

Open Arms Area Service Committee
March Area Meeting Minutes
March 7, 2019



Administrative Body Attendance

Chairperson:	(Not present)	914-447-2438	jmignone1@aol.com
Vice Chair:	Lauren K.	845-820-1274	LAKelly513@gmail.com
Secretary:	Aimee H.	845-667-6091	aimeehenkel@yahoo.com
Co-Secretary:	Open		
RCM:	Open		
Policy & Proc:	Laura S.	845-234-6077	lauraotr98@optonline.net
Treasurer:	Ray D.		nycsuperservice@gmail.com
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 March report sent with the minutes.** February report read and accepted.
 - a. Was a donation sent to region this month? Discussion regarding donations and prudent reserves with reading of changes to policy from July 2018.
 - b. New bank account? Ad hoc will take care of this today.
 - c. \$1300 was accounted for in literature payments that were not received, and a check was reissued.
- V. **Group Reports:**

Name	Location	GSR	Donation	Celebrations	Notes
3-7-11	Montgomery	Lauren J.	\$10.00	Adrianna – 1 yr. Lauren J. – 23 yr	Moving to church annex which is wheelchair accessible 3/17/19
A New Way of Life	Middletown	Feliciano S.	\$25.00	Gretchen – 2 yrs Korelle – 3 yrs	None
A Women's Time for Change	Middletown	Ronzette	None	None	None
Alive & Free	Milford, PA				
All R Welcome	Monticello				
Alive/Free Sat. Night	Monticello				
Back from the Grave	Blooming Grove				
Back on Track	Monticello				
Back to Basics	Middletown	Eileen C.	\$20.00	None	None

Name	Location	GSR	Donation	Celebrations	Notes
Breath of New Lives	Newburgh	Stephanie	\$8.00	None	None
Bridge Back to Life	Newburgh	Janetta	None	Sexy F. – 27 yrs Valerie D. – 1 yr.	2 nd Friday 8:00 pm
By the Book	Beacon				
Change or Die	Beacon	Mitch B.	\$84.25	None	None
Change or Die II	Newburgh				
Clean & Crazy	Monroe	Aisha	\$14.00	Aisha – 32 yrs. Lorraine – 30 yrs	None
Dopeless Hope Fiends	Rock Hill	Janet F.	\$27.00	None	None
Freestyle Friday	Goshen				
Get Clean Stay Clean	Liberty				
Hope on Thursday	Chester	Chris L.	\$25.00	Chris L. – 5 years	Trusted servants and new faces always welcome.
Inner Visions	Highland Mills	Robin V.	None	None	2 new member still needs report
It Works How & Why	Middletown				
Joy is in the Journey	Middletown				
Just for Today	Port Jervis	Paul W.	\$50.00	None	None
Keys to Success	Newburgh	Terry K.	\$19.00	None	None
Kickin' It Live (Gut Level)	Middletown	Wanda	\$163.00	None	Need trusted servants
Man Up	Middletown				
Men on Point	New Windsor	Ray	\$14.00	None	Support
Mid-Day Break	Monticello				
Never Alone	Warwick				
New Beginnings	Walden				
Noon Meetings	Goshen	Barbara T.	\$176.60	Frankie – 26 yrs Paul – 6 yrs Ron 32 yrs	None
Pay It Forward	Beacon				
Proof Is in the Pudding	Goshen				
Reach Out	Goshen	Cara	\$55.80	None	None
Recovery by the River	Newburgh	Terry P.	\$78.00	None	None

Name	Location	GSR	Donation	Celebrations	Notes
Recovery on the Hill	Kauneonga Lake	Robert F.	\$128.00	None	None
Reflections Group (J.F.T.)	Middletown	Cory M.	\$40.00	Cory M. – 12 yrs	None
Relationship Group	Middletown	Brenda D.	\$10.00	None	None
Sat. Morning Awakenings	Newburgh	Felix F.	\$200.00	Steve W. – 1 year	Trusted servants
Saturday Night Beginners	Beacon				
Saturday Night Fever	Goshen				
Some are Sicker than Others	Newburgh				
Stayin Alive	Port Jervis				
Staying Clean on Wednesday	Port Jervis				
Steps in the Right Direction	Middletown	Diana M.	\$20.00	Lauren – 2 yrs.	None
Steps on Sunday	Newburgh	Michele D.	\$5.00	None	None
Steps to Life	Washingtonville	Jaclyn E.	None	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				
Up Front	Beacon	Joey P.	\$97.00	Connie – 17 yrs	None
Wed. Night Newcomers	Beacon	Eminent	None	None	Group has six weeks before rent is due.
Walking the Walk	Chester	Jack H.	\$16.00	None	None

I. **RCM Report**

a. No report. RCM needed.

b. IMPORTANT NOTES:

a. Every group, sub-committee meeting and event needs an insurance certificate. **E-mail: 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, 25th at the Sheraton in Times Square. 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 (Laura S.)

a. We met on 3-7-19. In attendance was Laura, Rachel, Xavier, Nick, Wanda, Lauren, Stephanie; The following groups have not received a current policy: Just for Today, Keep it Simple, Kicking it Live Gut Level, Pay it Forward, Saturday Night Beginners, Staying Alive, Staying Clean on Wednesday

b. We need a procedure from: Hospitality

- c. We need updated policy for: E+A, Speaker Exchange (we are working on this), Website
- d. We reviewed policy from E + A.
- e. We are now meeting Thursdays prior to Area to make it more convenient for members. Policy meeting is on **the first Thursday of the month at 6:30. Next meeting is April 4 at 6:30 at 33 Park Place in Goshen.** I can help anybody write their policy or procedure for admin body positions.

III. **Ad Hoc Committee:** nyeleconsultant@aol.com (Marty C.)

- a. The Ad Hoc Committee spoke to World Reps to receive guidance on opening up an area bank account. We were guided toward receiving an EIN number for this purpose.
- b. The EIN is to be used for banking purposes only. The Open Arms Area is an unincorporated group of individuals who provide non-medical, self-help atmosphere for those with drug problems to stop using drugs. We have no employees nor do we have a payroll.
- c. Open Arms Area is not recognized as a non-profit organization, nor do we have tax-exempt status, so whatever you purchase, you must pay taxes on and provide itemized receipts.
- d. When an Area Committee of NA acquires an EIN they should consider that the IRS could at some point contact them and request valid financial activity information. The Area must maintain detailed records including treasurers records, bank statements, detailed receipts and bill of sales for all purchases. Money disbursements should be clearly defined, the reason for the purchase, what items exactly were purchased and who the purchase was made from. These records must be kept for a minimum of five years. The Area does not have to file any yearly tax forms.
- e. **Please see Narcotics Anonymous bulletin #32 on the NA.org website. (<https://www.na.org/?ID=bulletins-bull32>) which outlines the use of EIN numbers and tax liability information. Also, please see attached information from the IRS regarding this issue.**

IV. **Events and Activities Report:** durent2@gmail.com (Xavier J.)

- a. E&A met on 3/7/19 with 5 people in attendance. We reviewed and made amendments to the policy as a committee. I am presenting a proposition to the Area to continue with the campout. E&A meets at 6:00 pm on the first Thursday of every month at 33 Park Place, Goshen, NY (Just before Area).

V. **Helpline:** oaahelpline@gmail.com (Jesse B.)

- a. 16 calls between the dates of 2/8/19 and 3/7/19. All time slots are filled. If you are interested in taking a time slot to relieve someone that is currently taking multiple time slots please contact me at oaahelpline@gmail.com.

VI. **Hospitals & Institutions Report:** robapp2712@gmail.com (Rob C.)

- a. H&I meets the first Wednesday of every month at 33 Park Place in Goshen. We had our subcommittee meeting on 3-6 with a total of 18 members in attendance and had a quorum of 14. We had two people have orientation. We did 17 presentations and 7 commitments. We spent \$193.00 on literature. Lauren is celebrating 2 years. Trusted servants always welcome. All are welcome.

VII. **Meeting List Report:** ken.f.anonymous@gmail.com (Ken F.)

- a. Wednesday night meeting in Highland Falls closed until further notice. Bridge Back to Life meets at 8 pm on the second Friday of the month. In April Surgery of the Spirit will be changing its time to 3:30 pm. Wednesday Night Newcomers will be reopening. Time and place for E&A subcommittee also updated.

VIII. **Literature Report:** marjorieswansson@gmail.com (Marjorie S.)

- a. Last month's sales were \$628.50. This month's literature purchase was \$669.77. Thank you Michael for helping out, thank you Wanda for picking up the order. I am out of certain items, but I will order them and get back to you. All orders need to be in by 8:30 and can be picked up no earlier than 9:30 unless the meeting ends before that.

IX. **Outreach/Home Bound Report:**

- a. Chair stepped down

X. **Website Committee Report:** g.oustatcher@gmail.com (Jeremy O.)

- a. Account is set for auto renewal at 3 years for \$420, but you do not have the standard security. Pay \$467.61 for 5 yrs. The five-year plan is a better price. You do get the security and better mobile site. Updated minutes and meeting list, posted flyer for speaker jam.

XI. **Speaker Exchange:** boomumu4@gmail.com (Donna C.)

- a. Speaker Exchange flyers are available, please take and bring back to your groups. Diana from Middletown did a commitment at Ellenville Hospital, and they will send a speaker to the Wednesday Night Meeting. Donna emailed Tracy her number and said she would be glad to serve. She has torn her meniscus in her left leg and could not be at Area.

XII. **Convention:** blessin91@aol.com (Janetta C.)

- a. Convention committee met on 2/11/19 at 33 Park Place in Goshen. We opened with a minute of silence, Serenity Prayer. Readings of the Service Prayer, Traditions and Concepts were read.
 - a. The Secretary report was read.
 - b. The committee discussed the next event, which is the Sponsor/Sponsee luncheon on April 29, 2019 at 33 Park Place, 12-5 pm. Tickets are \$10, \$15 at the door. Tables are being sold, \$80, \$8 people per table.
 - c. Upcoming events are the women's and men's unity days.
 - d. This one-day convention is about unity for the Open Arms Area and we the committee would like for this Area to support all events.
 - e. Open Commitments: Arts & Graphics chair, Convention Information Chair, Serenity Keepers Chair, Hotel Liaison Chair, Policy chair and Programming chair.
 - f. Next meeting will be 3/11/2019 at 7:00 pm sharp.
 - g. Treasurer will give her report. (Submitted to Admin. Body)
 - h. Fundraising chair asks the body to support the convention and do service in a committee.

XIII. **Public Relations:** rem19902003@yahoo.com (Raphael)

- a. Our sub-committee met – the 2nd Wednesday of February 2019 @ 7:00 PM, 1st Presbyterian Church, 142 Stage Road, Monroe NY (Clean & Crazy location). Our next meeting is scheduled for 3/13/19.
- b. Planned Agenda: Committee Business, Discussion regarding upcoming presentations.
- c. Upcoming P.R. Presentations: Montgomery NY –Goodwill Church, Saturday March 16 from 9AM -1PM; Orange County Community College CASAC presentation scheduled for Tuesday March 19, 2019.
- d. Literature Order: \$00.00
- e. **Amount: \$18.50 (Literature 50 Funding NA Services Pamphlets) See attached receipt, please pay Cash to Marty C.**

XIII **Hospitality** (Fred. V)

- a. Collected \$22.00 and spent \$23.39 on supplies. \$1.39 chair's donation. Handed in procedure to policy chair. I buy whatever supplies are needed, set up at 7 pm and break down at 8:45 pm.

II. **OLD BUSINESS**

- a. MOTION GOING BACK TO THE GROUPS: Made by Mark R. Seconded by Chris L.
 - a. To reduce the clean time requirement for E&A Committee Chair to 2 years. Intent: To fill the E&A committee chair. This motion is to change policy from 3 years to 2 permanently. There's no blanket clean time requirement for chairpersons. Voting GSRs: 19; Yes – 12; No – 6; Abstain – 1
– **Motion passes**

III. **NEW BUSINESS**

- a. People needed for commitments: Co-treasurer (5 years clean); Co-Secretary (2 years); RCM (5 years); without RCM, no Alternate RCM is needed.
 - a. Aisha nominated from RCM (bringing it back to her homegroup and will report next month)
 - b. Diana Is nominated for Outreach chair, questions asked, voted Outreach chair
- b. MOTION GOING BACK TO THE GROUPS:
 - a. Motion made by Marty C., seconded by Aisha H. Motion: to reduce our prudent reserve to \$2,000 and our operating fund to \$2000 as well. Intent: To just be able to cover our expenses and be financially responsible with the groups' money.
 1. Pro: The prudent reserve should not have been changed in the first place
 2. Pro: We will be able to donate more to Region

Open Arms Area March 2019 Report

Treasurer Ray D.		March 2019				
Beginning Balance			6,915.49			
Credits						
Group Contributions		1,353.65				
Literature Sales		716.30				
Total Deposit			2,069.95			
Total Available			8,985.44			
Debits						
USPS	PO BOX 1661	-154.00				
Marty,GNYRSO	Lit 1665	-18.50				
Freddy	Hospitality	-26.90				
1st pres church	area march rent 1659	-60.00				
GNYRSO	Donation 1664	-3,013.41				
Freedom Voice	Phone 1660	-36.47				
1st pres church						
GNYRSO	Lit	-676.16				
Cash						
Total Debits			-3,985.44			
Ending Balance			5,000.00			
Meeting Name	Contribution amount					
3-7-11	10.00					
All are welcome						
A new way of life						
A women time for change						
Back from the Grave	47.00					
Back to Basic	20.00					
Breathe of new lives	8.00					
bridge back to life						
Change or Die	90.25					
Clean & Crazy	14.00					
Dopeless Hopefiends	27.00					

Treasurer Ray D.	March 2019					
Friday night lights						
Freestyle Fridays						
Get Clean stay clean						
Hope on Thursday	25.00					
Hospitality	26.90					
Joy is in the Journey						
Just for today	50.00					
It works H&W						
Innervisions						
Keep it Green -23.00						
Keys to Success	19.00					
Kicking it live gut level	163.00					
Men on Point	14.00					
Midday Break						
Never Alone						
New way of life	25.00					
Noon + 1/2	176.60					
Out Reach						
proof is in the pudding						
Reach Out	55.80					
Recovery by the River	78.00					
Recover on the hill	128.00					
Relationships	10.00					
Reflections	40.00					
Sat Morning Awake	200.00					
some are sicker						
Saturday Night Fever						
Steps on Sunday	5.00					
Steps to Life						
Steps in the right direction	20.00					
Turn it Over						
Upfront	97.00					

Treasurer Ray D.	March 2019					
Walk the Walk	16.00					
A women time for change	15.00					
Total Group Donations	1,380.55					