saints Church, 2329 Victory Blvd](#) and [Zoom ID# 87394767292](#). *(Voted into policy that Area will stay HYBRID until there are no more virtual meetings, 10/11/22)*
3. Steering Committee will meet the 1st Tuesday of the month at 7pm only virtually using the Area [Zoom ID# 87394767292](#). *(Voted into policy on 1/2/23)*
4. In the absence of the Chairperson, and the Vice Chair, the RCM will serve as the Chairperson. If the RCM is also absent, the next in line will be the Secretary.
5. That the SIASC read the 12 Traditions, 12 Concepts, Purpose of Area Service, Decorum Statement & a selection from SIASC Policy at the beginning of the monthly ASC meetings. *(12/16)*
6. That SIASC purchase, maintain and prominently display the 12 Steps, the 12 Concepts and the 12 Traditions banners at all SI Area Meetings. *(5/15)*
7. All of the policies for SIASC to be in accordance with the 12 Traditions of Narcotics Anonymous.
8. The Narcotics Anonymous Guide to Local Service is used to establish policy.
9. Robert's Rules of Order to be used where the Guide to Local Service does not address our needs.
10. Anyone who is NOT a GSR or representing a group, subcommittee chair or part of the steering committee is considered an observer. They must be recognized by the Area Chairperson in order to participate in Area business; they cannot make motions, nominations or second any motions or nominations.
11.
 - a. All chairs and subcommittee chairs should regularly attend the SIASC meetings. If not attending, they should notify the Area Chairperson prior to SIASC meeting and are expected to ensure their reports are submitted to the Area Chairperson.
 - b. In addition, if a subcommittee chair cannot attend then the subcommittee Vice-Chair should represent the subcommittee at the SIASC meeting.



- c. If Steering Committee members and subcommittee chairs do not attend two consecutive SIASC meetings they are expected to resign. (*Extenuating circumstances will be considered*)
12. If a subcommittee wants to submit an item for discussion on the SIASC meeting agenda they should submit a request at the Steering Committee Meeting which takes place on the 1st Tuesday of every month at 7:00pm on the [Area Zoom ID #87394767292](#). (*Steering does not meet in person, 1/23*)
13. All subcommittee reports are to be read in alphabetical order.
14. Business is conducted every month, group reports are given every other month.
15. Open Forum and/or Open Discussion is held at the end of each SIASC meeting for any concerns ASC members may have. There will be a sheet to sign if you want to be recognized to participate in either forum or discussion.
16. The Area as a whole, by a simple majority vote, may at any time request information contained in the archives, which would facilitate a better informed decision on any issue.
17. The Area Chairperson has sole responsibility for deciding if the SIASC meeting needs to be postponed, rescheduled, temporarily relocated or canceled. This is for one month only. If there is a need for a more permanent relocation then the membership will decide by a $\frac{2}{3}$ vote of attending GSRs at the SIASC meeting.

B. Quorum

1. Quorum to be determined by an average of the last 3 months GSR attendance. To be determined by the Area Chairperson at 7:00 and again at 7:30pm.
2. If a group service representative (GSR) needs to leave during the SIASC meeting, he/she is recognized as doing so by telling the Secretary. Once quorum is established, business (motions, elections etc.) can be conducted. If less than the determined amount of GSR's are present after 7:30pm business cannot be conducted. **subcommittee reports, nominations & group reports can be done without quorum.*



C. Minutes

1. Proofreading of the SIASC minutes is the responsibility of the Area Chairperson.
2. The Area Secretary will be required to work with the Technology Chair to place the minutes on the [SIANA website \(na-si.org\)](http://na-si.org) within 7 days after the ASC meeting. *(Revised 5/14/15)*
3. The Treasurer's report will be included in the minutes.
4. No personal attacks targeted at any addict will ever appear in our area service minutes, whether it is under the guise of a motion or intent.

D. Reports

1. The group service representative (GSR) report on their respective group could include average attendance, experience/strength/hope of each group, problems and solutions. (Form can be found on the website at na-si.org/gsr-information)
2. Anniversaries and announcements for their groups should be included.
3. There is a separate sheet at Area for anniversaries and announcements to be given to the Area Secretary so they can be included in the minutes.

E. Motions

1. Any motions to be addressed in new business (at the SIASC meeting) must be submitted to the Steering Committee by a GSR (or a group representative), or subcommittee chair at the Steering Committee meeting held the week prior to the SIASC meeting (1st Tuesday of the month at 7:00pm on the Area [Zoom ID# 87394767292](https://zoom.us/j/87394767292)).
2. The Area Chairperson may rule a motion out of order if the motion violates a current policy or contradicts any of our Traditions and/or Concepts for NA Service.
3. The Area Chairperson must remain neutral in all matters, and cannot make or second any motions.



4. All motions have to be submitted in writing including the motion makers' group name, the intent & the corresponding tradition(s)/concept(s). The motion form is available digitally on the Area website, as well as a document that can be printed and then written in. (Form can be found on the website at na-si.org/gsr-information)
5. The Steering Committee will ensure that all motions presented at the SIASC meeting are presented based on importance. The priority of importance is as follows: Elections, Time Frame Motions, Finances, Area/committee, procedural/policy, miscellaneous.
6. The motion maker speaks briefly (3 minutes) about why their group feels the motion is important (this is called intent).
7. ONLY the Area Chairperson will recognize or call for a second. The Chairperson will then state the GSR and group name that seconds the motion.
8. If there is no second, the Area Chairperson will announce that the motion dies due to a lack of support. This means the idea is no longer discussed and we move on to other business.
9. If the motion is seconded, the Area Chairperson will allow a 5 minute question and answer period between the motion maker and the membership.
 - a. The Area Chairperson will recognize members who want to ask a question to the motion maker. Once recognized, the member will ask a question to the motion maker. The motion maker will respond to the question asked.
 - b. The Area Vice Chairperson will be responsible for ensuring that the question and answer period stays within the allotted time frame (5 mins).
10. After the 5 minute question and answer period the Area Chairperson will ask the membership if there are any cons or pros to the motion.
 - a. There will be a limit of two cons and two pros.
 - b. If there are no cons, then no pros will be entertained.
 - c. If there are pros, then the Area Chairperson will recognize the speakers who have requested to present the cons or pros. Each speaker will have a maximum of two minutes to present their con or pro.
 - d. The Area Vice Chairperson will be responsible for ensuring each speaker stays within the allotted time frame.



11. At this point, the GSR'S will be instructed to take the motion back to their groups for discussion and to determine the groups vote on the motion.
 - a. The motions will be voted on at the next SIASC meeting during old business. The Area Chairperson will call for a vote on said motion. At this point, only the vote will be taken. All debates, pros, cons, or questions have been previously addressed at last month's SIASC meeting and will not be entertained.
12. Only GSR's or individuals who represent a group may vote.
13. The Area Vice Chair is responsible for tallying the votes and making sure that all who are voting are eligible to vote.
14. All abstentions are not counted as a YAY or NAY vote, but are part of quorum and need to be documented.
15. Motion makers must be present during all discussions and voting.

F. Nominations

1. A GSR, representative of a group, subcommittee chairperson, steering committee member may nominate a member for an open Area commitment.
2. A GSR, representative of a group and subcommittee chairs are the only members that can second a nomination. Steering committee members cannot second a nomination.

G. Voting

1. Policy Changes
 - a. To set and change policy a $\frac{2}{3}$ vote of the attending group service representatives (GSR) is needed.
 - b. All officers of the Steering committee, subcommittees and Vice Chairs cannot be voting members of this body. The Steering committee policy prohibits a member of the Steering committee from holding the following positions: GSR, Alternate GSR, subcommittee Chairperson and subcommittee Vice-Chairperson). The term "*this body*" refers to the attending GSR members who are eligible to vote at the SIASC meeting.



Only GSR's or individuals that the group designates to represent them can be voting members of this body.

- c. A GSR or alternate GSR will not be granted the privilege of voting for more than one group at SIASC meetings.
- d. GSR's elected in new positions would vote as GSR for the group they represent.
- e. All abstentions are not counted as a YAY or NAY vote, but are part of quorum.

2. Regular Motions

- a. When a motion is read by the Chairperson at Area at the time it is to be voted on, only GSR's or representatives may vote.
- b. Simple majority vote.
- c. The Vice Chairperson is to count votes and ensure that all who voted are eligible to vote.

3. Area Elections

- a. When an individual is nominated for a position at the SIASC meeting they first give their qualifications, and then questions may be directed towards them by the membership (GSR's, steering committee and subcommittee chairs are included).
- b. All nominations be made, seconded and accepted at the SIASC meeting two months prior to elections. (ex. If a commitment runs January to December, the nominations must start in October to be voted on in December) *(Revised 5/15/18)*
- c. All nominees must be present at the time of nomination and election.
- d. That the minutes from the SIASC meeting contain the nominee and their qualifications for nominated positions.
- e. Steering Committee members and subcommittee chairs/vice chairs are eligible to nominate individuals for positions. However, only GSRs and individuals designated to represent a group can vote during elections.



- f. The Area Chairperson can move to acclimate if there is only one person running for an open/vacant commitment, nominations are closed and no one is opposed. (1/2023)

Steering Committee

Position	Clean Time Requirements	Term
Chair	2 Years	July to June
Vice-Chair	2 Years	July to June
Area Secretary	1 Year	January to December
Treasurer	2 Years	January to December
Assistant Treasurer	1 Year	January to December
Regional Committee Member (RCM)	2 Years	January to December
Alternate Regional Committee Member	2 Years	January to December
Policy Committee Chair	2 Years	January to December
Technology (non voting)	3 Years	January to December

Subcommittee Chairs

Position	Clean Time Requirements	Term
Events and Activities (E&A)	2 Years	January to December
Events and Activities (E&A) Treasurer	2 Years	January to December
Hospitals and Institutions (H&I)	2 Years	July to June
Public Relations (PR)	2 Years	January to December
Literature Management	2 Years	January to December
Homebound	2 Years	July to June
Speaker Exchange	2 Years	July to June



4. Terms
 - a. No individual can serve more than two consecutive terms in a Steering Committee position or subcommittee chair position.
 - b. In regards to unexpired terms which are filled in accordance with our guidelines: (see chart). If the incumbent serves more than 6 months of that term, this shall be considered their first year of service in that position. If they serve less than 6 months of that term, the incumbent would be eligible to serve an additional two full terms.

H. Flyers

1. Flyers for Staten Island Area should be submitted to the Steering Committee at the Steering Committee Meeting one week before the Area Service Meeting. The Steering Committee will review and proofread all flyers. Once the Steering Committee approves the flyer, it will be presented to the membership at the Area Service Meeting.
2. As per the Narcotics Anonymous World Service request, the trademarked NA logo must be used when using the NA Logo on flyers.

I. Managing External Communications

1. The current address is as follows:
Staten Island Area Narcotics Anonymous
% GNYRSO
154 Christopher Street
New York, NY 10014
2. All Staten Island Area groups and subcommittees may use this address.
3. The Staten Island Area has established a website www.na-si.org. The website is managed by the Chair of the Technology Committee.



II. Service Structure

A. Groups

1. New Groups
 - a. When a new group is formed and wants to become a member of the Staten Island Area of Narcotics Anonymous, that group must have their GSR, and/or a representative of the group, attend the SIASC meeting and request to be recognized as a member of the Staten Island Area of Narcotics Anonymous.
 - b. When a new meeting presents itself to the Staten Island Area they have to give the specifics of the meeting (ex: day, time, location, format, type of meeting). This information will be included in the minutes.
 - c. At the point when the Staten Island Area recognizes a new group, the RCM reports this information to the Greater New York Region of Narcotics Anonymous to obtain insurance coverage.
 - d. The Technology Chair will update the S.I. meeting list for the Area, Region and World.
2. Any group using another group's facility (for any purpose) should go to that group to inform them first.
3. Staten Island Area recognizes special interest groups.
4. Any member that a group delegates may represent that group at the SIASC meeting. (Group Service Representative)

B. Group Service Representative (GSR)

1. The Group Service Representative (GSR) is elected by an NA group to represent that group at the SIASC meetings. The GSR's form the foundation of the service structure. GSR's provide constant active influence over the discussions being carried on within the service structure. The GSRs' vote represents the conscience of the groups they serve and are to vote during the business conducted at Area.
2. GSR's handle all literature orders and area donations. Venmo is the mode of payment that is accepted for orders and donations. Be sure to include the



group name and notate if it's a donation or literature order. Money orders, cash and checks are not accepted.

C. Steering Committee

1. The Policy Chair is recognized as a member of the Steering Committee, and is able to freely participate in discussion and procedures at the Steering Committee Meetings.
2. The Steering Committee meets the 1st Tuesday of the month on the [Area Zoom ID # 87394767292](#). *(virtually only 1/2/23)*
3. All Steering Committee members should remain in their position if their term expires until Area elects a replacement.
4. The Technology Chair is a non-voting member of the Steering Committee. *(4/23)*

D. Subcommittees

1. All subcommittees should list expenditures and revolving funds in their monthly reports.
2. All subcommittee chairs are elected by the SIASC. All other subcommittee positions (including vice-chairs, treasurers etc.) are elected within the subcommittee.
 - a. The only exception to this is the Treasurer of the Events and Activities subcommittee.
 - b. The Events and Activities Treasurer is required to manage large sums of money and thus it is required to have 2 years clean time. This is why this position is nominated by the Area and voted on by the Area.
3. All subcommittees submit in typed form to SIASC Policy Committee, the policy generated and used in each respective committee, once a year.
4. All subcommittee policies must conform to the Staten Island Area format for subcommittee policies.



5. All committees and subcommittees of the Staten Island Area should meet regularly on a designated day and time in a specified meeting place, or on the [Area Zoom ID #87394767292](#) (not to be at a private home).
6. Subcommittee chairs do not have to attend the steering committee meeting unless they have a reason (ex: motion, flyer, issue).
7. All subcommittee chairs may remain in their position if their term expires until Area elects a replacement.

Events and Activities (E&A) Committee

1. Two years clean time is required to hold the position of E&A Chair.
2. Two years clean time is required to hold the position of E&A Treasurer.
3. The E&A Committee shall send all deposits to the Area Treasurer via Venmo within two business days following such event, and promptly inform the Treasurer of the amount deposited and a breakdown of expenses and proceeds.
4. When funds are needed for an event/activity, the E&A Treasurer should request said funds from the Area Treasurer through Venmo. Amount and details are needed for accountability.
5. Anyone handling money for any NA function should have two years clean time and a visible means of support.
6. The E&A committee continues to have a 50/50 raffle, as in previous events.
7. The E&A committee must put on 3 policy events:
 - Gratitude Dance every November
 - Spiritual Breakfast
 - Free Picnic which is funded by the E&A Set-Aside (consists of the money acquired from 50% of all profits from fundraising events)
8. All other events require 60 days notice for approval from Area.
9. To establish and maintain a \$2000 fund (seed money) for the E&A Committee to be maintained from proceeds from all events. If money for a policy event is requested and the seed money is below the \$2000, the E&A Committee will be given funds needed to put on the event up to the \$2000.



10. When the E&A Committee is planning an event that is considered a fundraiser (money making event) the \$2000 is the seed money that is to be used, without needing it to be voted on. A budget should be submitted prior to receiving the funds needed to put on the event. (If such an event requires more than the \$2000 Seed Money, any amount over the \$2000 must be voted on at the ASC Meeting by the GSR'S).
11. When the E&A Committee is planning an event, or activity, that is not considered an fundraising event (learning days, service workshops, etc.) there is a \$150.00 limit. If more funds are needed, they must submit a budget that must be approved (voted on), by the GSR'S at the ASC meeting 60 days prior to the event.
12. E&A merchandising has a \$700 Revolving Fund.

Homebound Committee

Literature Management

1. Committee consists of the Chairperson, of which 2 years clean time is required.
2. The revolving fund is \$1500.
3. Literature bills are submitted to the Area Treasurer for payment.
4. Chairperson is responsible for ordering & receiving literature from GNYR (Greater New York Region).
5. Prices are set by the Steering Committee according to our cost and are raised when the GNYR raises their prices.
6. Literature is stored at the Chairpersons home, as there is no place available where the SIASC meeting is held.
7. Groups are to order their literature from the Literature Chairperson either via text, email or at the SIASC meeting. If ordering via text/email, the GSR or group representative must send a copy of the Venmo receipt of payment along with the literature order. Venmo is the accepted mode of payment.



8. Staten Island Area will provide new groups with \$40 worth of literature to be paid back to the Area. All money owed to the Staten Island Area for startup kits must be paid back in full before that group orders any more literature or makes donations to the Staten Island Area.
9. SIASC provides H&I with SI meeting lists for its meetings at no cost.
10. Every subcommittee chair and GSR can download a Guide to Local Service on the area website <https://na-si.org/siasc>.

Policy Committee

1. The Policy Committee's purpose is to research, clarify and suggest policy as the need arises, and to continue maintenance (updates, as they occur) and integrity of the Staten Island Area policies.
2. The Policy Committee is responsible for maintaining an archive of the Staten Island Area policies. In addition, the Policy Committee is responsible for ensuring the accuracy and integrity of the Staten Island Area policies.
3. The official policies will be distributed to groups at the Staten Island Area Service Committee meeting every January or when the policy is updated.
4. Responsible for suggesting policies and updating the current policy as changes occur.
5. Responsible for getting the insurance certificates for all groups, and events and activities.

Public Relations Committee

1. To open and maintain lines of communication between the public and Narcotics Anonymous so that the message of recovery is readily available to all addicts.
2. To initiate and coordinate public relations within the fellowship ensuring unity and clarity in all public relations activities. This includes possible participation and support of learning days, workshops and group presentations.

Speaker Exchange Committee



Technology Committee

1. The Technology Committee is responsible for designing, updating and managing the Staten Island Area website.
2. The Technology Committee is responsible for printing all Staten Island Area related documents including area policies, flyers and meeting lists.
3. Meeting List Coordination
 - a. Revising and printing the Staten Island Area meeting list.
 - b. Ensuring that World and Region are updated monthly with respect to Staten Island Area meetings.
 - c. That all subcommittee and ASC meetings be listed on the meeting list (time, place, etc.).
4. The Technology Chair is a non-voting member of the Steering Committee.

E. Establishing an Ad-Hoc Committee

1. All ad-hoc committees formed by the Area Chairperson are created to do a specific job that has a beginning time and an end time.
2. The clean time requirement to Chair the ad- hoc committee should be established at the time the ad- hoc committee is created.
3. A subcommittee chair is eligible to be the chair of an ad- hoc committee.
4. The Area Chair will appoint a member to Chair an ad-hoc committee. Once appointed as Chair of an ad-hoc committee, that individual will then ask members to join the committee.

F. Regional Committee Member

1. The Regional Committee Member (RCM) will include a copy of the Regional Treasurer's Report with the RCM report.
2. Staten Island Area will pay (\$375) for the RCM to attend the Mid-Atlantic Regional Learning Conference of Narcotics Anonymous (MARLCNA).
3. Responsible for SIASC being registered with the WSC.
4. Each group and subcommittee is asked to fill out a registration/update form.



III. Finances

A. Group & Subcommittee Finances

1. Groups must use Venmo as the preferred method of payment to purchase literature and make donations to the Staten Island Area. Include the group name and a notation of what the VENMO transaction is for (ex: literature order/donation).
2. The Staten Island Area Treasurer will under no circumstance accept personal checks.
3. For groups that owe money to the area, any money donated from these groups to the area, that donation will be first deducted from money owed.
4. That representatives of subcommittees submit their receipts from expenses from their revolving funds at the Steering Committee meeting, to be replenished at the following Area meeting.

B. Insurance

1. Any Staten Island Area event (including regular scheduled meetings, such as activities, workshops, learning days, group functions, extended meetings, etc.) need insurance certificates.
2. All meetings must be listed on our meeting list to be covered and receive an insurance certificate.

C. Establishing Operating Expenses

Operating expenses are defined as a fixed sum of money to be utilized to pay expenses and replenish the subcommittees revolving funds.

1. The expenses include, but are not limited to, the following:
 - a. The total of subcommittee revolving funds.
 - b. Annual rent for the Staten Island Area meeting space and all subcommittees meeting spaces.
2. When a subcommittee fund's changes, the Treasurer should present a motion to the Area to reflect the change to the operating expenses. The motion is to be voted on at the SIASC meeting and requires a $\frac{2}{3}$ majority vote of GSR's to



pass. The subcommittee should request the change from the treasurer to be brought to the SIASC meeting as a motion.(first must go to the Steering Committee)

3. Staten Island Area must donate \$200 of its monthly revenue to Region, after all operating expenses are paid. (12/20) This is to be done monthly.
4. The operating expenses are continually replenished from group donations and proceeds from Area events. This should be continually reviewed and monitored by the Treasurer.

D. Prudent Reserve

1. The prudent reserve is defined as a wise and practical sum of money set apart for future use in case of an emergency or extenuating circumstances.
2. The prudent reserve must be reviewed annually in March at the Steering Committee Meeting. Changes will be presented to the groups for approval during the following months ASC meeting.
3. Set aside prudent reserve at two months of operating expenses.
4. Prudent reserve should be compiled by taking a 2 month average (rounded to the nearest \$50) based on a yearly total of expenses (excluding E&A seed money set aside to fund an event). (*\$7100 as of 8-22-23*)

E. Disbursement of Funds from the Prudent Reserve

1. To disburse funds from the Prudent Reserve, a motion needs to be brought to the floor of SIASC to be voted on.
2. A $\frac{2}{3}$ majority vote of GSR's are required to use the funds.

F. Revolving Funds and Subcommittee Expenses

1. Any money over the revolving fund needs prior approval.
2. Staten Island Area is not responsible for reimbursing any subcommittee member, liaison, representative or other member for traveling expenses that are service related.



3. Subcommittee members or members of the Steering Committee receiving revolving funds have to submit an itemized financial report to be published in the Area minutes each month.
4. Following each Area event put on by the E&A committee, 50% of the proceeds are to be held in reserve (set-aside) so that we may have one event per year without suggested donations.
5. Any subcommittee that is requesting money from their revolving fund should send a request for the funds to the Area Treasurer via Venmo, including the amount requested and what it is being used for.

G. Storage Facility

1. That the SIASC provides a storage facility to secure SIASC literature, E&A Committee supplies, etc.

H. Miscellaneous

1. Area Chairperson, Area Vice Chairperson and the Treasurer are all signers on the SIASC bank account.
2. In the event that signers on the SIASC bank account that are married/related, one must be removed from the account. Another Steering Committee trusted servant will take their place.



Glossary/Definitions

1. GSR- Group Service Representative
2. RCM-Regional Committee Member
3. Area or SIASC- Staten Island Area Service Committee
4. GNYR-Greater New York Region
5. MARLCNA- Mid-Atlantic Regional Learning Conference of Narcotics Anonymous
6. NAWS or World-Narcotics Anonymous World Services
7. WSC-World Service Conference
8. WSO-World Service Office
9. Minutes-The official written record of the proceedings of the ASC meeting.
10. Pros-The primary positive aspects of an idea, process, or thing.
11. Cons-The primary negative aspects an idea, process, or thing
12. Quorum-SIASC quorum is the average GSR Attendance of the past 3 months. Quorum must be established in order to do any Area business.
13. Move to acclimate...If there is only one person running for an open/vacant commitment, nominations are closed and no one opposes, the Chair can move to acclimate. (1/2023)
14. Revolving Fund-subcommittee funds available monthly
15. Monthly Expenses-Monthly expenses SIA pays for
16. Yearly Expenses-Yearly expenses SIA pays for
17. Operating expenses-a fixed sum of money to be utilized to pay expenses and replenish the subcommittees revolving funds.
18. Seed Money-Start-up money that is self-replenishing
19. Set-Aside-money acquired from 50% of profits from all fundraising events

Revolving Funds Allocation

Homebound	\$20
Hospitals & Institutions	\$300
Public Relations	\$250
Secretary	\$20
Speaker Exchange	\$20
Technology	\$300
Treasurer	\$20

