



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

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

July 9, 1993

There has been a lot of confusion lately in determining the exact number of voting members of the RSO Board, and therefore how many members are needed to constitute a quorum. At the July 5, 1993, the following list was compiled. This reflects the current members of the RSO Board. There are at this time eleven (11) voting members (the Chairperson does not carry a vote), which would require seven (7) members to be present at any meeting in order for there to be a quorum. (According to the By-Laws, the quorum is made up of 60% of the voting members.)

Chairperson - Donald C.*
Vice-Chair - Steve R.
Secretary - Agnes B.*
Treasurer - Arlene F.

Regional Reps:

Avon G. (Regional Meeting List Chair)
Clem M. (Regional Policy Chair)

Area Reps:

Riverfront - Adam G.*
West Southwest - Allen B.*
Northwest - Bonnie D.*
Greater Camden -- Debbie M.*
South Philly - Mustafa B.
Inner City - Donald S.

In addition, George R., the new Regional Treasurer, and Doug A., the RSO Rep from the Bucks County Area, are awaiting a quorum so that they can officially be voted onto the Board.

An asterisk (*) indicates those Board members who were not present at the July 5 meeting. Missing two (2) regularly scheduled meetings in a row is cause for removal from the Board. It is imperative that these members attend the August meeting so that they can maintain their membership on the Board and so that we can have a quorum in order to carry out Board business.

In the future, strict and accurate attendance records will be maintained so that we at all times are aware of how many members constitute a quorum. Your consistent attendance is needed so that we can continue to serve effectively as a Board.



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RSO BOARD MEETING

July 5, 1993

Attendance: Board members: Vice-Chair, Steve R.; Treasurer, Arlene F.; Regional Reps, Clem M., Avon G.; Area Reps, Donald S. (ICA), Mustafa (South Philly).
Others: JR (Office Manager), Doug A. (Bucks RSO Rep), George (Regional Treasurer), Joan, Bruce.

Meeting was called to order at 8:30 pm by the Vice-Chair with a moment of silence and the Serenity Prayer.

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

Minutes were read from the June 5 and June 7 meetings. A question was raised about the validity of the quorum for the June 7 meeting. (The West Southwest Area Rep had missed the previous two Board meetings.)

Office Manager's Report:

A written copy of this report is attached to these minutes.

RSO Treasurer:

A written copy of this report is attached to these minutes. The Office Manager explained that the additional money owed to the WSO (\$5,894.64) was for items that had been on back order at the WSO and additional items ordered that the WSO has billed us for since the last RSO Board meeting.

RSC Treasurer:

A written copy of this report is attached to these minutes.

Old Business:

-- MEDALLIONS

The Board member assigned to investigate the origins of the gold-plate and tri-plate medallions was not present at this meeting. The Office Manager did report that the company selling these medallions is Creative Arts Unlimited of Fremont, California. This is the same company from which we purchase medallion holders. They have an agreement with the WSO (similar to the agreements with jewelry companies that manufacture jewelry with the NA symbol) authorizing them to make changes to the coins.

RSO BOARD MEETING

July 5, 1993

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-- QUORUM

In further discussion of the June 7, 1993, meeting, there was a consensus that since the mistake in determining the quorum was not recognized at that time, the votes made at that meeting (including voting in of new Board members) should be allowed. However, from this time forward strict attendance records will be kept and the quorum rule will be strictly enforced. (Please see enclosed letter.)

-- MULTI-REGIONAL OFFICE MEETING

There has been some confusion as to whether all Board members are required to attend these special meetings held on the Monday evening after the Regional weekend. These meetings were set up as special Board meetings, requiring the entire Board to be present. A suggestion was made that an Ad Hoc Committee could be set up to discuss that issue, and that committee members only would then be required to attend. There was also discussion of the necessity to continue to hold meetings on this issue, since there appears to be no move to form another region at this time. This issue will be discussed further at our next RSO Board meeting.

Meeting adjourned.

Next Board Meeting: Saturday, August 7, 1993, 10:00 am, Regional Weekend. (The Regional Weekend is scheduled to be held in the Schuylkill Valley Area. Exact location and directions will be made available to all Board members.)

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.
TREASURERS REPORT FOR 1993

RSD BOARD MEETING
July 5th, 1993

Financial Report:

GPRSO acct.

Opening balance	\$	21,435.31	+
Deposit	\$	13,963.48	+
" Conv./Merch.	\$	000.00	+
" Ph/line Dont.	\$	499.23	+

Balance	\$	34,898.02	+
Rent June	\$	550.00	-
PECO	\$	44.46	-
Add'l Wker Feb.	\$	738.00	-
Phone for APR./May	\$	84.76	-
Petty Cash	\$	000.00	-
Office Supplies	\$	000.00	-
Postage\Shipping	\$	219.64	-
Castor mtg.list	\$	675.00	-
WSD Literature	\$	8,000.00	-
Transfer / RSC	\$	0,000.00	-
RSD coping/mailing	\$	000.00	-
Dupli/Fax contract	\$	000.00	-
Fees	\$	00.00	-
Trans/RSC/Phoneline	\$	661.31	-
CAU/Med.holders	\$	355.55	-

Balance	\$	23,569.30	+

GPRL acct. Continental

Balance	\$	2,170.43	+
Deposit\Interest	\$	0.00	+
F.W.T. Feb.	\$	0.00	-

Balance	\$	2,170.43	+
Balance/RSD Acct.	\$	23,569.30	+
Balance\GPRC Acct.	\$	226.89	+

Balance	\$	25,966.62	+
Literature value on hand	\$	36,094.21	+
	\$	000.00	-
<u>Receivables</u>	\$	19,670.81	+

Balance	\$	81,731.64	+
WSD bal.old\order	\$	2,189.97	
WSD ord./ship\chg.	\$	5,894.64	
Credits	\$	576.12	+

Balance	\$	74,133.15	+
<u>Cash advance to us</u>	\$	4,813.90	-

<u>Net Worth</u>	\$	69,319.25	+

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

This report is as of 6/30/93

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.
RSO BOARD MEETING
July 5th, 1993

GPRSO. acct.	\$23,569.30
GRRL. acct.	\$ 2,170.43
GPRC. acct.	\$ 226.89

	\$25,966.62

Monies needed	WSO balance	\$ 8,084.61
	RSO	\$ 2,500.00
	Meeting list	\$ 0,000.00
	Phoneline/new	\$ 3,500.00
	WSO new bk.dep.	\$ 3,000.00
	WSO new odr.dep.	\$ 8,667.00

	Total	\$25,751.61

Monies to spend	WSO	\$11,000.00
	RSO	\$ 2,500.00
	Mtg. list	\$.00
	Phoneline/new	\$ 3,500.00
	Phonel RSC/trans	\$ 1,160.54

	Total	\$ 18,160.54

GREATER PHILADELPHIA REGIONAL SERVICE OFFICE Inc.

Mgr. Report
July 5th, 1993

The office has been running smoothly for the past month. The literature order came in in bits and pieces so it took more time to check in and enter it on the system. We also received from Dupli-Fax a credit for the trouble we had in the months of May, June. The new STP book will be in print this month and we have an order in for 2,000. We also will need to place an order by the end of the month for literature, this will be coordinated with my supervisor.

Hours worked and a list of what time was spent on for June, 93

Store open	39
RSD reports for RSD mtg.	2
RSD mtg.	1
Stock shelves	2
Mail\receivable	3
Orders\processing	3
Receive orders literature/books/mtg.list	2
Check orders " " "	1
Shipping	5
Banking	2
Phone/collections	3

For June	63 hrs.x12=\$756

Office Mgr.

Regional Service Committee Treasurer's Report

July 5, 1993

Balance from June Meeting	\$4466.18
Deposit from Regional Meeting	<u>\$1365.37</u>
Total	\$5831.55

Expenditures:

Check #363 St. Pauls Lutheran Church	\$ 75.00
Check #364 St. Pauls Lutheran Church	\$ 25.00
Check #365 Indian Valley Public Library	\$ 80.00
Check #366 Rob Acker PI Expenses	\$ 81.36
Check #367 Answercom	<u>\$4065.45</u>
Balance	\$1504.74

George Richards Jr.
Treasurer R.S.C.