

**Portland Area Service Committee  
of Narcotics Anonymous  
4069 NE MLK jr Blvd  
Portland, OR 97211  
June 26<sup>th</sup>, 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: Aaron.

The 12 Concepts were read by J.B.

The 6th Concept was read by: Alontin.

The Dedication to Service was read by: Dennis.

Roll Call of the BOD

12 present.

Roll call of Groups and Mail call

44 answered the roll and 48 were in attendance that answered late.

Count of voting GSR's to establish a quorum Quorum set at 22 and was met.

Two groups ineligible to vote were: Heart and Soul, and Tell It Like It Is. When these groups return in July, they will be able to vote.

New GSR Orientation

Treasurer's Report, Joan T.

See attached reports.

Chair Report, given by Allen S.

No Chair report submitted by Colin for June. Colin apologizes for his absence but he was called to work that day at his new job.

Secretary Report, Mary E. Motion to suspend the reading of the minutes made by Starting Over, seconded by SE Serenity, motion passed by general consent.

Amendments to the May minutes are as follows: The agenda should read "21b. Regional Elections", on page 1 under Secretary report, 2nd paragraph, 1st sentence after application process, should say "for non-profit postage rates"; on page 2, J.B.'s email address should be: "jbclean8998@hotmail.com, pages 6 and 7 under motion # 26 and 36 should be "June" instead of May; on page 7, under Motion #36, the Motion was made by "P.I and Schedule Ad hoc committees and was seconded by The NA Way" to replace the question marks.

A copy of the proposed calendar for the rest of 2004 and the Schedule Change form will be included in the June minutes. A motion to accept the minutes as amended was made by Late Night Recovery and seconded by Serenity Sisters. Motion passed by general consent. Please Submit a written report to both Joan and I. I still need copies of by-laws for Hotline, Literature and P.A.S.O.

I'm going to pass around a sign up sheet for those of you with email who are not GSRs or alternates so you will be able to read the minutes. I don't have a proper form

yet but I did send some out this month. Most of you responded positively. Please write legibly so I can read it. Thank you. We did save a little money on postage and copies which I spent on supplies and more copies of other info.

If you are a GSR and DO NOT want to receive the minutes via email please indicate on the sign in sheet.

I apologize profusely for not including the schedule change form in the minutes to accompany Motion #40. You will have to decide, later on if you want to vote on it anyway or table it for another month after taking it back to your groups for examination.

I am still working on updating the current by-laws in the Outreach handbook. I finished the research regarding the postal application for non-profit mailing rates. I will be submitting a motion today regarding this issue. Mainly, what I found out is that it costs nothing to apply and be approved. The application takes about 2-3 weeks for determination. Once we are approved, we will have to pay for a "Permit to Mail". This is an annual (yearly) fee of \$150.00. We will give the post office a list of names of people who are approved to mail, (prefer BOD members) and we will have to do at least 1 bulk mailing within a 2 year period in order to keep our application active. The mailing must be at least 200 pieces of mail or up to 50# and presorted. Presorted means by zip code. If we should go over those perimeters, we will pay a slightly higher rate. The same is true if we exceed the weight limits for individual envelopes, the size of the envelope and if we mail outside of specified zip codes. This shouldn't be an issue. Letter weight is 3.3 oz, flats can weigh 15.99999 oz (just under 1#) and envelope size shouldn't exceed 6 1/8" x 11 1/2". Occasionally, I mail out minutes that exceed the weight limit but not often and the mailing rate is still less than full price. Please keep in mind that if we only do one mailing every 2 years it may not be to our advantage to pay this fee every year. That's a total of \$300.00, not really worth it to only mail out once in that time period. While our application is pending, we can mail at the non-profit rate, using someone else's permit number and by pre-arrangement with the post office.

The post office requires a physical address on the application form. I am willing to list mine. I was assured that all the correspondence mail for NA will continue to be sent to our PO Box. The physical address is a technicality. Once the application has been submitted, the address info becomes irrelevant. When we change officers and want to change authorized signers on the postal account, we need to send a letter to the post office listing the names of the persons authorized on letterhead stationary to make those changes.

We pay for postage the same as we do now when we mail but, an authorized signer on the account must fill out a form and submit it with the mailing.

We must mail from the main post office downtown on Hoyt St.

The cost of postage for a mailing of 200 pieces at correct size and weight should be .05 per piece for a total of 10.00 per mailing. Please keep in mind that whoever is

elected to the board positions will have to continue to keep up with this.

Open Forum

Taco feed, tonight at 62nd and SE Stark street for the Keep The Fire Burning campout.

Kick The Monkey brought an issue from the group for discussion and help with a solution. Apparently someone stole a computer from the church the group meets in during a meeting. Suggestions were that they contact the church to get an estimate of the value of the computer and that they could come back to area to make a motion to request funding to replace the computer, with the intent to pay it back to area if the group is unable to cover the cost themselves immediately. It was determined that area will support the group and that we, as a fellowship want to resolve this issue as quickly as possible because it is a reflection on NA as a whole.

Our RCM requested that someone make a motion to increase our Area's donation to Region because of the size of our Area in relation to that donation. The Treasurer pointed out that we are currently unable to meet our financial obligations at this time. A group that is no longer meeting asked for suggestions about how to dispose of their literature inventory and funds. It was suggested that former home group members meet to make that determination by group conscience. Abstentions are not counted and reflect the choice not to vote.

August 14th is the 6th Annual Unity In The Streets, please see calendar for information about who to contact if you wish to volunteer to do service work for this event.

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

Activities sub-committee report, Aaron R.

The Unity In The Streets event still needs a sound man. There is also a need for an Activities Orientation Chair (?) Please attend the business meeting and check the Activities at a Glance calendar for more information.

Hospitals and Institutions sub-committee report, Brad C.

63 commitments were held, 5 were missed, 3 were cancelled and 1045 addicts were seen.

Hotline sub-committee report, Linda R.

10 people attended the committee business meeting this month! We passed a motion stating that "Any shift worker who cannot be reached to do their shift and has not made prior arrangements with the chair, will be given a verbal warning for the first missed commitment and on the second missed commitment will be taken off the hotline schedule". Vice chair elections were tabled until the next business meeting, please attend the next business meeting if you're interested in the position. We will also discuss moving the business meeting to a new location in July. Please attend to offer input. There is one open shift: Saturday from 1:00-7:00 pm. We have instructed the answering service to forward the hotline to me if they are unable to contact the shift worker for that shift. I am monitoring the hotline to assure that calls are being

answered in the appropriate manner. I am in the process of updating the voicemail and should be finished by the 4th of July weekend. We are still in need of 12 Step volunteers with 1 year clean and a willingness to be of service. Our newsletter will be going out next week with updated material needed to keep current information available for all hotline shift workers. The next business meeting will be Sunday, July 18th, at 12:00pm at 6506 SE Foster Rd in the basement. Thank you, Linda R.

Literature sub-committee, Jeff S.

Total sales for May were \$2844.65 and we placed an order to the WSO for \$2814.99.

Outreach sub-committee, Lawrence J.

We visited several newly formed groups this month to check in with them and offer support. We helped out at the Hell to Heaven campout at Timothy Lake. Our New Group Registration person, Nanette, is doing a great job! Thank you. We're waiting for schedule audit for final plan to fix the schedule. Be sure to fill out group report forms, they are our only way of knowing if your group needs anything. Kick The Monkey requested assistance in July. No clean time requirement to be a part of this committee. Visions of Hope is still meeting but needs support. We received word that no one showed up to open the meeting one night but this was just a case of absent secretary.

Public Information sub-committee, Jim B.

Last night we voted to move our meeting back one week. This means we will be meeting (as of August) the Friday, One week before area. This will leave room for Hotline to possibly meet at the same time and place, and still leave room to work closely with H&I and Outreach. We also want to bring a motion to the Regional P.I. meeting in July to possibly create a regional schedule. Due to locating the booth material and schedule conflicts, we have not yet done Saturday Market. We plan to be there either July 11th or the 18th. Thank you, Jim B., P.I. Chair

RCM report, J.B. The GSR Assembly will be in North Bend, (located in Coos Bay, OR) July 24th and 25th. Saturday is the Assembly and Sunday will be the business meeting for all the representatives of the various sub-committees. I have commitments from all the Portland sub-committees that they will be represented there. I will be taking a bid to Region from this Area to host the Regional Service Conference in the fall of 2005. Thank you for letting me be of service, J.B.

P.A.S.O. sub-committee report, Ron C. PASO Report June 26th, 2004

Good news first. the PASO has been working on a financial budget and is ready to present it; however, there are a few issues we would like to clarify before doing so. Secondly, the building we and been previously looking at for the Service Office has been leased. We are still looking into other options and some are looking very favorable. The first of the issues that the PASO committee believes are of greatest concern to our Area is a trend in declining contributions. Although we have talked about this at length, we are not experts and have no explanation for this trend. We have asked ourselves are the groups no longer willing to support our Area? Are there too

may groups leaving, most struggling to survive? This trend greatly concerns us. At present the Portland Area has failed to meet its need in all but 1 of the last 5 months. In April there were only 7 groups who donated to Area and last month there were only 11. In an Area as large as Portland this would appear to be an abnormally lop-sided occurrence. Our next issue concerns our financial budget and the setting up of the Service Office. The issue that keeps coming back is that of regularly scheduled meetings at the Service Office. In laying out the financial budget we have had to determine ways to support the office. The primary form of support used has been through events such as dance, speakers meetings, workshops and Area donations. However, these alone would fail to meet the need. so we keep coming back to the issue of regularly scheduled meetings to help support the Service Office. In discussing this issue several facts became clear: 1. The meetings would have to be sponsored by the Area and Service Office. Meaning, the Service Office would be responsible for providing coffee, literature and materials for the meeting. The meeting, in return, would be responsible for collecting a 7th Tradition and delivering that to the Service Office. In this way the Service Office would not be a landlord and be collecting rent from the meetings but simply providing an area for meetings to meet. 2. The meeting would all need to be open meetings. This way no addict could ever be turned away. 3. That there would be no interference with other groups within the vicinity. In other words there would not be any other groups nearby having a meeting at the same time. We believe this way of providing meetings would be a responsible and productive way to meet our financial need and to still maintain adherence to our Traditions. PASO Committee

By-law ad hoc committee, Mary E.

We held a meeting June 16th at my house. 3 people attended. We are progressing. I am trying to keep the Wednesday of the 2nd week of the month the set time but you should contact me if you are interested in attending this ad hoc meeting. Meeting Schedule Ad hoc committee, report given by Jim B. We are waiting for approval of our Schedule change form. The Secretary forgot to mail it with our motion in May but you will receive it in the June minutes. We are coordinating with the Hotline, Outreach and PI sub-committees and are working together to come up with a workable solution to make sure meeting information is correct.

PCRCNAXIII 2006, report given by Aaron R.

The hotel we approached has not given us a firm decision about whether or not they will reserve the hotel for our event. We are looking for alternative locations in the meantime. Please join in and be a part of the planning committee.

New GSR Recognition

Multiculture	Angela C.	GSR
Higher Empowered	Cari F.	GSR
Heart & Soul	David S.	GSR
Men's Fireside Step Study	Joe W.	GSR

Multiculture	James M.	Alt. GSR
Here & Now`	Beth G.	Alt. GSR
Book One Text Study	Aaron P.	GSR
Came To Believe	Traci B.	GSR

We welcome them and ask that they keep coming back!

Break 3:55-4:10 pm

Reopen meeting with a moment of silence followed by the Serenity Prayer for those who cared to join in.

Recount of voting GSRs

23 present

Unfinished Business

Motion #35, removes birthdays from the meeting schedule, amended to include removal of the officer phone numbers also. Prior to voting, a Point of Order was made stating that the group had not been allowed to vote on the amendment separately and therefore requested the Chair call a vote on the amendment or rule it out of order. The Chair ruled the amendment out of order and the vote was taken on the main motion. Resulting vote: 20 for, 7 opposed, 1 abstention, motion passes.

Motion #36, Made by P.I. & Schedule Ad hoc, seconded by The NA Way Motion: Requires all groups to submit a "Schedule Changes" form to be listed on the PASC schedule. Includes new and existing groups. Forms available through Public Information, Outreach and Hotline sub-committees. Also available on line. Purpose: To provide accurate meeting information on the PASC meeting schedule. A motion to table until July was made by Here & Now and seconded by Late Night Recovery. It passed by general consent. Motion #38, directs the PAAS to donate any funds over \$1,000.00 prudent reserve and \$1,000.00 working capital to the area, regardless of the time of month. The Chair ruled the motion out of order because (?)

Motion #40, Made by: Schedule Ad hoc, seconded by Late Night Recovery Motion: To accept a form to present to meetings for information about meetings for the schedule.

Purpose: To be accountable to both the fellowship and the public for information placed in the schedule.

Form was not included in May minutes and a motion to table until July was made by Back To Basics and seconded by Hell to Heaven. Motion to table passed by general consent. Please see form Labeled "Motion #40"

Motion #41, Made by: Jackie J., seconded by Starting Over Motion: My motion is that Area Service Committee support a men's convention for 2006 or 2007.

Purpose: Receive support from the Portland Area. There was a general consensus that not enough information was included on the motion for the groups to vote on it and the maker was not available for further questioning at the June meeting. The motion was automatically tabled until the July meeting.

Motion #42, creates an ad hoc committee to host the fall Regional Service Conference

in 2005. Result of vote: 20 for, 1 opposed, 5 abstentions. Motion passes.

At this time a motion to extend the meeting was made by Let's Get It On and seconded by Starting Over. Result of vote: 5 for, 12 opposed, 0 abstentions. While in the circle, someone pointed out that we were going to carry over ALL the New Business and not give a vote to our RCM to take to Region this month concerning the up-coming Regional elections because we all wanted to leave and that maybe we should reconsider this decision. It was agreed, while in the circle, to carry on the meeting until all business had been completed. Motions to be voted on by Groups. You may also want to prepare a vote for your GSR to take to Area for all the tabled motions.

Motion #44, Submitted by: Mary E. PASC Secretary, seconded by Starting Over. Motion: Approve submission of application to Post Office for non-profit bulk mailing rates. Allow for fee of \$150.00 for "permit to mail" upon approval of application. Designate a current board member as applicant and allows them to use their name and home address on application. Approve proposed budget for submission with application. Purpose: Substantially reduces costs of postage for PASC mailings. Includes minutes, P.I., Hotline all other sub-committees, other mailings. Need physical address on application and application representative. Correspondence will be delivered to the PO Box. \*Note\* See secretary report for additional information., Also see attachment with proposed treasurer's budget. Please print for your groups to view because it is part of the submitted motion. Motion #45, Submitted by: P.A.S.O., seconded by SE Serenity Motion: That the PASO be able to use regularly scheduled NA meetings as a means of support in establishing a Portland Area Service Office as discussed in the PASO report of 6/26/2004.

Purpose: To aid in establishing financial responsibility to the area and cover expenses of the Portland Area Service Office.

\*Note\* See PASO report for additional information.

Motion #47, Submitted by: What It Is, seconded by Never Alone. Motion: That all proposed changes to any sub-committee be directed to the appropriate sub-committee before sending to the groups.

Purpose: To engage our sub-committees and encourage them to give input that will help our groups make informed decisions.

Motion #48, Submitted by: Aaron, PAAS Chair, seconded by Starting Over. Motion: Activities has approved an auction to be held before Unity speaker's meeting 2 times yearly to collect money to buy books for new-comer.

Asking that money raised not be considered profits to (allow) all money raised to be used to purchase book(s) for new-comers.

Purpose: To allow all moneys from auction held by Unity speaker's meeting to be used to buy books to donate to new-comers.

Motion #50, Submitted by: Suki McD., seconded by Here & Now. Motion: To amend SECTION TEN; Article II, Subhead C of the current PASC by-laws as follows: "...is

to begin promptly at 2:00 pm and will end at \*5:00 pm. Extension of...”Purpose: To recognize the increase in the number of group(s) attending PASC and the increase in complexity of issues under consideration; to be responsible, trusted servants.

New Business Motion 43: Submitted by Aaron P, seconded by The NA Way: to get a starter kit for a new NA meeting—The Book One Text Study, 1225 SW Morrison St., Portland, (Mentor Office, Room B), Mondays @ 7:30 p.m. Purpose: to carry the message. Motion passed by general consent. Regional Elections, conducted by the RCM, J.B. J.B. read off the open positions and made a suggestion that someone from our area might want to run for one of the open positions. A group vote was taken, acknowledging the nominees as is. Result of Area vote: 22 in favor, 0 opposed and 3 abstentions. The RCM will vote for the nominees at the Regional business meeting this month. Motion 46: Submitted by Here and Now: to separate birthday (listing) and phone # (listing) issues from Motion #35. Purpose: There is too much controversy in the two issues at hand and we need to vote separately on them. Ruled out of order by the Chair on the grounds that the issue had already been dealt with when we voted on Motion 35. Motion #49, Made by Shawn B., seconded by Late Night Recovery Motion: To change by-laws of PASC donation to Region from \$50.00 per quarter to \$150.00 per quarter.

Purpose: To be more financially accountable to our region and to our primary purpose.

A motion to table was made by Rick, seconded by Starting Over. Motion passed by general consent.

Motion to adjourn made by Rick, seconded by Late Night Recovery, motion passed unanimously.

Meeting adjourned at 5:06 pm.