



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

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February 27, 2000

G.P.R.S.O. Executive Committee Meeting

The WSO Workshop turned out to be very informative. The information that we collected there should be of substantial help to our Region. The following are some of the things that we learned which we as an Executive Committee believe will help our Region move from the problem into the solution along with a host of other items which have been brought to our attention.

We need to restructure our accounting program so that we can better track our expenditures; Most Regions as well as NAWS (Narcotics Anonymous World Service) are using Quickbooks.

We need to begin some kind of marketing technique to lure our Areas and outside businesses back to purchasing literature from our RSO. (There are too many non NA related businesses and Areas purchasing their literature either from other Regions or the World Service Office.) Although, in the past we have not been able to meet the needs of these different customers, we are now, due to the diligent efforts of our Committee, better able to serve our community. We are presently looking into different ways that we can inform the public, NA or otherwise, about this. For example, we are thinking about circulating a letter to all of our customers, old and new alike, along with a brochure of the items that are presently available.

Most of the larger Regional Service Offices such as ours have been offering different forms of NA paraphernalia such as shirts, hats, bumper stickers, jewelry, etc. Although they did report to us that this is not their only form of income, they do report that the income from the sale of this merchandise definitely picks up the slack where the income from the sale of literature leaves off. (we have a catalog of some merchandise that is being sold along with a list of authorized vendors).

We discussed at great length the difficulties we are experiencing between the RSO and the RSC. As per our 1st Tradition, we are looking for ways to become unified so that we can work together instead of working against each other. Therefore, in an attempt to define the role of each body, this Executive body will be holding a special meeting between the RSO Executive Committee and the RSC Executive Committee.

The RSO Secretary is presently waiting for the following list of items from the WSO as well as numerous large RSO's:

- a) Internal Expenditure Policy;
- b) Theft Policy;
- c) Convention Policy;
- d) Area/business Payment Policy;

We are going to review the above policies in an attempt to better serve our Region.

We are looking at the possibility of incorporating the convention committee as well as having them adopt a yearly budget in an attempt to avoid the problems that this Region has experienced in the past such as unpaid hotel bills, etc.

The Just for Today book will be changing its appearance in the near future. The book will resemble the soft covered basic text in size, however, will be a different color.

We have been informed by NAWS that there is a great chance that as of January 1, 2001, there will be a 5% increase in the price of literature. We will be given ample notice to adjust. We should know by April, 2000 if and when this increase will take place.

Unfortunately, there has been a lot of talk about some of the problems which our Region is having. For instance, our Region is known as the "Party Region".

We would like to implement a payment policy which would change the existing one for Areas and non NA customers. NAWS has changed their payment policy and our current payment policy, we feel should be updated so that we are all on the same page.

MOTION FROM THE EXECUTIVE COMMITTEE:

That the payment policy for all Areas as well as non NA customers be put on a 30 days net. If the bill is not paid within the 30 days, no credit will be extended until the bill is paid. If you mess up then for the following 3 months all purchases must be prepaid in cash or money order.

Intent: to maintain financial stability as for as the Regional Service Office Store is concerned.

We believe that this may help our customers become accountable for their purchases and allow our office to have the proper finances to maintain availability of merchandise for all.

There seems to be more space available to without the added weight that we have taken responsibility for since taking on the extra weight of the RSC as well as their sub-committees. The RSC and its sub-committees have not and still aren't pulling their own weight which has and still is hurting the RSO financially. In the past when the Region met, they were responsible to get their own meeting space and pay for it as well.

However, since Regional weekends have been being held at the RSO, we the RSO have been taken advantage of. We are not paid the rent that is supposed to be paid. Yet we still have to pay all of the bills as well as the rent for this property. We feel that we would function better if we break away from the RSC and its subcommittees and take responsibility for ourselves only causing them to do the same. As a result, this committee would like to introduce to this body the following motion:

MOTION FROM THE EXECUTIVE COMMITTEE:

That the RSO get office space to adequately house the RSO store only.

Intent: financial responsibility.

At MRLCNA 2000, the Executive Committee from the RSC held a meeting and decided that the RSO should issue checks to cover some of their expenses due to them not cutting checks on their off months. The following is a list of checks which were written by the RSO Chair and RSO Treasurer to members of the RSC:

\$85.00 for a podium at the GSR Assembly

\$120.00 for supplies at the GSR Assembly

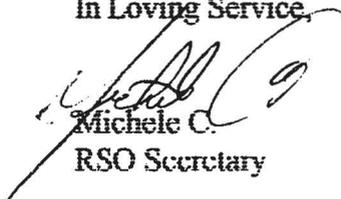
\$175.00 for the DJ at the GSR Assembly

A check was also written for the RSC RD to cover his airline ticket to fly to California in April 2000. Apparently the RD paid for this ticket on his credit card and wanted to be reimbursed. Since the RSC doesn't write checks on their off months they directed the RSO Chair to disburse them. The problem is that the RSO has a policy which was brought to our Board, was motioned and passed which states the following:

"All Board members are to be notified before any money is distributed from the RSO checking account"

With this knowledge, the RSO Chair and the RSO Treasurer signed and disbursed the checks anyway. This seems to be an ongoing problem, therefore, we decided that this should and would be brought back to the Board for discussion.

In Loving Service,


Michele C.
RSO Secretary

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