

West Tennessee Area Service Committee Minutes (12/19/2021)

Area Positions Terms and Election Dates

Highlighted positions are currently open

<u>Area Position</u>	<u>Expiration</u>	<u>Nominations due</u>
ASC Chair	March	February
ASC Vice-chair	March	February
ASC Treasurer	March	February
ASC Alternate Treasurer	March	February
RCM	July	June
RCM Alternate	July	Nominations are open
Archives	September	August
ASC Secretary	September	August
ASC Alternate Secretary	September	Nominations are open

<u>Subcommittee chairs</u>	<u>Expiration</u>	<u>Nominations due</u>
Activities	March	February
Literature	March	February
Newsletter	March	February
NA in May	July	Nomination below to be voted on
Hospitals & Institutions	September	August
Outreach	September	Nominations are open
Public Relations	September	Nominations are open

We are asking the fellowship to bring willingness for the following positions to the area elections, in person or on Zoom. Please go to the following link to see the duties and requirements of the position: <https://www.na-wt.org/guidelines/>

Alternate Regional Committee Member: two years continuous abstinence from all drugs and two-year commitment, first year as Alternate, and second year as RCM.

ASC Alternate Secretary: one year continuous abstinence from all drugs with previous service experience in NA with one year commitment.

NA in May Committee Chair: two years continuous abstinence from all drugs with previous service experience in NA with one year commitment. **Nomination in New Business**

Outreach Committee Chair: one year continuous abstinence from all drugs with previous service experience in NA with one year commitment.

Public Relations Committee Chair: one year continuous abstinence from all drugs with previous service experience in NA with one year commitment.

Role Call

Title/Sub/Group	Name	10/24/2021	11/21/2021	12/19/2021
Administrative				
Chairperson	Terry B	X	X	x
Vice Chairperson	David A	X	X	x
Secretary	Pam R	O	X	O
Alternate Secretary	OPEN	OPEN	OPEN	OPEN
Treasurer	Jonathon M	X	X	x
Alternate Treasurer	Kathryn L.	X	X	x
Regional Committee Member	Lucy O.	OPEN	X	x
Alternate Regional Committee Member	OPEN	OPEN	OPEN	OPEN
Subcommittees				
Activities	Eric N	X	X	x
Archives	Mark VB.	X	X	x
Hospitals and Institutions	Chris R.	OPEN	OPEN	x
Literature	Carl H.	X	X	x
NA in May	OPEN	OPEN	OPEN	OPEN
Newsletter	Cari B	X	X	x
Outreach	OPEN	OPEN	OPEN	OPEN
Policy and Procedures	Glen H.	X	X	x
Public Relations	OPEN	OPEN	OPEN	OPEN
Voting Groups				
Clarity)	Gav	X	X	X
Clean A.I.R.	Kat R	X	X	X
G.I.F.T.	Pamela R.	O	X	O
GHOD	Thomas B	X	X	O
High On Life	David T.	X	O	X
Hope Dealers	Marcus M.	O	X	X
Lunch Bunch	Doug	X	X	X
Primary Purpose	George	X	X	X
Simplicity is the Key	Geoff B.	O	X	X
Something Different	Amanda	X	O	X
Spiritual Awakenings	Hank Y	X	X	X
Thursday Nighters	Kathryn G.	X	X	X
Unity Group	Darren	X	X	X
Welcome Home	Amie B.	X	X	X
You + Me = We	Jo	X	X	X

Non-Voting Groups and Meetings				
Harmony	Roy	O	O	O
Desire	Paula J	O	O	O
Cordova Hope	Robyn W.	O	X	O
Keep It Green		O	O	O
No Matter What		O	O	O
New Beginnings		O	O	O
One is too many		O	O	O

EXECUTIVE COMMITTEE:

Chair-Trying new flow of the area, moving the Old Business to after the sub-committee reports.

Vice Chair- Realized that I need to join all active sub-committee's as vice chair, I will be reaching out.

Secretary - Will approve last month's minutes once they are updated and sent out with this month's minutes. Delayed approval of the minutes until November minutes can be updated.

Treasurer – Hi family,

We started the month with \$10864.43 in the account. We had lit orders of \$455.66 and donations of \$130.98 at December area along with paypal of \$67 bringing total money to \$11,518.07. We have a total of \$1,569.56 of expenses this month with a few things out of normal such as \$188 reimbursement to Lucy O for PO Box Rental for one year, \$79 to Glen H for website development software and a donation of \$500 to the Region. I have built and tested the spreadsheet to account for all 7 forms of literature under our subsidy fund. There was a total 55 books ordered using that fund this month bringing the balance of the fund to \$6,375.65. There is a tentative lit order of \$1,089.06 based on lit ordered at area today along with replacing all 55 texts from the fund. Activities committee has taken the remainder of their set aside and now have \$0 remaining until replenished. We still have available cash of \$921.97 after we include the \$175.80 order for H&I now that has started back up and should see those expenses moving forward. The available cash also includes the \$500 we donated to Region.
ILS, Jonathan Mulroy

RCM-

Regional trusted servant position openings: H&I, Vice Chair, Alternate Secretary, Outreach, ITCC.

The region meets 4 times a year. If interested in one of these positions, please let me know and I'll get you the duties and responsibilities associated with the position.

VRC 40

This motion passed: To approve Embassy Suites in Murfreesboro for VRC 40.

The VRC 40 committee meetings are hybrid! So, if anyone around the state would like to participate, send email to vrc40chair@vrcna.org to get link info.

Nomination to vote on. (see motions below)

Callie G, from the HOT area, for Alternate Treasurer

Callie's Resume:

Clean date 6/30/15

Service Commitments in the last 5 years:

Homegroup: co-chair, chair, group alt secretary, group secretary, alt recording secretary, recording secretary, alt treasurer, treasurer.

Area: vice chair, chair, alt treasurer, treasurer.

Region: VRC treasurer

I have completed each term for every position the last 5 years. In the spirit of transparency, in 2011 I relapsed while I was serving as regional treasurer. The service body conducted an audit and every penny was accounted for.

Resources: I have QuickBooks experience in my business and previous regional treasurer position. I have been homegroup and area treasurer. I work steps consistently. Currently on step 8 for the third time. I work traditions with my sponsor and study the concepts. I try to practice the principles embodied in the steps, traditions, and concepts in all areas of my life and relationships. A part of my willingness to serve this position is making amends for the harm I caused in 2011.

Part of the VRSC chair report

There are two annual filing responsibilities we have concerning our status as a Non- Profit Corporation and being tax exempt. The Corporation filing is done with the State of Tennessee and the next due date for that is on or before October 1, 2022. We are current with that filing. As a result of us not filing a Form 990-N or 990-EZ for the past three years our status with the Internal Revenue Service (IRS) has been automatically revoked. This requires us to submit for Retroactive Reinstatement. Form 1023-EZ in which I am currently in the process of submitting. The form 1023-EZ is filled out and submitted by this body on the pay.gov web site of the IRS. We create an account, submit the necessary information and to my understanding pay 275.00 (dollars). The Form 990 is filed with the IRS through pHb Accountants. We give pHb our annual financial information and they submit the 990 to the IRS. This should be done by the treasurer every year. We are one another's eyes and ears, not only when it comes to character defects but also in being of service to Narcotics Anonymous by helping one another succeed in fulfilling the responsibilities of their service position. When help is needed, we ask for it; you don't have to go it alone. The same principles, we practice in our personal recovery program also work with our service responsibilities. It's also helpful to review the responsibilities of the service position you hold that are listed in the Regional Guidelines.

The chair also had 4 letters from inmates that were received from the PO Box. I took the letters for our H&I committee to respond to. Unfortunately, 3 of them were months old, but we did respond. I used a sample letter in the PR handbook and sent a copy to Chris. He responded to the male and I responded to the 3 females. Additionally, there was a letter in the Area PO Box from a male from the SCDC and I made a copy and sent that to Chris to respond to.

Regional treasury info

Ending Balance August 2021		\$28,280.93
Deposits	August	\$1,059.52
	November	\$1,535.94
Total Deposits		\$2,595.46

Debit card	August	\$20.07
	September	\$10.20
	October	\$891.40
	November	\$10.02
Total debit card		\$931.69
11/28/2021 Balance		\$29,944.70
VRSC Prudent Reserve		\$5,000.00
PR Budget	\$5,285.00	\$4,087.00
H&I Budget	\$3,300.00	\$3,300.00
ITCC Budget		\$1,174.00
VRC Convention Budget		\$14,000.00
Total		\$27,561.00
Beginning operating balance 11/28/2021		\$2,383.70

In loving service, Lucy

PS: we need an ALTERNATE RCM. If interested, please contact me – 497-0691, lucy.owens@gmail.com.

SUBCOMMITTEE REPORTS

Activities - Hey from Activities. We will be having a NYE event on Friday Dec. 31 8pm - 1am. The place we found was due to Marcus M., big thanks to Marcus. The address is 7715, US 7- #108 behind Stewart Bros hardware. Flyers are making the rounds but not here, David forgot them. We checked the room out and it will work for us. We are asking for the money in the set aside. Our next meeting is on Saturday Jan 9th@5pm at Pancake shop on Summer.

Budget for the NYE Event

\$50 rent

\$10 Flyers

\$70 Decorations

\$50 Food

\$30 Plates, utensils and extras

\$210 Total

Check received from set asides at WTASC

Archivist – As reported at the November WTASC meeting, as of that meeting, I had taken custody of the portion of the Archives previously in Terry B's custody, which comprise about 60-75% of the material by volume. The majority of that material dated so recently that, at this time, it would not be considered to have significant historical relevance. A lot of it, for example WTASC meeting minutes, also is material of which copies are held by other WTASC Officers. Obviously, however, it will become increasingly important as future years pass.

On the Wednesday of the week between the November WTASC meeting and VRC 39, I took custody of the remaining Archives which were stored in a safe deposit box at the RegionsBank branch at Union Ave. and Cleveland.

I went through all of the Archives and selected substantially all items of historical significance. These were transported to the Holiday Inn for VRC 39 on the Friday morning of the event, and stored in a lockable room that day and the following day. The room was visited by numerous VRC 39 attendees and appears to draw great interest.

The material was removed from the Holiday Inn on the Saturday evening of VRC 39.

The entirety of the material is now stored in a secure fireproof room at my law firm, the same room where we keep extremely valuable client material such as Wills. This arrangement complies with Area Guidelines which allow maintenance of custody in either a safe deposit box or a secure storage facility. The material is accessible to the WTASC Chair as well as me on reasonable notice

I am currently evaluating the appropriate storage arrangements, taking into account what the Area Guidelines require together with various disadvantages of the Regions Bank safe deposit box, including the fact that (1) the box is not large enough to hold all items of historical significance, (2) the bank branch is not in a particularly convenient location, (3) access to the material is limited to banking hours, and (4) keeping access signature authority current at the Bank is not particularly convenient. A change requires a current signatory, and proposed new signatories, to visit the branch at the same time during banking hours. The inefficiency of such a process is demonstrated by the fact that the current signatories are Lucy O., Gene L., and Tara Mae S., none of whom are currently either the Archivist or the WTASC Chair as required by Area Guidelines. When a better solution is determined, it will be reported to the WTASC at a future WTASC meeting.

Mark V-B

Literature - There was not enough attendance to have a sub-committee meeting this month. Our literature order was \$711.43 w/shipping. We almost have the inventory balanced to what our needs are of what we need and don't need. Thank you to the fellowship for putting trust in us. ILS Ricky V (Vice Chair)

Hospitals & Institutions - Hello Family, We met twice this month on zoom and in person. We elected a vice chair, Kevin S. We have a new Panel leader for Grace House, we continue to carry the message of recovery to facilities that allow us. We are corresponding to letters written by inmates from WTArea. We ask that during our meetings we ask for willingness of any group members that would like to sponsor an inmate by mail. Lit order \$175.00

In loving service, Chris R. **Next meeting (hybrid) at Hope Church 1:00pm rm 227**

NA in May – OPEN

Newsletter – The December newsletter is on the website. The January newsletter is in development. The January themes are the first step and the first tradition. We need article and artwork submissions.

We need events and anniversaries as well.

The next meeting of the newsletter committee is January 22 nd at 2PM via ZOOM.

Zoom ID is 929 0101 7093. The Password is NAnews.

Outreach – OPEN

Policy and Procedure – I updated the Area guidelines to reflect motions passed at last area and performed other duties as necessary. I also updated the Area website with the latest minutes and guidelines.

Public Relations – OPEN

VRC Chair - A great time was had by all during the convention over Thanksgiving. Total registered was 278!

We are waiting on the final bill from the hotel. I will provide the final report to Region during the February meeting, with plans to share during the Memphis Area in January. ILS

Leigh Ann F

OLD BUSINESS

Motions from last month: NONE

GROUP REPORTS -

- **Clarity** - Hello area, Clarity is happy to report two new members. We have an average group attendance of 12 people. Our format is topic discussions, literature study on 1st and 3rd Tuesdays and speaker meetings on 2nd and 4th Thursday. No lit order Gav
- **Clean Air**- Greetings family All is well at Clean AIR. We are continuing to function as a hybrid meeting. Average attendance of 10 addicts every meeting. Nothing else new to report at this time. ILS Kat G

Jan 8 Glen H. celebrates 18yrs

- **Cordova Hope** -
- **Desire** –
- **Get Honest or Die** –
- **GIFT** – NOT PRESENT
- **Harmony**- Present but no report
- **High On Life** –Greetings from HOL. Things are going well at HOL. We had an average of 11 people per meeting this month. Our topics still come from the lit. We have several clean time celebrations this month.

Jan. 6th Eric N 14 yrs

Jan 20th Andy F 1 yr

Jan 24th Della R with 1 yr and Mary N 17 yrs.

We have a lit order of \$10.20 with no donation to area. Also don't forget we now meet on Thursday nights at the same time and place. ILS David T

- **Hope Dealers** – Greetings Family, All is going fair to partly cloudy at Hope Dealers. We meet in person every Monday at 7pm in Arlington. We have a rotating format with a variety of topics and literature discussions. Our meeting is staying afloat with an average meeting attendance of 2 - 7 addicts, we could use some support. We have a literature order of \$51.25 and an area donation of \$1.75 Totaling \$53 ILS Marcus
- **Lunch Bunch**– Lunch Bunch continues to meet in person, all is well Lit order \$164.26 Donation \$75.74, totalling \$240
Jan 2 Lamar G 33yrs
Jan 18 Kevin F 14yrs
Jan 20 John Z 1 yr
- **Positive Awareness - Welcome to the newest Group** **Positive Awareness** became a group last month, Right now we have 9 homegroup members. Attendance is usually 8 - 10 people. Our format is a literature study where we encourage questions. We have one birthday next month. We do not have a literature order this month. ILS Dayna/Della
Jan 5 - Ricky V 1 year
- **Primary Purpose** – All is well with Primary Purpose. We continue to carry the message to the still suffering addict. Our meeting averages about 8-15 attendees. Primary Purpose meets Sunday night at 7pm at Grace St. Lukes We are still following CDC and Church protocols. We have two Birthdays celebrating January 23 at Primary Purpose. This will be a Hybrid Meeting.
Jan 23rd Janice M. Celebrates 4 and Lucy O. Celebrates 35 years (hybrid)
Lit Order- \$55.04 World Donation: \$54.08 to world ILS, George P.
- **Spiritual Awakenings**- All is well at SA Avg 15 people, Fridays@8pm Lit \$22 donation \$.94
- **Simplicity is the Key** – Good afternoon family. All is going ok at Simplicity is the key. We need support . Our attendance has dropped over the last few months to 3-4 addicts per meeting. Please come and help us to share our experience, strength and hope to the addict who still suffers including myself . In loving service Geoff B.
- **Something Different**- Hey family all is well at Something Different we continue to meet in person, mask's recommended if unvaccinated per church policy! We have had an average of 8-10 people with a couple newcomers. We have no literature this month and no area donation ILS Amanda H
- **Thursday Nighters** – All is well at Thursday Nitters,
Jan 20 Brooke B celebrates 12 years
ILS, Kathryn G
- **Unity**– Doing well, attendance average 15 - 20 members each Tuesday. We have a rotating format each Tuesday of the month. First Tuesday Question and Answer, 2nd Living Clean, 3rd Basic Text, 4th Speaker meeting and if there is a 5th Open Discussion. Lit \$53.40, Area Donation \$6.60
- **You+me=we**- At U+me=we are having meetings on zoom everyday in person meeting everyday but Saturdays! Attendance has dropped, need people to show up. No purchasing & no donation. Not much in donations this month. Just covering rent, zoom,

coffee and Lamar's Medallion In Loving service, Jo

Jan. 2 Lamar G celebrates 33 years

- **Welcome Home**- All is well at Welcome Home, we have approx. 10 - 15 addicts at each meeting. We had 3 newcomers this month. Lit order \$35 donation of \$25
- **No Matter What**- NOT PRESENT
- **One is Too Many** – NOT PRESENT

OPEN FORUM

Outreach - discussed how it can be done by groups going to other meetings. Concerns with lower attendance was discussed from other fellowships being more socially active as well as our H&I and PR just getting more active to bring in more newcomers.

Order of the area - trying out moving the voting on the motions from the previous area after Sub-Committee reports. No concerns expressed

Phoneline - How is that working, who is getting the calls? With no PR chair was curious how that was doing. Discussed the pager and how it works. Paper was passed around to get phone numbers to add to the list. Lucy added them to the list.

NEW BUSINESS

MOTION: Passed 11 -0-0

Change NA in May guidelines from

I. Purpose of NA in May

- A. NA in May will be a fund raiser for the WTASC.
- B. All funds raised will be used to subsidize literature.
- C. Basic Texts and Step Guides will be sold for \$5 with a combined limit of 10 per Home Group as long as Area has money in the subsidy fund.

to

I. Purpose of NA in May

- A. NA in May will be a fund raiser for the WTASC.
- B. All funds raised will be used to subsidize literature.
- C. All NA books on the area literature order form, excluding gift editions, will be sold for \$5 with a combined limit of 10 per Home Group as long as Area has money in the subsidy fund.

INTENT: to update WTASC guidelines to match the recently voted on motion regarding the NA in May subsidy fund.

Groups to vote on the following:

Nomination: Geoff B for NA in May Chair

Intent: to fill the position that needs a body to fill

Willingness statement:

Hi Family, I am showing willingness to serve as NA in May chair for 2022. I have never misappropriated NA funds. I have served as GSR of a few of my homegroups. I served as

Chair for NA in May 2019. I have a sponsor who has a sponsor. In loving service, Geoff B.

Nomination: Callie G for Regional Alternate Treasurer

Callie G, from the HOT area, for Alternate Treasurer

Callie's Resume:

Clean date 6/30/15

Service Commitments in the last 5 years:

Homegroup: co-chair, chair, group alt secretary, group secretary, alt recording secretary, recording secretary, alt treasurer, treasurer.

Area: vice chair, chair, alt treasurer, treasurer.

Region: VRC treasurer

I have completed each term for every position the last 5 years. In the spirit of transparency, in 2011 I relapsed while I was serving as regional treasurer. The service body conducted an audit and every penny was accounted for.

Resources: I have QuickBooks experience in my business and previous regional treasurer position. I have been a homegroup and area treasurer. I work steps consistently. Currently on step 8 for the third time. I work traditions with my sponsor and study the concepts. I try to practice the principles embodied in the steps, traditions, and concepts in all areas of my life and relationships. A part of my willingness to serve this position is making amends for the harm I caused in 2011.

MOTION: Change WTASC guidelines (the only change is to the 2nd sentence)

From : NA in May will be a fund raiser for the WTASC. *All funds raised will be used to subsidize WTASC literature.* Literature will be sold at a subsidized rate as long as we have money in the subsidy fund. For a list of subsidized literature, please refer to the NA in May Guidelines. Only West Tennessee area meetings or groups that are on the meeting schedule are eligible to purchase literature at the subsidized rate. Each eligible group or meeting may purchase up to, but not more than 10 allotted subsidized pieces of literature. At the end of each area, the WTASC treasurer will report the amount left in the subsidy fund. When the subsidy fund runs out, literature will return to the standard rate as listed on the literature form. If there is a surplus of subsidy in the fund, the surplus rolls over to the following year.

To: NA in May will be a fund raiser for the WTASC; *the disbursement of funds will be voted on by the groups. All funds raised PRIOR to 2022 will be used to subsidize WTASC literature.* Literature will be sold at a subsidized rate as long as we have money in the subsidy fund. For a list of subsidized literature, please refer to the NA in May Guidelines. Only West Tennessee area meetings or groups that are on the meeting schedule are eligible to purchase literature at the subsidized rate. Each eligible group or meeting may purchase up to, but not more than 10 allotted subsidized pieces of literature. At the end of each area, the WTASC treasurer will report the amount left in the subsidy fund. When the subsidy fund runs out, literature will return to the standard rate as listed on the literature form. If there is a surplus of subsidy in the fund, the surplus rolls over to the following year.

INTENT: To allow the groups to decide each year how the NA in May funds are spent rather than pigeonholing the money just for literature.

Pro's for Motion:

- Passing this motion gives us the flexibility to vote where the proceeds are allocated,

such as to fund other things needed at area as they arise

- Our hands are not tied going forward every year on what the funds can be used for.
- We can vote to put all the money into the subsidy fund if that is what the groups want.

Con's for Motion:

- If we stop funding the subsidy then it will run out at some point in the future and everyone will be back to paying full price for books

Next WTASC meeting is Jan. 23, 2022

<https://us02web.zoom.us/j/81222710595>