

West Tennessee Area Service Committee Minutes (7/26/2020)

WHAT DO WE NEED TO KNOW FOR OUR BUSINESS MEETING?

OPEN POSITIONS w/ CLEAN TIME & REQUIREMENTS

1. **Area Chair:** 1 year clean time with previous service experience in NA with 1 year commitment. Upon election resign from any AREA/GSR commitment.
2. **Vice Chair:** 1 year clean time with previous service experience in NA with 1 year commitment. Upon election resign from any AREA/GSR commitment.
3. **Alternate Treasurer:** 2 year clean time w/ suggested bookkeeping/accounting experience & previous service experience in NA with 1 year commitment.
4. **Outreach:** 1 year clean time with previous service experience in NA with 1 year commitment.
5. **Literature:** 1 year clean time with previous service experience in NA with 1 year commitment.
6. **Activities:** 1 year clean time with previous service experience in NA with 1 year commitment.
7. **Newsletter:** 1 year clean time with previous service experience in NA with 1 year commitment.
8. **H&I Chair:** INSERT requirements.

Be sure to read the duties for each position which can be found on the www.na-wt.org page under Members that has links to the Area Guidelines and Subcommittee Guidelines for each above position.

MOTION(S):

DATE: 6/26/2020

MAKER: Glen H. Saturday Night Alive

SECONDED BY: Tayler O Spiritual Awakenings

INTENT: There are currently no instructions for handling the P.o. Box.

MOTION: Add a procedure to guidelines for handling the P.O. Box

Under Section MOTIONS, VOTING PROCEDURES, AND OPERATIONS F. Procedures: add item 7. Which says Area shall maintain a P. O. Box to be used for official Area business.

Under RESPONSIBILITIES AND QUALIFICATIONS OF ASC OFFICERS, Vice Chair, add item 12. which shall state: The Area Vice-Chair shall be responsible for maintaining the P.O. Box Account. This includes adding authorized people to the pick-up list or changing the primary contact to the Chair or incoming

Vice-Chair with an authorization note on WTASC letterhead or changing the primary contact to the Chair or incoming Vice-Chair.

Under RESPONSIBILITIES AND QUALIFICATIONS OF ASC OFFICERS, B. Secretary, add item 16. which shall state: Secretary and/or Alternate Secretary will be added to the pick-up list and be responsible for monthly pick-up no later than the last Friday before area.

Pro #1: To not lose our PO Box for lack of payment.

Pro #2: To have consistency and ensure that each new trusted servant knows where the PO Box is located and how often to check the PO Box for our Area.

Cons: None

EXECUTIVE COMMITTEE:

Chair- Open position

Vice Chair- Open position (Sara S. acting as) Working on getting back into Hope for inperson Area. Will take a minute to get approved to go back to in person vs. zoom. Right now we are still doing zoom. Will send email with updates as well as posting in Clean Friends and Family. ILS, Sara S.

Secretary- Not present

Alt secretary- Greetings Fam, I went to the PO Box location and renewed the yearly renewal. Our Treasurer, Leigh Ann F., reimbursed me the \$179 cost. Also I met with our Acting Chair, Sara S. and Treasurer, Leigh Ann F. to be added to the Area bank account so now we have three check signers. Just wanted to give you all and update. As always please be sure to email your report to the secretary to ensure it goes into the minutes. ILS, Tayler O.

RCM-

Alt RCM- No report- Bill S.

Treasurer- Hello Family, Well another password lock on the bank account. I was unable to look at activity over the past month. Removed Drew R and added Tayler O to the bank account. PLEASE NOTE: the attached spreadsheet may need to be adjusted once I get into the bank account. ILS, Leigh Ann F

Alt Treasurer- Open position

See next page for Treasurer Report spreadsheet breakdowns

SUBCOMMITTEE REPORTS

Activities – Open position. (Destin B. acting as if w/ no report)

Archives – Not present

H & I – Open position. (*Lucy O. is still carrying meeting into Grace House and is giving her report to Area for transparency since we don't have an H&I Chair/Subcommittee.*) Grace House Virtual H&I Meeting. The Grace House Virtual H&I weekly speaker meetings that began May 17 have been going great! I'm grateful for all the ladies who have stepped up to be of service. I currently have speakers scheduled through August 23 and will continue until they are able to go back to in-person meetings. IF any ladies are interested in being of service in this way, let me know please. After our last speaker meeting I received an email from Grace House requesting information about Wed and Fri speaker meetings as well. So that's a great problem to have. They are definitely getting a lot from these meetings. Of course we can't accommodate 2 additional meetings, but I did send them a link to virtual-na.org and suggested they put in women for the format and reached out online to see if anyone knew of female speaker zoom meetings. ILS, Lucy O.

Literature – Open position (Bronson R./ Geoff B. acting as if) No report.

NA in May – Hi Family, Just a friendly reminder that NA in May for 2020 has been postponed until 2021. NA in May 2021 will be held the third weekend May 14-16. Unfortunately, the first weekend was already booked. At this point, we have \$3,857.92 in the bank account. There are eight people whom we have not heard from regarding their registration for this year. Of those who have responded, 9 have donated, 17 asked to carryover to 2021 and two refunds. We have asked those who have not responded to do so by August 15. If we do not hear back, we will carry it over to 2021. We are seeking to pay for the trophies for next year before turning all the money over to the Basis Text Fund minus the \$1200 seed money. Next subcommittee meeting is Aug 23 at 12pm. ILS, Jonathan M

Newsletter – Open position

Outreach – Open position

Policy and Procedure – I made some minor punctuation changes in the Area guidelines and produced a motion about the Area PO Box. ILS, Glen H.

Public Relations – Not present (Emailed Report) Hi, family. We will restock the lit racks at 2 library's this week and soon will take a new lit rack to the cordova library. We also are thinking about getting na type business cards and distributing them to various places. Glen H. has printed 600 mtg. Schedules. He also maintains the online meetings, and virtual meetings. Thank him for his vital service. My term as PR chair is up in September. I have actually made no decision, as of yet there is so much to do. We are planning to have a PR area subcommittee zoom meeting in August. Glen H., will thankfully help us with that. thanks, in loving service, Bill S.

VRC 2021 Ad Hoc-

GROUP REPORTS

Clarity – Not present

Clean Air - Not present

Clean Steam- No Report, ILS Chris R.

Cordova Hope- No Report

Desire – Not present

Doin this Thing- Not present

Get Honest or Die – Hi family, All is well with GHOD. We are still meeting via zoom and will continue to do so for at least the month of August. Meeting attendance is still strong. Tomorrow July 27th, we will have a double header birthday celebration with Mandy R. 5 yrs and Jonathan M. 3 yrs. There is no donation to the area. ILS, Jonathan M.

GIFT – Not present

Good Orderly Direction – Not present

Harmony- Good afternoon Family, all is well at Harmony. We meet on Mondays & Thursdays for in person meetings. We on average have 10-15. We have a \$121 lit order with an area donation of \$9. Come out and get some face to face recovery. ILS, Toni M.

High On Life – Not present

Hope Dealers – No report

Keep it Green- Not present

Lunch Bunch- Not present

No Matter What- Not present

One is Too Many – Not present

Primary Purpose – No report

Saturday Night Alive – Saturday Night Alive is averaging between 8-10 people per night with no problems. No birthdays to announce and we donated \$87 to Area through the Paypal link on the West TN Area website. We are still practicing social distancing and masks are mandatory. ILS, Glen H.

Simplicity is the Key – Not present

Something Different- No report

Spiritual Awakenings- Hello friends and family, All is well at Spiritual Awakenings. We started our live meetings and they have been going well. We had over 30 people at our first meeting and have had an average of 15 people at the following meetings. We are following the social distancing guidelines of the church. All chairs are 6ft apart and masks are required unless you are sitting in your seat. We wipe down all chairs after the meeting is over and have hand sanitizer available. Margo P. will celebrate 10 years on August 7th. Come out and support on Friday nights, we would love to see you there. In loving service, Kate G.

Step Write In- Not present

Thursday Nighters – not present

Unity – Not present

We are Entirely Ready – Not present

Welcome Home- Not present

You+me=we-

UPCOMING BIRTHDAYS

Primary Purpose: Cortez J., 24 yrs, TBD

Something Different: Destin B, 3 yrs & Carl H 14 yrs, 8/3/20

Spiritual Awakenings: Margo P, 10 yrs 8/7/20

OPEN FORUM TOPICS

1st Topic: Current and Future in person meetings and their relationship to the West TN Area- about autonomy. With the COVID-19 pandemic things going on we haven't had to deal with this before. Tayler O. suggested having a subcommittee meeting concerning how to have guidelines in place for a pandemic. Lucy O. brought up Region had a Webinar that has resources we can use to adapt to our Area. Glen H. GSRs please encourage homegroup members to attend the policy meeting. It is important to the whole area, UNITY.

2nd Topic: Consistency with bank account, passwords, and getting people removed/added. Safety Deposit Box guidelines. We need to have something to refer to. Chris M. there are some policies in place for changing people on the bank accounts. We can't stop the Treasurer from changing the password. The bank also has it in place to change passwords periodically. Bank has us reset the password and the security questions. This isn't the first time we have had this issue. We Glen H. Mentioned the PO Box and the Safety Deposit Box. Mandy R. offered to help Leigh Ann about getting into the bank account. Leigh Ann F. brought up NA in May and Area bank accounts coexisting and there might be some issues with different people logging in at different places. Tayler O. suggested we refer this to Policy & Procedures.

3rd Topic: Newcomers helping them during this pandemic time. Marcus M. something we can give them like a virtual phone list. Mandy R. newcomers need sponsors, we need to maybe ask homegroup members if they are willing to sponsor.

OLD BUSINESS

Motion: To nominate David A. for Area Vice Chair

Motion maker: Harmony, seconded by: Something Different

Intent: To fulfill an open position.

Willingness statement: To Whom It May Concern, I am David Adams, and I am 6 years clean. I have a sponsor Mike H., and I am working step 10. I have a working knowledge of the steps and traditions. I am also the GSR for my home group Harmony. I would like to fill the position of Vice Chairman. Thank you.

Yes: 8 No: 0 Abstain: 1 (Motion PASSES)

NEW BUSINESS

OPEN POSITIONS are listed at the top of the minutes. Be sure to email your motion to the secretary if someone is willing to be nominated. Be sure to include the willingness statement in the email as well.

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Next WTASC meeting is August 23, 2020

