



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

6212 RIDGE AVENUE • REAR • PHILADELPHIA, PA 19128 • P.O. BOX 35187
TEL. 215-483-5154 • FAX 215-509-7832

May 6, 2000

Co-Chair Report

I took it upon myself to get in touch with our attorney Marc Edelson. After I had a conversation with him on April 3, 2000, Mr. Edelson informed me that he would fax a letter with a questionnaire attached. After receiving the questionnaire from the attorney I then gave it to our Chair, Eugene, to be filled out and returned to our attorney. I looked over the questionnaire and I have some serious concerns to why these questions are being asked now after such a long period of time. I have also been looking for office space for the RSO. A motion was made by the RSC to allow us to find office space for the RSO only at the last Regional weekend.

After some extensive checking into space, the only thing I saw in our price range is here in Roxborough at 6200 Ridge Ave. and 6208 Ridge Ave. The property at 6200 is going for \$850.00 a month. 6208 is \$750.00 a month. My recommendation would be for us to lease both properties which would give us a high speed for the RSO store and office. Also for a conference room and small space for the copier. Along with a small space for phone line. I strongly recommend that we give this a serious consideration due to the position that were in with this property here.



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continued

I would also like to recommend that we promote Marjani Merritt from Special Worker to Office Manager. She has done the job as an Office Manager. She has shown that she can do the job. I know she can do this job and she has earned it. Marjani has trained people and gained respect from every one she comes in contact with. I purposely stayed away from the job so she could run the office, and she has. She knows how to put in orders and do the bills. So, today I would like this to be voted on.

Office Manager Report

Everything's going fine in the office. The copier in the back has been fixed. There was an order placed for the month of April. The total for the order was 17,020.70 with the 21% discount it came down to 13,446.35. Things are going slow in the office as far as sales. I'm looking in to possibly letting someone go until our sales go back up. I haven't been able to spend a lot of time in the office doing the bills. I would like to thank Marjani Merritt for seeing that the office was running smoothly. I would also like to thank Karlos Washington and Kristen Klinger for doing a good job while Marjani was in Spain. Marjani is also requesting June 3 off to go take her SAT test.

In Loving Service,

Andy F.



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Security Chair Report

There's nothing to report. Everything concerning security is fine.

In Loving Service,

Andy. F