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**Portland Area Service Committee  
Meeting of Narcotics Anonymous  
5600 SE Rhone St.  
Portland, Oregon 97206  
May 30, 2020**

The Chair called the meeting to order at 2:06 pm.  
The meeting opened with a moment of silence followed by the serenity prayer.  
Member read Service Prayer  
Member read "Just for Today" Mantra

**Group Experience:**

Josh shared he was glad to be here at the PASC. He has a little over a year and just took a second service position and always tries to be of help no matter how simple the task. It seems he needs the position more than the group did, he has found it exciting and engaging.

Becky shared she immediately got involved with service after completing treatment. She has 4 yrs. and found Activities meaningful and it gave her purpose. She was able to give back and build a support group and become support for others.

Todd shared he has been able to start something and see how it turns out. He is grateful for experiencing the amazing results.

Jenny shared that being a GSR was her first position and she was utterly amazed to see all the work that is behind the scenes. She has been able to become part of a family.

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**New GSR/Alt. GSR and New Group Recognition:**

Josh S.                      Armageddon Addicts                      GSR

WELCOME ALL NEW TRUSTED SERVANTS!!! REMEMBER AREA IS FROM 2-5 PM  
THE LAST SATURDAY OF THE MONTH...

**Announcements:**

NONE although Chair pointed out that the PASC's primary purpose is to serve the groups.

**Amendments to last month's minutes:**

NONE / ACCEPTED

Member read 6<sup>th</sup> Concept

**Grievances** – NONE

**Old Business**

*Nominations and Elections* (60-day extension up)

Chair                      -                      MaryBeth N.  
Vice-Chair                      -                      Michelle W.  
Secretary                      -                      Theresa D.

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Alt. Secretary - John H.  
Treasurer - Janet H.  
Alt. Treasurer - Patrick G.  
Archivist - Anthony Q.  
Alt. Archivist - open  
RCM - Toni B.

### **Roll Call-**

Roll Call of Officers

7 was present

Roll Call of Subcommittees

3 were present

Roll Call of Groups

24 were present

*After roll call a poll consensus was reached to elect all nominees for their positions.*

### **All Service Learning Days Adhoc – Todd**

#### **Final Report**

Greetings Trusted Servants and Members,

We had our All Services Learning Day workshop last Saturday, May 23<sup>rd</sup>. It went well considering the glitch with the meeting ID, we may have lost potential attendance. Let us remember: Any event where people show up is a success. All subcommittees were represented. The topic discussions sparked many questions and good debate.

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The idea of having this event in the virtual environment worked quite well. We attracted folks from other parts of the country with participation from Wisconsin, Washington state, Indiana, et al.

**Attendance for each subcommittee-**

PACNA-21

Activities-21

Social Media and the Traditions-21

H&I-19

Literature-18

Similarities/differences between area-15

PR/Outreach-15

Spiritual Principal a Day-15

We, as an ad hoc committee, had some goals for this event. Firstly, to further our primary purpose as stated in Tradition 5, secondly, to inform and educate newcomers and other addicts who are not familiar with service structure and what subcommittees are and what they do, and thirdly, to attract recovering addicts to step up and get involved in service.

I feel like we hit the first two metrics but fell short on attracting addicts to become involved in service. As with anything, this is a learning and growing process and we can carry this experience with us when we have our next Learning Days event. This ad hoc is dissolved today as we have fulfilled our primary task.

Thanks to all who stepped up and served on this ad hoc from beginning to end and all those who stopped by to visit. Thanks to John A for co-hosting.

In closing, I would like to recommend that the All Services Learning Days Ad Hoc subcommittee be set up as a standing subcommittee under the umbrella of the Public Relations and Outreach subcommittees and that this event continue in the virtual environment.

Thank you, yours in service

Todd S

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Financial Ad-Hoc – Janet H.

Requested designs for merchandise but have received no responses.

At this time, the Vice-Chair announced there will be no questions during reports.

**RCM Report- Toni B.**

No Report

**Archivist – Isaac**

No Report

**Treasurer– Janet H.**

We are switching banks from US Bank to OnPoint.

**Secretary –Theresa D.**

If I do not have your updated information, please email it to me at [secretary@portlandna.org](mailto:secretary@portlandna.org), this is a new email.

If you are giving a report, please email me a copy I can put into the minutes.

Thank you for allowing me to be of service  
Theresa D.

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**Vice Chair- Marybeth N.**

I attended Learning Day as the PR Chair and gave that brief presentation. I attended PR/Outreach and have been reaching out to contacts that may be helpful to me if I become Chair this month. I covered GSR Orientation today for John H. from Outreach and there were \_\_\_\_ people present. Myk and I are in contact a lot regarding keeping the website updated, and we are super pleased with the website as it is now. We are looking to make some needed changes and additions in the future. Thank you for letting me serve you all as Vice Chair!!

**Chair - Will A.**

Good afternoon fellow service members: Thank you for the honor of serving this committee for the last 26 months. First, I would like to apologize for the longer than usual Area meetings recently. It has been an incredibly challenging time for many of us. I am suggesting restarting the communications ad-hoc to help the flow of information between sub committees, groups, and the ASC. When things are changing so quickly, we feel it is important to communicate between Area meetings and BOD meetings which are once per quarter. Additionally, I am suggesting that section 5.03 be honored as an important part of the service committee meeting. This section refers to drafting proposals 'with as much collaboration as possible' section D suggests 'these be presented preferably prior to the start of the meeting'. Also, during the last 30 days I did request that the web host add our PO Box address to the website. Apparently, some NA mail has been coming to the church on SE 55<sup>th</sup>. I have decided to pick up those documents and transfer them to the incoming Chair, if elected. I also had various conversations with the Vice-Chair regarding training around responsibilities and rolls. I am trying to research a disclaimer that our BOD and ASC may want to utilize re: covid19  
Wil A.

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### **Activities – Becky M.**

Quorum was established at our 5/10/2020 meeting

We welcomed a new member who will be able to vote in June

None of the campouts including Beverly Beach, Ft. Stevens and Paint Ball have been canceled by the parks to date, but we are monitoring things closely as COVID changes. We are being good stewards of NA funds by waiting for the parks to make any cancellations that would initiate refunds.

Unity in the Streets ad hoc is meeting the 3<sup>rd</sup> Wednesday of the month at 7 pm.

Four of us shared at the Learning Days event

We are meeting the 2<sup>nd</sup> Sunday of every month on Zoom for now.

### **Hospitals & Institutions – Josie**

H&I Subcommittee of Portland Area met last night, Friday 29 May 2020 @6pm via Zoom conference call. 7 addicts attended the meeting. For the month of May, there were zero commitments with zero missed or cancelled.

We discussed the possibility of various facilities opening for presentations. Panel Chairs and motivated addicts continue to be in contact with facilities to maintain our relationship with those facilities. For now, as far as we can tell, all facilities are closed with various plans to reopen, contingent upon State, County, and other requirements. Also discussed was the possibility that some facilities are open to in hosting Zoom presentation by H&I members.

It was discussed that the Subcommittee might meet in person at our location next month, provided phase 1 is in effect and the All Saints Church is ok for us to meet.

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The H&I subcommittee meets the Friday night before Area service, June 26th, 2020 @6pm at 6pm with the general business meeting at 7pm. Those who wish to join must have 6 months clean time and attend orientation at 6pm. The address for the meeting is: All Saints Episcopal Church, 4033 SE Woodstock Blvd, Portland, OR 97202. Additionally, we will meet via Zoom conference in the event of restrictions for meeting in person: <https://zoom.us/j/95942010226%20target=> Password: service.

Kind regards,

Dave E  
Vice Chair, Hospitals and Institutions Subcommittee of Portland Area  
Narcotics Anonymous

### **Literature – Candace D.**

The beginning balance was \$2,789.22 and deposited 4,445.25 for 2/29/20 Area Literature sales. The total was \$7234.47. We purchased literature with NAWs for both February \$2731.90 and March was \$4317.40 and the balance to this date is \$185.17.

Our new e-mail address is [literature@portlandna.org](mailto:literature@portlandna.org). Feel free to contact us at this e-mail and I will respond as soon as possible. Our email is also on the Portland area website if needed to find it.

Area and all subcommittees are in the process of changing their bank accounts from US Bank to On Point. We wanted to make sure that when we proceed on changing bank accounts that we have the Literature Chair and Treasure there to be the signers of account. The reason why this is being mentioned is because past issues made it difficult for us to have two people in our committee to be on the account and it's suggested in our guidelines to have two signers.



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We are planning to have our Literature Sub Committee meeting on ZOOM ever 3<sup>rd</sup> Friday of the month at 4pm until we can have a physical meeting at the church. The meeting ID is 505 911 0116 for Literature Sub Committee and the password is SERVICE and it will be the third Friday of the month at 4pm. We might have to change the ID due to misunderstandings. We were unable to do a Zoom meeting on March 17<sup>th</sup> because it asked me to give an email as the host and none of my e-mails worked. We will probably get a new ID for next month meeting on Friday May 15<sup>th</sup> at 4pm and it will be posted on the Portland area website.

We need to make sure that all meetings are ordering all their literature from world and understanding that reasons we are not filling literature orders is because we are in quarantine right now and currently is not applicable. As soon as the lockdown is lifted, and we are given the okay by the governor to start proceeding in lighting the social distancing we will start in the process of getting Literature up and running again! We know how hard this pandemic has been on ALL of us and we are just asking for your continued patience, support, and understanding. Thank you!!

Literature subcommittee had an extra meeting this month to focus on changing and finishing the by-laws/guidelines. They are getting typed up and then I will present them at AREA at meeting in my report next month.

### **PACNA–Doug B.**

We have cancelled the convention email has went out to see who would like a refund and who would like to roll it over for the next convention we got 20 emails back wishing to be refunded total refund amount is 1,585.00 we have issued 18 of the 20 so far we are trying to track down the right emails to just use the pay pal account to refund the remainder 2 if that does not work I will have our treasure write those checks and mail them to them, Airfare that we will be getting to start the process on getting back is the amount of 1,900.00 and change. We have met to discuss the rescheduling of the convention, our account as of right now is 16,655.64 we are putting

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together a virtual speaker jam for the end of June we will discuss this more at are next meeting.

6/2/20

Thank you allowing me to serve Doug B PACNA chair

### **Public Relations – MaryBeth N.**

We met on Zoom on Thursday night this past week. Phone line report was that there are 3 open phonline shifts. You would have to contact Shelley about which ones were available, as I did not write them down. My report was on the open positions on the Committee- Chair, Vice Chair, Secretary, Flyer coordinator, Mailing coordinator and Schedule coordinator. The Webmaster report included that Myk will be asking all of the sub-committee chairs to submit information he has requested to go on the Website for each subcommittee, including contact information, open positions and descriptions of those positions, and then a description of the subcommittee for the site. Please look for the email (it was sent by Theresa for Myk) asking for this information and try to respond in a timely manner. We would appreciate it.

--We also discussed using the Basic Meeting List Toolbox for making the new schedule for Portland on the website and getting it published at Region and World. Myk is looking into that.

---We appointed a new scheduling coordinator, Toni B. who will be training with Rachel H.

---Theresa is interested in being the mailing coordinator, but she will not be present until next month

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---We discussed a way to do some kind of training for the PR Committee to offer to newcomers to get them oriented to the committee, but we decided simply to try to attract newcomers to the committee by word of mouth, as we REALLY need support from the community for PR. Do not forget to send us anybody needing a service position who may be interested (sponsees, friends, etc).

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---We have been trying to wrap up going over the Guidelines for PR, but due to the pandemic, this has been slow going. We may get that done this month if Maggie and I can get together about that and Myk can submit any changes he might have for the Web portion of the Guidelines. The Guidelines were due in January, so we have been terribly slow in getting this done.

We discussed that meetings may be opening soon and how we could guide those meetings to open up safely, perhaps with some kind of checklist to suggest how re-opening might occur. We will have to meet again to go over that, as I have contacted Clackamas County and Washington about what they are doing there. We have a meeting scheduled on June 11 to discuss meetings re-opening and how that may happen and what the schedule would look like when that happened.

We also discussed the possibility of keeping some Zoom mtgs open after the Area re-opens, and wanted to bring that to the fellowship as a topic, since we are getting feedback that some, though not all, groups enjoy meeting on Zoom. Also, it was suggested that Subcommittees could meet on Zoom and not pay rent for those meeting in the future. We are also hoping to discuss that here today if we have time.

---Thank you for letting me be of service to you and thank you to Sean, who has been taking the minutes for us and sending them out as well.

**Outreach – Michelle W. John H.**

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Here and now group has taken over providing basic text and step working guides to members that do not have money to purchase from NA.org, during quarantine. They can be contacted at [hereandnowgrouppdx@gmail.com](mailto:hereandnowgrouppdx@gmail.com)

-Webhost team is taking care of schedule for zoom meetings now. All posted on website.

-We received 5 letters from inmates this month

-We are emailing the Governor to see if we are considered a "faith, civic or cultural gathering", in regards to criteria for our meetings in the baseline reopening phase that started May 15.

I received 5 new letters from incarcerated folks. One return response for an NA member. Need men to write folks.

**Auditor -** not present

*Unity in the Streets is meeting on the 3<sup>rd</sup> Wednesday of every month at 7pm. Please refer to our website for the login.*

### **Group Reports**

None

### **New Business**

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Miracles Club has started in person meetings with social distancing practices in place.

There was a brief discussion about the process of re-opening meetings with no real conclusion. A checklist is being sent out to all the groups to refer to when Phase 1 starts here, in the Portland Area.

The Communications Ad- Hoc is starting up again with Molly T. as the Chair and Peter G. will send an invitation email.

**Our Treasurer Janet H. will be celebrating 29 yrs on 6/5/2020!!!!!!!!!!!!**

### **Open Forum-**

‘Unity in the Streets’ needs help!! If you are looking to be of service contact Activities, no clean time requirement!!!!!!

Virtual Game Night is the 2<sup>nd</sup> Sunday of every month at 8pm- ‘Wheel of Recovery’ to pre-register call 866-344-1805 ext.113.

Bryce suggested we take roll call in the chat section of the Zoom meeting.

Myk has a whole tech team working with him. Thank you!!!

Rachel suggested we get the word out about curfew.

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Consensus to close, Meeting Adjourned at 4:34pm.

Thank you for letting me be of service,  
Theresa D.

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