

Next ASC is Sunday, July 13, 2014

THERE WILL BE A

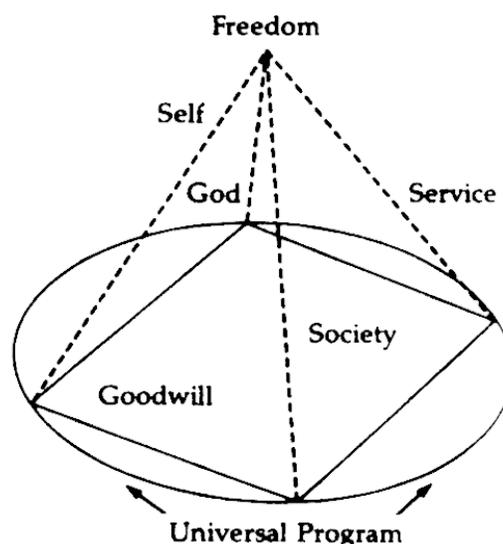
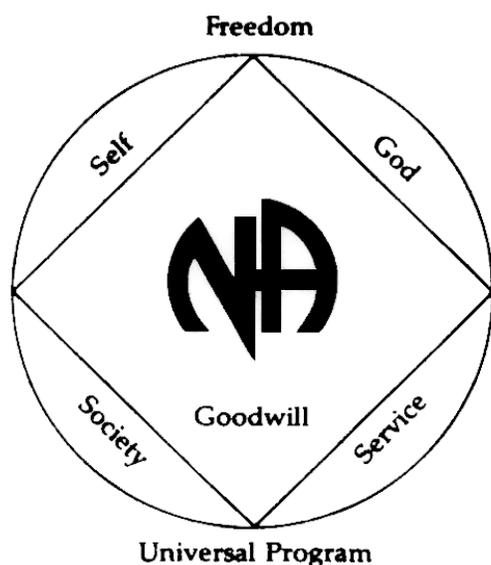
POLICY SUBCOMMITTEE CHAIR

MEETING FROM 10:30- 11:30am

AND NEW GSR ORIENTATION

BEGINNING AT 11:30am

THANKS AND ENJOY YOUR RECOVERY!



*PLEASE ANNOUNCE THE FOLLOWING AT
YOUR MEETINGS...*

WE NEED TRUSTED SERVANTS AT THE
AREA LEVEL:

ALT SECRETARY (One year clean time)

NEWSLETTER CHAIR

Any questions or suggestions

Please contact

Dan F (Area Chair): forabetterlook@aol.com/954-931-3703

Sandy D. (Area Secretary): sandy.deen@sbcglobal.net/954-253-7578

South Broward Area ASC Minutes

Dan F opened the meeting at 12:00 pm with the Serenity Prayer,
Yusuf read the Twelve Traditions. **Danny** read ASC Definition.

Open Forum [All thoughts and opinions expressed in open forum are that of the individual and do NOT represent NA as a whole]

New GSR's –

Joe E – High Noon Recovery, Saturday- Noon, Hollywood
Carlos R – Free to Choose, Sunday 7:30 – 8:30pm, Hallandale
Walter M – **Alt GSR** -Let Go, Let God, Thursday 7pm, Hallandale, Ebenezer Church
Frank A – Spiritual Awakening
Michelle V.T.–Beach Recovery, Weds Volleyball at 6pm, Meeting at 7:30pm–
 Garfield and Hollywood Beach

Format Changes –

Morgan – PM Recovery has changed to a Monday – Friday format starting 6/8 until future notice. Please continue to support this meeting.

Alex – As of July - Recovery Workshop Meeting, 6:30pm Thursday moving from High Point to Grace and Faith International Academy, 5725 S. University Drive, Davie 33328

Admin. Committee	MAY	JUN	JUL	Admin. Committee	MAY	JUN	JUL
Chair: Dan F 954-931-6713 forabetterlook@aol.com	X	X		Activities Treasurer: Darlene V. 954-673-2654	X	X	
Vice Chair: Danny C 954-247-7823 dcobb33325@gmail.com	O	X		Helpline/PR Chair: Steve 954/588-0785 steve@shafferelectrical.com	O	X	
Secretary: Sandy D 954-253-7578 Sandy.deen@sbcglobal.net	X	X		H&I Chair: Natalia Represented by Vice Chair: (Liz)ard	X	X	
Treasurer: Duke 954-931-7083 abasicman@bellsouth.net	X	X		Literature Chair: Melody 954-931-3704	X	X	
Alt. Treasurer: Barbara	X	X		Newsletter Chair: (OPEN POSITION)			
RCM: Yo Frank 954-963-7265 Yofrank@yofrank.com	O	X		Policy Chair: James W. 954-274-1477 jrwashington954@gmail.com	X	X	
Alt RCM : Robert	O	O		Activities Chair: Joann 754-204-5494	X	X	

I. Roll Call

Group	MAY	JUNE	JUL	Group	MAY	JUNE	JUL
1. 10PM Recovery	O	X		19. New Attitudes	O	O	
2. A Burning Desire	X	O		20. No Reservations	X	X	
3. A Day at a Time	X	X		21. Recovery Workshop	O	X	
4. Back to life we live	O	X		22. Road to Freedom	X	X	
5. Beach Recovery	O	X		23. Spiritual Awakenings	O	X	
6. Conscious Contact	X	O		24. Spiritual Healing Here	O	O	
7. Free To Choose	X	X		25. Step It Up	X	X	
8. Friday Night Espresso	O	O		26. Sunrise Serenity	O	X	
9. Fridays on Foster	X	X		27. Sunset Recovery	X	X	
10. Hollywood Monday Night	X	O		28. Take A Break	X	X	
11. High Noon Recovery	O	X		29. The Bitter Ends	X	X	
12. I Can't We Can	X	X		30. Together We Grow	X	X	
13. Journey Begins	X	X		31. Tues Night Men's Group	X	X	
14. Ladies Night	X	X		32. Under New Management	X	X	
15. Let Go Let God	X	X		33. Weekend Serenity	X	X	
16. Living Miracles	O	X		34. Women's Group	X	X	
17. One Step At A Time	X	X					
18. Negative Thoughts, Positive Reactions	O	O					

****= These groups will be deleted from the roll call if not represented at the next SBASC:**

**Attendance key: X=present, O=absent. Quorum established at 15 (1/2 of 27 + 1)
Present + Late =22
After Break Present, Late = No Break**

IV. Reading of the second to the last paragraph of Prefix (page xvi) of Basic Text completed by: Mike

V. Trusted Servants Presentations by: Darlene

**VI. Acceptance of last month's Minutes by: Accepted by Women's Group,
Seconded by Let Go, Let God**

VII. Administrative Reports:

ASC Chair Report - Dan – nothing to report

ASC Vice Chair Report - Danny C. –Sorry I missed the last couple of months. I had some personal problems at home and I had to get some work done at Boca Hospital last month, but I am here to stay.

Secretary's Report–Sandy - No report

Treasurer's Report – Duke– Beginning balance last month was 3263.29 cash in, included spaghetti dinner. \$.05 difference so we counted \$.05 in our favor. Total cash in was 4708.78 leaving us with 7957.37. 1825.00 expenses, includes all rents and rent for

activities. Spaghetti dinner donated 31.95. They had a good event. So our total is 6132.13. Prudent reserve is 3500.00, so we are 2632.13 over prudent reserve.

South Broward Area - Narcotics Anonymous

Treasurer's Report - Date: June 08, 2014

Beginning Bank Balance:	\$6,132.13
Cash In	
Literature Sales	\$1,160.85
Group Donations	\$430.96
Difference of Deposit	\$33.30
Cash In Total:	\$1,625.11
Cash Out	
Activities Reserve for 25th Anniversary	\$1,717.00
Cash Out Total:	
Total Cash:	\$6,040.24

Checks / Payments		
Payable to:	Amount	Committee
One Box; Phone Service; Bill Date 05/28/2014	79.95	Helpline
Florida Regional Service; Literature invoice 30812	\$1,254.95	Literature
Handy Storage; Rent; Unit 329	\$65.72	Activities
Handy Storage; Rent; Unit 1239	\$47.70	Literature
Share Unit; Rent; ASC Meeting	\$50.00	SBASC
Stewart James; Meeting Lists	\$58.30	Literature
Steven Rogers; Travel & Misc items for poster day	\$78.54	Helpline
Darlene Viola; 4th of July Event	\$840.00	Activities
Checks Total:	\$2,475.16	

Totals	
Beginning Bank Balance:	\$6,040.24
Checks Total:	\$2,475.16
Ending Bank Balance:	\$3,565.08
Prudent Reserve:	\$3,500.00
Total Available Funds:	\$65.03

**South Broward Area - Narcotics Anonymous
Literature Sales and Group Donations**

Date:

6/8/2014

Group Name	Literature	Donation	Total
10 PM Recovery	\$79.75	\$12.25	\$92.00
A Day at a Time	\$8.90	\$0.10	\$9.00
Back to Life / We Live	\$20.50	\$39.50	\$60.00
Beach Recovery	\$32.15	\$49.85	\$82.00
Free to Choose	\$39.30	\$0.70	\$40.00
Friday On Foster	\$6.80	\$1.20	\$8.00
High Noon Recovery	\$6.00	\$1.00	\$7.00
Hollywood Monday Night	\$121.80	\$50.70	\$172.50
I Can't, We Can	\$24.50	\$0.50	\$25.00
Let Go Let God	\$4.00	\$6.00	\$10.00
Living Miracles	\$27.30	\$3.70	\$31.00
Misc. Literature & Donations	\$259.60	\$0.60	\$260.20
No Reservations	\$41.70	\$30.71	\$72.41
One Step at a Time	\$3.75	\$1.25	\$5.00
Road to Freedom	\$13.60	\$3.40	\$17.00
Spiritual Awakenings	\$41.00	\$1.00	\$42.00
Step it Up	\$56.25	\$26.85	\$83.10
Sunrise Serenity	\$44.45	\$5.55	\$50.00
Sunset Recovery	\$25.80	\$0.20	\$26.00
Take a Break	\$192.35	\$85.25	\$277.60
The Journey Begins	\$44.35	\$90.65	\$135.00
The Bitter Ends	\$9.00	\$0.00	\$9.00
Under New Management	\$0.00	\$20.00	\$20.00
Weekend Serenity	\$4.00	\$0.00	\$4.00
Women's Group	\$54.00	\$0.00	\$54.00
Total	\$1,160.85	\$430.96	\$1,591.81

RCM Report:YoFrank –

YO Y'ALL

LOTS OF STUFF GOIN ON AT THE S FLORIDA REAGION. I WAS NOT PRESENT, I ACTUALLY PAID FOR A HOTEL ROOM AND MADE PLANS WITH ROBERT TO GO, BUT ONE DAY OUT, I REALIZED THERE WAS NO WAY I WAS GOIN ANYWHERE, WITH MY HIP SURGERY ONLY BEING 2 WEEKS BEFORE. SO I COULDN'T CANCEL THE ROOM AND ITS NOT A PROBLEM, I WILL EAT THAT, AS IT WAS MY BAD FOR NOT REALIZING I WAS BEING OVER-ZEALOUS.

I DID TALK WITH ROBERT AND HE WAS PLANNING ON DRIVING OVER EARLY IN THE MORNING, WHICH HE DID, AND SO HE WILL HAVE MORE INFO THAN ME.

THE VOTES ON THE CAR WERE AS FOLLOWS

Motion 1 (Intro to NA): Unanimous

Motion 2 (Removing AD participation at the WSC): Failed miserably

Motion 3 (No longer having NAWS fund RD's): Failed (didn't have 2/3)

Motions 4-6 were each amended so that they would be included in the GTWS as an option along with the current service structure.

Motion 4 (GSF): Passed and had over 2/3

Motion 5 (LSC): Passed and had over 2/3

Motion 6 (LSB): Passed and had over 2/3

OUR RD VOTED AGAINST BOTH THE AMENDED AND NON AMENDED MOTIONS 4-6 ALTHOUGH HE HAD WILLINGNESS TO VOTE FOR THE AMENDED MOTIONS, AFTER DISCUSSIONS WITH THE OUR REGION APPOINTED AS, DECIDED NOT TO.

AT REGION ALL 13 AREAS WERE PRESENT

TOM K, OUR RD STEPPED DOWN A COUPLE OF MONTHS EARLY DUE TO PERSONAL ISSUES AND JEFF P WAS ACLIMATED TO THE RD POSTION (REGIONAL DELEGATE TO WORLD)

AD REPORTED THERE WERE 212 PEOPLE SEATED ON THE FLOOR OF THE WSC 112 OF THE 115 REGIONS WERE PRESENT AS WELL AS 82 ALTERNATED AND 18 WORLD BOARD MEMBERS.

CONFERENCE PARTICIPANTS WERE FROM 40 COUNTRIES AND SPOKE 21 LANGUAGES.

JEFF REPORTED ABOUT ISSUES ABOUT THE WAY BUSINESS IS DEALT WITH ON THE WSC FLOOR AND NOTED THERE IS CLEARLY AN ISSUES WITH HOW IT IS DONE

PROJECT PLANS FOR FELLOWSHIP ISSUE DISCUSSION, SERVICE SYSEM, TRADITIONS BOOK AND PR,, WERE CARRIED BY A 2/3 MAJORITY.

WORLD BUDGET WAS VOTED ON AND CARRIED

SEE PAGE 15 AND 16 17 OF REGIONAL MINUTES

INSURANCE.... THE RD SAID OUR REGIONAL POLICY IS SET TO EXPIRE ON MAY 23 AND HE WAS STILL WORKING ON THE RENEWAL. ALL RCM'S (THAT'S ME) NEED TO INFORM THEIR GROUPS, THAT ARE CURRENTLY COVERED UNDER OUR POLICY, TO SEND HIM A REQUEST, THAT YOUR GROUP NEEDS AN UPDATED CERTIFICATE AND TO CONTACT HIM ASAP.

jpaul095bv@gmail.com

I PLAN TO BE AT THE NEXT REGIONAL MEETING WHICH WILL BE HELD SUNDAY JULY 20TH AT THE BONAVENTURE RESORT AND SPA 250 RACQUET CLUB RD IN WESTON

ILS
YOFRANK

Alternate RCM report:Robert –not present

(I was unable to type his written report – Sandy)

VIII. **Sub Committee Reports:**

Activities Subcommittee:Joann:

Hi my name is Joann and I am a grateful recovering addict.

Activities meet the second and fourth Thursday of the month at Luther Memorial Lutheran Church located at 1925 N St Rd. 7. Just north of Taft street on 441. We meet from 7:30 to 9:00 pm. You only need a day clean to get involved We always need support.

Activities has formed an adhoc committee for the planning of the 25th anniversary weekend next year We will be meeting on the first Thursday of the month at Luther Memorial church 7:30 to 9. We are distributing flyers today for more information.

The 4th of July event is coming soon so please do what you can to support the event. I have tickets for sale \$10.00 suggested donation but no one will be turned away. The event is at John Lloyd state park from 10 am to 4 pm with a speaker at 2. Please come early because the park sometimes closes early. Food will be served from 11am to 2 pm.

Thank you for letting me serve!

Joann speaks to motion:

We are changing some of the wording in Policy to clarify the responsibilities of the Activities Chair person. It would be good to have your copy of Policy with you to read to your groups when voting. You can get a copy of Policy on www.southbrowardna.org under Policy. It is Under Subcommittee guidelines, Page 14 Lines 4&5.

(See Motion 14-6-01 below)

This motion is to clarify that the Activities Chair Person is not responsible for any adhoc committees formed in this area. So please speak to this motion when you take it back to groups so they have all the info.

Activities Treasurer:Darlene –

Check request - July 4th picnic for 840.00

Helpline/Public Relations: Steve–

All is well with helpline. All phone shifts are currently covered Last meeting we lost one member who stepped down, but gained 3 new members, We also elected a new helpline orientation person. She will give the 3 new members an orientation this month. They will then be given phone shifts.

I have nothing to report on Public Relations.

We meet the third Thursday of each month at 715 at Faith Christian Church.

Please come out and join us. We are always in need of support.

Hospitals & Institutions Subcommittee:Liz –

We have had new members with willingness to participate every month. We have a lot of participation recently. We only have four open meetings right now.

We need a secretary and vice-chair.

We still do not have all the information on what is going on at High Point. If we can no longer meet there we will lose eight meetings.

Literature Distribution - Melody-

In May we sold \$1121.25 and ordered 1245.08, plus shipping of course.

And if there are no questions, that's it.

Make it a great day!

Newsletter Chair: - Open Position

Policy Chair: - James W. – You did not get the H&I Motions from last month because they were sent out late, so you will get them this month. So get your groups to vote on them so we can finish the H&I Policy for next month.

POLICY SUBCOMMITTEE CHAIR
MEETING FROM 10:30- 11:30am
Right before Area

Old business:

➤ MOTION 14-5-01 - CARRIES

Made by: Activities 2ndBy: Hlwd Mon Night

Motion: To set aside \$1500.00 of proceeds from spaghetti dinner

Intent: To help fund next year's 25th Anniversary

New business:

GSR'S

MOTIONS TO BE VOTED ON BY GROUPS:

➤ MOTION 14-6-01

Made by: Activities Chair Second: Step It Up

Motion:

Page 14 Line 4&5 to read...

He/She coordinates the work of adhoc committees within the activities subcommittee only.

Intent:

Clarify the responsibility of the Activities Chairperson

THE FOLLOWING ARE ALL H&I POLICY CHANGES

MOTION 14-6-02

1.) In the paragraph of chairperson qualifications (p. 24 line 29) **INSERT:** contact all facilities each month to check that chairpersons have been doing their commitments.

Intent: To reflect the way we do things currently, due to dishonesty in the sub-committee.

MOTION 14-6-03

2.) Under vice-chairperson b. (p. 24 line 33) **CHANGE** three (3) months prior involvement in the H&I sub-committee to six (6) months prior involvement in the H&I committee.

Intent: To allow the successor of the chair person to have more experience if they would ever need to take over prematurely.

MOTION 14-6-04

3.) Under literature distribution (p. 24) **INSERT** “The H&I sub-committee is to receive 50 Gold Coast Area meeting lists monthly”

Intent: It was already in the South Broward Area Literature Distribution Committee Guidelines (P. 28 line 44). This ensures that the H&I subcommittee has all necessary literature.

MOTION 14-6-05

4.) **ADD** new position (p. 25 line 8): Orientation Person: Nominated and elected by the H&I sub-committee from its voting members.

1. One (1) year clean time.

2. Six (6) months involvement during the past year in the South Broward Area H&I sub-committee.

3. An example of living recovery through the application of the Twelve Steps and Twelve Traditions of Narcotics Anonymous.

Attend the monthly H&I sub-committee meeting. Facilitates the orientation process for new members to the South Broward Area H&I sub-committee. The orientation person maintains and updates the area and region jail clearance list for the H&I sub-committee. Assists the Chair and Vice Chair to ensure all H&I meetings are covered throughout the month. Orientation for new members will be held after the sub-committee meeting. New members must be given a copy of policy The South Broward Area H&I Sub-committee policy.

Intent: To reflect the way we currently do things, and to ensure that all new members to the sub-committee receive a proper orientation to the sub-committee. This also ensures that the orientation process will not take up sub-committee meeting time.

MOTION 14-6-06

5.) Under Agenda for Meeting (lines 21-31) change #10 “close meeting with prayer of choice” to “close meeting with serenity prayer.

Intent: This reflects a previous vote at south Broward area that all sub-committees will close their meetings with the serenity prayer.

MOTION 14-6-07

6.) Under Voting (lines 36-40) under (a.) **ADD** vice chair and secretary and orientation chair.

Intent: This reflects the way we currently conduct business, all members of the sub-committee take in an H&I commitment, they are all voting members (only the chair does not vote, they are the tie breaker).

MOTION 14-6-08

7.) Under additional guidelines P. 25 line 52- 26 line 37, **REMOVE/ OMIT ALL TOGETHER** guideline number 4 “Medallions may be passed out....”

Intent: This reflects the way things are done.

MOTION 14-6-09

8.) Under additional guidelines #6 lines 9-10 **ADD** “speakers chairpersons must not be employed, affiliated or SEEKING EMPLOYMENT at the facility.”

Intent: This reflects the fact that a lot of people in NA are employed by Treatment facilities. We cannot be employed or affiliated with places when we take in an H&I commitment to ensure the mental and emotional safety of the people we take the meeting to.

MOTION 14-6-10

9.) **INSERT ORIENTATION PACKET INTO THE POLICY**

SOUTH BROWARD AREA OF NARCOTICS ANONYMOUS HOSPITALS AND INSTITUTIONS ORIENTATION PACKAGE

ORIENTATION

H&I orientation is a period that allows NA members to become familiar with H&I work so they aren't rushed into it without any preparation for this service. Many people are apprehensive about getting into H&I for a variety of reasons. Don't be put off, everyone has something to offer.

This packet has been compiled by the South Broward Area H&I Sub-committee to give a brief outline of some of the specifics that will be important for you as a panel member. The H&I handbook gives a much more in-depth look at H&I work in Narcotics Anonymous if you decide you want to learn more about this rewarding type of service.

As a part of orientation we ask that you attend your first H&I presentation as an observer. This will give you a chance to just listen at first and see how an H&I presentation really works. This introduction helps many feel more comfortable when they come join the panel.

WHY IS AN H&I PRESENTATION NECESSARY?

The purpose of an H&I presentation is to carry the NA message of recovery to addicts who do not have full access to regular Narcotics Anonymous meetings. H&I meetings, except for those in long-term facilities, are intended to simply introduce those attending to some of the basics of the NA program.

WHO IS BEST SUITED TO CARRY THE NA MESSAGE INTO A HOSPITAL OR INSTITUTION?

In our experience, it is best for members to have three months clean before attending an H&I presentation as a panel member or speaker, and six months clean before chairing or co-chairing an H&I presentation. It is not important whether or not we have been in a similar facility ourselves. Anyone with a CLEAR and CONSISTENT NARCOTICS ANONYMOUS MESSAGE who is willing to share is well suited for H&I work.

WHAT DO WE PROVIDE AS A SUB-COMMITTEE?

LITERATURE: When the facilities themselves are unable to provide approved NA literature to their residents, H&I will provide such literature. Each facility is different and literature guidelines are set with the subcommittee based on the facility's needs and guidelines. The same rules apply for key tags and other approved NA supplies.

PEN PAL/JAIL MAIL: This is a function of the SOUTH FLORIDA REGIONAL H&I SUB-COMMITTEE. Forms for participating in the valuable service are available through this sub-committee.

WHAT WE DO NOT PROVIDE:

TRANSPORTATION SERVICES: H&I Sub-committees do not provide transportation for residents to outside NA meetings. Providing rides could create a liability for the H&I sub-committee, the Fellowship and the NA member, i.e.: accidents, escapes and false accusations.

H&I PRESENTATION FORMAT:

There are a variety of formats that we use when carrying the message into facilities, but there are some key points to keep in mind about all of them.

The format of any particular H&I presentation may vary from meeting to meeting depending on the type of facility. In short-term facilities, the format will be more focused on the panel members carrying a message into the residents, while at a long-term facility we may encourage more participation from the residents. In H&I we are carrying the message into the facility. At an H&I presentation we are not there to dump our problems, but rather to help these addicts become aware of what NA is and how it works in our lives. In effect, an H&I meeting is an introduction to our fellowship for addicts.

The panel leader should let you know what the format is before the presentation and should be able to answer any questions you may have about it. If you would like to see samples of a variety of formats, there is an explanation of several of them in the H&I Handbook.

Whatever format is chosen, we normally get the residents involved with a question and answer session at some point in the presentation. Also, you may be asked to stay after the meeting for awhile to talk with residents if that is allowed.

SOME SUGGESTED TOPICS:

1. Transition to the fellowship.
2. The BASICS: Don't use, meetings, phone numbers, literature, sponsorship, and THE 12 STEPS.
3. Responsibility for our own recovery.
4. Identify rather than compare.
5. Spiritual not religious program.
6. Denial and reservations.
7. Giving up old playmates, playgrounds and playthings.
8. Living JUST FOR TODAY.
9. The first three steps.
10. Surrender, acceptance and feelings.

This is a list of some topics that could be talked about during your meetings, but there are countless others. Topics should, however, be chosen carefully, keeping in mind the 12 STEPS and 12 TRADITIONS of NARCOTICS ANONYMOUS.

PERSONAL COMMITMENTS

Please DO NOT volunteer for an H&I Commitment if:

1. You are not sure that you want to attend.
2. You are not sure will be able to attend the meeting. If something comes up and you will be unable to make it, try to give a member from the sub-committee at least 48 hours notice so that he/she can invite someone to fill your spot. DO NOT ask someone to take your place or even to come along with you to the meeting. The meeting chairperson is the only one that is allowed to invite people to an H&I presentation.

QUESTIONS AND ANSWERS

It is a good idea to encourage questions concerning what was presented at the meeting or other general questions about NA, but there are a few things you should keep in mind.

Please remember that NA has NO OPINION on outside issues. Occasionally during the question and answer period or when talking after the presentation, the residents will ask us to give an opinion on outside issues, such as:

1. Other recovery programs or fellowships
2. The facility, i.e.: "Do I need to stay in treatment?"
3. Many other issues that do not pertain to recovery from addiction in the

Narcotics Anonymous Fellowship.

It is very important that we are not drawn into these types of discussions! Always remember to only share your experience, strength and hope about YOUR recovery in Narcotics Anonymous.

WORKING WITH OTHERS: MEN WITH MEN, WOMEN WITH WOMEN

Some facilities house only men or only women. Other facilities house both men and women, but keep them separate. In these facilities, where your presentations will consist of only men or only women, we feel strongly that only same-sex Narcotics Anonymous members should participate. Remember, our primary purpose is to carry the message of recovery, not to make our presentations more popular with the addicts we are trying to help. Problems that arise in this area have the potential to seriously damage the credibility of Narcotics Anonymous. Experience has taught us that we can avoid problems if we follow this simple guideline.

ADOLESCENTS

When adolescents are referred to in this orientation package, we are referring to anyone under the legal age of majority in Florida. We need to remember that adolescents are prospective members and should be treated with respect. When sharing in an H&I presentation, we need to remember that to an adolescent, the stress experience due to peer pressure or the relationship with their parents and/or teacher may be just as much a crisis to them as losing a job, marriage, or house may be to others. In NA, we learn to deal with our feelings and emotions, and share with others how we have been able to work through them by utilizing the Twelve Steps of Narcotics Anonymous.

Due to the government statutes regarding adolescents, we need to be especially aware of facilities' rules and regulations as they relate to our interaction with these prospective members. For example, some facilities may require a staff member to be present during H&I presentations. One suggestion we may make to administrators or facilities for adolescents is that they make the attendance at the H&I presentation voluntary. We have found this reduces distraction, increasing the opportunity for recovery in the Narcotics Anonymous Fellowship.

While some people maintain that adolescents respond better to people closer to their own age, the bulk of our experience suggests that the age of a person sharing at an adolescent H&I presentation is secondary to their ability to share a strong, clear message of recovery. Adolescents seem to respond more to the message than to the messenger. All H&I presentations are highly structured and should be geared towards recovery through the Twelve Steps of Narcotics Anonymous. Our experience has shown that we do not need to use a special format when carrying the message to adolescents. In addition to the do's and don'ts found at the end of this package we feel that the following should be included.

DO'S

- DO** Remember that this is a “we” program. No addict should feel that he/ is being preached to
- DO** Remember that an addict is an addict, regardless of age.
- DO** Tell them that there is fun in recovery, i.e.: social events, fellowships, etc.
- DO** Acknowledge and validate their feelings and emotions.

DON'TS

- DON'T** Glorify your past.
- DON'T** Say, “I feel like I’m talking to my kids.”
- DON'T** Compare your bottom to theirs.
- DON'T** Patronize adolescents.
- DON'T** Use profanity.

H&I REQUIREMENTS

If you decide that you want to make a commitment and serve on the H&I sub-committee it is because:

1. You have at least six (6) months abstinence from all drugs.
2. You have a strong NA message of recovery from addiction.
3. You are willing to comply with all of the H&I sub-committees and facility’s requirements.
4. You are willing to carry the message in a responsible way.

DO’S AND DON’TS FOR H&I PARTICIPATION

DO’S

- DO** Make the directories of outside meetings available to residents.
- DO** Clarify the facility’s rules with anyone you bring in.
- DO** Start and end on time!!!!
- DO** Briefly explain what H&I is.
- DO** Make it clear that NA is separate and distinct from the facility as well as other fellowships.
- DO** Try to get residents involved, especially those in long-term facilities (i.e.: literature person, coffee maker, readings, etc.)
- DO** Obey the dress codes. Exercise common sense and dress appropriately.
- DO** Keep staff aware of your whereabouts at all times.
- DO** Stamp all literature you bring into a facility with the local helpline number.
- DO** Screen all panel members carefully, especially regarding clean time or other requirements.

DON’TS

- DON'T** Break another person’s anonymity, or tell his or her story.
- DON'T** Debate any issues involving facility rules or regulations.
- DON'T** Get involved in discussions on outside issues; remember why we are there.
- DON'T** Put too much focus on what it was like. They already know.

DON'T Debate which drugs are acceptable. NA is a program of complete abstinence from all drugs.

DON'T Discuss conditions within the facility, or opinions about staff members.

DON'T Carry excessive cash, or wear expensive or flashy jewelry.

DON'T Show favoritism to any resident(s).

DON'T Take messages in or out of the facility.

DON'T Give out any other person's address or phone number.

DON'T Carry in any contraband items, such as cigarettes (if applicable) or weapons.

Remember at all times that you have a responsibility to the facility, to the residents, and to NA. If you observe the above suggestions, and follow the Twelve Traditions, you will uphold the responsibilities to all three.

INTENT: FULL DISCLOSURE. This allows everyone to see what is required and allows everyone to have any and all information that is associated with the H&I sub-committee.

MOTION 14-6-11

10.) INSERT a copy of the literature distribution order form:

So Broward Area H & I Subcommittee Literature Order Form

NAME: _____ H&I MTG NAME/DAY: _____

ITEM	ITEM #	QUANTITY
Meeting Lists		
White Book	EN-1500	
Intro Guide to NA	EN-1200	
Behind the Walls	EN-1601	
Staying Clean on Outside/ IP# 23	EN-3123	
IP #16/For the Newcomer	EN-3166	
For Those in Treatment	EN-3117	
Sponsorship/ IP #11	EN-3111	
Just For Today/ IP # 8	EN-3108	
Am I An Addict IP # 7	EN-3107	
Recovery & Relapse IP # 6	EN-3106	
By Young Addicts for Young Addicts	EN-3113	
Information about NA	EN-1604A	
Basic Text, English Soft cover 6 th Ed.	EN-1102	
Group Reading Cards	EN-9130	

INTENT: FULL DISCLOSURE. This allows everyone to see what is required and allows everyone to have any and all information that is associated with the H&I sub-committee.

MOTION 14-6-12

11.) UPON READING THE POLICY THE POLICY SUB-COMMITTEE HAS VOTED THAT ALL USAGE (IN CONTEXT) OF THE WORD "YOU" SHOULD BE CHANGED TO WE.

INTENT: This creates continuity of language in the policy, sometimes we is used, sometimes you. This is also a "WE PROGRAM"; the policy should not be directed at an individual. The language should reflect the way we do things.

GSR'S

NOMINATIONS AND ELECTIONS TO BE VOTED ON BY GROUPS:

❖ Lizz nominates Yusuf for Alt Secretary

Requirements:

Alternate Secretary: Nominated and elected by the ASC.

1. One (1) year clean time.
2. General office or secretarial experience and some organizational ability.
3. An example of living recovery through the application of the Twelve Steps and Twelve Traditions of Narcotics Anonymous.
4. Three (3) months prior involvement as secretary to a group or to an ASC Sub-Committee.

Assists secretary at the ASC meeting. This is a two (2) year commitment. The first year is spent becoming familiar with the position and filling in for the secretary in his/her absence. The second year is spent as the ASC secretary with a vote of acclimation from the ASC. Should acquaint him/herself with the duties and responsibilities of the secretary. Should also acquaint him/herself with the South Broward Area Policy.

Qualifications:

Yusuf – I am willing to take the commitment for the alternate secretary. I have been secretary at my homegroup for a little over four months. I have been clean for one year and twelve days. I have fully worked the twelve steps and I am on my second go around now. I do and will continue to work the principles to the best of my ability in all my affairs.

Requirements:

❖ Lynn nominates DanC for Area Chair

A. Chairperson: Nominated and elected by the ASC.

1. Three (3) years clean time.
2. An example of living recovery through the application of the Twelve Steps and Twelve Traditions of Narcotics Anonymous, and the knowledge of South Broward Area Service Policy.
3. One (1) year prior involvement as ASC Vice-Chairperson, Sub Committee Chairperson or GSR.
4. Organizational skills.

Presides over the ASC meeting. Should refrain from expressing his/her opinion during the discussion of a motion. Formulates the ASC agenda. Reviews the secretary's minutes prior to their distribution. Keeps discussion focused on the topic and within a reasonable time frame. Serves as an available resource for the GSRs between ASC meetings. Should attend all ASC meetings. Is one of the signatures on the ASC's bank account. Will appoint someone at the end of the ASC to check on the groups that have missed two (2) or more meetings to report back at the next ASC. Is responsible for facilitating the GSR Orientation/Presentation to be held at 11:30am prior to each ASC meeting. Should acquaint him/herself with the South Broward Area Service policy.

Qualifications:

Dan C - 5 years 8 months clean. Area Vice-Chair for two years. Work spiritual principles every day and I love you guys. That's it!

❖ **Morgan nominates Barbara for Area Treasurer**

Requirements:

Treasurer: Nominated and elected by the ASC.

Four (4) years clean time.

2. An example of living recovery through the application of the Twelve Steps and Twelve Traditions of Narcotics Anonymous, and the knowledge of South Broward Area Service Policy.

3. Bookkeeping or accounting experience.

4. One (1) year prior experience as a group treasurer and/or prior participation in the ASC.

5. *Anyone holding the position of an elected Area treasurer in the SBA must have bank account.*

Performs a most visible and essential service to N.A. Is mainly responsible for the management of ASC funds. Is usually the first signature on the ASC bank account and maintains the checkbook. Is responsible for complete accounting of all funds received through donations from members and groups, as well as monies generated by Activities. To assure good records, he/she should encourage members and groups to forward all monies in the form of checks or money orders. Where cash is handled, receipts should be issued immediately. Presents a detailed report of finance at each ASC meeting, as well as an annual report at the end of term and whatever else is requested by the ASC or its members. During this report he/she should encourage the GSR's to remind their groups of the importance of the Seventh Tradition at every level of service, beginning with the member and then the group. Explains briefly what this money goes to provide. The attraction that these services provide (when the members are informed) helps our Seventh Tradition become reality. The ASC bank account will contain all funds for the ASC, including subcommittees. The Treasurer, therefore, keeps separate balances for the ASC general fund, prudent reserve, each subcommittee, and any other recurring funding or finance the ASC feels is appropriate. In this way, all funds are under one set of books, and the Treasurer makes disbursements upon direction of the ASC. Area Prudent Reserve is recommended to be one (1) month operating cost (currently \$ 3,500.00). All funds over prudent reserve are donated to Region. The treasurer will wait a minimum of one month before making donations **MOTION 02-09-05** Deposits all funds collected within 24 hours. There will be no personal checks accepted at the ASC. No blank ASC checks are to be signed in advance. No checks are to be requested during the month. All checks are to be requested at Area Service. Must attend the meeting with the ASC Vice-Chairperson prior to the ASC. Should acquaint him/herself with the South Broward Area Service Policy.

Qualifications:

Barbara – I have 6 years clean – I served this past year as Alt Treasurer. I work a program of recovery, principles, steps and I have a sponsor.

❖ **Melody nominates Bruce for Area Literature Chair**

Requirements:

1. Chairperson: Nominated and elected by the ASC

a. Three (3) years clean time;

b. Six (6) months prior involvement on Literature Distribution Sub-committee;

c. An example of living recovery through the application of the Twelve Steps and Twelve Traditions of Narcotics Anonymous.

d. Knowledge of purchasing and inventory

The Literature Distribution Chairperson is responsible for purchasing inventory. He/she maintains records, fills literature orders, sells meeting lists at established price, fills out report in the form of a balance sheet and submits it to the Administrative Committee at each ASC. He/she must attend all ASC meetings and attend the meeting with the ASC Vice-Chairperson prior to the ASC.8 He/she submits a written report at each ASC which includes literature purchases, sales, starter kits, etc. to be included in the minutes. He/she should acquaint him/herself with the South Broward Area Service Policy.

Qualifications:

Bruce - My clean date is 2/27/12. I have a sponsor that has a sponsor. I work NA Steps and Traditions. I have served on the Literature Subcommittee for the last five years. I have been the Lit Distribution Chair for H&I. I have also served on the PI/Helpline. I am also the Vice-Chair of Programming for SFRCNA 20.