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West Tennessee Area Service Committee Minutes (1/27/2019)

**WHAT DO WE NEED TO KNOW FOR OUR BUSINESS MEETING?**

<b>Open Positions</b>	<b>Suggested Clean Time</b>
Chair	2 years
Vice Chair	1 year
Alt Secretary	1 year
RCM	3 years
Treasurer	3 years
Alt Treasurer	2 years
NA in May	2 years
Literature	1 year
Newsletter	1 year
Activities	1 year
Archives	5 years

**Straw Poll - a straw poll has been attached to the minutes. GSRs please review the poll with your homegroup members at your next business meeting.**

**Motion: To nominate Geoff B for NA in May chair**

**Motion: To nominate Tonia L for treasurer**

# Next W.T.A.S.C. meeting is 2/22/2019

## EXECUTIVE COMMITTEE

- **Chair** – Following positions will be open as of March: Chair, Vice Chair, Treasurer, Alternate Treasurer, Activities, Literature, Newsletter. Talk to your sponsor! Talk to your sponsees! Turn in your willingness statements in February!!
- **Vice Chair** – No report
- **Secretary** – No report
- **RCM - OPEN**
- **RCM, Alternate** – No report
- **Treasurer**- Here is the 2018 year end treasurer's report for the minutes.

I am not sure how the current prudent reserve of \$635 was figured. Our average monthly expenses including literature in 2018 were \$1688.44. Our average monthly expenses excluding literature were \$437.18. So I feel our prudent reserve either needs to be increased by \$1,053.44 or decreased by \$197.82 depending on if we want one month of literature to be included in the prudent reserve.

2018 Starting Balance	\$ 5,476.83
2018 Ending Balance	\$ 7,063.66
NA in May Funds Received	\$ 4,403.12
Total Literature Orders From Groups	\$ 10,568.80
Total Group Donations	\$ 6,061.95
Total Money Received	\$ 16,630.75
Total Discounted Basic Texts Sold	477
Total Expenses	\$ 20,261.28
Average Monthly Expenses	\$ 1,688.44
Total Literature Orders From Florida RSO	\$ 15,015.14
Average Monthly Expenses without Literature	\$ 437.18
Current Prudent Reserve	\$ 635.00
Total Regional Donations	\$ 3,009.74

## SUBCOMMITTEE REPORTS

- **Activities**—Hey Guys, Our nye dance went well. We spent \$436.08 dollars, and brought in \$441.00 making \$4.92. I'm turning in the funds and receipts today. We are planning a movie night soon and I will post the details on FB.

debts		income				
dollar tree	\$25.13	decorations	\$441.00			
hobby lobby	\$64.96	decorations				
costco	\$46.85	food				
party city	\$42.49	decorations				
walmart	\$206.65	food				
church	\$50.00	facility rent				
total	\$436.08		Total	\$441.00	Profit	\$4.92

- **Archives – Open**

- **H & I** – H&I is doing well. Currently all panels are filled including Vice-Chair. We are expecting a new panel to open at Serenity for women. 3 months to sit in, 6 months to chair, 9 months to hold your own panel. Information to follow. Tonia L.-Sec, Sam T. Vice Chair. ILS Susan V.

- **Literature** - No report

- **NA in May – Open**

- **Newsletter** – Greetings from The Clean Times where all is well. We had three at our last meeting but would like to have more. We are always looking for people to write articles so if you want to or know someone let me know. Our next meeting will be on February 10th at 2pm at Dunkin at Poplar and White Station, come on out and lend a helping hand.

- **Policy and Procedure** – No report

- **Public Relations** – I participated in a webinar meeting online, in January, with all the PR area chairs and region PR chairs in the State of Tennessee. The main focus of the meeting was helping new area PR chairs get better equipped to provide the most effective service to the still suffering addict possible. There were 9 participants total. Another topic was about the NA billboards, which have successfully completed in Nashville and Chattanooga. Charmaine, Knoxville area PR chair, was designated as billboard coordinator. This meeting was a huge help overall for me personally and will help me get pertinent information to my PR subcommittee members. I also drove to Murfreesboro, TN on January 12, 2019, and took part in a regional PR subcommittee workshop. Craig and Tyler demonstrated a full PR public presentation. There were 25 participants and NA members present. All aspects of a PR presentation were presented and discussed. More information will be discussed at the PR subcommittee meeting which will

be held on February 2, 2019 at Noon at Dunkin Donuts. For now we have gotten our NA IP's to the Main Library. We will set a date soon for a NA information table to be held at the Main Library. The goal is to get the IP's, as well as more information tables, in other public libraries. Discussions are on an ongoing basis for a Memphis billboard and a flyer hanging day. As for now, I am hoping for 6 NA members to join me on the PR subcommittee. A special thanks to Craig and Tyler at region for the workshop and energetically carrying the message to the still suffering addict.

- **Outreach** – Hey family, all is well with outreach. Our next event is a service fair, some time in early March; time, date, and location TBA. Our next meeting is with PR and Newsletter February 10, the second Sunday, at Dunkin in East Memphis at 2 pm. Please come out and support your area!
- **X-MAS MARATHON MEETING** -The x-mas NA marathon turned out well. Addicts gave support to one another through the holiday season. Note: I misplaced the check from Area, but found it. The church was paid, have receipt, the 7th tradition total was \$68.20. Have receipt for \$26.00. I am owed \$7.00.

## GROUP REPORTS

- **Clean Steam** - Hello Family, All is well at Clean Steam. We had an average of 7 in attendance with two newcomers.
- **Clarity** -All is well at Clarity. Average attendance is 30-40 each meeting. 2-4 newcomers each meeting.
- **Desire** – Hello Family, All is well at Desire! Attendance is still strong with newcomers and treatment centers attending! Lauren M. will be celebrating 8 years this month at Desire.
- **Doin This Thang** - Things are going good at DTT. Surprisingly, We have had some good meetings with in depth literature discussions and round robin formats. We need more people, but we probably need to move locations for that to happen.
- **Get Honest or Die** – All is well.
- **GIFT** -All is well with gift. Average attendance 4 addicts. No newcomers.
- **Harmony**– Hello family, all is well at Harmony. Average attendance 12. 2 Newcomers.
- **High On Life** – Greetings from High on Life. We still meet every Monday at 8:30 and still take our topics from the lit. We are also drug court approved. We had 76 addicts come through the door last month. Tomorrow night Mary N will celebrate 14 years and February 4th I will be celebrating 19 years.

- **Keep it Green** – Doing well. 25-30 people each meeting. A lot of treatment centers. The doors are open every Friday night.
- **Lunch Bunch** – Hello Family, All is well at the Lunch Bunch. We continue our efforts at carrying the NA message to addicts 7 days a week. It is an open meeting and we welcome newcomers and visitors. This month we had an average attendance of 19 people per meeting. Coffee, snacks and hugs are free. We have one anniversary celebrant in February.
- **One is Too Many** – One is too many is doing well. We had no newcomers, no new members. We have approximately 10 in attendance at each meeting.
- **Plan B** – We have 5 to 6 visitors. We are doing great. We would like some support.
- **Primary Purpose** – Everything is well at Primary Purpose. Attendance is averaged at 10-15 per night. Nothing new to report. No newcomers.
- **Saturday Night Alive** – Everything is going well at Saturday Night Alive. Average 25-30 per meeting.
- **Simplicity is the Key** – Afternoon family . All is well at SITK . We had 154 addicts attend our meeting this past month and had 3 New comers . We have no birthdays
- **Spiritual Awakenings**- Hey Fam, all is good at SA. ILS Sara
- **Something Different** – We are averaging 25-30 people per meeting and having newcomers every meeting. We have no birthdays this month. No changes.
- **Step Write in** – Nothing to report. No lit order.
- **Thursday Nighters** - Thursday Nighters continues to chug along! All are welcome to come experience some experience, strength and hope.
- **Unity** – Thanks for visiting member explaining the Clarity Statement! Meeting has picked up during these winter months average one treatment center a month.
- **We are Entirely Ready** - All is well at WAER. The message is strong. Our attendance is down. We average 15 per meeting. We've had 5 newcomers and 3 visitors. No birthdays no lit orders, no donation.
- **Welcome Home** - Meeting attendance is up. Book study on Tuesday. 2 newcomers and 1 home group member.
- **You+Me=We** - 243 attendees 11 newcomers All is good, still have many people from drug court.

## OPEN FORUM TOPICS

- **Prudent Reserve** - *Financial Procedures, item G: The prudent reserve should equal one month's operating expenses of the WTASC. This sum should be the total of all the monthly operating expenses added together, then divided by twelve. This figure should be updated at the end of the WTASC's fiscal year. This will be added to the treasurer's report at the end of the treasurer's term.* There is question regarding the accuracy of the formula Excel uses to tally the final figures. This formula will be reviewed by Taylor O, Glenn H, and Mandy R. A final report will be available next month.
- **New building for area to meet** - Hope Presbyterian Church was discussed as an option for a new location for WTASC. They can provide us with a room large enough for H&I and Area to meet. There will also be a room in which to lock up our literature. Hope has requested the time of our meeting and the estimated number of people who will be present. Brooks S will report the hours of 12:30p to 5:30p with an average attendance of 60 addicts. Brooks will also find out if it is possible to have our literature mailed to Hope's address. A policy change is not required to change the location of area per our guidelines. GSR vote will be sufficient and would not need to go back to groups. Brooks S will bring an update next month.
- Brooks S brought up a discussion of possibly changing the venue where NA in MAY is held. Some addicts have expressed interest in finding a new location. Also, a discussion took place regarding possibly allowing the current chair for NA in May choosing the venue. In the past, the NA in May subcommittee reserves the location for the next year. Taylor O, P&P chair, reported that the NA in May subcommittee would need to update their guidelines.

## OLD BUSINESS

- **Motion: Maker:** policy Chair; **Seconded by:** Spiritual Awakenings  
Change letter I in the Financial Procedures in the WTASC Guidelines as follows:  
NA in May will be a fundraiser for the WTASC. All funds raised will be used to subsidize WTASC literature. Literature will be sold at a subsidized rate as long as we have money in the subsidy fund. Only West Tennessee area meetings or groups that are on the meeting schedule are eligible to purchase literature at the subsidized rate. Each eligible

group or meeting may purchase up to, but not more than 7 allotted subsidized pieces of literature. At the end of each area, the WTASC treasurer will report the amount left in the subsidy fund. When the subsidy fund runs out, literature will return to the standard rate as listed on the literature form. If there is a surplus of subsidy in the fund, the surplus rolls over to the following year. For a list of subsidized literature, please refer to the NA in May Guidelines.

**Intent:** Due to the fluctuating balance in the subsidy fund year to year, we would like to add a piece of literature to be purchased at a subsidized rate to further carry the message.

**VOTE: No - 6, Abstain -2 ,Yes -13**

## NEW BUSINESS

**Motion: Maker:** Something Different; **Seconded by:** High On Life

To nominate Geoff B for NA in May chair.

**Intent:** So NA in May will happen.

**Willingness statement:** Hello family. I'm Geoff B and I'm showing willingness to be NA in May chair. My clean date is 8/29/2008. I have a sponsor who has a sponsor. I work steps and go to meetings regularly. I have been GSR of my homegroup a few times, And I have never misappropriated any NA in May funds.

**Motion: Maker:** Policy & Procedures; **Seconded by:** Spiritual awakenings

To nominate our Alt Treasurer, Tonia L, as Treasurer when the position opens up in March.

**Intent:** To fulfill the vacant position.

**Willingness statement:** I am showing willingness to take the Treasurer position. I have a sponsor and I am working steps. She has a sponsor and is working steps with that sponsor. I have sponsees, have been alternate treasurer for the last 6 months. I am also GSR for my home group and hold an H&I panel. I have never misappropriated NA funds.

**Vote: No 0, Abstain - 0, Yes - 21**

**Motion: Maker:** Saturday Night Alive; **Seconded by:** Something Different

Suspend rules to reopen nominations for open positions for area.

**Intent:** To allow the nomination of Tonia L as Treasurer

Title/Sub/Group	Name	10/28/2018	11/18/2018	12/16/2018	1/27/2019
<b>Administrative</b>					
Chairperson	James R.	X	O	X	X
Vice Chairperson	Drew R.	X	X	X	X
Secretary	Jennifer H.	X	X	X	X
Alternate Secretary	OPEN	OPEN	OPEN	OPEN	OPEN
Treasurer	Mandy R.	X	X	X	X
Alternate Treasurer	Tonia L.	X	X	X	X
Regional Committee Member	OPEN	OPEN	OPEN	OPEN	OPEN
Alternate Regional Committee Member	Leigh Ann F.	X	X	X	X
<b>Subcommittees</b>					
Activities	Brad H.	X	X	X	X
Archives	OPEN	X	X	OPEN	OPEN
Hospitals and Institutions	Susan V.	X	X	X	X
Literature	Laurie R.	X	X	X	X
NA in May	OPEN	OPEN	OPEN	OPEN	OPEN
Newsletter	David T.	X	X	X	X
Outreach	Sam T.	X	X	X	X
Policy and Procedures	Taylor D.	X	O	X	X
Public Relations	Bill S.	OPEN	OPEN	OPEN	X
<b>Voting Groups</b>					
Clarity (was Farfromusen)	Corey B.	O	O	O	X
Clean Steam	Chris R.	X	X	X	X
Desire	Tonya L.	X	X	X	X
Doin' This Thing	Brad B.	O	O	X	X
Get Honest or Die	Andrew M.	X	X	X	X
G.I.F.T.	Frank S.	X	X	O	X
Harmony	Thomas B.	X	X	X	X
High On Life	David T.	X	X	X	X
Hope Dealers	Michael M.	X	X	X	X
Hopenminded	Jessee S.	X	X	X	O
Lunch Bunch	Corey P.	X	X	X	X
Keep It green	Brooks S	X	X	X	X
One is too many	Susan V.	X	X	X	X
Plan B	Brandy C	X	X	X	X
Primary Purpose	Dennis B	X	X	X	X
Saturday Night Alive	Glen H.	X	X	X	X
Simplicity is the Key	Geoff B.	X	X	X	X
Something Different	Bill S.	X	X	X	X
Spiritual Awakenings	Sara S.	X	O	X	O
Step Write In	Vince H.	X	X	X	X
Thursday Nighters	Sam	X	X	X	X
Unity Group	Lamar G.	X	X	X	O
We Are Entirely Ready	Mancill W.	X	X	X	X
Welcome Home	Ryan B.	X	X	X	X
You + Me = We	Karen W.	X	X	X	X
<b>Non-Voting Groups and Meetings</b>					
Cordova Hope	Paul B.	X	O	X	O
Clean A.I.R.	Allison L	O	O	X	O
Good Orderly Direction	Ben D.	X	O	X	O
No Matter What	Drew R.	O	O	O	O

<b>TREASURER'S REPORT FOR JANUARY</b>				
<b>Monies Received</b>				
<b>Source</b>	<b>Literature</b>	<b>Donations</b>	<b>Tot Rec'ds</b>	<b>Basic Texts</b>
Clean A.I.R.	\$ -	\$ -	\$ -	
Clarity	\$ 42.55	\$ 5.45	\$ 48.00	0
Clean Steam	\$ 34.45	\$ -	\$ 34.45	1
Cordova Hope	\$ -	\$ -	\$ -	
Desire	\$ 46.90	\$ 73.85	\$ 120.75	
Doin This Thing	\$ -	\$ -	\$ -	
Friday Night Step Writing	\$ -	\$ -	\$ -	
Get Honest or Die	\$ 15.80	\$ 26.20	\$ 42.00	1
Gift	\$ -	\$ 20.00	\$ 20.00	
Good Orderly Direction	\$ -	\$ -	\$ -	
Harmony	\$ 22.60	\$ 2.40	\$ 25.00	
High on Life	\$ 10.00	\$ 4.00	\$ 14.00	1
Hope Dealers	\$ 6.15	\$ 11.85	\$ 18.00	
Hopenminded	\$ -	\$ -	\$ -	
Keep it Green	\$ 3.85	\$ 4.15	\$ 8.00	
Lunch Bunch	\$ 133.85	\$ 125.00	\$ 258.85	7
No Matter What	\$ 33.50	\$ 66.00	\$ 99.50	4
One is Too Many	\$ 54.00	\$ 6.00	\$ 60.00	5
Plan B	\$ -	\$ -	\$ -	
Positive Awareness	\$ 53.00	\$ -	\$ 53.00	7
Primary Purpose	\$ 18.15	\$ 20.85	\$ 39.00	
Sat Nite Alive	\$ 35.50	\$ 18.50	\$ 54.00	4
Simplicity is the Key	\$ 30.40	\$ 31.60	\$ 62.00	0
Something Different	\$ 35.00	\$ 35.00	\$ 70.00	7
Spiritual Awakening	\$ 2.75	\$ -	\$ 2.75	
Step Write In	\$ -	\$ -	\$ -	
Thursday Nighters	\$ 123.00	\$ 59.00	\$ 182.00	3
Unity	\$ -	\$ -	\$ -	
We Are Entirely Ready	\$ -	\$ -	\$ -	
Welcome Home	\$ 61.30	\$ 8.70	\$ 70.00	3
You+ Me = we	\$ 88.80	\$ 11.20	\$ 100.00	1
Miracles Happen	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
Misc (Marathon Meeting Change)	\$ -	\$ (7.00)	\$ (7.00)	
<b>Sub Totals</b>	<b>\$ 851.55</b>	<b>\$ 522.75</b>	<b>\$ 1,374.30</b>	<b>44</b>
Donations	\$ 522.75			
Literature	\$ 851.55			
Member donation	\$ -			
Activities	\$ 441.00			
Subtotal Received At Area	\$ 1,815.30			
Prior Balance	\$ 7,063.66			
	\$ -			
Available	\$ 8,878.96			

Expenses					
Name	Amount	Check Number			
			<b>VOIDED CHECKS</b>		
P.O. Box Rental (1 year)	\$ -				
PI - Schedules	\$ -				
PI - Petty Cash Operating Fund	\$ -				
PI - Travel Expense to VRC	\$ -				
Secretary - Expense Reimbursement	\$ -		<b>Literature Expense</b>		
Activities	\$ -		H&I Literature	\$ 81.50	
Storage Rental	\$ -		PI Literature	\$ 30.00	
Checks	\$ -		Group Literature	\$ 851.55	
Newsletter-Expense Reimbursement	\$ -		Add Lit	\$ -	
Literature- Expense Reimbursement	\$ -		rent	\$ -	
Treasurer's-Expense Reimbursement	\$ -		Starter kit Inst Mtg	\$ -	
Policy - Expense Reimbursement	\$ -		Sub Total	\$ 963.05	
RCM - Travel Advance	\$ -		Lone Star Discount	\$ -	
VRC 35 Donation	\$ -		Total Literature	\$ 963.05	
Safe Deposit Box	\$ -				
PI Phone Line / Freedom Voice	\$ 8.45				
Literature (Florida Regional Office)	\$ 1,954.78				
VRSC, Inc. (Regional Donation)	\$ -				
World Donation	\$ -				
Reimbursement Brad H Website hosting	\$ -				<b>Basic Text Fund</b>
Area Rent	\$ 20.00	2285			Beginning Balance \$ 4,197.93
Sam T Outreach	\$ 40.00	2286			BT Count 44
Juan - Thursday Niters - Marathon Mtg	\$ (75.00)	2279			Ending Balance \$ 3,883.33
	\$ -				
	\$ -				
	\$ -				
Total Expenses	\$ 1,948.23				
<b>Balance</b>	<b>\$ 6,930.73</b>				
<b>Set Asides</b>					
Prudent Reserve	\$ 635.00				
PI Schedules \$250 qtrly \$83.33 monthly	\$ 83.33	Paid Dec 2018			
Newsletter \$25 qtrly \$8.33 monthly	\$ 16.66	Paid Nov 2018			
Safe Deposit Box \$150 yr \$12.50 monthly	\$ 87.50	Paid June 2018			
PO Box Rental \$120 yr \$10.00 monthly	\$ 70.00	Paid May 2018			
Freedom Voice Phone Line	\$ 8.45				
Website hosting \$148.24 \$12.36 monthly	\$ 12.36				
Activities	\$ 400.00				
Outreach	\$ 5.54				
Tentative literature order	\$ 1,327.65				
NA in May Basic Text Fund	\$ 3,883.33				
Total Set Asides	\$ 6,529.82				
Available Cash	\$ 400.91				
<b>Total Set Asides &amp; Avail Cash</b>	<b>\$ 6,930.73</b>				

## NA in May Subsidy Straw Poll

Which additional piece of literature would you like to be subsidized for 5\$?

- It Works: How and Why
  -
- Just for Today, Daily Meditations
  -
- Step Working Guide
  -
- Sponsorship Book
  -
- Living Clean – The Journey Continues
  -
- Guiding Principles – The Spirit of Our Traditions