**West Tennessee Area Service Committee Minute (11/15/2020)**

**WHAT DO WE NEED TO KNOW FOR OUR BUSINESS MEETING?**

**OPEN POSITIONS w/ CLEAN TIME & REQUIREMENTS**

1. **Alternate Secretary:**Suggested 1 year clean time with previous service experience in NA with 1 year commitment.
2. **Alternate Treasurer:** 2 year clean time w/ suggested bookkeeping/accounting experience & previous service experience in NA with 1 year commitment.
3. **Outreach:** 1 year clean time with previous service experience in NA with 1 year commitment.
4. **Activities**: 1 year clean time with previous service experience in NA with 1 year commitment.
5. **Newsletter**: 1 year clean time with previous service experience in NA with 1 year commitment.
6. **H&I Chair**: 1 year clean time with previous service experience in NA with 1 year commitment.

***Be sure to read the duties for each position which can be found on the*** [***www.na-wt.org***](http://www.na-wt.org) ***page under Members that has links to the Area Guidelines and Subcommittee Guidelines for each above position.***

**EXECUTIVE COMMITTEE:**

**Chair**- NO REPORT

**Vice Chair**- NO REPORT

**Secretary**- NO REPORT Motion made to accept October minutes

**Treasurer -**

* 10/19/2020: I received a text that someone attempted to get into the bank account and it got locked. I was unable to reset the password. A SSN from the originating member who set it up will be needed to reset the online access.
* 10/25/2020: I reported to Area that the bank account was locked. Set up discussion to review further steps with Glen H.
* 11/1/2020: Discussion with Glen H and Chris M on whose SSN bank account was under. Chris stated he would contact the bank and advise me of the next steps.
* 11/6/2020: Texted with Chris M who had spoken to the bank. An authorized signer on the account will need to go in person to unlock the online access.

I have not been able to make an in person visit to the bank. I am the only current signer on the bank account, the other two who are authorized to sign, terms are complete.

Since the bank account was balanced through September 2020, and reported to Area in the minutes, I manually reconciled. I updated the October 2020 Spreadsheet report. It was sent to the Secretary with a request to include in the November minutes.

ILS, Leigh Ann F

**See October and November 2020 Treasurer spreadsheets attached to the email**

**RCM**- RCM report to Area

November 2020

There isn’t much to report since Region hasn’t met since the first of August. I did attend the regional “in between'' meeting October 21. Leigh Ann came and expressed her willingness to be VRC 39 chair. Although I believe she will be appointed as acting chair at the November regional meeting, she will still need to be nominated and I’d like to take a straw poll of the GSRs present to see if you’d like me to do that. If not, anyone else in the region can nominate her but its always a good idea if nominations come from the area the nominee is from. The nomination will come back to the groups for an official vote after the November meeting if things follow the same process they have in the past. VRC 38 is happening Thanksgiving weekend. Information is available including zoom links, registration flyer, a donation portal, registration link and more at vrcna.org.

The VRC survey will be up a while longer. Please take this survey as it might affect future VRCs in the region. [www.tinyurl.com/vrc2020survey](http://www.tinyurl.com/vrc2020survey).

The zoom link for the regional meeting on the 29th is <https://us02web.zoom.us/j/82552651901>. The meeting starts at 9:30 AM central time.

In loving service,

Lucy O

**SUBCOMMITTEE REPORTS**

**Archives** – Terry B - All remains the same

**Activities** - Open Position

**Literature –** Carl H. Have back order dependent on motion to fix. No orders to verify.

**NA in May** – Jonathan M

NA in May. Hi family, There is nothing to report at this time. ILS, Jonathan M

**Newsletter** – Open position/ Cari B nominated

**Outreach** – Open position

**Policy and Procedure** – Glen H. new email- [glen.harmon@outlook.com](mailto:glen.harmon@outlook.com). The policy Sub-Committee met on November 2 and we fleshed out the timeline of the Literature order issue. This was provided to the Area Secretary in the time to send out with the minutes and motions to borrow money. NA in May Literature fund to pay off Florida RSO for the first literature order since the lock down began. Then we talked about the need for separating the two sub accounts at Regions into two different accounts all together. Currently both the treasurer and NA in May can access both accounts. The reason is to separate the NA in May and the WTASC area bank accounts for security and accountability reasons. As former treasurer, Chris M. is going to talk to his main contacts at Regions and see what can be done about the accounts. 11/29 Policy Sub-committee meeting.

**Public Relations** – Bill S

**VRC (Interim) CHAIR REPORT -**

The committee met via Zoom on November 1st. We discussed having a convention again at the Holiday Inn Airport and convention theme. Several members have stepped up for committee positions. We currently have openings for: Merchandising, Programming, Entertainment & Fundraising, Convention Information, Alternate Secretary and Alternate Treasurer. Information Technology is currently working on a Website so we can promote during VRC in a couple of weeks. We met again on November 8th. We received a competitive bid from Holiday Inn U of M. Terry shared both Holiday Inn Airport and the Holiday Inn U of M bids next to each other. We discussed. The committee approved of the Holiday Inn U of M bid. So the committee recommends the convention be held there. I will attend the VRSC Meeting on Zoom Nov 29. I will ask the VRSC to approve the Holiday Inn U of M hotel as our convention location and also ask for seed money from VRSC to open a bank account and place a down payment required at Holiday Inn U of M. The next meeting of VRC 39 will be in January. January 10, 2021 at 2pm via Zoom. Share with your Home Groups the open positions. We have a strong committee so far. Get in on something that is going to be REAL BIG in 2021! ILS Leigh Ann F

**GROUP REPORTS**

* **Clarity** – N/A
* **Clean Air**- GSR-Kat R. / Carol S

At Clean AIR we are still a zoom-only meeting. No literature orders or donations at this time. ILS, KAT R.

* **Cordova Hope-**  GSR Robyn W.

All is well at our Sunday night meetings. Meetings are beginning to pick up on Tuesday and Thursdays. Average 8-10 per meeting. Safety guidelines with masks and distancing are followed. 11/19 Paula B. 11yrs 11/9 Mark K. 35yrs 11/23 Karen B 2yrs. Literature order $60.24 Donation to WTASC $0 Total $60.24.

* **Desire** – N/A
* **Doin this Thing**- N/A
* **Get Honest or Die** – GSR-Jonathan M.

Hi family, We are still going strong with roughly 20 people each week. Meetings will continue to be via zoom for the month of December. ILS, Jonathan M

* **GIFT** – GSR- Pamela R.

GIFT is doing great and attendance has picked up. We have 7-11 in attendance this past week including 3 newcomers. We meet live on Tuesday nights at 7pm. 12/8 Paula R. 2yrs. Literature order $6.04 Donation to WTASC $3.96 Total $10.00.

* **Good Orderly Direction** – N/A
* **Harmony-**  N/A
* **High On Life** – GSR- David T. Greetings from HOL.

We continue to meet at 8:30 Monday nights and come from our lit for our topics. We can always use your support. Carol D will celebrate six years clean on Nov 24th. We have a lit order of $3.40 with bo donation to area for a total of $3.40.

ILS David T

* **Hope Dealers** – GSR- Marcus M.

Greetings from Hope Dealers! All is well. We meet every Monday at 7p.m. in Arlington. We continue to be an in person meeting and practice all necessary precautions. We average 4- 9 addicts including newcomers. On November 30th our very own Marcus M. will celebrate 14 years! It will be a hybrid meeting (in person and on zoom.) We have no literature order and no donation at this time. In loving service Marcus.

* **Keep it Green-** N/A
* **Lunch Bunch**– GSR-Doug M.

Attendance is down and we still meet in person 7days a week. Literature order $52.85 Donation to WTASC $7.15 Total $60.00

* **No Matter What-** N/A
* **One is Too Many** – N/A
* **Open Arms-** . GSR- Cari B/ Glen H.

Open Arms continues to meet on Tuesday evenings at 7pm via zoom. The zoom link is : <http://us02web.zoom.us/j/89450554899>. We have only been averaging about 5 people per week. Area support is appreciated.

* **Primary Purpose** – N/A
* **Saturday Night Alive** – closed
* **Simplicity is the Key** – GSR-Geoff B. new email [geoffsr743@gmail.com](mailto:geoffsr743@gmail.com).

All is well at SITK. We meet every Tuesday @ Trinity at 6:30pm. We have a maxim of 20 people allowed in building at one time. Mask must be worn at all times. Literature order $0 Donation to WTASC $27.00 Total $27.

* **Something Different-** GSR-Walter S.

Now meeting live at our regular time and place on Mondays. Last Monday was our first live meeting and there were 15 in attendance. Masks are required at all times at BUMC. We are making a $100 donation today. There are no birthdays in November. December 7th Bill S. 4yrs

* **Spiritual Awakenings**- GSR- Kate G.

Averaging about 15 people per meeting. We are meeting in person and following all social distancing guidelines. Ross N. celebrates 15 years on 11/20. Literature order $22.53 Donation to WTASC $2.47 Total $25

* **Step Write In-** N/A
* **Thursday Nighters –** GSR-Kathryn G.

Hello people, all continues to be well at Thursday niters. We are continuing to hold our meetings virtually for the time being and will continue to do so as numbers and risk continues to rise. No literature order or donation.

* **Unity** – N/A
* **We are Entirely Ready** – N/A
* **Welcome Home**- N/A
* **You+me=we-**  GSR- Joanna N. (Jo) new email [joannanichols72@gmail.com](mailto:joannanichols72@gmail.com).

All is well at You+Me=We. We are still zooming 7 days a week 8am-9am. We are currently holding 8-10 in attendance. We are going to have an in person meeting on 11/22 in the parking lot at our church for Andi, it is her one year milestone. We have no donation. We are in our prudent reserve. 11/24 Rick 10yr and Andi 1yr 1/2/2021 Lamar G 32yrs.

**OPEN FORUM TOPICS**

Topics were H&I, Bank Account issues, Bus signs

**What are we going to do about H&I?**

Just because we cannot get a doesn’t mean we should quit carrying the message. -- there was some discussion about what the qualifications were and a couple of people present asked were considering it. Discussion that some members were currently trying to keep the meetings going in certain treatment centers.

* But what do we do in the meantime?
* Can we send books/pamphlets to the treatment centers/prisons so addicts can at least read the basic text.
* Can groups take on an H&I meeting?

**Why are we having Bank Account issues and how do we resolve them?**

It was discussed that someone had tried to access the bank account in error and had locked it out due to security.

The original “owner” of the account has to go to the bank and clear this up. Leigh Ann has tried. Leigh Ann and the other signatories are going to meet at the bank this month and change over all of the bank information.

**Bus Signs**

Not sure what else was discussed about this

**OLD BUSINESS**

*OPEN POSITIONS are listed at the top of the minutes. Be sure to email your motion to the secretary if someone is willing to be nominated. Be sure to include the willingness statement in the email as well.*

**Motion maker**: Geoff B, GSR Simplicity  **Seconded by:** Carl H. Literature Chair

**Motion:** To borrow money from the Basic Text Fund to pay for Lit order of 1561.37 and pay NA in May back as Area can

**Intent:** To pay balance of Lit order to be able to order Lit needed now  
**Passed (totals not recorded)**

**Positions with Nominations for votes**

**Treasurer**

**Motion maker**:  **Seconded by:**

**Motion:** To nominate Leigh Ann for Treasurer

**Intent:** To fill a position

**Willingness statement:** I am expressing willingness for Treasurer of the West TN Area of Narcotics Anonymous. I have held several service positions. Alt RCM, Activities Treasurer, NA in May Treasurer, Alt Treasurer for VRC, H&I and GSR and most recently as Alt Treasurer of the Area. I was nominated as Treasurer for the past VRC but ended up taking the Chair position when it was vacated. I did not fulfill a GSR position when I left a meeting 2 months before it folded. I have never misappropriated NA funds. I have an Accounting Degree and do yearly budgeting and monthly forecasting as the Director for the company where I work.

**Passed 14 - 0 - 0**

**Secretary:**

**Motion maker**: Glen H, GSR Open Arms  **Seconded by:** Geoff B, Simplicity

**Motion:** To nominate Pamela R. for Secretary

**Intent:** To make sure this critical position is filled

**Willingness statement:** She stated her willingness, she has over a year clean. (July 16, 2019) She has a sponsor and works steps

**Passed 14 - 0 - 0**

**NEW BUSINESS**

**At the end of area a vote was taken not to send any money to region this month**

**MOTION(S):**

**Motion:** Nominate Cari B for Newsletter Chair

**Maker**- Lucy D RCM

**Seconded by** - Kate G GSR of SA

Nominate Cari B for newsletter chair

**Qualifications and Willingness Statement**:

I'd like to express my willingness to be the Newsletter chair. I feel this is an important position that needs to be filled. I've never held an area position before, but I have 2 years of clean time and experience with graphic design that would aid in the production of a newsletter.

Carina Beck

**Motion:** Nominate Bill S for PR Chair

**Motion maker:** Bill S  **Seconded by:** Welcome Home

**Motion:** To express willingness to become PR chair

Intent: To ensure that the position is filled

**Willingness statement:**

**Next WTASC meeting is December 20, 2020**