

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



Administrative Body Attendance

Chairperson:	John M.	914-447-2438	jmignone1@aol.com
Vice Chair:	Lauren K.	845-820-1274	LAKelly513@gmail.com
Secretary:	Aimee H. (not present)	845-667-6091	aimeehenkel@yahoo.com
Co-Secretary:	Amanda		amandavandebogart@gmail.com
RCM:	Derek D.		dellabough@optonline.enet
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 September report following the minutes. August report read and accepted.
- V. **Group Reports:**

Name	Location	GSR	Donation	Celebrations	Notes
3-7-11	Montgomery	Dan B.	\$92.84	Glen 14 – yrs. Kat – 4 yrs	None
A New Way of Life	Middletown				
A Women’s Time for Change	Middletown	Bianca	\$9.75	Symone – 1 st year	None
Alive & Free	Milford, PA				
All R Welcome	Monticello				
Alive and Free Saturday Night	Monticello				
Back from the Grave	Blooming Grove	Lauren K.	\$55.00	None	None
Back on Track	Monticello	Regina	None	Tessa – 1 year	Nominations for service positions next month
Back to Basics	Middletown				
Breath of New Lives	Newburgh	Phyllis	\$20.00	Stephanie – 1 year	None

Name	Location	GSR	Donation	Celebrations	Notes
Bridge Back to Life	Newburgh	Valary D.	\$20.00	Phyllis – 26 yrs.	None
By the Book	Beacon				
Change or Die	Beacon	Mitch B.	\$16.40	None	None
Change or Die II	Newburgh	Ben B.	None	Ben – 14 yrs.	Additional support
Clean & Crazy	Monroe				
Dopeless Hope Fiends	Rock Hill	Janet F.	\$8.00	Amanda – 1 year	Sunday group needs support
Friday Night Lights	Goshen	Jack H.	\$15.00	None	None
Get Clean Stay Clean	Liberty				
Hope on Thursday	Chester	Chris L.	\$25.50	None	None
Inner Visions	Highland Mills	Robin V.	None	None	Changed format – rotating Needs support!!
It Works How & Why	Middletown				
Joy is in the Journey	Middletown	Steve S.	\$11.00	Anthon H. – 11 yrs.	None/rotating format
Just for Today	Port Jervis				
Keep It Simple	Highland Falls				
Keeping it Green on Green	Woodridge, NY				
Keys to Success	Newburgh	Alisha K.	\$2.00	None	None
Kickin' It Live (Gut Level)	Middletown	Marie C.	\$50.00	Wanda – 7 years	In need of support
Man Up	Middletown				
Men on Point	New Windsor		\$5.00	20-year group anniversary. (9/17) Joey – 4 yrs	None
Mid-Day Break	Monticello				
Never Alone	Warwick	Peggy	\$10.00	Laura – 30 yrs.	Attendance low. Now 1 hour instead of 1.5 hours
Noon Meetings	Goshen	Barbara T.	\$11.33	Lisa – 2 yrs. 9/26 Boston – 29 yrs. 9/27	1 st Tuesday of the month rotating steps 1-12
Pay It Forward	Beacon				
Proof Is in the Pudding	Goshen	Ryan C.	\$12.00	None	None
Reach Out	Goshen				
Recovery by the River	Newburgh	Terry P.	\$70.00	Bill M. – 12 yrs. Howard J – 4 yrs Hazel P – 1 year	None
Recovery on the Hill	Kauneonga Lake	Robert	\$80.00	Robert – 25 yrs.	Needs coffee person and secretary and support
Reflections Group (J.F.T.)	Middletown				
Relationship Group	Middletown				

Name	Location	GSR	Donation	Celebrations	Notes
Sat. Morning Awakenings	Newburgh				
Saturday Night Beginners	Beacon				
Saturday Night Fever	Goshen	Ken F.	\$30.00	Carlos – 3 yrs.	Needs attendance from experienced members. GSR
Some are Sicker than Others	Newburgh				
Stayin Alive	Port Jervis				
Staying Clean on Wednesday	Port Jervis				
Steps in the Right Direction	Middletown				
Steps on Sunday	Newburgh	Michele	\$18.15	None	None
Steps to Life	Washingtonville	Jacyln E.	\$40.00	None	Last Sat. if there is no celebrant we will have “Illness in Recovery” meeting. Reading from IP and speaker shares.
Surgery of the Spirit	Goshen	Kenny R.	None	None	Always use more support
The Joy is in the Journey	Middletown				
The Newcomers Group	Beacon				
Turn It Over	Beacon	Mark H.	\$30.70	Sharon – 7 yrs. 9/18	None
Up Front	Beacon	Joey P.	\$36.00	None	None
Wed. Night Newcomers	Beacon				
Walking the Walk	Chester				

- I. **RCM Report:** dellabough@optonline.net (Derek D.) No report this month.
- II. **Policy Report:** lauraotr98@optonline.net (Laura S.)
 - a. Met on 8/16/2018 in Chester and started to review subcommittee policy. I have started to contact all the subcommittee chairs to get updated policies within the next two months. We are also hoping to have ASC positions write a procedure so that incoming trusted servants have a guideline.
 - b. We also met through emails and developed a policy for the Policy Subcommittee submitted as a motion to take back to the groups.
 - c. The final policy was given to 22 groups. (List available upon request). Lauren has received 5 copies along with the 12 Concepts booklet to train new GSRs.
 - d. The following addendums were added to policy:
 - a. 7/5/18: Motion: Increase H&I budget to \$450 annually. Intent: They need more money for learning day. Status: Passed.
 - b. 8/2/18: Motion: To increase our operating fund from \$2,000 to \$2,500 and also increase reserve from \$2,000 to \$2,500 to assure the Area’s stability and fiscal responsibility. Intent: Insure Area can fund Area Service committees. Status: Passed.

- c. Amendments to policy will be sent monthly to the website and written copies will NOT be provided. At the end of this term, the new policy chair will give GSRs an updated policy with the amendments added to it.
 - e. Two meetings next month. Both in Chester at the Presbyterian Church at 6:30. 9/20/18 and 9/27/18.
- III. **Events and Activities Report:** (mb711true@yahoo.com) (Mike B.)
 - a. E&A Treasury: \$494.30 beginning balance as new chair. Ending balance \$346.82. (E&A Treasurer's Report available upon request). We meet the 2nd and 4th Thursday at 6:30 pm. 33 Park Place, Goshen. I would like to thank all the committee members for their help with everything, especially the Grillmaster Cookoff. We also want to congratulate Edwin on the Championship and expect he will defend his title next year. For a first-time event we fared well and basically broke even. We think this should be an annual event and expect it to grow each year. Our next event is the Halloween Dance 10/27/18. Fliers are available and more will be provided. I will be getting tickets for sale and other members will be selling tickets. Our November event will be a bowling event at Tarsio's Bowling Time on Rt. 9W in New Windsor, NY. 11/17/18 from 9:00 pm to midnight. Fliers will be distributed at meetings.
- IV. **Helpline:** oaahelpline@gmail.com (Jesse B.)
 - a. 12 calls for the remaining part of August and beginning of September. Still open slots. Mon. Tues. Wed. Thurs. Sun. 12-6 am, Tues.-Wed. 12-4 pm. Mon. 4 pm – 8 pm. If interested in any of these time slots email me. \$26.00 for yearly use.
- V. **Hospitals & Institutions Report:** robcapp2712@gmail.com (Rob C.)
 - a. Due to the Temple closing on short notice we didn't have a meeting there's no report. Reminder H&I is having a Service Learning Day on 9/29/18, 12-7 pm, at Davidge Park in Middletown. Come out and learn about service and support the Open Arms Area. If you want to do H&I service come and see what H&I does. We meet at 75 Highland Avenue, Middletown NY. New fliers are available. Please get the word out.
- VI. **Meeting List Report:** ken.f.anonymous@gmail.com (Ken F.)
 - a. Wednesday Night Newcomers is still closed. Anyone who would like to re-open it please contact myself or Eminent. E&A has a new location in Goshen. Back to charging \$60 flat fee for copies. Printer breakdowns submitted. Change Inner Visions format to rotating.
- VII. **Literature Report:** marjorieswansson@gmail.com (Marjorie S.)
 - a. Last month's sales were \$560.40. This month's literature purchase was \$532.42. All orders need to be in by 8:30 pm at the latest. Orders are not to be picked up before 9:30 pm. unless the meeting ends prior to that time. If you need 30 year coins or above, please let me know 2 months prior to celebration. Thanks to Fred and Michael for their help.
- VIII. **Outreach/Home Bound Report:** cdwob519@yahoo.com (Corey B.)
 - a. We went to Inner Visions on 8/10. There were 23 members present. On 8/11 we went to It Works: How and Why in Middletown. There were 16 members present.
 - b. **OUTREACH MEETINGS: 9/14/18** – We are going to Tara's on 9/14 at 10 am. The beginners meeting in Beacon at 7:30 on 9/22 and the Get Clean, Stay Clean meeting at 5:30 in Liberty on 9/10. October we are going to Rock Hill on Sunday at 5:30.
 - a. Would you share area policy with groups that don't come down here often? Yes.
- IX. **Website Committee Report:** g.oustatcher@gmail.com (Jeremy O.)
 - a. Posted minutes and meeting list. Outreach meetings need to go on the website.
- X. **Speaker Exchange:** boomumu4@gmail.com (Donna C.)
 - a. No report.
- XI. **Convention:**
 - a. Meeting September 8, 2018. 2:30
- XII. **Public Relations:** rem19902003@yahoo.com (Raphael)
 - a. Met 2nd Wednesday of August at 7:00 pm. 1st Presbyterian Church, 142 Stage Road, Monroe. Clean & Crazy location. Next meeting scheduled for 9/12/18. Please take it back to your groups, we encourage participation. Planned agenda: Inventory. Handed off our policy to the Policy Chair. P.R. Presentation –

Florida Family Fun Fest P.R. Booth, 2 members attended. No presentations scheduled in September. We will be participating in the H&I Learning Day. We require support. It is very important to get our message out to the General Public, Medical and Law Enforcement professionals and it requires the support of our members. Literature order: \$0.00, \$30 rent check for 9-11 to First Presbyterian Church. Check to Michael Messina \$40 Florida Fun Fest. Check to Lauren K. \$19.77 Facebook Ad

XIII. **Hospitality**

- a. All is well. Raised \$33.50.

XIV. **OLD BUSINESS**

- a. Co-Treasurer is needed. Bring that back to your groups.
- b. Convention committee chair is open. Janetta nominated herself and this is her second time at Area. Voted in by acclimation.
- c. Raphael nominated himself last month but needed to make two meetings. Voted in by acclimation.
- d. Ad-hoc Committee of Geographical Boundaries to help define Open Arms area boundaries is formed. Marty C. was nominated to Chair and accepted the chair position. Several members agreed to join committee. 7:00 third Wednesday of every month at First Presbyterian Church, 142 Stage Road, Monroe. (Clean & Crazy location).
- e. Did anything happen with our becoming a 501 (c) organization? We have to file taxes. Our annual deposits are above the legal limit for filing a return. Maybe we should bring up a motion next month to figure out what to do. We should start filing taxes.
 - a. All the paperwork was done in the past. It would have cost \$3,000 to finish the process. A Board of Trustees would have been nominated and an accountant would have been hired. This was thrown to the side and instead we've been violating state and local law. Many people who want to join the convention committee will not because they don't want to be responsible for the money.
 - b. Should treasurer check with local accountant and see what our options are? There may be other options than becoming a charitable organization.
 - c. Executor on any account is liable to the audit.

XV. **NEW BUSINESS**

- a. MOTION GOING BACK TO THE GROUPS – Motion made by Ken/co-signed by Mitch: to purchase a printer for the Area to use for meeting lists. The printer is \$199. A handout was put on every table. Maintained by meeting list chair. Intent: To save up to \$600 a year on copying costs.
 - a. Paying 8 cents and this would bring costs down to 2 cents per meeting list. Small machine, not heavy and easy to lift so we can transfer to one person to another. It's quick. 5,000 copies per month. Warranty on it. Takes 15-20 minutes to print 750. Not the same machine we were looking at last week.
 - b. What's the cost of a case of paper? \$25.82. \$225.81 for paper and printer, which comes with toner and drum. Have to replace toner every three months.
 - c. It has to adhere to the Area's policy. If the motion passes we will amend policy.
 - d. Can all the printing of the Area be done on this printer: Treasurer reports, secretary reports, Area forms, fliers and meeting lists. Won't the meeting list person be responsible to make all these copies? It will become part of the job.
 - e. Every group that wants to print out a flyer, can we use it?
 - f. The motion says "meeting lists" only. Can it be amended to any Area Service needs? Amendment declined. **Only meeting lists.**
 - g. Con: Should we rely on only one person to make meeting lists? And can we afford to leave the printer with one person? And would someone not want to take position because it involves copying.
- b. Housekeeping motion – Motion made by E&A Chair. Motion: To clarify/amend the policy regarding who is responsible to sign E&A checks. Area policy states two signatures are needed for E&A checks but doesn't say who the second person should be. In the past the E&A Treasurer and the Area Treasurer

signed the checks with the E&A chair. Now we will clarify E&A policy to say that the E&A chair and E&A Treasurer will sign along with Area Treasurer.

c. 2017 E&A policy says the chair and the treasurer have to sign checks. Chair signs and Treasurer. Area policy says that there are two signers on every check and Treasurer is always one. Two signers on every committee E&A chair and Treasurer.

d. Con: There has to be two signatures but they can't both be the chair and the treasurer of the same committee.

e. Con: Is this changing Convention Committee policy? The Convention Committee can't do that. If it applies to one sub-committee it should apply to all.

f. What's the point of having a checking account if they can't use the money?

a. Procedural motion: to add a cover sheet to clarify the names and contact information

b. Sub-committee policies need to be handed in and there is no written policy for the policy committee. A copy of the Policy Committee policy was submitted to the groups.

c. Meeting ended with the serenity prayer.

Treasurer Ray D.			
Beginning Balance			5,467.27
Credits			
Group Contributions		761.57	
Literature Sales		1,208.75	
E&A Contributions		500.00	
Total Deposit			<u>2,470.32</u>
Total Available			<u>7,937.59</u>
Debits			
#1614 Goshen First Presbyterian	Rent for Sept	-60.00	
#1615 Robin D	Copies	-9.46	
#1616 Ken F	Copies	-60.00	
#1617 Aime F	Postal & Copie	-29.19	
# 1618 Freedom Voice	ACC# 5236-3	-3.12	
#1619 GNYRSO	INV # 2172 LIT	-532.42	
#1620 1st presbyterian church	H&I Rent for Sept	-30.00	
#1621 Michael M	Florida fin test	-40.00	
#1622 Lauren K	FB ads for P & I	-19.77	
#1623 Margorie S	Walmart Lit Purch.	-44.74	
# 1624 Robert C	H&I learning day	-375.00	
Total Debits			<u>-1,203.70</u>
Ending Balance			<u>6,733.89</u>
Meeting Name	Contribution Amt		
3-7-11	92.84		
A women time for change	9.75		
Back from the Grave	55.00		
Breathe of new lives	20.00		
bridge back to life	20.00		
Change or Die	16.40		
Clean & Crazy	67.00		
Dopeless Hopefiends	8.00		
Friday night lights	15.00		
Hope on Thursday	25.50		
Joy is in the Journey	11.00		

Keys to Success	2.00		
Kicking it live gut level	50.00		
Men on Point	5.00		
Never Alone	10.00		
Noon + 1/2	11.33		
proof is in the pudding	12.00		
Reach Out	15.50		
Recovery by the River	70.00		
Recovery on the hill	80.00		
Saturday Night Fever	30.00		
Steps on Sunday	18.25		
Steps to Life	40.00		
Turn it Over	30.00		
Upfront	36.00		
Walk the Walk	11.00		
Total Group Donations	761.57		
Hospitality			
Expense receipt - sept	none reported		
Collected - Sept for October	Unknown		

Brother HL-L6200DW Breakdown

Initial Cost: \$199.99 (including shipping & taxes)

Recommended Pages Per Month: Up to 5,000 (only 750 meeting lists per month)

Supply Cost Breakdown (not including energy consumption):

	Capacity	Cost (w/tax & shipping)	Cost for Off-brand	Price per Page (PPP)	PPP for Off-brand
Paper	2,500	\$25.82	n/a	\$0.010328	n/a
Toner	12,000	115.99	21.98	\$0.0096658	\$0.0018317
Drum	30,000	120.99	27.98	\$0.004033	\$0.0009327
Total PPP	n/a	n/a	n/a	\$0.0240268	\$0.0130924

This makes total monthly cost to produce 750 meeting lists \$18.02 using OEM supplies (or \$9.82 using off-brand supplies) as compared to \$60 or more using a print service.

Dimensions (W x D x H): 14.7" x 15.3" x 11.3"

Weight: 26.3 lbs.

Recommended Monthly Usage: Up to 5,000 pages (our use is 750 pages monthly)

Maximum Monthly Duty Cycle: 100,000 pages

Duplex (2-sided printing): Yes

Capacities: Input 570 /Output 150

Only one time adding paper and four times removing completed lists to get to 750 meeting lists.

Warranty: 1 year parts and labor

Speed: Up to 48 pages per minute

That's just over 15 minutes to print 750 meeting lists (not including time to add and remove paper).



HL-L6200DW

The Brother HL-L6200DW monochrome laser printer is a great choice for workgroups with higher print volumes that need a reliable printer with a low cost per page. Maximize your productivity with fast printing up to 48ppm and automatic two-sided printing and help lower your operating costs with a super high-yield replacement toner cartridge. Reduce paper refills with a 520-sheet capacity paper tray that holds more than a ream of paper or for even greater paper capacity add optional trays for a total capacity of 1,610 sheets. Advanced security features help protect sensitive documents and prevent unauthorized printing. Plus, enjoy flexible connectivity with Gigabit Ethernet and wireless network interfaces, and convenient mobile device printing[†].

Specifications:

Print Technology	Electrophotographic Laser
LCD Display (type/size)	1-line LCD
Paper Size (maximum)	Paper Tray: Up to 8.5" x 14" (legal) Multi-Purpose Tray: 3.0" - 8.5" (W) / 5.0"-14" (L)
Print Speed (maximum)	Up to 48ppm
Time to First Page [‡]	Less than 7.5 seconds
Print Resolution (maximum)	Up to 1200 x 1200 dpi
Processor	800 MHz
Emulations	PCL6, BR-Script3 [®] , IBM Proprinter, Epson FX, PDF version 1.7, XPS Version 1.0
Duplex Printing Capability	Yes
Paper Input Capacity (maximum) [§]	520-sheet capacity paper tray, 50-sheet capacity multi-purpose tray
Optional Input Capacity (max.)* [¶]	1,610 sheets via optional trays
Output Capacity (maximum) [¶]	150 sheets (face down), 1 sheet (face up)
Media Types	Plain Paper, Letterhead, Colored Paper, Recycled Paper, Bond, Labels, Envelopes (up to 10)
Media Weights	Standard Paper Tray: 16 to 32 lbs. Multi-Purpose Tray: 16 to 53 lbs.
Memory (std. / max.)	256MB / 256MB
Standard Interfaces	Wireless 802.11b/g/n, Gigabit Ethernet, Hi-Speed USB 2.0
Operating Systems Compatibility	Windows [®] : XP Home / XP Professional / XP Professional x64 Edition / Windows Vista [®] / Windows [®] 7, 8, 8.1, 10 / Windows Server [®] 2003 / 2003 R2 (32/64 bit) / 2008 / 2008 R2 / 2012 / 2012 R2 Mac [®] OS X [®] v10.8.5, 10.9.x, 10.10.x Linux
Mobile Device Compatibility [†]	AirPrint [™] , Google Cloud Print [™] 2.0, Brother iPrint&Scan (free downloadable app), Cortado Workplace, Mopria [®] , Wi-Fi Direct [®]
Security Features	Secure Function Lock, Enterprise Security (802.1x), Lock Slot, Secure Print, SSL/TLS, IPsec
ENERGY STAR [®] Qualified	Yes

Key Features at a Glance:

- Fast printing up to 48ppm
- Easily share with others via wireless or Gigabit Ethernet networking
- Automatic duplex (two-sided) printing
- Mobile device printing[†]
- Flexible paper handling via 520-sheet capacity paper tray adjustable for letter or legal plus a 50-sheet capacity multi-purpose tray. Total capacity expandable to 1,610 sheets with optional add-on trays
- Low cost per page thanks to a super high-yield 12,000-page[¶] replacement toner cartridge
- Restrict unauthorized printing and help protect sensitive documents with advanced security features
- 1 year limited warranty with free phone support for the life of your machine

Supplies & Accessories[‡]:

TN-820	Standard Yield Toner Cartridge (approx. 3,000 pages) [¶]
TN-850	High-Yield Toner Cartridge (approx. 8,000 pages) [¶]
TN-880	Super High-Yield Toner Cartridge (approx. 12,000 pages) [¶]
DR-820	Drum Unit (approx. 30,000 pages) [¶]
LT-5500	Optional 250-Sheet Capacity Paper Tray
LT-6500	Optional 520-Sheet Capacity Paper Tray
BP60MPLTR	Multi-Purpose Paper (Letter, 500 sheets)

* From ready mode and standard tray.
[†] PostScript[®]3[™] compatible.
[‡] Maximum capacity based on using 20 lb. paper.
[§] Additional purchase required.

[¶] Requires connection to a wireless network. See www.brother.com/ijprintshare.com for details, availability and mobile device compatibility.
[¶] Approximate toner cartridge yield in accordance with ISO/IEC 19752 (letter/A4).
[¶] Approximately 30,000 pages based on 3 pages per job and 50,000 pages based on 3 pages per job (letter/A4 simplex pages). The number of pages may be affected due to a variety of factors including but not limited to media type and media size.