

In Loving



Service

**Greater Philadelphia Regional Services Committee**

P.O. Box 42628

Philadelphia, PA 19101-2628

GREATER PHILADELPHIA REGIONAL SERVICES COMMITTEE MEETING OF MARCH  
12, 1988

Meeting opened 12:25

Moment of silence followed by the Serenity Prayer  
Traditions Read, Introductions

All ASR's present

Old minutes read

Minutes accepted

Meeting agenda accepted

AREA REPORTS

PHILADELPHIA - Area over all doing well. Agenda's were not  
received in time.

H & I - needs more support at meetings and also more people to  
take prison commitments. They also submitted to the Region a  
draft letter that is to let institutions pick up the bill of  
litterature, which the committee feels the 7th Tradition cannot  
support. Please find letter attached. Prudent reserve \$178.99.

Literature Review - needs support and looking for weekly meeting  
place.

Helpline - Doing O.K., voted to give phone number to local  
papers.

ADHOC Committee (To find Area Office) Good Support, needs  
officers. Gathering information on office space and phone lines.

New Business - Motioned to Area to have prudent reserve in the  
event of an office, they will need funds. Passed. Taken back to  
the groups to have fund raisers to support Area. Motion all new  
groups must be fully self supporting for 3 months before going on  
the meeting list, Intent to save money on the changes on the  
meeting lists. Donation \$200.00.

BUCKS COUNTY - Meetings going well, increased attendance and  
participation. Monday night Watch Your Step Group is putting  
together a Unity Day on Group Conscience in mid April, flyers to

BUCKS come. Policy Committee has finished writing Policy Guidelines for ASC meeting, copies at next meeting. New P.O. Box is: AAASC, P.O. Box #4, Levittown, PA 19059. Donation \$ 178.55. Not only do we have alot of Group Conscience Meetings, we have a Group with a Select Committee. Prudent reserve \$250.00.

MONTGOMERY COUNTY - Overall Area is doing well. Donation \$250.00. Area looking into having a fund-raiser to increase literature fund. Votes taken on motions for New Business. Prudent reserve \$112.00.

TRI-COUNTY -Sub-committees doing good, positions filled \$200.00 donation to the Region. There is a meeting April 17 for Chester County ASC to discuss the split from Tri-County. Meeting is at Messiah Lutheran Church, 46 West Lancaster Avenue, Downingtown, PA at 7:30 asking for support. Phone lists being developed for the Hotline. No prudent reserve. Activities;

1. April 30 - Dance - Aston
2. May 7 - Dance - Aston
3. July 30 - Splash Party - Aston
4. August 27 - Splash Party - Aston

Flyers to follow, all of the above events will be taking place where the Slash Party was held last year.

SWANA - All groups are doing well, 5 new meetings have started. Womens meeting is now open to ALL. Prudent reserve \$538.10.

H & I doing very well.

PI - is producing new posters in compliance with NA guildlines.

HELPLINE - is holding regular meetings.

ACTIVITIES - is doing very well and is getting new support.

RSR REPORT - Agenda Report went well good support and positive discussion. Balance left from dinner and dance was \$43.00. Our Regional Report to the World is completed (please find attached). Next meeting will be held from 4/16/88 at Lorretta & Waffle Streets in the Northeast from 9-1:30 for Agenda Reports, ALL ASR'S PLEASE BE THERE to bring your Area's group conscience report to to us for the WSC in April.

RSD BOARD - Met 3/11 to discuss how we could start an office without funds. Have not been able to secure a place. Asking for a commitment for the RSC of \$7,000.00 to get the space and have a prudent reserve for 1 years operation.

*start up*  
CONVENTION - Submitting Policy to the Region for Group conscience

vote. Nominated Rodney as Chair for 1989. Treasury Report - 23,000.00, deposit to Hotel 7,000.00. Motion to sign 3 year contract with Adam's Mark, room rates would remain 68.00 - 70.00 Single, 78.00 - 80.00 Double. Date availability for 1989 is Feb. 3-5 or 24-26 or April 21-23 to be taken back to groups. Full report for Convention and funds to be given at the next Regional. yes

PI - Will be purchasing another 10,000 meeting lists to hopefully hold us over until the new format passes. Everything went well 2/6/88 and profit was \$207.00. Next Unity Day will be April 17th at 4th and Arch Streets at 10:00 a.m. the cost will \$10.00. Brian holds nomination for PI Chair. New meeting list with exact changes will be brought to the next Region.

H & I - doing fine.

ACTIVITIES - Each Area's Activities Chair please contact Mike R. at 637-1285 or Frank C. at 637-7936 to coordinate activities.

CLEAN SHEET - Holding it's own, needs representative from Bucks and Montgomery County. Also need typists and Secretary and Treasurer. Input has been great, Thanks to the Area's on sending in input for announcements. Treasury - \$103.83, SWANA owes \$20.00 for last edition.

HOTLINE - Contacting people from NJ to see about getting one number. Planning to be meeting once a month and ask that all Hotline Chaira attend and we are willing to travel from Area to Area to hold meetings.

J.A.C. - Please see attached minutes.

POLICY - Please see attached report.

LITERATURE -	Literature Stock	\$4794.20
	Literature in Transit	7132.16
	Bank Balance	783.88
	Phila. IOU	103.36
	Montco IOU	221.84
	SWANA IOU	390.00
	Member IOU	26.00

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Total Value                    \$13,425.44

Total gains since January \$1408. PI Total amount of monies out to PI for meeting lists \$1400.00 WSO Debt 0 Review and Input Literature not included, All outdated Literature not included.

TREASURY REPORT -            2/19/88 Bank Statement Balance



\$1826.03

Donations:

200.00

178.55

250.00

0.00

0.00

43.00

207.00

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\$2704.58

Expenditures:

6.00

500.00

1000.00

60.00

36.00

100.00

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\$1702.00

Balance as of 3/12/88

\$1002.58

OLD BUSINESS - Nominations for May Regional, H & I Chair and  
Cleansheet Chair and Alternate ASR, Nominations for July -  
Regional Chairperson Literature Review Chair.

M/S/P - Postpone elections for H & I and Cleansheet chairs till  
July, Take nominations in May.

Phila.

Bucks

Montco

Trico

Swana

Dance

PI Dance

Total

JAC Copies \$

RSR for WSC

WSC Donation

H & I

JAC

Policy

Total

NEW BUSINESS

M/T from SWANA, That the Region have a prudent reserve and Region decide on how much it should be.

M/S/P - \$1000.00 donation to the WSC in 1988.

M/S/P - Alternate RSR to serve on World Literature ~~Review~~ *NO*  
~~Sub-Committee.~~

M/S/F - Alternate RSR not be permitted to service on WSC Sub-Committee.

M/S/T - RSD Board would like *START UP* ~~one years~~ operational costs from the Region, the cost \$7,000.00.

M/S/T - To sign a 3 year contract with the Adam's Mark Hotel for Regional Conventions.

M/S/P - Convention committee to fall under the Umbrella account of the RSD.

M/S/T - Policy guidelines for Convention committee.

M/S/P - \$60.00 to go to H & I Chairperson.

M/S/P - J.A.C. needs 36.00 for next meeting.

M/S/P - \$100.00 for Policy copies and workshops.

M/S/P - RSD Board present a Workshop to the fellowship in June & bring flyers to the next Regional with date, time, place, & the agenda consist of the history of the RSD since the corporation and the lawyer who handled the formation be present. + *Tax Accountant*

M/S/P - All elections held in May be retroactive starting 1989.

OPEN FORUM

3RD Regional Unity Day to be held in Delaware May 7th, Call Brian H.

Next meeting for the RSD was not announced.

Motion to close 5:25

POLICY COMMITTEE REPORT

MARCH 1988

The Greater Philadelphia Regional Service Committee has very little policy on record. The existing policy follows a precedence set at previous regional meetings. Attempts have been unsuccessful to collect all past regional meeting minutes to uncover approved standing policies. Without these minutes (particularly beyond 1986) the Regional meeting relies on the experienced members to recall standing policies and procedures that occurred during that time span. This may cause confusion when there is a difference in recollection. The Policy Committee hopes to provide an understandable and documented Regional policy.

The service guide that was submitted to the Region in January contains much of what is believed to be standing policy. This guide, that was compiled by existing and previous regional members, also contains proposed new policies. By leaving this guide in review and input status, this committee needs to receive additional input on policies regarding issues such as:

- A. Motions-their origin and disposition
- B. Sub-Committees-qualifications and duties
- C. Financial Budgeting-function of a J.A.C

The following is a Regional Policy workshop schedule:

- PHILA AREA -March 19, Longshore & Hegerman Sts 1pm
- TRICO AREA -April 24, HIPID Bldg., Upper Darby, 2pm
- BUCKS AREA -May 22, Washington & Chancellor Rds. 1pm
- > MONTCO AREA -June 12, Eagleville Hospital 2pm

Please verify these places/dates with Rob U. (857-1190).

Copies of the policy service guide will only be available at these workshops unless directed otherwise by the ASR's.

*D-ARCLAY BUILDING COMMONS ROOM*

This motion is to accept the purpose of the Policy Committee. (It originates from the description of the Regional Service Committee in the TWGSS):

THE PURPOSE OF THE POLICY COMMITTEE IS TO DEVELOP AND MAINTAIN THE GUIDELINES OF THE GPRSC. THESE GUIDELINES SHOULD INCLUDE A DESCRIPTION OF THE COMMITTEE, IT'S PURPOSE AND SCOPE OF IT'S SERVICES AND SHOULD DEFINE THE FUNCTIONS AND RESPONSIBILITIES OF IT'S PARTICIPANTS, OFFICERS AND SUB-COMMITTEES.)

The Policy Committee's budget for 1988 is as follows:

Copying.....16 page guide X \$.05/copy X 50 copies	= \$ 40.
Rent.....Est \$20./day X 5 workshops	= \$100.
Flyers.....1000 each X \$.03/copy	= \$ 30.
<hr/>	
TOTAL ANTICIPATED ANNUAL COSTS	= \$170.



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**Greater Philadelphia Regional Services Committee**

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March 1988

The Greater Philadelphia Region has been in existence for six years. In 1987/1988, we have experienced a great increase in our unity and level of commitment to service by members in our region. We now have 148 groups, with some groups having two or three meetings per week.

We presently have five areas--Philadelphia, Bucks, Montgomery, Tri-County, and Small Wonder (northern Delaware). We anticipate an addition of one new area this year. All areas are experiencing an increase in membership, unity, and dedication to N.A. All areas have seen more involvement in their sub-committees.

. The Administrative Committee has begun to have JAC meetings in the months opposite the RSC meetings.

. RSR/RSR Alt. have attended most of the ASC meetings. They also have been active on WSC subcommittees.

. Public Information. Over the past year, Public Information (P.I.) has been responsible for three Unity Days which has helped develop the unity in our region. P.I. also attended a national conference on behalf of the WSC-P.I. Committee and two local conferences. P.I. has also taken over the responsibility for the regional meeting list.

This P.I. began meeting every month and were involved with the WSC P.I. work on 12 traditions and P.I. The chairperson has attended quarterlies and was involved with WSC P.I.

. Hospitals and Institutions has experienced an increase in the number of H&I meetings. We presently have 108 meetings. H&I chairperson was involved with WSC H&I and has attended the quarterlies.

. Literature. Our regional Literature Committee has purchased approximately \$70,000 worth of literature from WSC.

. Literature Review. Our Literature Review Committee was re-established this year. They held two workshops on the Basic Text, 4th Edition workshops on Its Works: How and Why and continued reviewing the literature in approval form.

. Policy. Developed a draft of RSC Policy which was submitted to ASR's to be approved by May 1988.

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March 1988

2

. Convention. Our Regional Convention will be held March 25, 26, and 27, 1988 at the Adams Mark Hotel, Philadelphia. To this date, there seems to be another 20% increase in pre-registrations and hotel room reservations. The Convention Committee is also developing policy for the committee's function.

. Helpline. This year we have established a Helpline Committee in order to coordinate the functions of the area helpline committees and to explore the possibility of having a nationwide helpline.

. Activities. A regional Activities Committee was formed to help coordinate activity functions in the region.

. RSO. The RSO Board has grown this year to include elected members from each area. We are now actively pursuing office space.

Overall, the message of recovery in our region is becoming more in tune with Narcotics Anonymous principles.

We are grateful for the opportunity to be of service to N.A.

In Loving Service,

J. R. Friel  
RSR - GPRSC

Alan J. Reisser  
RSR Alt. - GPRSC



3-12-88

Policy From 1988 Philadelphia Regional Convention Committee  
To Be Approved By THE Region

SUGGESTED QUALIFICATIONS  
EXECUTIVE COMMITTEE

CHAIRPERSON 5 YEARS  
CO CHAIRPERSON 4 YEARS

SECRETARY 2 YEARS  
TREASURER 5 YEARS JOB

SUB COMMITTEE CHAIRS

HOTEL LIASON	2 YEARS	GOOD COMMUNICATION SKILLS
PROGRAM	3 YEARS	
REGISTRATION	3 YEARS	BOOKKEEPING SKILLS
FUNDRAISING	2 YEARS	JOB
MERCHANDISING	2 YEAR	JOB SOME BUSINESS KNOWLEDGE
HOSPITALITY	2 YEARS	
CONVENTION INFO	2 YEARS	
ARTS AND GRAPHICS	1 YEAR	
SECURITY	2 YEARS	

ALL CHAIRPEOPLE SHOULD BASE THEIR LIVES AND RECOVERY ON NA MEETINGS AND  
AND HAVE A GOOD WORKING KNOWLEDGE OF THE TWELVE STEPS AND  
TWELVE TRADITIONS. ALSO SOME EXPERIENCE ON CONVENTION COMMITTEE HELPER

INTENT: CONTINUITY OF PERSONAL AND SERVICE RECOVERY

PROGRAM COMMITTEE CONSIST OF CHAIRPERSON AND A REPRESENTATIVE FROM  
EACH AREA. PERSONS DO NOT HAVE TO BE SENT BY THE AREA.

IF AREA IS NOT REPRESENTED FILL IS VOTED BY CONVENTION COMMITTEE.

IF VACANCY OCCURS THAT AREA HAS PRIORITY TO FILL IT.

FIVE MEMBERS HAVE VOTES ALL OTHERS MAY ATTEND FOR INPUT,

CHAIRPERSON VOTES IN CASE OF TIES.

INTENT: TO HAVE INPUT FROM ALL AREAS

NON-ANON MUST MAKE ALL THEIR OWN ARRANGEMENTS.

INTENT: NON-ANON IS A SEPARATE FELLOWSHIP MUST STAND FOR THEMSELVES.

ALL SPEAKERS + CHAIRPEOPLE AT CONVENTIONS BASE THEIR RECOVERY ON  
POWERLESS OVER ADDICTION, IDENTIFY THEMSELVES AS ADDICTS AND ATTEND

ONLY NA MEETINGS TO SUSTAIN THEIR RECOVERY

INTENT: TO ASSURE NA MEMBERS GET A CLEAR NA MESSAGE

NO SPECIAL INTEREST MEETINGS

INTENT: FOR UNITY AT CONVENTIONS AND TO GO ALONG W/CONVENTION  
HANDBOOK

6. NO NAMES ON PROGRAMS AND TAPES AT CONVENTION  
INTENT TO KEEP WITH ANONYMITY
7. ANYONE CAN MAKE A MOTION AT CONVENTION MEETING BUT IT MUST BE SECONDED BY A CHAIRPERSON. ONLY CHAIRS AND EXECUTIVE COMMITTEE HAVE VOTES  
INTENT: TO DEVELOP CONSISTENCY AMONG COMMITTEES AND ENCOURAGE PARTICIPATION THROUGHOUT THE FELLOWSHIP.
8. SECURITY COMMITTEE SHOULD BE FORMED  
INTENT: TO ASSIST OJA MEMBERS TO STAY WITHIN OUR SPIRITUAL PRINCIPLES
9. CONFIRMATIONS TO BE SENT OUT BY REGISTRATION COMMITTEE  
INTENT: TO AVOID CONFUSION
10. MONIES FROM FUNDRAISING AND REGISTRATION TO BE GIVEN TO TREASURER AT MEETING FOLLOWING EVENT OR COLLECTION  
INTENT: TO MORE ACCOUNTABLY WITH FUNDS
11. WHEN NEXT COMMITTEE IS FORMED NOMINATE CO-CHAIRS FOR ALL SUB-COMMITTEES  
INTENT: TO HAVE MEMBERS WITH EXPERIENCE FOR THE NEXT YEAR QUALIFICATION TO CORRESPOND WITH CHAIRPEOPLE.
12. TO GO TO DANCE YOU DON'T HAVE TO REGISTER FOR CONVENTION.

IN LOVING SERVICE  
CONVENTION COMMITTEE

April 16th at Lovell Mar  
2:00 to 6:00 VAC Sat.

GPRSC JOINT ADMINISTRATION COMMITTEE OF N.A.  
MEETING HELD FEBRUARY 13, 1988  
MINUTES

I. The GPRSC Co-Chair called meeting to order at 2:05 p.m. Moment of silence followed by the Serenity Prayer. The Twelve Traditions of N.A. were read. The minutes were recorded by the GPRSC Chairperson.

II. Those noted in attendance were as follows:

- |                                    |                              |
|------------------------------------|------------------------------|
| GPRSC/Policy Chairperson           | GPRSC Hotline/ Phila ASR     |
| GPRSC CO-/Convention Chair         | GPRSC Lit.Rev/TRICO Chair    |
| GPRSC Treasurer                    | GPRSC RSR Alternate          |
| GPRSC H & I Chair                  | GPRSC P.I. Chair             |
| GPRSC Activities Chair             | GPRSC Literature Chair       |
| GPRSC Cleansheet Co-Chair          | GPRSO Board Member           |
| BUCKS ASR                          | TRICO Secretary              |
| BUCKS ASR Alternate                | TRICO P.I. Chair             |
| BUCKS Secretary                    | SWANA ASR Alternate          |
| GPRSC Convention Committee Members | GPRSC P.I. Committee Members |

N.A Members as a whole

III. The GPRSC Co-Chair called the GPRSC Sub-Committees together to discuss the purpose of the Joint Administration Committee (J.A.C.), financial considerations, preparation for GPRSC meetings, and issues regarding motions etc.

A. PURPOSE

1. The purpose of the J.A.C. was discussed:
  - Should the J.A.C. meet even months opposite the GPRSC?
  - Should Area Sub-Committees be involved with J.A.C.?
  - This would promote more unity thru-out the region.
  - The GPRSC meeting moves through the Areas already.
2. Everyone agreed that th J.A.C. would meet the 2nd Saturday of every even month with the GPRSC officers.
3. Volunteers were accepted to structure the J.A.C. after this meeting was finished.

B. FINANCIAL CONSIDERATIONS

1. The ~~Treas~~ opened the discussion on financial matters:
  - The GPRSC needs to establish financial guidelines
  - Formulas are needed to approximate funding
  - Hypothesis are generating the needed expenses
  - How does the finances work?
2. A discussion on the RSO board followed then dismissed.
3. The GPRSC operates off of the Convention Committee's excess monies. Not a good practice.
4. The WSC J.A.C. meets to balance the projected expenses with the projected fund flow.
5. GPRSC H & I Committee prepares a year-long budget.
6. GPRSC P.I. Committee and ASR Alternate anticipates the yearly expenses.
7. GPRSC Literature Review Committee spent \$350. alone for copying costs since the committee was formed in August.



8. The GPRSC has a Ad-Hoc Committee position open to investigate 7th Tradition and fundraising fund flow.
9. Long-term vs. short-term budgeting is necessary.
10. Groups need to be informed for the GPRSC to remain trustworthy.
11. Prudent reserve needs to be established at the region.
12. When, where, and how will the GPRSC turn in budgets? Projected to have budgets turned in to the region by May, after the April J.A.C. meeting.

SUMMARY OF DISCUSSION:

The J.A.C. will meet same time, same place, on April 9, 1988. The GPRSC Treasurer will prepare an itemized report of the GPRSC expenses from the last year. The GPRSC Officers will present an anticipated yearly budget included in their reports.

C. PREPARATION FOR GPRSC MEETINGS

1. The GPRSC Policy/Chairperson stated that the matters of preparing motions and how the motions were handled are under consideration in the Policy Committee. Suggests that this issue not be discussed at this meeting.
2. Discussion followed to somehow get the ASR's informed on the Sub-Committees intents and better communicate.

IV. THE J.A.C., UNITY DAYS, AND REGIONAL SERVICE CONFERENCE

A. UNITY DAYS

1. The GPRSC P.I. Chair opened the discussion outlining the financial planning performed at the GPRSC Unity Day held on Feb. 6, 1988.
  - Members paid fully for their banquet tickets.
  - \$200 was received from the region and paid back 100%.
  - Charged \$5 for a dance that covered overhead expenses.
  - Dance was free after expenses were paid in full.
  - Total of \$7 made.

B. GPR SERVICE CONFERENCES

1. The purpose of GPR Service Conference was discussed:
  - To serve the groups
  - Should meet bi-monthly throughout the region
  - To make regional services more informative
  - To inter-act with Area Sub-Committees
  - Should record minutes at each conference
2. The structure of a GPR Service Conference discussed:
  - Weekend format Friday thru Saturday
    - a. Fri/Sat Sub-Committees independently meet
    - b. Sat the J.A.C. meets to prepare an agenda
    - c. Sun the GPRSC holds it's regular meeting
3. GPRSC is the only known region without a conference.

C. THE JOINT ADMINISTRATION COMMITTEE (J.A.C.)

1. The purpose of the J.A.C. was discussed:
  - Meets to have GPRSC Sub-Committee inter-action.
  - Prepares an agenda for the regional meeting
  - Discusses the financial budgets
2. The structure of the J.A.C. was discussed:
  - Meets 2nd Saturday of every even month opposite region
  - Follows the typical business meeting format
  - Reports given by only GPRSC Officers
  - Have ASR's involved yet not participate
  - Record minutes of all J.A.C. meetings

V. SUMMARY

- A. The J.A.C. is a functioning committee
  1. The GPRSC Co-Chairperson heads the J.A.C.
  2. The J.A.C. is made up of only GPRSC Officers.
  3. All ASR's are welcome to get involved but may not be a participating member.
  4. Questions & comments are invited from all N.A. members
- B. The GPR Service Conference needs some focus
  1. Needs better definition of it's purpose, functions and structure.
  2. Requires large enough facilities to accommodate event.
  3. The J.A.C. would be part of this conference.
  4. Contacts will be made with other regions to see how they operate their conferences.