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Portland Area Service Committee Meeting of Narcotics Anonymous

Location: 17200 SE Stark Street Portland, OR

Date: June 26, 2010

Meeting called to order at 2:03pm and opened with a moment of silence followed by the Serenity Prayer. Twelve Traditions and Twelve concepts were read.

Roll Call of Officers: 12

Roll Call of Groups: 50

Quorum: 22

New GSR/Alt GSR and New Group Recognition

New GSRs:

Eric – Southeast Serenity (Alt)

Angela – It's In the Book

Aaron – Hugs Not Drugs

Rubin – Love and Joy

Henry – What's Really Going On

Darell – Learning to Live

Shannon – A Nurturing Touch (Alt)

Crystal – More Will Be Revealed

New Groups:

Recovery First - Oregon City, Aaron GSR

Announcements

- H&I needs support, it meets Friday before Area at 6pm on 41st & Woodstock. 6 months minimum clean time. Also need people to go into Multnomah County Jails, which has a clearance process and you need 3 years clean and 3 years off paper. Also need people to go to JDH which has a clearance process and you need 2 years clean and be currently off paper.
- July 9th there is a new meeting starting called "Recovery Junkies" 9:30-10:45pm every Friday in the small room of the URS club. Please show up.
- Phoneline could always use volunteers, invest in your recovery by giving back. Please contact pdx.phoneline@yahoo.com with questions. Thank you.

Administrative Reports

Secretary: Kimberly F.

- In the past week Jason and I have made the difficult decision to move back home in a few months. We will be here for the July and August meetings but will not be here in September. Please tell your groups that this body will need a new Secretary at that time. Thank you for being so welcoming and I'm grateful to have been able to serve here.
- Motion to waive the reading of the minutes made by Harold Street Blues and seconded by Freedom in the Flats. Passed unanimously.
- Amendment to Page 12 Motion 14-10 change Anonymously to Unanimously.

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- Motion to accept the minutes as amended made by Freedom in the Flats and seconded by Heart and Soul. Passed unanimously.

Treasurer: Nikki (see attached spread sheets)

Chair: Travis B. (no report submitted)

Questions

Who is on the Board of Directors?

Travis: Chair, Vice Chair, Treasurer, Secretary. It is in the By-Laws which are on the table up front if anyone needs them.

Vice Chair: Bryan F. (No report submitted)

Subcommittee Reports

Activities: Tana

Committee Meets 2nd Sunday of the month 2pm at 8800 SE 80th (Clackamas Service Center)

- Upcoming events:

Picnic in the Park – Laurel Hurst Park (39th and Stark), Third Saturday, Next July 17th. 12-5pm Free Hotdogs till 3pm, \$.50 pops.

Ape Caves - July 3 Ape Cave Geological Site, WA. Carpool leaves at 11:00 am from the Parkrose Park & Ride, 9525 NE Sandy. Contact Steve R

Spiritual Breakfast/Clue Poker Walk – 3300 SE Woodward, food, speaker and fun. Starts at 9am

Fourth of July Potluck Picnic – Sellwood Park

Fort Stevens Campout, July 9, 2010

Beverly Beach Campout, August 6, 2010

Unity in the Streets – Saturday August 21st Columbia Park –

End of the Year Event – Combined Event with TVANA - Contact John H

On the planning table:

- Quarterly Skating Event
- Treasurer Report: balance is \$4262.44 keep in mind that we have several events that have set aside money so that those events can be planned (Unity in the Streets, Fort Stevens Campout, Beverly Beach Campout and End of the Year Dance).

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- We are looking at our processes in handling merchandise and the funds that get brought in with this process. There is a good bulletin from the WSO on Safeguarding Funds (Theft of Funds). Unfortunately, we have had a mismanagement of merchandise on the Unity in the Streets Adhoc. A trusted servant misappropriated \$154 worth of funds, brought it to the coordinators attention immediately, made amends to the Adhoc and Activities committee and has begun to repay the funds. There is a signed agreement and commitment to repay the remaining amount before the end of the event on August 21st.
- Multnomah Falls Unity Hike – What a success! 75 people hiked to the meeting at the top of the falls.
- Fishing Day June – We were greeted with a cloudy day which made the fishing exciting. Those in attendance (two families) caught more fish than they needed.
- Last committee meeting we had 14 voting members and 2 first time visitors and three second time visitors. Come out and get involved.

In God We Trust,

Tana W - Portland Area Activities Chair

Questions

John: We need to make more flyers if all the GSRs aren't able to get them at this meeting.

H&I: Maurice L. (no report submitted)

Possible commitments: 67

Missed commitments: 4

Cancelled: 2

Total addicts seen: 830

Questions:

Aaron: Friday 6pm is orientation for new members?

Maurice: Yes.

Phoneline: Shannon G.

Phone line shift workers have been completing a phone log in an effort to best asses how the phone number is being accessed and what the purposes are for the call. This effort will give us a better understanding of how to best present the number to the public, whether it be through the phone book, schedule, website, etc; giving Phone Line and Public Relations a better understanding of how to best "market" our number.

There are 4 open shifts available. Those are:

Monday, 7 AM-12PM

Wednesday, 11 PM-7AM

Thursday, 7 AM-12PM

Saturday, 7 AM-12PM

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We really need the support from the fellowship to help keep this Phone Line a 24 hour Phone Line. So please encourage your sponsees, sponsors, support group, ASC members and home group members to get involved by attending our monthly business meeting and orientation. I'm passionate about the Phone Line and would be happy to speak or meet with anyone interested in becoming a volunteer. My email is pdx.phoneline@yahoo.com. Our next business meeting will be July 25th at 3915 SE Steele from 3-4pm and orientation from 4-5pm.

There has been some shuffling of meeting space within the facility that we rent from monthly. I have worked with the church to find the best solution for not only the committees, but the church. The new schedule that was approved by both Phone Line and Public Relations and these times are reflected in our new contract with the church. The new meeting times are: Public Relations 1-3 PM, Phone Line 3-4 PM followed by orientation from 4-5 PM. These meeting times will begin for the July 18th monthly meeting.

We continue to work on updating the guideline and look forward to presenting them soon to the committee and P.A.S.C.

Phone Line continues to work closely with the Public Relations committee and look forward to the combined efforts to better support not only our area, but the committees and callers.

Brian checked in at Phone Line orientation this month and his willingness to stay in touch is appreciated.

Happy to be of service,

Shannon G

Questions

Eric: 3915 SE Steele address for committee meeting?

Aaron: Has the cleantime been changed from 6 months to 90 days yet?

Shannon: No that will not change until our new By-Laws are ratified.

Public Relations: Vera K.

Greetings everyone,

PR has been in the process of evaluating our web site. Over the years many web hosts have worked on our site and it poses some obstacles for our current host to successfully manage our site. Paula has suggested that we need a complete re-write of our site to make it easier for her and for future hosts. Paula has also been tracking email traffic as well as web site traffic. Our site receives around a thousand hits per month, and mostly the hits are to our events and our schedule. One challenge that our area faces is the amount of email boxes we have listed on our site. Having multiple email boxes creates the potential for multiple responses to the public, creating confusion and setting our area up for miscommunication

about Narcotics Anonymous. By limiting our emails we can stop spam and the confusion to the community. We have a strong PR committee who are fully capable of handling responses and requests from the public. The PR committee has discussed this in length and we recommend that we limit our email boxes to 3. We will spend some time trying to figure out how an internal email system will work but we feel that would be an easy painless process.

In August our contract with our hosting company, Blue Host is up. Our region has offered to help us with this by moving our site to the Region's Blue Host account. The PR committee is considering this because it would be a seamless transition and would save our area roughly \$80 per year. The PASC would only be responsible for the cost of renewing our domain name. Everything would stay the same - there would be no difference on how you would get to our site. The positive benefits to going with Region's Blue Host account would be: To promote unity with our region, a seamless transition, our web host would get the support of our region webhost for our much needed re-write. The PR committee is facing a couple of choices because time is limited. We could choose to re-up our account with Blue Host for \$190.80 which is an increase from the previous contract of \$166.80 or we could choose to go with the region account and pay no money, just renew our domain name. Either way it would be a seamless transition. We will decide next month at the PR business meeting.

Public Relations and Phonline have made a minor change to our meeting times. We were having some meeting space issues with the facility and we needed to make some adjustments to our meetings. Both committees decided that we were going to change our meeting times to: Public Relations meeting from 1pm to 3pm to allow the PR committee to carry out business. The PR meeting has a lot going on with the committee and we needed the extra half an hour to conduct business. Phonline will be meeting directly after at 3pm to 4pm with Orientation after. This change will be reflected on the Activities at a Glance, on the web schedule and web site, and next month's new meeting schedule.

Public Relations and Phonline are working well and closely together. The Phonline has made significant and positive changes over the course of a year and a half. The focus of the committee is on training, and being a positive presence in our community. Phonline is such an important function of the Public Relations committee because they are on the front lines of Portland Narcotics Anonymous. PR has been assisting with their guidelines as well as all the workings of the Phonline committee for nearly 9 months now. Strong leadership and good communication between the committees has really made a difference. We are working on logging information from shift workers and gathering this data. This log and data will help us better understand how we can improve on how we serve the community we

live in. I have personally taken random shifts to help assist in this process. These two committees are in support with each other and both committees are looking forward to making it official with the combining of our efforts through our guidelines.

I continue to attend the Outreach meeting monthly to show support and because our two subcommittees cross paths a lot. We can really work together and support each other's efforts and build a strong relationship. I'm very excited to see the new changes happening within the Outreach subcommittee and look forward to continued service with that committee.

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This month I received a Public Relations & H&I presentation request for Lifeworks NW, Project Network. Maurice and I will be meeting to go over the details of that presentation for July 7th. I'm looking forward to working with our new H&I chair and building a strong relationship with that subcommittee as well. I attended the H&I subcommittee business meeting this month to discuss how H&I and PR work together and to discuss an up-coming presentation request. Maurice also attended the PR meeting last week and I must say I'm very much looking forward to see the positive things that our area can do together to build strong communication and relations between the subcommittees.

We are all set for the Public Relations booth for Unity in the Streets. Our booth will be there from 12pm to 6pm with two trained members working 2 hour shifts. We also decided to include a third person to our booth so we can teach and train others on Public Relations booth sitting events. This is such a great opportunity for people to learn about Public Relations and our efforts as well as being a part of an Area activity. We encourage people to show up and ask us questions and be a part of our efforts.

The Public Relations committee is working steadily on our guidelines and we are getting closer to being done with them. We are also working on the Website guidelines as well. They are very old and outdated and need much improvement. Our hope is to have them all completed together and present them all at once. It will be a refreshing change to have our guidelines completed so we can focus on actual Public Relation work on informing the community of our presence. Our next guidelines meeting is June 30th at 5:30pm at 3915 SE Steele.

Next month Maggi will be attending region in Prineville Oregon. She will have a report for the August PASC meeting.

As you can see, the common theme this month is the Public Relations committee is working well with several other subcommittees. Our strong efforts of communication and willingness to work together pay off with how people view Narcotics Anonymous and our fellowship. I have worked tireless hours on this over the past year and a half and it's great to see the positive changes happening. The Public Relations committee has much to do and the work is never ending but we continue to learn new things and work hard to be of service to this area.

In service

Vera K.

Questions

Tana: I would like to know what "seamless transition" means by changing hosts?

Vera: It means there would be no delay and our address would be the same.

Steve: Do you know how many other Areas are hosted by Region?

Vera: Almost all of them, Region offers it to the Areas.

Outreach: Jason S.

We met today starting at our new time 11:30. It was a brief meeting as it was not well attended and both myself and the secretary of Outreach are both supposed to be in attendance at the quarterly BOD meeting. We discussed old business which was some meeting verification that we are cooperating with PR to establish. We had 10 and are down to 4 verifications. If you remember last month we were asked by the Nooner Group to come visit their group business meeting. Kerry Lee and myself went Thursday June 24th to visit. We attended the recovery meeting then the business meeting. We announce our presence, explained what Outreach is and what Outreach can do for their group. I suggested that we could simply help them with a workshop on how to have an effective group business meeting and also with more emphasis on the group asking for us to facilitate a group inventory. I explained that a group inventory would be us asking the group some questions, based from our literature that would help them clear up and confusion and contradiction that may exist. I read excerpts from It Works How and Why 4th and 5th traditions concerning group inventory. It was all very well received. I told them I could ask the subcommittee to see if we can do it and in the meantime for them to set a date that would ensure maximum participation. So we look forward to facilitating that. On a financial note we are going to spend no \$ this month. On a personal note I need to tell you all we are moving back to Tennessee to pursue some long term goals. You all have been great to serve with. I will try to have a replacement chair but please tell your homegroup members that the Outreach chair position will be open. I hope I've been an asset in our year here and not a liability. I will continue to serve in July and August with August being the last PASC for me. Thank you in advance for your empathy. With Love,
Jason S.

RCM Report: Steve R.

This is my summation of the minutes sent out from region in April.

EXECUTIVE COMMITTEE:

The Chair started the day off with a mini internal inventory. We all got post its to write down areas we see that could be improved. A workgroup will review the issues, prioritize, come up with ideas to resolve them and we'll discuss them further in July to come up with some action plans that'll be implemented in October.

The Secretary just asked for reports to be emailed if at all possible.

The Regional Delegate attended the Western States Zonal forum in January, held the CAR workshop here in February and helped facilitate a CAR in Roseburg as well, which was well attended.

AREAS:

-Coos Bay has 10 groups with 12 meetings, donated \$216, and recently had a PI Learning Day that was well attended.

-GWVA just got their first H&I commitment. They're struggling with their budget, getting groups to participate, and filling service positions.

-LBLA has 32 groups with 41 meetings and their H&I has 9 meetings in 3 facilities.

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- MWVA has 23 groups with 29 meetings and donated \$332.
- RRA has 32 meetings and donated \$60. They have reviewed their budget & guidelines and are holding elections.
- SA has 16 groups & meetings with no donation due to budget problems. They've seen a rise in service participation and are hosting the October 16 RSC.
- SOA has 42 meetings with their funds going to PCRCNA 17.
- TVA has 28 groups with 48 meetings with no donation. Some groups from McMinnville recently joined their area and the Activities committee just got a separate checking account with a prudent reserve of \$4000. They'll be hosting the January RSC.
- UA has 12 groups with 17 meetings. Their H&I covers all facilities with no outside access (4 meetings) and PR does the facilities with access. The schedule's updated every 3 months unless needed due to meeting changes.
- For reference Portland has about 65 groups with 155 meetings and will donate \$2200 at the next region.

SUBCOMMITTEES

- Activities had 8 areas represented and are in need of a secretary. They dispersed left over merchandise from the Florence convention and encourage us to get activities on the regional calendar.
- C&C is hoping for a bid for PCRNA 18 in 2012, and has the RSC scheduled as follows: July RSC & Learning Day in Prineville, October 2010 in Yreka, January 2011 in Tualatin, and April 2011 Hosted by the Umpqua Valley.
- H&I had 9 areas represented at their meeting. There are in the process of implementing requisition tracking and are discussing forming a database to list and track the facilities served by area.
- Literature had 3 areas in attendance and is in need of a chair.
- PI saw 8 areas represented and has noted more of a focus on building relationships across the region. The Learning Day had 80 people registered and featured speakers from Seattle, San Jose and Sonoma. They are developing a new web based forum for conducting business that has a lot of promise. Most of the reports have already been shared prior to the RSC leaving more time for actual business. This new forum has been opened up to all the regional sub-committees following a year long trial period by PI.
- PNW 33 has sent out 4,000 registration and have online registration and merchandise available. They have an audit of the books scheduled and would like to remind you to register early and often.
- PCRCNA 17 currently has \$2481 and t-shirts for sale. The committee is asking for fund raising help from other areas and Southern Oregon has responded. With your pre-

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registration you get a discount and access to a limited tie-dye t-shirt. They have their logo and a hotel contract.

In Service,

Steve R.

Questions

Steve: Region has several things like archives, and other supplies that cover the whole Region and we would like to have a central location to store it so the items that Region has won't people with individual members.

Motion to approve \$775 annually for a storage unit for Region: 19 For 0 Opposed 4 Abstained

Motion for Regional H&I Chair.

Motion to give Steve a vote of confidence to vote for Region nominations for both positions. Made by Hole in the Wall seconded by Lost and Found.

Motion to amend motion to abstain from voting made by Thursday Night Podium and seconded by Towanda.

Maker does not accept amendment.

11 For 11 Opposed 4 Abstention MOTION FAILS

Motion to accept Charles as Regional H&I Chair: 12 For MOTION PASSES

Motion to accept Patrick as Regional H&I Chair: 7 For

Motion to accept Samantha as Regional Secretary: 6 For

Motion to accept Darla as Regional Secretary: More than 6 MOTION PASSES

Alternate RCM Report: Not Present

Literature: Sherie S. (no report submitted)

Questions

Steve: Are you going to submit a report and/or attend region.

Sherie: Yes.

Unfinished Business:

Motion 13-10: Submitted by Linda K. (Circle of Sisters) Seconded by Doin Life.

Motion: ASC provide startup money (to Circle of Sisters) in the amount of \$500. This \$500 startup money will be reimbursed to ASC upon completion of the Virginia COS convention in

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March 2011. We do have intention to reimburse these funds before that event.

Purpose: Obtain funds to startup funds to begin the process. Go Girl Go!

For: 24 Opposed: 2 Abstentions: 2 MOTION PASSES

Questions

Eric: Circle of Sisters Convention is not part of the PASC and as an autonomous group should they not be self-supporting?

Travis: They submitted a motion for us to sponsor their convention and our groups voted on it and it passed.

Eric: We discussed yesterday at our business meeting and I was asked to share that we're here to support recovery and bring it to as many people as possible and that's what we believe Circle of Sisters is doing.

Bob: Does anyone not understand why they need that money?

Motion 15-10: Submitted by Lynda A. Seconded by What It Is

Motion: To ratify Portland Area Literature Committee Bylaws.

Purpose: To update them and have them current.

For: 16 Opposed: 1 Abstentions: 11 MOTION PASSES

Elections

New Business

Motion 16-10 Submitted by Doin Life. Seconded by Step Brothers.

Motion: For a vote of confidence of the ASC BOD within the 3rd Concept of service, to perform their duties in which we entrusted them without influencing their decisions from outside of the BOD.

Purpose: Proper procedure.

Questions

Darell: What is BOD and ASC?

Travis: ASC is this body the Area Service Committee and the BOD is the Board of Directors.

The Chair ruled the motion out of order.

The authority this motion is asking for is already given to us in the first and third concepts and the second concept gives the authority and responsibility to the groups and if they don't like what's happening they have a right to say something about it.

Tracy: Does the hosting change for the website need to go back to the groups?

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Vera: No, the website address won't change it's just the hosting that would change under Region. If we keep our account with BlueHost our price will go up \$15/yr and if we went under Region we wouldn't have to pay anything.

Bryan: Subcommittees need to be held accountable and that is done by attending the subcommittee meeting because that's where the decisions are made.

Vera: We would only have 3 mailboxes under Region. Our RCM received an email from someone in the public and he sent it to 3 different people, I let him know anything coming in from the public goes to PR. If we have only 3 boxes we could send them to who they need to go to with much less confusion and we could filter through the email that comes through and spam would be reduced. We're not trying to force anything on anyone we're just trying to be prudent with our resources.

Travis: I'm forming an adhoc committee to do workshops. Bryan will be the Chairperson for that AdHoc. They will do some brainstorming.

Kimberly: What kind of workshops?

Travis: Different topics, around the ASC for service, Traditions, Concepts. We had several different get togethers and workshops we used the Area Planning Tool, the end result were narrowed down lists of issues and the important issues came out, one of which were workshops.

Bryan: I have a few names of people who are willing to participate on the AdHoc, we don't have a definite time yet, if you want to be involved, please let me know and I'll let you know.

Brenda: I would like to participate and will Bryan have the other information for the workshops?

Travis: Yes Bryan will have all of the information.

Tana: Can I get involved after this meeting?

Travis: Yes

Alicia: Is there a clean time requirement?

Travis: You need to be clean.

Darell: What does AdHoc stand for?

Travis: We use that form for a temporary committee that is formed at this body.

Open Forum

Alicia: There is a new group forming Recovery Junkies Friday nights here at URS club from 9:30-10:45 that will need support.

Jason: We just voted to give \$500 to a convention but we're \$700 in the red, so we'll be taking money out of our prudent reserve to fund this convention.

Nikki: We are in the red because we have 3 months in prudent reserve, we haven't had to be in the prudent reserve yet, but the group donations were a little low this month.

John: I think part of the problem here is that we either rush to vote without having information or we beat a dead horse and doesn't the RCM have the ability to give his opinion?

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Bob: My vision in that is that we're asking someone to give an opinion on someone and we don't know what their relationship with that person is.

Jason: My thoughts is that experiences and opinions have fine lines, but you've worked with these people and I would have information about how they serve and you have the closest thing to a service resume which is just someone's opinion of themselves.

Steve: I didn't want to give my opinion and I just wanted to present the facts and I have served with these people but my opinion shouldn't necessarily be right.

Jerome: It's important that our votes be unbiased and I heard people asking for a bias that's prejudicial.

Jason: When someone shares something with me it doesn't brainwash me I still have the ability to process it myself.

Tana: One of the best things I saw today was someone asking for questions and I would encourage anybody to not have fear and to raise your hand and ask because that's how we learn.

Steve: I say defer to your buddy first and then ask this body, we assign buddies for a reason, but if you don't know and can't find out, ask a question.

Steve: I considered submitting a motion at the end of new business. Bryan is starting the AdHoc for the learning days, and next month I would like to make a motion to possibly reimburse funds for him to go to a learning day in Bend in October so we can learn.

Closing

Motion to close made by Freedom in the Flats Seconded by Doin Life: Motion passed and the meeting closed at 4:10.

**Portland Area Service Committee Board of Directors Meeting
of Narcotics Anonymous**

Location: 17200 SE Stark Street Portland, OR

Date: June 26, 2010

Meeting called to order at 12:10 and opened with a moment of silence followed by the Serenity Prayer. BOD meeting section of By-Laws were read

Literature

Sherie: I'm Vice Chair, the Chair and Treasurer are in Hawaii. I don't have anything in writing but I would be happy to submit it after the fact.

Travis: Not sure what we need to do here if we need to get it to the Treasurer or if we need to do it here.

Nikki: It's not a lot of work as long as the records are accurate, what I'd really like to have is what Maggie showed me for Area which is a spreadsheet of finances and expenses and for literature, an inventory list.

Tana: Nikki seems to have experience so at the next BOD she would need our updated Treasurers report and inventory and she can tell us whether or not the books are balanced and where we stand.

Travis: Yes, and I believe our job here will be to go over what Nikki has to make sure everything is in order.

Sherie: In the outside world, the 3 people from the BOD that are named hold some liability in that if someone wants to sue they would come to one of the 3 and question why it happened. We would need to view everything from a liability standpoint as well.

Sherie: \$15,521.51 hard inventory. \$1,847.29 in transit. Cash on hand is \$1,244.78 does include a pending order of inventory. Total cost \$17,368.80.

Nikki: Technically from an accounting standpoint since you've paid for it, that would be included in the inventory.

Sherie: We have a 5% markup on all of our literature pieces which is included in our inventory prices, we also have freight that we pay, but since we've been buying in bulk we've gotten some nice discounts. On another day maybe not today unless we need to discuss.

Nikki: 5% CANNOT be included in inventory pricing, that can only be our costs, shipping, etc.

Travis: Can we divide the shipping expense by the quantity of product to absorb the cost somehow. It will be an ever moving number.

Maggie: Literature has costs besides just the literature.

Travis: What if we divided just the shipping among the big books.

Tana: I think it would be prudent to ask Literature to figure out how best to remedy that since their already in the process of trying to clean up books they've inherited.

Nikki: They can add the 5% it just can't be handled in the cost of inventory.

Jason: Right now if the numbers are right your sitting on \$750 worth of expenses. I like Tana's idea but ultimately we serve the groups so if they can bring that before the groups so we can discuss it, because this was a shock to me, and as I heard it with the level we're ordering it we have no shipping costs and we're making money off of group's money and as a group member I'm concerned about that.

Bryan: Will this info be made available to the groups?

Travis: Yes, the minutes from this meeting will be made available.

Sherie: We inherited this committee so I want to make sure that we let the groups know we want to pass on the savings and be transparent.

Maggie: This has been the way the Area has funded itself. Donations are down, we're running in the red and everything left over gets kicked up to Region. We need to consider where those funds will come from in the future.

Kimberly: My only concern is for the groups and whether or not they know about it and whether or not they're okay with it. If it's been done this way, fine, but the groups should be informed that this is going on and if they want it to continue that way it's fine, but if it's not we can explain to them that they'll have to kick up their 7th Tradition funds.

Tana: I think we have some good solutions and we should let the literature committee come up with some solutions.

Bryan: When we identify something how do we come up with a solution?

Travis: We haven't come up with a problem yet, we're just having a discussion.

Maggie: We're leaders and part of our job is to sort it out so we don't take raw data out to the groups, we take our experience and provide options and solutions for them.

Sherie: I'll work with the Treasurer and the Chair and come up with some numbers about freight, subcommittee expenses, and other financials so we can hopefully come up with a solution.

Activities

Maggie: I've got the most recent bank statement and finances here with me.

Vera: Is it available for all of us?

Maggie: Yes, it will probably not be posted online but it is available to anyone.

Travis: Did you find anything off as far as the finances of Activities?

Maggie: No, we're working on putting in place more procedures to keep records more easily because it's much different to put on an activity than to keep records of financials.

Tana: Actual books for the 4 committees that are money driven (line item accounts) have ledgers provided to them and they're checked with to make sure they understand how to use it and Maggie takes care of making sure that is in order. Maggie double checks everything

and has cleared up everything. We've identified that we need to look at our money procedures more closely, we turn over money weekly. We've had some problems as far as the nature of what we do, we have some shirts that are not missing, but the person has been absent due to extenuating circumstances. We had someone misappropriate \$154, who has made amends and is making payments back. As a committee we need to look at how we delegate merchandise and we may need to look at getting some guidelines together on that. The bulletin from World Services is clear on the body being at fault if we don't take care when choosing trusted servants.

Nikki: I did take a look at Maggie's report and it looked okay from a glance, I didn't see anything wrong with it.

PR

Vera: We try to spend as little as possible. We may need some money coming up for a booth we'll be having. When we started our listing in Dex, I had that money coming out of the PR allotment and it should come out of Area. 411 will be a cost of \$5 more a month. I want to make sure that is an Area expense that doesn't come out of PR. We will be spending little money this year and very little next year.

Nikki: I have an AnswerNet bill that shouldn't be PR either, that should come out of Area?

Shannon: We have redone advertising in Dex, it's going to be \$42.75/mo effective in the December 2010 phonebook printing. I will check on when the bill will come out. \$115 to Trinity Church, which includes: XXXXX

Vera: In the yellow pages, for \$20 we had it in 2 places and the price went up so I pulled it out of the second listing, it doesn't change 411 or the white pages. It costs more for yellow pages than in the white pages. They increased the charge by \$20 a month. Now we will be listed in the white pages with our new phone number in bold and yellow pages under drug abuse also in bold.

Phoneline

Shannon: Phone Line has redone their advertising in the Dex phone book, which will be approximately \$42.00 a month. In addition to the 411 listing to better distinguish our number in the listings and I do not recall the cost off the top of my head, but have it available.

Balance owed to Trinity United Methodist Church (T.U.M.C.) is

\$ 115.00. This balance covers the monthly dues of \$35.00 for July, in addition to the charges of \$45.00 for the Admin meeting on the 19th of May and charges of \$35.00 for the Phone Line/PR bylaws meeting on the 7th of June. The break down of the additional charges listed above are as follows: \$25.00 dollars for the first hour and \$10.00 for each additional hour. The new charges for any additional meetings will be \$25.00 for the first 3 hours and \$10 an hour for each additional hour there after.

The new charges for the monthly business meeting will be \$40.00, due to the 30 minute increase for PR business meeting. So the balance owed the church in July will be \$65.00, which will cover the regular monthly dues and the rental time for the 30th of June, unless there are other meetings we schedule that will increase the balance. I have already made

arrangements with the church to pay for the meeting on the 30th with the following months check.

H&I

Travis: Your bank account was turned over the Area so there's nothing there.

Outreach

Travis: Also nothing, since they have no money of their own.

ASC

Nikki: The next BOD meeting I need to come up with a budget according to our By-Laws, so I will be in contact with the subcommittees. I'm trying to streamline the Office Max cards so please don't pick up other people's copies because we're trying to track them by number.

Also, the board here at URS wanted me to bring up some things: we can't have kids unattended they were pulling up flowers last month, and there's been a mess left downstairs after the meeting that we need to clean up.

Travis: So my understanding is that we should turn that stuff in to the treasurer before we get here so we can look for it at this meeting. And if we revise the By-Laws we can put in a time frame for when they would need to hand over records to the Treasurer. It's based on the most current information for each subcommittee no matter when they meet.

Looked over financials for both the ASC and Activities.

Jason: So we'd be here quarterly so if asked, for financial records, so two parts I wonder if we should have a quarterly report for the treasurer instead of the month before. And also do we need 2 hours to meet.

Maggie: We don't need two hours except some meetings we have to go over the By-Laws and the budget. I don't think a quarterly meeting would necessarily be beneficial.

Jason: It's not for me, it would just be simpler to have it together for legal purposes and taxes since the only reason we meet here is because of our nonprofit status. I don't want to create unnecessary work so if it's fine the way it is, that's okay.

Bryan: How is this different from our Admin meeting?

Travis: We're just covering our financials, the only reason it wasn't strictly numbers today is because it's our first time.



Portland Area Activities Presents

2011 Ft. Stevens Campout

July 8-10, 2011

Pre-Registration for the 2011 campout will be open July 23rd, 2010 and will close on September 25th, 2010

Cost is \$55 for the weekend (unless Oregon state Parks raise price)

**Pre-registration is open to all NA members
Sites will be assigned on a first come first serve basis... Get your pre-registration in early**

To register, please contact:

Eric P. 971-340-1249

Bea N. 503-875-4832

Vicki B. 503-863-1599

Portland Area Service Committee of NA

Report: JUNE 26, 2010

Income and Expenses Report

BEGINNING BALANCE 5/29/2010 (per previous report)		\$ 6,094.94	
INCOME			
GROUP DONATIONS			
A Nurturing Touch		2.00	
Back to Basics		137.01	
Burnside Blues		27.02	
Doin' Life		40.00	
Find the Way		20.00	
Free To Be Me		32.21	
Full Circle		80.60	
Heart & Soul		27.42	
Here and Now		50.00	
Higher Empowered		47.10	
It's In the Book		10.00	
Learning to Live		135.00	
Lost and Found		54.13	
Minute by Minute		28.83	
Multi-Culture		18.00	
New Journey		130.00	
Off The Hook		20.00	
One Promise Many Gifts		48.54	
Rise and Shine		84.70	
Thursday Night Podium		35.00	
Victory		100.00	
Walk Your Talk		30.00	
What It Is		20.00	
What's Really Going On		10.00	
TOTAL GROUP DONATIONS		\$ 1,187.56	
TOTAL INCOME		\$ 1,187.56	
EXPENSES			PD BY CK #
PASC	Rent to the URS Club	150.00	1567
NA Activities	1/2 Storage Space	40.00	1568
All Saints Episcopal Church	H&I rent	50.00	1569
Trinity UMC	Phoneline & PR meeting space rent	35.00	1570
Dex Media West	Phonebook Listing	20.50	1571
Answernet	Forward Phoneline #	10.00	1572
Solaxis	Phoneline Service	29.43	1573
*****VOID*****			1574
PALC	H&I Literature	208.50	1575
Maggi G	Postage for PR Mailer	44.00	1576
PALC	Outreach Literature	27.50	1577
PALC	New Group Starter Kit	20.00	1578
OfficeMax	schedules and other copies	398.71	1579
TOTAL EXPENSES		\$ 1,033.64	
ENDING BANK BALANCE - 6/26/2010		\$ 6,248.86	
ACTIVITIES SUBCOMMITTEE BANK ACCOUNT BALANCE		\$ 4,683.05	
LITERATURE SUBCOMMITTEE BANK ACCOUNT BALANCE		\$ 1,244.78	
TOTAL PASC FUNDS AS OF 6/26/2010		\$ 12,176.69	
Holds, Reserves and Not Yet Processed			
Prudent reserve - 2 months' estimated expenses		2,400.00	
CAR @ \$20 per Month (through June)		80.00	
Estimated May expenses		1,200.00	
Reserve for PCRSC (\$2200)		2,200.00	
Reserve for insurance (6 months)		1,140.00	
TOTAL HOLDS AND RESERVES		7,020.00	
AVAILABLE FUNDS			\$ (771.14)

PORTLAND AREA SERVICE COMMITTEE OF NARCOTICS ANONYMOUS - LAST 12 MONTHS AND SAME MONTH LAST YEAR																					
DATE	Jan 2009	Feb 2009	Mar 2009	Apr 2009	May 2009	Jun 2009	Jul 2009	Aug 2009	Sep 2009	Oct 2009	Nov 2009	Dec 2009	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	TOTAL 2010	TOTAL 12 MONTHS	don. last 12mo.	
Activities				\$283.69					\$308.33	\$4,367.69		(2,000.00)						\$0.00	\$2,676.02		
Literature															2,500.00			2,500.00	\$2,500.00		
A Nurturing Touch																		2.00	\$2.00	1	
Back to Basics	\$78.60	\$84.20			\$99.43	\$19.53	\$27.80	\$19.96	\$22.01		\$67.95	23.94	\$21.23	\$89.75	\$90.72	\$47.03	\$137.01	385.74	\$566.93	12	
Burnside Blues		\$36.17	\$34.00	\$35.00	\$30.75	\$8.00	\$12.00		\$16.85		\$7.50		\$15.00	\$10.00	\$23.00		\$27.02	75.02	\$119.37	9	
Determined Dames							\$20.00					20.00							\$40.00	2	
Diversity Group					\$8.80	\$3.00		\$25.93	\$10.00					\$133.00	\$2.10	\$25.00		160.10	\$199.03	7	
DOIN' LIFE						\$75.00					\$20.00	20.00					\$40.00	40.00	\$155.00	4	
Dream Catchers												100.00							\$100.00	1	
EARLY RISER										\$100.00			\$50.00					50.00	\$150.00	2	
FIND THE WAY	\$205.61	\$47.74	\$43.38	\$85.70	\$44.00	\$15.82	\$6.01	\$111.62	\$18.91	\$46.33	\$42.11	58.26	\$71.65	\$69.04	\$12.52	\$14.00	\$20.00	187.21	\$486.27	13	
FIRESIDE MEN'S	\$100.00					\$500.00													\$500.00	1	
FREE TO BE ME						\$70.00		\$29.00	\$37.00		\$32.00	34.00	\$35.00		\$50.00		\$32.21	117.21	\$319.21	8	
FREEDOM FIGHTERS				\$5.00	\$0.50														\$0.00	1	
Freedom House (Scappoose)														\$100.00				100.00	\$100.00	1	
FREEDOM IN THE FLATS		\$50.00							\$20.00									110.00	\$130.00	3	
Friday Night Open																		\$37.00	\$37.00	1	
FULL SIRCLE	\$45.00					\$51.00	\$107.12	\$28.25	\$75.00	\$50.00	\$53.00	54.00	\$96.90	\$48.00	\$63.85	\$35.00	\$80.60	324.35	\$742.72	12	
HAROLD STREET BLUES	\$100.00		\$25.00	\$36.00	\$35.00	\$50.00			\$50.00	\$50.00	\$50.00		\$100.00		\$75.00	\$75.00		250.00	\$400.00	7	
HEARTY & SOUL	\$20.00			\$16.50	\$20.00				\$50.00		\$11.90	25.00			\$26.00	\$74.00	\$27.42	127.42	\$214.32	7	
HERE AND NOW			\$50.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$40.00	\$20.00	\$20.00		\$20.00	\$30.00	\$25.00		\$50.00	125.00	\$280.00	11	
HIGHER EMPOWERED		\$1.48	\$13.67			\$37.00	\$18.15		\$54.56		\$48.25	8.57	\$30.00	\$40.30			\$47.10	117.40	\$283.93	8	
Hour of Power																	\$25.00	\$20.00	45.00	2	
IT'S IN THE BOOK													\$10.00		\$14.00		\$10.00	34.00	\$34.00	3	
Late Night Recovery	\$50.00		\$125.00	\$100.00		\$50.00	\$50.00	\$50.00			\$100.00	75.00						50.00	\$375.00	6	
LEARNING TO LIVE	\$50.00	\$100.00	\$150.00	\$160.00	\$120.00	\$60.00		\$168.72	\$150.00	\$100.00	\$120.00	150.00	\$200.00	\$201.00	\$179.00	\$68.00	\$135.00	783.00	\$1,531.72	12	
Living Positive																		\$33.00	33.00	1	
Lost and Found					\$13.00	\$10.00	\$10.00		\$10.13	\$16.70					\$50.60		\$53.00	\$54.13	157.73	\$204.56	8
MINUTE BY MINUTE	\$30.00	\$50.00	\$50.00	\$50.00	\$59.40	\$50.00	\$50.00	\$25.00	\$50.00	\$50.00	\$100.00	50.00	\$50.00	\$13.25	\$25.60	\$84.70	\$28.83	202.38	\$577.38	13	
MULTI-CULTURE		\$30.00			\$40.00						\$9.00				\$20.00	\$20.00	\$18.00	58.00	\$107.00	5	
NEW JOURNEY	\$250.00	\$75.00	\$75.00	\$150.00	\$150.00	\$125.00	\$100.00	\$100.00	\$50.00	\$100.00	\$125.00	190.00	\$275.00	\$130.00	\$90.00	\$80.00	\$130.00	705.00	\$1,495.00	13	
Off the Hook	\$17.15	\$20.30		\$50.00			\$20.00	\$20.00					\$25.00	\$25.00		\$20.00	\$20.00	90.00	\$130.00	6	
One Promise Many Gifts		\$78.00	\$64.64	\$39.46						\$139.81		116.63	\$183.05		\$79.80		\$48.54	311.39	\$567.83	5	
RECOVERY TODAY		\$50.00		\$50.00	\$55.00		\$103.00		\$43.50			55.00		\$60.00		\$25.00		85.00	\$286.50	6	
RISE AND SHINE	\$191.44	\$46.45	\$103.00	\$79.00	\$58.28	\$60.88	\$63.89	\$90.67	\$138.00	\$76.00	\$70.00	76.70	\$167.00	\$264.75	\$46.91	\$106.00	\$84.70	669.36	\$1,245.50	13	
ROCKWOOD NOONER				\$20.00	\$20.00										\$20.00			20.00	\$20.00	2	
RUSH HOUR		\$50.00	\$75.00						\$75.00										\$175.00	2	
SOUTHEAST SERENITY	\$73.50	\$23.00	\$44.80	\$21.00	\$41.00	\$25.00						\$25.00	\$50.00	\$14.00				64.00	\$114.00	5	
Step on It	\$39.55				\$35.00		\$50.00													\$50.00	2
Thursday Night Podium			\$15.00	\$15.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00		25.00	\$102.00		\$10.00	\$10.00	\$35.00	157.00	\$232.00	11	
Towanda	\$5.00		\$5.00							\$75.00										\$75.00	1
UNCHAINED	\$50.00																			\$50.00	1
Victory	\$36.00	\$50.00			\$60.00	\$33.25	\$17.00	\$30.00					\$150.00				\$100.00	250.00	\$330.25	6	
WALK YOUR TALK	\$50.00									\$54.00	\$28.00		\$50.00	\$38.00	\$50.00		\$30.00	168.00	\$250.00	6	
WHAT IT IS	\$90.00		\$80.00		\$53.50	\$27.00				\$40.00	\$50.00		\$40.00	\$50.00	\$9.40	\$20.00	\$20.00	139.40	\$276.40	10	
WHAT'S REALLY GOING ON												10.00	\$10.00			\$20.00	\$10.00	40.00	\$50.00	4	
Winding Roads																\$14.93		14.93	\$14.93	1	
Women of Spiritual Walkers										\$100.00										\$100.00	1
YETS	\$10.60		\$1.10			\$32.30		\$35.35					\$50.00		\$34.35	\$35.00		119.35	\$187.00	5	
Donations							\$0.40													\$0.40	
Total Group Donations	\$ 1,542.45	\$1,002.34	\$974.59	\$922.66	\$938.66	\$1,377.78	\$690.37	\$769.50	\$920.96	\$977.84	\$1,129.71	\$1,112.10	\$1,801.83	\$1,442.69	\$1,140.25	\$832.66	\$1,187.56	\$ 8,904.99	\$ 18,559.27		
Number groups attending	43	41	43	39	31	38	36	33	33	35	41	41	44	46	43	44	39				
Number groups donating	21	18	18	37	20	23	17	15	19	15	21	19	23	20	25	20	23			47	
Average group donation	\$ 73.45	\$ 55.69	\$ 54.14	\$ 25.37	\$ 46.93	\$ 59.90	\$ 40.61	\$ 51.30	\$ 48.47	\$ 65.19	\$ 53.80	\$ 58.53	\$ 78.34	\$ 72.13	\$ 45.61	\$ 41.63	\$ 51.63		\$ 284.70		
Monthly group average	\$ 128.54	\$ 212.07	\$ 293.28	\$ 370.17	\$ 448.39	\$ 563.21	\$ 620.74	\$ 684.86	\$ 761.61	\$ 843.10	\$ 937.24	\$ 1,029.91	\$ 1,051.53	\$ 1,088.22	\$ 1,025.14	\$ 1,016.31	\$ 1,000.46				
Largest group donation	\$ 250.00	\$ 200.00	\$ 150.00	\$160.00	\$ 150.00	\$ 500.00	\$ 107.12	\$ 168.72	\$ 150.00	\$ 139.81	\$ 125.00	\$ 190.00	\$ 275.00	\$ 264.75	\$ 179.00	\$ 106.00	\$ 137.01		\$ 1,531.72		
Smallest group donation	\$ 5.00	\$ 1.48	\$ 1.10	\$0.50	\$ 0.50	\$ 3.00	\$ 6.01	\$ 10.00	\$ 10.00	\$ 10.00	\$ 7.50	\$ 8.57	\$ 10.00	\$ 10.00	\$ 2.10	\$ 10.00	\$ 2.00				
Groups donating/attending	49%	44%	42%	95%	65%	61%	47%	45%	58%	43%	51%	46%	52%	43%	58%	45%	59%				