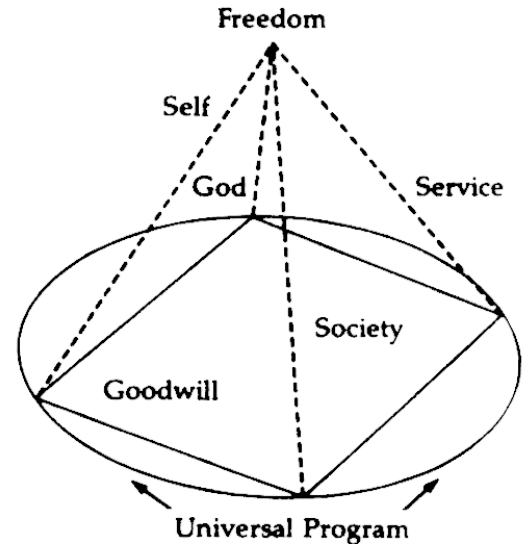
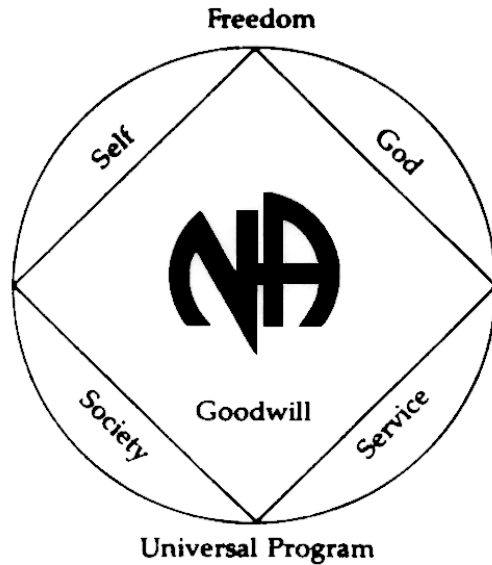


Next ASC is Sunday, December 14th, 2014

THERE WILL BE A
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 ALT TREASURER

ATTENTION POLICY MEETING 10:30AM BEFORE AREA
ALL SUB-COMITTEE CHAIRS PLEASE ATTEND

Any questions or suggestions

Please contact

Dan Cobb (Area Chair): dcobb33325@gmail.com/954-247-7823

James Washington (V. Chair): jrwashington954@gmail.com/954-274-1477

Barbara Tabacco (Treasurer): tabaccob@comcast.net/954-448-1571

Tiffany Derr (Secretary): tmdfree4life@gmail.com/954-588-8944

South Broward Area ASC Minutes

Liz opened the meeting at 12:00 pm with the **Serenity Prayer**,
Jen read the **Twelve Traditions**. **Natalia** 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]*

Joel asked for help with attendance and anniversary party for a Burning Desire meeting.

Dana informed us that the 4h Dimension meeting will be moving, no address yet. *{As per producing minutes, Address was given and is in new business}*

Ladies Night Meeting moved to Faith Christian Church.

Together We Grow needs desperate support

No Reservations is having a cookout.

New GSR's

Betty: Womens Group/Bettymunro1@gmail.com/954-615-7260

Joel: Burning Desire/joelbbrown@yahoo.com

Chachi: Journey Begins

Clint: Beach Recovery

New Meetings: None

Admin. Committee	NOV	DEC	JAN	Admin. Committee	NOV	DEC	JAN
Chair: Dan C 954-247-7823 Dcobb33325@gmail.com	X			Activities Treasurer: Darlene V. 954-673-2654	X		
Vice Chair: James W. 954-274-1477 jrwashington954@gmail.com	X			Helpline/PR Chair: Steve 954/588-0785 steve@shafferelectrical.com	X		
Secretary: Tiffany D. 954-479-0946 tmdfree4life@gmail.com	O			H&I Chair: Natalia	X		
Treasurer: Barbara T. 954-448-1571 tabaccob@comcast.net	X			Literature Chair: Bruce R. 954-562-7000 samsoreo@yahoo.com	X		
Alt. Treasurer: (OPEN POSITION)				Newsletter Chair: Wendy T. Wendy.Taylor@browardschools.com	X		
RCM: Robert S. 954-483-9147 RobertStuart5611@yahoo.com	X			Policy Chair: Liz B. 610-413-5205 BallingerLiz0630@yahoo.com	X		
Alt RCM :				Activities Chair: Joann 754-204-5494	X		

I. ROLL CALL

Group	OCT	NOV	DEC	Group	OCT	NOV	DEC
1. 10PM Recovery	X	X		18. One Step At Time	O	O	
2. A Burning Desire	O	O		19. No Reservations	X	X	
3. A Day at a Time	X	X		20. Recovery Workshop	X	X	
4. Back to life we live	X	X		21. Road to Freedom	X	X	
5. Beach Recovery	X	X		22. Spiritual Awakenings	X	X	
6. Conscious Contact	X	X		23. Spiritual Healing	X	O	
7. Free To Choose	X	X		24. Step It Up	O	X	
8. Friday Espresso	X	X		25. Sunrise Serenity	O	X	
9. Friday on Foster	O	X		26. Sunset Recovery	O	O	
10. Hollywood Monday Night	X	O		27. Take A Break	X	X	
11. High Noon Recovery	X	X		28. The Bitter Ends	O	O	
12. I Can't We Can	O	X		29. Together We Grow	X	X	
13. Journey Begins	O	X		30. We Have a Choice	X	O	
14. Ladies Night	X	X		31. Womens Group	X	X	
15. Let Go Let God	O	X					
16. Living Miracles	O	O					
17. More Than Conquerors	X	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 23 (1/2 of 31 + 1)
 Present + Late =23
 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: Dan

VI. Acceptance of last month's Minutes by: A Day at A Time

VII. Administrative Reports:

ASC Chair Report – Dan C.- Everything is well.

ASC Vice Chair Report – James W.- Everything is well.

Secretary's Report – Tiffany D. – Good Afternoon, Thank you for your service. I apologize for not being present. I thank my higher power and all my trusted family servants for making this happen without my presence. I will see you all next area!

Treasurer's Report – Duke/Barbara – Accepted/ Let Go Let God

South Broward Area - Narcotics Anonymous

Treasurer's Report - Date:

Beginning Bank Balance:	\$3,370.38
Cash In	
Literature Sales	\$809.30
Group Donations	\$703.23
Cash In Total:	\$1,512.53
Cash Out	
Reimbursement for envelopes	\$10.59
Cash Out Total:	\$10.59
Total Cash:	
\$4,872.32	

Checks / Payments			
Check #	Payable to:	Amount	Committee
Debit	Florida Regional Service; Bill Date 11/3/14 Inv. #32220	\$1,840.16	Literature
Debit	Directnic.com; Computer Prog, Date Proc., Intergated Sys Design Prog,	\$15.18	SBASC
1388	Bruce Russakoff; Meeting List	\$89.04	Literature
1389	St. James in the Hills; Rent for Thanksgiving Day	\$250.00	SBASC
1390	Darlene Viola; Food & Drink for Thanksgiving Day	\$850.00	SBASC
1391	Handy Storage; Rent Unit 329	\$65.72	Activities
1392	Handy Storage; Rent Unit 1239	\$47.70	Activities
1393	Share Unit; ASC Meeting	\$50.00	SBASC
1394	Postmaster; PO Box Rental	\$149.00	SBASC
Checks Total:		\$3,356.80	

Totals	
Beginning Bank Balance:	\$4,872.32
Checks Total:	\$3,356.80
Total Cash:	\$1,515.52

Ending Bank Balance:	\$1,515.52
Prudent Reserve:	\$3,500.00
Total Available Funds:	\$1,984.48

South Broward Area - Narcotics Anonymous Literature Sales and Group Donations

Date:

	Group Name	Literature	Donation	Total
	10 PM Recovery	\$81.80	\$10.20	\$92.00
	A Burning Desire	\$0.00	\$5.00	\$5.00
	A Day at a Time	\$9.55	\$12.45	\$22.00
	Back to Life / We Live	\$17.75	\$36.85	\$54.60
	Beach Recovery	\$42.70	\$1.30	\$44.00
	Friday Night Espresso	\$53.45	\$182.36	\$235.81
	Friday On Foster	\$13.25	\$13.00	\$26.25
	Hollywood Monday Night	\$71.65	\$79.00	\$150.65
	I Can't, We Can	\$6.80	\$0.00	\$6.80
	Let Go Let God	\$50.85	\$25.00	\$75.85
	Misc. Literature & Donations	\$17.45	\$0.15	\$17.60
	New Attitudes	\$25.75	\$0.25	\$26.00
	No Reservations	\$55.00	\$40.00	\$95.00
	Road To Freedom		\$ 32.00	\$ 32.00
	Spiritual Awakenings	\$9.40	\$50.60	\$60.00

	Spiritual Healings	\$15.25	\$0.00	\$15.25
	Step it Up	\$35.00	\$3.31	\$38.31
	Sunset Recovery	\$25.75	\$0.00	\$25.75
	Take a Break	\$108.75	\$21.25	\$130.00
	The Journey Begins	\$125.65	\$175.51	\$301.16
	Tuesday Night Men's Group	\$22.25	\$0.00	\$22.25
	Women's Group	\$21.25	\$15.00	\$36.25

RCM Report: ROBERT –

Alternate RCM report: - No Report Given

VIII. Sub Committee Reports:

Activities Subcommittee: Joann:

Activities Chairperson Report
11/09/14

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.

Our next event is Thanksgiving. We are confirmed for St James in the Hills and have given them a deposit for the event. We will be requesting the remainder of the budgeted money today. It will be a pot luck dinner with speakers at noon and 4. We need a lot of volunteers for this event so please show up early and/or plan to stay late to help out. More specifically we need the following....

Someone to cook turkeys that are being donated and bring to the event by noon.

Someone with a truck to volunteer to come to the storage unit at approximately 830 am to bring the supplies to the event.

Someone with a truck to volunteer to take the supplies back after 6pm.

A Flyer went out last month for the 24 Hour rooms for Christmas and New Year's. We will also need volunteers for this event. We are asking that everyone take a time slot to man the room at 2 hour intervals. The two hour commitment includes having a meeting ,keeping the room clean and the food fresh. We will have envelopes to put the basket money in. You can feel free to have a speaker at the meeting that you are responsible for. We will have a generic format to use for the meeting.

Any Questions?

Thank you for letting me serve.

Activities Treasurer: **Darlene** – No report received

Helpline/Public Relations :

Helpline Meeting Minutes

October 16, 2014

7:15 PM

Barry opened the meeting with a moment of silence and the Serenity Prayer.

Cory read the Twelve Traditions.

NEW MEMBER QUALIFICATIONS

No New Members

ATTENDANCE

	NAME	PRESENT	ABSENT	CALLED	Oct.	Sept.	Aug	July	June	May
1.	Barry S.	X				P	P	P	P	P
2.	Brian D.	X				A	A	P	A	A
3.	Corey	X				A	P	A	P	A
4.	Dean		X	Tracey		P	P	P	A	A
5.	Duke	X				P	P	P	P	A
6.	Forest	X				P	P	P	A	A
7.	John P.	X				P	A	A	P	P
8.	Linda S.		X			P	P	P	P	P
9.	Michele G.		X			A	A	A	P	A
10.	Paul P.	X				P	P	A	P	A
11.	Peter	X				P	A	A	A	A
12.	Phil		X	Tracey		A	P	A	A	A
13.	Robert	X				P	P	P	A	-
14.	Steve	X				P	P	A	P	P
15.	Stewart	X				P	P	P	P	P
16.	Sue		X	Tracey		P	P	A	P	P
17.	Tracey	X				P	P	P	P	P
18.	Yo Frank	X				A	P	P	P	A

• A = Absent

• P = Present

Total Present: 12

Eligible Voting Members: 11

Total Absent: 6

Half of 50% meets quorum

We: did / did not meet Quorum

TRACEY REVIEWED LAST MONTHS MINUTES

- Forest made Motion to except, Stewart 2nd – All in favor

OPEN FORUM

- Brian mentioned 10PM Recovery meeting @ 4th Dimension Club House might be moving Brian will advise Barry when and if that happens.
- Steve received a call requesting Spanish meetings; we should refer to Dade helpline or Gold Coast.
- Barry made changes regarding New Management meeting folding, Tracey removed from the meeting list & Forest removed them from the website; however other areas & World still show these meetings on their sites. Barry will mention this concern at Region.

OLD BUSINESS

- Policy Changes – 7 people voted yes. Committee addressed New Attendance portion and voted and unanimously decided it will be as follows: If you miss 2 consecutive shifts you will keep your phone shift and lose your voting privilege, however, after missing 3 consecutive meetings you lose both and must re-qualify.

NEW BUSINESS

No New Business

SHIFT SHEETS

- Cory changed his Tuesday Noon to 4:00 PM shift with Forest
- Forest changed his Tuesday 8:00 PM to Midnight shift with Cory

ANNOUNCEMENTS

- Barry announced the Gold Coast Speaker Jam on Friday Night 10/17/2014 6PM to Midnight at St. Benedicts Church in Plantation off of 5th Street and University Drive.
- Barry announced the Bonfire Hayride November 8th at Holiday Park.
- Tracey announced Swamp Recovery Pig Roast, Gator Bites, Speaker and Concert on November 15th at Markham Park Pavilion #1 - 10 AM – 6PM.

MOTION TO CLOSE

- Forest Motioned to Close
- Stewart 2nd
- Closed with the Serenity Prayer.

NEXT MEETING WILL BE:

Thursday, November 20, 2014 - Hope to see you all there. Luv, Hugs N Service,
Tracey V.

Hospitals & Institutions SubCommittee: Natalia-

Greetings from South Broward H&I subcommittee,

We meet the 3rd Tuesday of the month at 7:00pm at Lutheran memorial Lutheran church.

1925 N 60th Ave
Hollywood, FL 33021-3802
United States

We bring in 11 H&I meetings in 7 facilities and we have 4 open positions.

Broward Girls Academy on Thursday has 1 open spot, Conte A5 on Monday has 1 open spot, and Recovery First on Sunday has 1 open spot and on Saturday as well.

We need an experienced member to step up as orientation chair.

We are always looking for anyone who is interested in bringing meetings to the jails.

BSO meets November 20th @2pm then again at @6pm.

BSO meets the 3rd Thursday of every month, 2601 W Broward Blvd, Fort Lauderdale, FL 33312.

Region update:

We received 2 basic text from the book drive at SFRCNA.

I will be going to region this month in Orlando.

Our next meeting is November 18th.

Literature Distribution- Bruce-

November Literature Report

Greetings from the literature committee. Last month our literature sales totaled \$ 1580.50 of which \$1118.75

was distributed to the groups and \$461.75 was given to H&I. Our order thismonth from the Florida Region was

\$ 1840.16 of which \$1735.30 was the total literature order. We then received a 6% discount of \$99.73 which

brought our total to \$ 1635.57. The shipping was \$106.46 and the sales tax was \$98.13.

Last month we talked about some changes to the order forms. These have been done. Our hope is that you

will find the new forms less confusing. Please check your orders so thatwe can address any mistakes before you

leave. We welcome your input on how we can improve our committee. Thanks for allowing me to serve.

Bruce

Newsletter Chair: - No report received

Policy Chair: - Greetings from the Policy Committee,

There are no changes from the last policy report. The policy committee did not meet in October.

The committee will meet at 10:00 a.m. before Area Sunday 11/9/14.

Things are progressing well with the policy updates. We will be sending the policy updates for the Helpline/ P.R committee back to groups, the wrong policy was submitted to the committee and sent back to groups.

After the Helpline/ P.R issue is taken care of, all subcommittee policies within the general policy will be complete. As for the general policy, we only have about 3-4 more pages to go through and all of the updates should be complete and ready to put together. Then the fun part begins. This is a job that will not be completed over night, so please bear with me as I will be typing all of the policy changes and creating a new, updated policy. Volunteers are always welcome!

Thank you for allowing me to be of service, Liz

**There will be a Policy Meeting
on Sunday, December 14th at 10:00 am
before Area.**

All Subcommittee Chairs and members are asked to attend.

Old Business:

❖ Alt Secretary – Open Position

ELECTIONS

PASSED 14-0-1 (Y/N/A) Joann G. for Activities Chair

PASSED 17-0-1 (Y/N/A) Darlene for Activities Treasurer

MOTIONS

Motion: 09-02-14 PASSED 15-1-5

To look into having, for 2018 only, when the World Convention will be held in Orlando (which has portions both in our Region and the Florida Region) on Labor Day weekend (when we usually hold our Regional Convention), the following: "FRCNA 37 and SFRCA 24 host "Together We Can" Florida's first Multi-Regional, Statewide Convention." It would be held around July 4th (in 2018 that happens to be on a Wednesday) somewhere within the State of Florida.

Intent: To look into an option for holding a single, statewide convention in 2018 when the world convention will be held in a portion of our region on the same weekend we usually hold our convention.

Maker: BOD

Second: Sunset

Rational: Not to overwhelm fellowship with convention 2018

Back to Areas

Motion: 09-03-14 FAILED 10-1-8

To change on RSC Policy, Page 7 under IV Nominations/Elections, Item B which currently reads:

"Upon election, member shall resign any regional, administrative committee, BOD or subcommittee chair position."

to:

" Upon election, member shall resign any regional, administrative committee, subcommittee chair position as well as BOD President and Vice President."

Intent: The adoption of the change to Item C would result in the need to change this item as well.

Maker: Admin

Second- North Dade

Back to Areas

Motion: 09-04-14 FAILED 10-1-8

To change on RSC Policy, Page 8 under IV Nominations/Elections, Item L which currently reads:

"There will be a limit of 2 consecutive terms for all regionally elected positions."

to:

"There will be a limit of 2 consecutive terms in any one regionally elected position with the exception of the SFRCA BOD."

Intent: To correct the confusion with Item P in the same section of policy and to leave open the opportunity to retain experienced Regional Convention Board members.

Maker: Admin

Second: South Broward

Back to Areas

Motion: 09-05-14 FAILED 10-2-7

To change on RSC Policy, Page 8 under IV Nominations/Elections, Item P which currently reads:

"No trusted servant may serve more than four (4) consecutive terms in any regionally elected position."

to: "No trusted servant may serve more than four (4) consecutive terms in total for all regionally elected positions with the exception of the SFRCA BOD."

Intent: To correct the confusion with Item L in the same section of policy and to leave open the opportunity to retain experienced Regional Convention Board members.

Maker: Admin

Second: South Broward

Back to Areas

Motion: 09-06-14 FAILED 10-2-7

To change on RSC Policy, Page 7 under IV Nominations/Elections, Item C which currently reads:

"No member shall hold two region-elect positions."

to:

"No member shall hold two region-elect positions with the exception the SFRCNA BOD, not to include the SFRCNA President and Vice President."

Intent: Due to the difficulty in achieving and maintaining a full Board, this would allow members currently holding other RSC positions the opportunity to serve on the Convention Board. This would not apply to the BOD President or Vice President, who could still not hold another region-elect position.

Maker: Admin

Second: BOD

Back to Areas

Motion: 09-08-14 PASSED 13-1-6

To approve RSC H&I Budget

Intent: To fulfill our purpose *Note- we are rolling over last year's budget with the exception of special events. We voted to raise special events from \$500 to \$1,500. With the success of the SFRCNA Broward jail clearance, we would like to offer this type of event to all Areas and more often. We would also like to have funds to help Areas out with hosting educational workshops based on the H&I handbook and personal experience specific to hosting Area.

Maker: H&I

Second: North Dade

Financial Impact: \$5,500

Back to Areas

Motion 09-10-14 FAILED 10-1-6

To approve 2015 PR Budget

Intent: We would like discretion with funds in statewide events. No media events are planned, however, some statewide conferences are. Other changes: Relocation media money to statewide events, small increase in phone/storage.

Maker: Public Relations

Second: South Broward

Financial Impact: \$165 increase over 2014 budget.

Back to Areas

Motion 09-11-14 FAILED 10-1-6

To approve admin budget for 2015

Intent: To continue to operate and conduct business and pay the bills.

Maker: Treasurer

Second: North Dade

Financial Impact: \$26,975, an increase of \$1,325 based on the following:

line item for travel of area trusted servants per motion passed by groups in July
Increased facilities costs, PO Box and insurance to reflect minor increases in actual amounts

Added line item for Florida Service Symposium which is held every other year

Added line item for travel of Bahamas RCM to RSC should they choose to rejoin our region.

Added item for out of region events to fund travel to additional service symposiums and events

Removed WSC, CAR and workshops and CAT since next WSC won't be until 2016

Back to Areas

MOTION 14-08-01: PASSED AT REGION

RSR Robert S./Carl G. (Under New Management)
Motion To hold April Region in South Broward Area

MOTION 14-1-10 PASSED 12-1-4

Motion: To resubmit correct Public Relations/Helpline Policy to be voted on by groups
Intent: Policy which was voted on and passed was not the correct policy to be submitted.

MOTION 14-9-01: BROUGHT TO REGION

Motion From Journey Begins
To have the (SFRCNA) BOD sign a contract with 'Hope To Go Taping' that they were supposed to use at SFRCNA XX.

INTENT: Someone with experience with 3 SFRCNA and have no complaints about the CD's being sold and if you do have any problems promptly handle the problem. Also, Does not ask SFRCNA to put his people and him up in the hotel.

MOTION 14-9-02: PASSED 12-1-4

ADHOC COMMITTEE MOTION
MOTION: To take \$120.00 from T-Shirt sales from SFRCNA to use to pay for Printing.

**MOTION 14-9-03: TABLED BY REGION.
THEY WANT MORE INFORMATION**

Sunset Recovery
Motion: To set Registration Fee for SFRCNA XXI at \$25.00
INTENT: To better carry the message so Newcomers can attend.

Policy being updated

South Broward Area
Helpline/Public Relations Subcommittee

Purpose:

To effectively carry the message of recovery to the still sick and suffering addict by increasing the recognition of NA by informing the public that Narcotics Anonymous exists, offering the path to recovery from addiction and provide information about how and where to find it. To maintain and provide accurate meeting lists to the literature distribution subcommittee. The area's PR subcommittee should adequately inform the fellowship about PR efforts and what to do when someone outside of NA requests information. PR provides Web Support maintaining and updating South Broward Area website information. PR provides Helpline services to maintain and coordinate an effective 24 hour/7 day a week answering service. Through our volunteers we form a link between Narcotics Anonymous and the general public.

Membership:

Chairperson, Vice-Chairperson, Secretary, Web Coordinator, Helpline Orientation person, general volunteers, phone line volunteers

Qualifications and Responsibilities

Chairperson: Nominated and elected by the ASC

1. Two year clean time
2. 6 month prior involvement in PR or Helpline subcommittee
3. Prior ASC experience and an understanding of the service structure of Narcotics Anonymous
4. An example of living recovery through the application of the twelve steps and twelve traditions of Narcotics Anonymous, and familiar with PR and Helpline policies

Arranges times and agendas for all subcommittee meetings, and is ultimately responsible for the functioning of the subcommittee and the maintenance of files and records. Is responsible for providing and maintaining accurate South Broward Area meeting lists including revision to the literature committee. Acts as a liaison between the area and the helpline telephone system. Must attend all ASC subcommittee meetings, ASC meetings, and Regional PR meetings. Chairperson is responsible for all money transactions. Can only serve two consecutive terms.

Vice Chairperson: Nominated and elected by the PR and Helpline voting members

1. One year clean time
2. Three months prior involvement in the PR or Helpline subcommittee
3. An example of living recovery through the application of the twelve steps and twelve traditions of Narcotics Anonymous, and familiar with PR and Helpline policies
4. An understanding of the service structure of Narcotics Anonymous
5. Coordinates web activity with the paid special worker.

Fills in for the Chairperson when needed. Is responsible for inventory and order of literature for subcommittee. Attend ASC meetings with Chairperson of subcommittee.

Secretary: Nominated and elected by the PR and Helpline voting members

1. 6 months clean time
2. Secretarial experience
3. Organizational ability
4. Example of living recovery through the application of twelve steps and twelve traditions of Narcotics Anonymous, and familiar with PR and Helpline policies

Take roll call, establishes voting membership, records, prints and distributes subcommittee minutes and will make copies available upon request. These minutes are to be verified by the Chairperson. Handles all correspondence for the subcommittee and maintains contact with all subcommittee members to advise them of any NA meeting updates or changes. Emails the minutes of each meeting within seven days of subcommittee meeting to all subcommittee members. Minutes should also be emailed to the Regional PR Chairperson, and the Area Administrative Committee.

Web Coordinator: Nominated and elected by the PI and Helpline voting members

1. Two years clean time
2. Working knowledge of traditions, concepts, steps, FTTP, and copyright laws.
3. Will be accountable to South Broward PR and Helpline subcommittee members
4. Will maintain and update the pages on a monthly basis
5. Must have a working knowledge of internet, HTML, Data entry, and coding
6. Periodically check all links to make sure they are active and contain NA public information that is online with our traditions and the PR Handbook.
7. South Broward Area minutes are posted on the website

Helpline/PR Orientation person: Nominated and elected by the PR and Helpline voting members

1. One year clean time
2. 6 months prior involvement in PR or Helpline subcommittee
3. An example of living recovery through the application of the twelve steps and twelve traditions of Narcotics Anonymous
4. Ability to convey the phone shift guidelines and requirements to new volunteers

Phone Line Volunteers:

1. 6 months clean time
2. Knowledge of 12 steps and 12 traditions
3. Willingness to fulfill the commitment and meet on the third Thursday of every month

All phone line volunteers must go through orientation upon being placed on a shift. It is required that you attend the monthly Subcommittee meetings. If you are unable to attend, you must call the Chairperson, Vice-Chairperson or the Secretary. If you miss two consecutive meetings you will lose your voting privilege and phone shift.

Agenda for Meeting

- A. Open the Subcommittee Meeting (Serenity Prayer)
- B. Read the Twelve Traditions
- C. New Members Qualifications (New Members are eligible to vote & take a shift upon their completion of their 2nd Meeting).
- D. Attendance
- E. Establish Voting membership
- F. Establish quorum
- G. Review and Accept minutes from last meeting
- H. Open Forum
- I. Old Business
- J. New Business
- K. Shift Sheets
- L. Announcements
- M. Establish next meeting time and place
- N. Close meeting with the Serenity Prayer

Motions and Voting Procedures:

Motions:

May be made and seconded only by subcommittee members

Voting:

1. Voting members of the subcommittee is comprised of all individuals who have participated for a period of two (2) consecutive meetings. Failure to attend for a period of two (2) consecutive meetings will result in the loss of voting membership and phone shift.
2. In the event of a tie, the Chairperson will exercise his/her right to break such a tie.
3. A quorum is the simple majority of the voting members. Once quorum is established at each meeting, it stays throughout the meeting.

Budget:

General operating expenses; these might include copies of minutes, guidelines or policies, postage, meeting place fees (rent), etc. This budget should also include projected expenses for the phone service, travel (gas and tolls), website, meeting lists, and PSA's. The Chairperson or Vice-Chairperson, in the Chairpersons absence, are reimbursed for travel and toll expenses per RSC. Monies can be obtained in advance, upon request with map Quest miles from point a to point b at region travel rate for that month's region at the previous month's ASC. (If additional Money is needed a money motion at area can be made by Chair or Vice-Chair of Helpline/PR committee)

Additional Guidelines:

A) Phone Line Guidelines:

1. The frontline person will be called by the system and then it rolls over automatically to the backups.
2. If necessary the Chairperson will be notified.
3. The Chairperson will attempt to contact the volunteer before their next shift.
4. If no contact is made by the volunteer before their next shift, the Chairperson will reassign the shift.
5. The Chairperson, Vice Chairperson of the Public Relations Subcommittee and one (1) member of the South Broward Admin Committee shall be privy to all phone line account information and passwords required to access the account.
You are performing a valuable service when you answer the phone for Narcotics Anonymous. Your job requires compassion and RELIABILITY. You can express your compassion when addicts or their loved ones, call NA and ask for help. It will require patience to effectively listen to the needs of the caller and to provide the appropriate referral. Your commitment is vitally important to the suffering addicts.

Addiction is a disease that affects the whole family, and for that reason we can expect to receive calls from family and friends of active addicts. We need to treat callers with respect and to talk to anyone who reaches out for help. Families and friends of addicts often feel isolated and ashamed. It is important to take a little time with these people because they may be reaching out for the first time. They need and deserve encouragement. REMEMBER, WE ARE NOT COUNSELORS and we need to refer people to the appropriate service (such as Nar Anon).

It is important to determine if the caller is in immediate physical danger, or in need of immediate medical assistance. If you feel a life threatening situation is happening, get the caller's name and address, and then call 911.

Our primary purpose is to stay CLEAN and to carry the message of Narcotics Anonymous to the addict who still suffers. Our Helpline has been set up through a phone service and is listed in the phonebook and online.

B) Meeting List Guidelines:

1. Meeting list will be made available to the literature distribution subcommittee for sale. All costs for preparation and printing of meeting lists shall be charged against the Literature committee budget.
2. The subcommittee will be notified in advance by the literature distribution subcommittee for printing additional meeting lists.
3. Meeting list will be updated as needed by the Secretary.
4. Meeting lists will be printed, as needed, stating the 3 months and year they are issued for.
5. The South Broward Area meeting list will include a disclaimer in accordance with our third tradition to read as follows:

“The formats of many meetings are designed to meet the special interest and needs of its members; however, in keeping with our third tradition, any addict seeking recovery in need of a meeting may attend any meeting of Narcotics Anonymous.”

6. The public relations subcommittee is responsible for keeping our meetings current with the WSO and the South Florida Region Website.

C) GENERAL GUIDELINES FOR PRESENTATIONS AND/OR BOOTHS

I. Qualifications

1. Anyone who **SPEAKS** about Narcotics Anonymous on behalf of the South Broward Area Public Relations Subcommittee shall have a minimum of two (2) years clean time in Narcotics Anonymous and a working knowledge of the Twelve Steps and Twelve Traditions of Narcotics Anonymous.
2. Persons with six (6) months clean time can attend with the qualified presenter to give presentations to schools, churches, probation offices and parole officers, etc.
3. Anyone who is to give a presentation must have prior approval by the Public Relations Subcommittee.
4. Anyone who is to give a presentation or accompany people to presentations should dress appropriately.
5. Anyone going on their first presentation for Public Relations must be accompanied by someone who has previous experience in Public Relations presentations.
6. Any person who participates in any presentation shall have observed at least one (1) previous presentation.
7. Persons giving a Narcotics Anonymous presentation to the public should focus on the Narcotics Anonymous message.

D) Website Guidelines

- (a) The domain names www.southbrowardna.org and the web hosting account shall be owned by and registered in the name of the South Broward Area of Narcotics Anonymous.
- (b) All fees and costs for hosting and maintaining the website shall be paid not more than \$50.00 a month by the South Broward Area, through funds allocated by the Public Relations Subcommittee budget.
- (c) At least two (2) members of the Public Relations Subcommittee and one (1) member of the South Broward Admin Committee shall be privy to all account information and passwords required to access the hosting account.
- (d) The Public Relations Subcommittee shall approve any changes to the content of the website pages.
- (e) The website may provide links to www.na.org, regional NA websites within the United States and websites for Areas within the United States when requested.
- (f) The website may NOT link to any website which ultimately links to either social networking sites, personal pages and websites or commercial endeavors. Exceptions to this would include mapping utilities or documents created for download or viewing. A disclaimer must be on each page where they are used stating that NA is not affiliated with the website or company.

CONTRACT GUIDELINES:

1. All contracts committing the South Broward ASC or its Subcommittees to amounts larger than Five Hundred Dollars (\$500.00) are to be reviewed by the ASC Chairperson, ASC Vice-Chairperson and the ASC Treasurer in conjunction with representatives from the committee wishing to enter into the contract. All such contracts are to be signed by the ASC Chairperson or the ASC Treasurer, in the Chairpersons absence.

BUDGETS PASSED

South Broward Activities Budget 2014/2015 Calender

South Broward Literature Subcommittee Budget

South Broward Helpline/PR Sub-Committee

***GSR'S-PLEASE PASS IT
ON!..***

**4TH DIMENSION CLUBHOUSE HAS
MOVED!**

**ALL MEETINGS ARE NOW LOCATED
AT : **4425 HOLLYWOOD BLVD.
HOLLYWOOD FL. 33021****

ENTRANCE IN BACK OF BUILDING

**TUESDAYS AND THURSDAYS
DESPERATELY NEED SUPPORT.**

MOTION TO CLOSE
Dan C. Chair
Second Liz Policy