



**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

October 7, 2000

Co- Chair Report

I've been in contact with the Insurance Company concerning the missing funds. It is to my understanding that the Insurance Company has contacted Mr. Williams concerning the claims. The Insurance Company is also requesting more information about the theft and needs copies of all checks. This information was sent to them and I am waiting to hear from them.

We now have a new landlord. They are ACTIVE Properties. They have offered us a five year lease. I will go into more detail of the lease in new business. At that time we will have to take a vote if whether or not we will accept this lease.

I would also like to ask the Board that if your Area is not ordering from our Regional Service Office and going directly to the WSO that this is causing harm to the region. We would like to keep the Office up and running. Any Areas with any concerns about how we can better serve the Areas and Groups are ask to contact me by letter or phone. Phone number 215-483-5154 or 6212 Ridge Avenue. P.O. Box 35187 Philadelphia, PA 19128.

I WILL ALSO BE ABSENT FOR THE NOVEMBER 4 MEETING DUE TO A FAMILY COMMITMENT

In Loving Service,

Andy F.

2-3
\$ 2000
45
\$ 2100
\$ 1875
New Roof
Carpel
Landscape



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Office Manager Report

The store is running okay. We've had some problems with our ordering, but we are now getting back on track. There was a problem with an invoice dated April of 2000. We had never received the invoice which cause our orders to be put on hold from the WSO. This invoice has now been paid. An order has been made for 26,000. We now have a new phone system in the office that will help us better serve our customers with phone orders. We also purchased a large order of Bi-plate, Tri-plate and Gold medallions.

There was a meeting held on Saturday, September 30, 2000 with myself, the office manager and the special workers. We discussed the Employee Guidelines. They also informed me of their concerns about the office.

Also, please remind your Areas and Groups that the store closes 15 minutes prior to closing time, in order for the special workers to have enough time to close out.

In Loving Service,

Andy F.



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Security Chair Report

All is going well here at the GPRSO. On Friday, September 29, 2000 I received a phone call from Richard, the Chair of the Convention Committee . He informed me that he could not gain access to the copy room door. On Saturday, September 30, 2000 I came out to inspect the door and lock. A locksmith had to be called out to replace the lock. All the keys still fit the lock. I also obtained Gwendolyn Young keys and her codes have been removed from the buliding.

In Loving Service,

Andy F.

**Greater Philadelphia Region of Narcotics Anonymous XVI
Convention Treasurer Report**

As of 9/9/00, (3) checks were written totaling \$1594.82. (4) Deposits were made totaling \$3650.56. Our balance as of 9/19/00 is \$2707.04. A call from a bank representative at Mellon informed me that there was a discrepancy with our account. Our checkbook charge was for \$297.50 not \$197.50. This amount reflects the \$100.00 incentive which was given to us when we opened the account. They had credited our account twice for the \$100.00. Our records have been corrected to reflect the change. (See attached)

In loving service,
Linda T.

