



**GREATER PHILADELPHIA REGIONAL SERVICE OFFICE, INC.
NARCOTICS ANONYMOUS**

6212 RIDGE AVENUE • REAR • PHILADELPHIA, PA 19128 • 215-483-5154

MEETING HELD AT THE RSO OFFICE ON 6-7-93 AT 8:00 PM

VOTING MEMBERS PRESENT WERE:

ARLENE F. - SECRETARY
ADAM -
ALAN B - WSW AREA
BONNIE D - NW AREA
AGNES B - REGIONAL REP
DEBBIE M - CAMDEN REP
MUSTAFA B - SOUTH PHILA AREA
THERON W, JOAN B

MEETING WAS CHAIRED BY ACTING CHAIRPERSON - ARLENE F.

MEETING WAS OPENED WITH A MOMENT OF SILENCE
THEN THE SERENITY PRAYER.

MOTION WAS MADE TO WAVE SPECIAL MEETING TO CONDUCT A REGULARLY
SCHEDULED BUSINESS MEETING. M.S.P.

NOMINATIONS:

SECRETARY NOMINEE - AGNES B. (ELECTED)
RSO TREASURER - ARLENE F. (ELECTED)
REGIONAL REP - CLEM M. (ELECTED)
REGIONAL REP - AVON G. (ELECTED)

CHAIRPERSON, ARLENE F READ OFFICE MANAGERS REPORT WHICH WAS GIVEN
SATURDAY, JUNE 5, 1993 TO THE CURRENT BOARD MEMBERS

A DECISION HAD BEEN MADE BY THE OFFICE MANAGER AND CHAIRPERSON
REGARDING WHICH VENDORS WOULD BE PAID AND WHEN PAYMENTS WOULD BE
REMITTED. A DISCUSSION REGARDING THIS MATTER WAS TAKEN UP AT THE
MEETING

THERE WAS A READING OF THE REGIONAL TREASURER'S REPORT BY THE
ACTING CHAIRPERSON

THE DISCUSSION CONCERNING THE GOLD DIPPED AND TRI-PLATED MEDALLIONS
AND CORRESPONDING INFORMATION RESULTED IN THE FOLLOWING MOTIONS:

TO HAVE A MEMBER OF THE RSO BOARD TO INVESTIGATE THE
MEDALLIONS ORIGIN

INTENT: TO FIND IF THE WSO APPROVED THE PURCHASE AND
DISTRIBUTION OF THE COINS, M.S.P.

AMENDMENT: NOT TO SELL THE COINS UNTIL A BOARD MEMBER
INVESTIGATES THE ORIGIN AND WSO APPROVAL OF THE
MERCHANDISE

AT 10:00 PM THERE WAS A MOTION TO CONTINUE THE MEETING. M. S. P.

DISCUSSION REGARDING LENGTH OF SERVICE, TERMS OF EACH OFFICE OF THE EXECUTIVE BOARD. IT WAS DECIDED THAT THE SECRETARY WOULD RESEARCH THROUGH THE PREVIOUS MINUTES FOR THE EXACT DATES OF ALL EXECUTIVE ELECTIONS.

BOARD MEMBERS REQUESTED SECRETARY TO PROVIDE WRITTEN BY-LAWS FOR THE NEXT REGULARLY SCHEDULED MEETING. THE NEXT REGULAR SCHEDULED MEETING IS MONDAY, JULY 5, 1993 AT 8:00 PM

MEETING WAS CLOSED AT 10:30 P.M. BY THE CHAIRPERSON WITH A MOMENT OF SILENCE AND THE SERENITY PRAYER.

HAVE A HAPPY AND HEALTHY HOLIDAY

PLEASE BE PROMPT OF THE MEETING



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RSO BOARD MEETING

June 5, 1993

Attendance: Board Members: Chair, Donald C.; Vice-Chair, Steve R.; Secretary, Arlene F.; Area Reps, Bonnie D. (Northwest), Donald S. (ICA). Other: JR (Office Manager), Doug A. (RSO Rep, Bucks), Art (Regional Chair), George (Regional Co-treasurer), Greg W. (Regional Phonenumber Chair), Avon G. (Meeting List Committee), Walt (Alt. ASR, Northwest).

THERE WAS NO QUORUM. MEETING WAS HELD FOR INFORMATIONAL PURPOSES ONLY.

Meeting opened at 11:15 am with a moment of silence and the Serenity Prayer. Minutes were read from the May 3, 1993 meeting.

Office Manager's Report:

Office Manager's written report is attached to these minutes.

In addition, the Office Manager showed Board members gold-plate and tri-plate medallions which he would like to purchase for sale at the RSO. (This has been brought up before, but because of the lack of a quorum, the RSO Board has not been able to vote on this.) Suggested sale prices: Gold-plate medallion -- \$10 (areas), \$11 (groups and individuals); Tri-plate medallion -- \$15.50 (areas), \$16.50 (groups and individuals).

These new medallions are being sold by an outside vendor, not the WSO. This vendor has an agreement with the WSO to use our medallions, which are then dipped or plated and resold. The Office Manager has purchased and sold a few of these medallions at the request of individual NA members.

Finance Committee:

-- RSO TREASURER

The Treasurer's Report was prepared and presented by the Office Manager. A copy of the written report is attached to these minutes.

There was a question about our paying only \$8,000.00 of the \$11,299.68 balance owed to the WSO. This is being done at the suggestion of the RSO Board Chairperson. The decision was based on the fact that our cash flow has been rather tight recently and that the WSO does not charge us interest on outstanding balances. Paying \$8,000 rather than \$11,000 will give us a little more of a cash "cushion" this month.

-- RSC TREASURER

The written RSC Treasurer's Report is attached to these minutes.

RSO BOARD MEETING

June 5, 1993

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There was a general discussion about the RSO Board's inability to take care of business and vote in new Board members because of the continuing lack of a quorum. Suggestions were presented concerning the possibility of voting in new members without a quorum or possibly waiving the quorum. It was pointed out that any such changes would require changing the By-Laws, which cannot be done without a voting quorum.

Meeting closed at 12:30 pm.

Next Meeting on Multi-Regional Office: Monday, June 7, 1993, 8:00 pm, Regional Office, 6212 Ridge Avenue, Philadelphia.

Next Regular Board Meeting: MONDAY, JULY 5, 1993, 8:00 PM, REGIONAL OFFICE, 6212 RIDGE AVENUE, PHILADELPHIA

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.
Mgr. Report
June 5th, 1993

The office has been running smoothly for the past month. I however had one problem that was the computer went down on 5/18/ so I could not run receipts or input orders until 5/25 this took extra time to find the problem and fix it, with the help of our programmer it was done. The literature order came in in bits and pieces so it took more time to check in and enter it on the system. Also this past month the phone company was working on the out side lines and we didn't have a phone on 5/18 until afternoon then it was fixed.

We have received most of the literature order.

Hours worked and a list of what time was spent on for Mar. 93

Store open	36.5
RSO reports for RSO mtg.	2
RSO mtg.	1
Stock shelves	2
Mail\receivable	2
Orders\processing	3
Receive orders literature/books/mtg.list	5
Check orders " " "	3
Shipping	2
Banking	2
Phone/collections	3

For May	61.5hrs.x12=\$738

Office Mgr.

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.
TREASURERS REPORT FOR 1993

RSO BOARD MEETING
June 5th, 1993

Financial Report:

<u>GPRSO</u> acct.	Opening balance	\$ 20,103.99	+
	Deposit	\$ 13,440.75	+
	" Conv./Merch.	\$ 000.00	+
	" Ph/line Dont.	\$ 661.31	+
	Balance	\$ 34,206.05	+
	Rent March	\$ 550.00	-
	PECC	\$ 254.84	-
	Add'l Wker Feb.	\$ 648.00	-
	Phone for APR./May	\$ 171.70	-
	Petty Cash	\$ 000.00	-
	Office Supplies	\$ 000.00	-
	Postage\Shipping	\$ 000.00	-
	Castor mtg.list	\$ 000.00	-
	Bonding/balance	\$ 000.00	-
	WSD Literature	\$ 10,000.00	-
	Transfer / RSC	\$ 0,000.00	-
	RSO coping/mailing	\$ 000.00	-
	Dupli/Fax contract	\$ 329.60	-
	Fees	\$ 00.00	-
	Trans/RSC/Phoneline	\$ 816.60	-
	Returned/ck/redep.	\$ 000.00	-
	CAU/Med.holders	\$ 000.00	-
	Balance	\$ 21,435.31	+
 <u>GPRL</u> acct. Continental	Balance	\$ 2,166.84	+
	Deposit\Interest	\$ 9.15	+
	F.W.T. Feb.	\$ 5.56	-
	Balance	\$ 2,170.43	+
	Balance/RSO Acct.	\$ 21,435.31	+
	Balance\GPRC Acct.	\$ 226.89	+
	Balance	\$ 23,832.63	+
	Literature value on hand	\$ 41,088.28	+
		\$ 000.00	-
	<u>Receivables</u>	\$ 18,783.59	+
	Balance	\$ 83,704.50	+
	WSD balance\order	\$ 11,299.68	-
	Balance	\$ 72,404.82	+
	<u>Cash advance to us</u>	\$ 5,555.82	-
	<u>Net Worth</u>	\$ 66,849.00	+

There is some literature still not received that's worth is low

Sales for May	\$ 12,942.74	<u>Gains</u>	\$ 5,097.96
Sales year to date	\$ 75,184.31	<u>Gains</u>	\$ 31,826.83

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.
RSD BOARD MEETING
June 5th, 1993

GPRSO. acct.	\$21,435.31
GRRL. acct.	\$ 2,170.43
GPRC. acct.	\$ 226.89

	\$23,832.63

Monies needed	WSD balance	\$11,299.68
	RSD	\$ 2,500.00
	Meeting list	\$ 0,675.00
	Phoneline/old	\$ 4,065.45*****
	Phoneline/new	\$ 3,500.00

	Total	\$22,040.13

Monies to spend	WSD	\$ 8,000.00
	RSD	\$ 2,500.00
	Mtg. list	\$ 675.00
	Phoneline/new	\$ 3,500.00
	Phoneline/old	\$ 661.31

	Total	\$ 15,336.31

REGIONAL TREASURER'S REPORT

June 5, 1993

Balance from April Meeting	\$1,148.48
Deposit from Regional Meeting	3,498.36
April Payment on Account	150.00
May Payment on Account	<u>150.00</u>
	\$4,946.84

Expenditures:

Check #358 Ansercom	\$1,000.00
#359 Delaware County College	150.00
#360 Crozier Environmental Center	150.00
#361 Rob Acker PI Exp.	47.25
#362 Mother Divine Church (CAR Conf.)	50.00

Balance	\$3,549.59
Phoneline deposits from RSO (5-26-93)	<u>816.60</u>
	\$4,366.19