

**Minutes of the Board of Directors Meeting
Of the
Portland Area Service Committee of Narcotics Anonymous
November 28th, 2004**

Open meeting at 4:00 pm with the Serenity Prayer for those who cared to join in.

Roll Call

Activities, Hotline, Literature, Portland Area Service Office, Hospitals & Institutions, Regional Committee Member, Alternate Regional Committee Member, Chair, Secretary, Archivist.

Colin began the meeting by going around the table to gather input from those present for possible topics of discussion during the meeting.

Colin made a request from the P.A.S.O. chair, Ron, to return the seed money for the office to the Area treasury. There was some discussion about why this request was made and Ron agreed to return the funds.

Mary informed the group that she had arranged to meet with an attorney for a minimal fee to discuss the lease and the options available to the P.A.S.C. for dissolution of the lease. Discussion about whether or not the Secretary should do this without approval from the groups followed.

Other discussion addressed the management of a corporation and which members of the Board exactly, are responsible to the Body to act on everyone's behalf in the best interest of the corporation.

Further discussion about the P.A.S.O. revealed there was not enough accountability from the groups to the P.A.S.O. and vice versa.

It is unknown at this time whether or not there are any permits for the work being done to the building and it is also unknown what the safe building occupancy is.

Another point of discussion was that the sub-committees were not consulted in the budget planning process of the P.A.S.O.

The meeting continued but the Secretary had to leave at this time. No other information was provided.

mle

**Minutes of the Portland Area Service Committee
Board of Directors
December 18th, 2004
12:00 pm**

Open meeting with the Serenity Prayer.

All sub-committee meetings need to be clearly announced i.e. day, date, time and location.

We have three copier contracts to look over and determine if they will fit into the new P.A.S.O. budget.

The Outreach sub-committee GSR Guide has out-dated Area by-laws inside. This needs to be corrected.

P.A.S.O. sub-committee will meet every 2 weeks and the next discussion will include a copier contract. The PASO Chair will provide 3 bids from copier companies. We estimate that we produce between 9,000-11,000 copies per month. We want to know how much the charge will be for going over the number of included copies in each of the proposed contracts.

We would like the Area by-laws to include a specification about who is designated to sign or enter into legally binding agreements.

Treasurer position has changed although the “duties” description in our by-laws don’t reflect that change.

Meeting adjourned at 1:10 pm.