

**Portland Area Service Committee
of Narcotics Anonymous
4069 NE MLK jr. Blvd.
Portland, OR 97211
August 28th, 2004**

The Chair called the meeting to order at 2:00 pm. The meeting opened with a moment of silence followed by the Serenity Prayer for those who cared to join in.

The 12 Traditions were read by: Wes.
The 12 Concepts were read by: Tony.
The 8th Concept was read by: Lawrence.
The Dedication to Service was read by: Bow.

Roll Call of the BOD

14 answered the roll and 1 arrived late.

Roll call of groups and mail call

47 groups answered the roll.

Count of voting GSRs to establish a quorum

No count was taken at this time in the meeting. Quorum was established at 22.

New GSR Orientation

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Treasurer's Report, Joan T.

See attached report.

Secretary Report, Mary E.

Rick motioned to suspend the reading of the minutes, Starting Over seconded. Motion passed by general consent.

Amendments to the minutes are as follows: Page 7, Motion #48, amended to read “*motion passes*”. Page 8, first sentence following *Nominations for Archivist*, should read: “...for the 2005 *spring* Regional service conference and assembly *hosted by the P.A.S.C.*”.

Rick motioned to accept the minutes as amended, Hell to Heaven seconded, motion passed by general consent.

All sub-committee chairs should submit a written report to me and Joan. If any of you have Word files that contain your report, please send them to my email address.

I was unable to submit the post office application this month, however, I will take care of that in September.

There was no by-laws ad hoc meeting this month but it looks like we will be able to wrap it up with one more meeting. I will insert the changes as we have agreed thus far and send a copy to each of the committee members.

Please direct your questions to Suki while the meeting is going on. Thank you, Mary

Chair Report, Colin W.

We will be having an informal Bar BQ at my home on Sunday, September 19th at 1:00pm for all sub-committee chairs and board members to have informal discussion about any concerns, problems or ways the Area can be more supportive of the sub-committees.

We have a new website that is going and would like everyone to check it out.

Open Forum

Ron spoke about the relationship between PASC and various other non-12-Step recovery organizations, and how we need to be careful to not push the idea of non-affiliation so far that we create antagonism in the wider recovery community. He has asked a member of Recovery Association Project to come to a PASC meeting and address during the Open Forum in the coming months about how we can foster better relationships with recovery communities and professionals.

A new Chair is needed for the Regional Service Conference Ad-Hoc Subcommittee in order for PASC to submit a bid for the April 2005 RSC, that we, as an Area, have expressed an interest in hosting. Bid paperwork for that conference is due at the October Regional Service Conference, so we hope to have a new chair of the Ad-Hoc step forward no later than the September PASC.

Several members advocated for a revision of the funding structure for the PAAS, because the current prudent reserve of \$2,000 frequently leaves the committee under-funded for seed money for “high-ticket” events like Unity in the Streets and the Beverly Beach Campout. The current PAAS and PASC bylaws require that all profits above prudent reserve be returned to the

PASC, which means that the PAAS often ends up making a donation to the PASC and then turning around and requesting money from the PASC for upcoming event expenses that is equal to or greater than the amount donated.

There was a question about what to do and/or who should receive the new Schedule Changes Form. At this time, the Secretary will accept the form to enter into a data base that Public Information will handle. Ultimately, Public Information should handle the forms.

If anyone would like Mike M.'s new email address, please contact the area secretary.

Vice Chair report, conducts sub-committee reports, Allen S.

Allen resigned from his position today due to a conflict with his work schedule. The position will remain open until filled.

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Activities sub-committee report, Aaron R.

The committee needs to fill the secretary position. Please take only one flyer per group so that everyone will have at least one and remember to share the Activities at a Glance calendar. We want everyone attending today to leave with some. September is the final month we will conduct a picnic at Laurelhurst Park on SE Stark St and 39th. Coming up in October, the 3rd Saturday of the month we will begin bowling.

We estimate 200-300 people attended the Unity in the Streets event this year and we showed a profit of \$3900.00. Profit from the Beverly Beach campout was \$800.00.

Coming up in September is the Tube Float from Barton to Carver. Golfing was cancelled due to lack of interest and the Annual NA picnic at Oaks Park will be held August 29th at 12:00 pm. Hope to see you there. Aaron

Hospitals & Institutions sub-committee report, Brad C.

We held 61 commitments, missed 3, 7 were cancelled and 1019 addicts were visited in August. We are doing well.

Hotline sub-committee report, Linda R.

Shelly K is the new vice chair of the committee and Shannon G. is the new secretary. 6 people attended our business meeting this past month. We have four open shifts.

I checked with the yellow pages and our old number is listed. I will arrange to correct the information. We are currently operating under the suggested Guidelines from the WSO "*Guide To Phoneline Service*".

Rusty reported that he had resolved the issue with the internet advertising agency and we will no longer receive bills for a service we did not request. Furthermore, they have erased the charges sent to us and our account is clear.

Outreach sub-committee report, Lawrence J.

Jessica is our new GSR orientation coordinator, Nannette is doing a great job as liaison to new groups, Dennis has been working very hard on a page for the Outreach committee on the NA website and we are determining what to put on the page and Bryan, our vice chair is doing above and beyond his job. We appreciate your hard work and efforts very much. Ideally, we would like to have a male/female presence during the new GSR orientation to offer balance during the orientation.

We have a commitment to the Here & Now group to attend their business meeting and offer any suggestions that may help them in response to their group report.

There are no longer any meetings being held in Goldendale, WA. The Hood River meeting doesn't want to be affiliated with an Area service structure, but continues to meet regularly.

Public Information report, Jim B.

We have found out that we have not been paying rent to the Paulist center for quite some time. We got in touch with them and are now required to pay \$40.00 a month. Hotline successfully met next door to us for the first time, and we welcome their ongoing cooperation, and communication. The new web server was put in place; although, there was a misunderstanding that took place and a new web-site was put in place of the old one before we had a chance to discuss the change. This leads us to the need for an area Ad-Hoc Committee to create guidelines for the web-site. First of all, we want to be concurrent with changes from the Schedule Ad-Hoc Committee. And secondly, to establish policy for the webmaster/co-webmaster, on just how they will proceed and communicate with members, other sub-committees, the PASO, and the public, working together. Like the schedule used to be, there are currently no guidelines put in place for how we do the web-site. Right now though, we are trying to implement the new/change meeting schedule form to the web-site, and all sub-committees are now able to have their own E-mail, and even their own page that they can create to meet their needs. Please also remember that now that there are no birthdays in the schedule, we have paid special attention to them on the web-site with a page of their own, so keep them coming in. There is now a contingency plan in effect on how we approach presentations, and we have a panel put together consisting of a presentation

coordinator/co-presenter. Coordinating three men, and three women who will be able to present local and world info on N.A. and what we do and don't do. First of all though, we hope to have a training session for this on September 24th after the H&I meeting., but more details still have to be discussed. We are having trouble supporting the booth at Sat. market so if anyone can do this on one Sunday before Sept. 17th. Please let me know. And, we mailed out our standard 150+ mailings this month in which we are ready to do whatever Mary needs to get ready for the bulk mailing as that approaches. We are still at about several steady members with a lot to do. Thank you, Jim B.

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RCM/Alt RCM Report, J.B.

RCM report: 1) The next Regional Service Conference is on Oct. 16th in Klamath Falls and I hope we'll have better attendance from the sub-committees this quarter. 2) According to our PASC by-laws Section 6 Article G:"PASC sub-committees shall send a representative to our quarterly regional service conference. Sub-committees: Activities, Hospitals and Institutions, Hotline, Public Information and Literature.3) The new sponsorship book will be available in September and should be available through Literature soon. 4) There's been a Regional ad-hoc committee set up to look into setting up a Regional web page and chaired by our very own Ron C. 5). We've got an Ad-hoc committee formed by the area chair to come up with a bid proposal for the Spring RSC to be hosted by the Portland Area. The completed bid needs to be turned in to me by the conclusion of the next PASC. In loving service and NA gratitude, JB

Note: The February GSR Assembly will be held in Salem and hosted by the Mid-Willamette Valley Area.

Literature sub-committee report, Jeff S.

We had \$2418.98 in sales and our order to the WSO was \$2130.40. Our current bank balance is \$533.91. We always need those willing to be of service and help out during the meeting. Thanks to those who do!

P.C.R.C.N.A. XIII report, Claire K.

We still need committee chairs for the following positions: Volunteers, Special Needs, Information, Decorations, Billeting and Outreach. We have a new Arts & Graphics person (?). We are having a logo contest for the convention and a fundraising dance in October. We are also selling raffle tickets for 2 full registrations. Tickets are \$2.00 each and the first drawing will be held in May at the P.C.R.C.N.A.XII. We are submitting a motion today to request seed money from the area for the fundraiser dance in October for the amount of \$600.00 and will provide a complete financial report to the area at that time.

Q: Are you also asking the Region for seed money? A: Yes, profits from the convention will be divided between the Region, Area and seed money for the convention the following year.

P.A.S.O. sub-committee report, Ron C.

Note: No electronic file of the printed report was available. This is the condensed version transcribed by the secretary.

We have located a building we would like you to consider for leasing. It's located at 53 SE 80th, off E. Burnside St. It has limited parking and we are hoping to be able to negotiate that with neighboring businesses located about 1 ½ blocks from the location. There is a little over 2000 sq ft with an extra area of about 600 sq ft near the rear of the building. The landlord is remodeling it and says, upon completion, that it will have 10' high ceilings, new carpet, and ADA restroom and a storefront. We have the option of setting it up the way we would like it.

The lease would be for 1 year @ \$1000.00 per month. We will receive a minimum break of \$100.00 on our rent due to our non-profit status.

“We have examined past records, interviewed committee members and other facilities to determine reasonable expectations.”

We plan to hold fund raising events, such as auctions, etc that we would like to see turn into a future Portland convention. Following is a proposed budget for use of this building.

Yearly Budget

Current expenses: \$19,929.32

Service Office Expenses: \$18,630.00

Projected Operating Expenses for Area, with Service Office: \$27,814.95

Projected Income

Events: \$5,100.00

Literature Sales: \$5,400.00

Projected Income from Service Office Activities: \$12,000.00.

Total Area Expenses with Service Office: \$27,814.95

Less: Total Projected income from Service Office Activities: \$12,000.00

Less: Donations: \$15,762.14

Total Available to Donate to Region and World: \$52.81

The following information was compiled by the Secretary's assistant, Suki M.

What is the lease requirement, if any? 1 year. After that, if everything goes well, we will have the option to sign a three-year lease to lock in good terms.

When can we get in? Jan. 1st, but the owner has said that if we put down a deposit he is willing to accelerate the renovation so that we can get in by November.

Does PASC or any Subcommittee have anything other than a month-to-month agreement that would prevent it from moving to a new facility? No

Does building meet all ADA requirements, including a clearly marked disability-accessible parking space directly in front of the building entrance? Yes, it's already in place.

Will any NA members be doing the renovation work? The current owner is a general contractor, so he is doing most of the work himself. Because of liability concerns, there really isn't any opportunity for anyone who isn't directly employed by him to work on the building.

Given that the current ceilings are 20' is there any possibility that we could build in to acquire more space? No. The renovation will lower the ceilings throughout the building to 10', with the exception of the existing catwalk," which takes up about 1/3 of the building.

The subcommittee will negotiate with the nearby church for use of their parking lot during functions at the PASO; they have reason to believe that the church will be amenable to the arrangements because a number of 12-Step meetings meet at that church.

The address of the building is 53 SE 80th; all GSRs are encouraged to go by and look at it in order to give better information to their groups.

Scheduling Ad Hoc Committee final report, Bill S.

Thanks to the members of the Outreach, Hotline and Public Information sub-committees for their combined efforts to accomplish our goal. We have identified and removed defunct meetings from our current meeting schedule and now have a way to contact meetings to verify their existence.

We now have guidelines in place to aid future volunteers in maintaining and updating the schedule. These guidelines include how the new forms will be distributed and how and who will maintain the meetings data base. A copy of those guidelines is attached to this report.

Vickie will continue to make adjustments to the schedule as needed.

We would like to thank everyone who became involved in the committee for their loving support and Area for their cooperation and for allowing us to serve.

At this time the ad hoc was dissolved.

New GSR Recognition

-	Multiculture	Yvonne G.	Alt GSR
	Off The Yard	Jeff M.	GSR
	Y.E.T.S.	Paul H.	Alt GSR
	Fireside Men's Step Study	Mike M.	GSR
	Just Say NA	Chris S.	GSR
	Steppin' To Live	Jessica C	GSR
	Friday's Alternative	Steve P.	
	Hour of Power	Jim F.	GSR
	Quit Hiding	Teddy K.	GSR

We welcome them and ask that they keep coming back!

The Alternate RCM, Thom M. stepped up to accept the position of chair for spring RSC in 2005 and will be assisted by Tom W. Thanks two T(h)oms!

Break: 3:55-4:10 pm

At this time a count of voting GSRs was taken: **28**.

Archivist Election

Since no paper ballots were available, the Chair asked if there was any objection to holding the election without them since Vickie ran unopposed. There were none. Vickie was elected to the position of Archivist unanimously.

Unfinished Business

Please note that motions # 57 & 58 from the July business meeting were tabled until September. Motion #68, presented this month, was also tabled until September.

Motion #54, submitted by Allen M. Requests that the P.A.S.O. provide the Area with a proven budget proposal for the Service Office with projections for expenses and income.

Result of vote: 10 For, 11 Opposed, 8 Abstentions. Motion fails.

Motion# 57, submitted by What It Is. Directs the Area to hire an independent accountant to audit the Area Treasury.

A motion to table this until the September business meeting was made by What's Really Going On? and seconded by Starting Over until more information about the cost of this venture could be explained.

Result of vote: 20 For, 5 Opposed, 6 Abstentions. Motion passes. Group will do further research and return to the September meeting with it.

Motion #58, Submitted by the Literature sub-committee.

Requests \$75.00 for materials to secure NA literature and Area Archives.

Result of vote: 21 For, 1 Opposed, 7 Abstentions.

Motion #59, submitted by Aaron R., Activities sub-committee Chair.

Approves Activities sub-committee by-laws.

Because none of the GSRs who received their minutes via email received a copy of the document, the Chair automatically tabled the motion until the next meeting. The Secretary will provide a copy to them.

Motion #60, submitted by the RCM, J.B.

Requests the Area to allow Claire K to be nominated at the Regional level to the position of 2nd Alternate Regional Delegate.

Result of vote: 27 For, 1 Opposed, 2 Abstentions, motion passes.

At this time, the Chair appointed Jim B. as the Website Ad Hoc committee Chair. Their first meeting will be held September 17th at the Paulist Center on 16th & SE Division St at 7:00 pm.

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New Business

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Motion #62, Withdrawn before being heard on the floor.

Motion #63, Submitted by the Hotline sub-committee, seconded by Doing Life.

Due to relocation of meeting, which resulted in a substantial rent increase, the committee is asking for one-time increase of monthly allotment by \$30 (\$75 standing allotment + \$30 one-time increase = total of \$105).

Purpose: To be fiscally responsible. 0 against and 0 abstaining; motion passed by general consent.

(Note: This is considered an emergency motion because it is a re-occurring expense to the Area.)

At this time a motion to extend the business meeting until business is completed was made by J.B. and seconded by Hour of Power. Result of vote: 22 For, 3 Opposed, 1 Abstention, motion passes.

Motion #64, made by Hotline sub-committee, seconded by Recovery In The House.

Emergency motion for \$315 for the upcoming Hotline Operating budget for September 2004.

Purpose: To provide adequate interim services.

Result of vote: 24 For, 1 Opposed, 2 Abstentions, motion passes.

Discussion: Linda (Hotline Chair) just received a letter from the answering service we currently use informing her that our cost for the service we currently provide will go up effective

September 1 to \$315 per month. The committee will research alternatives, but needs the proceeds from this motion to prevent loss of Hotline services for September.

Motion #64, submitted by Just Say NA; ruled out of order by the Chair as the maker was not present.

Motion #65, Made by Joan T., seconded by Hour of Power.

Motion: To amend the by-laws as follows:

Section Seven (Administrative Officers) Subsection I, Treasurer, “The Treasurer’s position of the PASC shall consist of two positions:

- 1) An account receivable Treasurer who shall receive all funds.
- 2) An accounts payable Treasurer who shall disburse funds as authorized.

Each position shall serve in the same capacity as Treasurer of the BOD. Both shall have a minimum of three years clean time.

Purpose: To provide better internal control and fiscal responsibility over PASC funds. To distribute the work of the current position.

The Chair automatically tabled this motion until the next meeting until more research and information could be gathered for the body.

Motion #66, Made by: RCM-J.B., seconded by Y.E.T.S.

Motion: To change PASC bylaws Section Nine, Article E from \$50.00 donation to Region each quarter to \$75.00 per quarter.

Purpose: To foster unity between our Area and the Region by increasing the flow of funds.

Motion #67 Made by Brad C., seconded by Y.E.T.S.

*Motion: Section Nine. “The PASC shall fund the expenses of the RCM and Alternate RCM up to a total amount of \$210.00...” *(change) “The PASC shall fund the expenses of the RCM, Alternate RCM and no income making sub-committees up to a total amount of \$105.00 each.*

Purpose: To promote unity with Area and Regional sub-committees.

Motion #69, Made by Claire K., seconded by Hour of Power

Motion: For monies, estimated at \$2000.00, that are coming in to PASC this month from the Activities committee (profit split from Unity In The Streets) be set aside to be distributed next month to PCRCNA XIII for seed money. Seed money will be used to purchase merchandise and put on events that will raise more funds. Seed money will be paid back after PCRCNAXIII-06/06.

Purpose: Rather than sending profits from Unity to Region, allow PCRCNA XIII to use them to raise funds for a pre approved area hosted regional event.

Motion #70, Made by PASO, seconded by Hour of Power

Motion: That the proposed budget for the PASO be accepted as outlined in the PASO report for August 2004.

Purpose: To fund the PASO.

Motion #71, Made by PASO, seconded by Starting Over. (PASO requests) emergency money motion for \$500. Purpose: to place a refundable deposit on located facility (at 53 SE 80th St.) until an answer is heard from the groups (regarding the budget submitted by Motion 70). 0 against and 0 abstentions; motion carried by General Consent.

Motion to close made by The Solution, seconded by The Nooner.

Meeting ended at 5:15 pm.