



## Area Service Committee Minutes for March 2007

These are the full minutes as recorded at the ASC by the secretary. They are collated from the event, and the reports that are emailed into the secretary for inclusion. The reports appear as sent by the sub committee, hence the differing formatting and appearance. Please email [webservant@nwna.info](mailto:webservant@nwna.info) with any errors, omissions, errors, or further information. Please check our website notice board regularly for updates on information, latest meeting times and service committee information. <http://www.nwna.info/noticeboard>

### **ASC Steering Committee Report**

Discussion on how the ASC split is being discussed, and with a wide variety of responses. 1 group is thinking this should be put aside until after the European Convention. Paul read out a statement that is shown below.

Ad Hoc committee does not have a chair. We discussed that many service positions are not filled, and many are about to need new persons as the annual commitments come to an end. GSR's were asked to share this in meetings.

### **Concepts Read By**

Tim

### **Apologies**

Adam, sean, Cheryl, ann, steve

### **Last Months Minutes**

Passed.

### **Introductions & Group Issues**

GSR reported that they were unable to donate the money to the ASC treasurer as it was in coinage, and had not been converted into notes. This was questioned. This was an issue dealt with in a previous ASC and the consensus is that the group treasurer or group representative was responsible for counting and converting the donations into manageable notes. This was due to the time constraints on the ASC treasurer at the ASC. It was repeated later in the ASC that our area is barely covering our costs, and we do ask groups to forward money up the service structure via our ASC.

There is a lot of effort going into carrying the NA message to addicts, professionals via the sub committees, but all of this costs money. Keep the donations flowing please... (counted !)

GSR reported that local groups still want more information on the ASC split/development, but this should be directed from group level. The website should be simple.

There was a question from one GSR referring to the Basic Text that suggests in places it is the responsibility of the group to appoint sponsors for newcomers. Clarification is sought on this issue. Suggestions to look closely at the NA leaflet on Sponsorship.

Rich asked for starter pack for a new Liverpool meeting, he gave the details to the Where To find and was given the pack.

## Positions Vacant

<u>Position</u>	<u>Servant</u>	<u>Start Date</u>
<b>ASC Chair</b>	Joe	Jan 07
ASC Chair Vice	<b>Position Vacant</b>	
<b>ASC Treasurer</b>	Steve M	Mar 07
ASC Treasurer Alternate	Lenny	Dec 06
<b>ASC Literature</b>	Kerry	May 06
ASC Literature Alternate	Robbie	June 06
<b>ASC Secretary</b>	Nicky	April 07
ASC Secretary Alternate	Cheryl	June 06
ASC Brew person	<b>Position Vacant</b>	
<b>Regional Committee Member</b>	Paul M	Jan 07
R.C.M Alternate	<b>Position Vacant</b>	
<b>European Convention Chair</b>	Mick	
CD & Tape Library	Joanne	Sept 2006
<b>Convention Chair 2008</b>	Steve M	
<b>Helpline Chair</b>	Steve	September 2006
Helpline Alt	James	August 06
<b>Hospitals &amp; Institutions Chair</b>	Mike B	April 07
Hospitals & Institutions Alt	<b>Position Vacant</b>	
Meetings List	John	
Outreach Chair	<b>Position Vacant</b>	
Parents & Carers Chair + F&E	Anthony	July 06
Post Box	Adam	
Prison Sponsorship	John	June 06
<b>Public Information Chair</b>	Sam	September 2006
Public Information Alt	<b>Position Vacant</b>	
Website Chair	Dave	
Ad-Hoc Committee Chair	<b>Position Vacant</b>	

## Old Business

No old Business

## CD & Tape Library Report

Joanne confirms that there are a wide variety of recovery tapes on the library, and these can be borrowed for a £1.00 deposit.

## European Convention Report <http://www.eccna24.org>

Registration is available. Support for early registration is needed from our area. Please would treatment centres contact the committee for any special arrangements for client groups who will attend but need consideration for registration fees. Although no one will be turned away, the ConSupport is needed for all the many service positions on the day. Please get involved. Discussion took place around the provision of a room for a crèche. This prompted comments reportedly made by the UK P&C committee. Communication needs to improve between local, UK and the convention committee to cut out misunderstandings. It was pointed out that this is always an issue. Our Area has a workshop at the European convention. It is up to us to decide what topic we want for this GSR's are asked to discuss this at group, and bring suggestions to the next ASC so we can vote on our choice. What topic do you think we should have?

## Literature Report

Excess money handed over to treasurer. Still having problems with getting the signatures cleared by the bank. As this process takes so much time, will probably leave it for the next person who takes on Literature Chair. We will need a new chair. Robbie, the current Alternate will not be taking the position.

## Regional Committee Member Report

Paul is attending the Region meeting next weekend. He is going to take the issue about improving communication between committees at local level and at UK level.

## Website Report

Appraising the need for our website, what it should do, should not do, how it should work. Please ask your groups to respond to the following questions.

Our website offers an email address for each sub-committee, and a notice board for each sub-committee. This is plagued by spam on the emails. We can not stop this modern plague, Question on replying to an email directed via our website to the private email address of the person who is a responder for that service position, and how to reply without showing the private email address. We suggest that you get a new email for your NA business from one of the many free emails accounts available. Then put your NA email ( example [webservant@nwna.info](mailto:webservant@nwna.info)) in the "reply to:" line. Then, when you reply on NA business, the email will show as having come from the NA website.

Many of the comments suggested that our website does not need to repeat what is already done on the world [www.na.org](http://www.na.org) or UK [www.ukna.org](http://www.ukna.org) websites, but to stick to local issues.

Positions vacant:

Vice Chair – 1yr clean time

Secretary - 1yr clean time

Tea person - willingness to serve

We had a brief tutorial from Bill to see how we could manage the website ourselves, we do need a vice chair so both can learn how to manage the website and so there's an overlap service and so it's never left to one person. This would, in theory mean that the vice chair would shadow the chair so that there is always someone who can manage and maintain the website.

We had a quote from a web developer to boost our website and bring it up to scratch but this would cost £4500, we decided against this because of the price. At the moment our website costs us approx £75 per year, £15 for the domain and £60 for the hosting.

1. Do we need a website?
2. Why?
3. How does our area benefit from having it?
4. What are our local needs for the website?

Our concern was that the U.K.N.A website has all the information anyone would need and is up to scratch with the accessibility laws. The information we feel we would need on our website are; general information about N.A. meetings list and notice boards for forthcoming events. Steering committee: Can we give the ASC a 10 minute demo of the website next month?

## **Helpline Report**

No report provided

## **Post Box Report**

Adam sent his apologies. EDM voiced concern over the post not having got to area as this is used by the European Convention

## **Parents & Carers + F&E Report**

Working to start a crèche at the ASC. Very interested in the crèche facility at the European Convention. No plans for a first F&E event yet, but requesting groups or sub committees to approach with requests.

## **Where To Find Report**

No Helpline Report

## **Prison Sponsorship Report**

Questions on the need for this committee, and many supportive replies showed that the work to bring sponsorship services to those who can not access meetings and sponsorship via normal routes is an issue close the heart of many in our fellowship. There were offers of this being a topic for a workshop at the European Convention.

There was discussion on the content and nature of the Prison Sponsorship questions.

## **Hospitals & Institutions Report**

**Traditions:** Read By Sharon

**Attendance:** Lee, Mark, Sue, Josie, Jon Jon, Sharon, Mel, Andy, Mike, Anthony, John, Steve, Andy

**Apologies:** Mike, Alex

### **Positions:**

Acting Chair: Mike B (07817106450)

Vice Chair: Jon Jon (07727 235 787)

Literature: Andy M (07737 131 867)

Panel Leaders: Alex, Sue, Mark, Mike D, Andy T, John H, Chris H

Treasurer: Sharon (07738705257)

Secretary: Anthony (07985 664 567)

Refreshments: Steve (07842 607 729)

### **Positions Vacant**

Panel Coordinator (Lancashire Area): 1 year clean time

Panel Coordinator (Manchester Area): 1 year clean time

Panel Coordinator (Merseyside Area) 1 year clean time

Panel Leader Kirkham: 1 year clean time

Panel Leader Lancaster Castle 1 year clean time

Panel Member (Birchwood)

Panel Member (Female Focus)

### **Positions Filled**

**Panel Leader:** (Female Focus) Mel

**Panel Member:** (Summergrove) Lee

**Literature Report:** Requesting £56.65. Proposal passed for 25 paperback basic text be purchased for literature blitz.

**Treasury Report:**

Literature	<b>£50.00</b>
Travel to Lancaster Castle for month	<b>£30.00</b>
Travel to Liverpool	<b>£20.00</b>
Travel from Liverpool to Lancaster Castle	<b>£17.00</b>
Stationery	<b>£ 5.00</b>
Refreshments	<b>£ 9.00</b>
BALANCE	<b>£19.00 -- requesting £131.00 from ASC</b>

**Facilities**

**Merseyside Area**

**Birchwood:** Meetings going well, ex-clients from the facility have been attending N.A meetings. Newly voted in panel member had to stand down due to not having the clean time required by the facility.

**Summergrove** Panel leader could not attend last two presentations due to ill health and family commitments. The new panel member attended. 1<sup>st</sup> presentation went well, two clients attended. Whereas, the second only one client attended and the person who was asked to share brought a friend.

**Kevin White Unit:** Going well

**Manchester Area:**

**Prestwich:** Fortnightly meetings going well, attendance is good as is the relationship with staff. No problems reported

**H.M.P Manchester:** Going well, request made for a paperback “It works how and why” voted in.

**Pierpoint:** Meetings going ok, no problems reported

**Lancaster Castle:** As there has been no panel leader at this facility, somebody with experience has been standing in. Due to having other commitments this person can no longer stand in. The committee will do their best to make sure the meeting goes on and hopefully the position will be filled soon.

**New Business:**

- After some discussion it was agreed that at least one person that attends each facility should also attend the subcommittee meeting.
- It was agreed that a H&I training day should be arranged in the near future with the aim of getting more people involved in H&I
- A presentation by is to take place on 7 wards of Edenfield on the 26<sup>th</sup> March.

**Old Business**

Attempts have been made to communicate with both Buckley Hall and Styal HMP, this is still on going.

**Venue, date and time for next H&I sub-committee meeting:**

31<sup>st</sup> March 2007 3pm until 5pm at At Saint Margarets Parish Centre (next to St Mags Church) West Derby Road L6 4AD (corner of Belmont Road)

**The committee would like to thank all those that have been involved in service this month and we welcome any new members to the committee.**

**ALSO CAN ALL G.S.R's INFORM THEIR GROUPS OF ALL THE SERVICE THAT THERE IS AVAILABLE ON THE H&I SUB-COMMITTEE!!!!!!!!!!!!!!**

**CAN GSR'S ALSO ANNOUNCE NAMES ARE NEEDED FOR ALL INSTITUTIONS.**

## Public Information Report

Desperate for a secretary to support the committee. Indicator of the success of the PI efforts is the significant increase in the use of our 0800 helpline number.

### NWNWA Public Information Subcommittee Meeting Agenda/ Report/Minutes to PI subcommittee and the ASC.

3<sup>rd</sup> March 2007

#### 1. Introduction

#### 2. Moment's Silence:

3. Present –Gill, Lee St Helens, Lee Bolton, Sam, Linda, John, Rob, Eamonn,  
& Apologies: Emma, John, Linzie

#### 4. 12 Concepts / Goals:

#### 5. Questions & Answers, Points to be raised.

We were asked to pass a pot to contribute to the rent. We did.

#### 6. Service Positions Vacant:

- Secretary and Alternate Secretary. Sharon is going to put herself forward at the next Meeting. THANK YOU.
- Treasurer

#### 7. Treasury:

- Opening balance, -355 pounds  
Request for funds approx 50pounds travel (10 Amanda 3 Derek 30 Sam) plus requests from Gill for literature 23.90 postage and 81.20 for literature. Approx 44pounds was returned due to lack of literature. Gill is holding the money as a float
- Closing balance 355 pounds

#### 8. Doing things differently:

- Got reply to contact with Chief of Lancashire police.
- NWNW diversity feedback from Kerry? – They have not met this month. Hope to meeting next month.
- Linzie has a possible site for fundraiser to support the newcomers who are brought to the convention by various agencies.
- We have a few newcomers who have filled in convention form hoping for transport- what should we do?-
- Data base bounced back because secretary handed in her position. When should we send out invitations- Experience from last conventions? Plan post mail outs and emails.

We gave ourselves a target of 2 months to get all the leaflets out. Hopefully through grateful addicts blitzing their own areas e.g bail hostels, probation hostels, doctors, and door to door in certain areas.

- Presentation to professionals at ECCNA discussed. Suggested speakers? Duplicate 12pm and 3pm or different? Speakers were nominated to be approached. It was decided that different speakers be asked for noon and 3pm.
- Two adverts in Phone boxes in Manchester arranged.

#### 9. Feedback from PI co-ordinators /local and ECCNA.

-please everyone get involved even just putting a few cards out in your place of work or the courts/ doctors/ probation/ cdt's will carry the message. Hand cards out at area with some posters and leaflets to each GSR

#### 10. Presentations

Wrexham service users and workers- Darren Y, Sam and Amanda did presentation. We were asked for a meeting. We directed them in the meantime to Chester. Phone line had 3 calls the following day asking about Chester meetings.

Oldham service user group. Darren Y and Derek . Well received.

Oldham meeting is continued for another month because the team are so enthusiastic. Thank you to Lee and John for organising the month. Can we continue?

Chester- Sally and Rob went. Waiting for feedback.

-Wigan ADS and Manchester needle exchange both need contacting to confirm presentations next week.

Several literature packs were sent out to enquiring professionals.

- new TV program requested ' a lot' of posters for set. It was agreed we would send 50 out and offer to send more if requested.

#### 11. Phone line & 12 steplist.

- Updated 12 step list is to forwarded to Steve G- phone line chair by Emma.
- The phone bill is increasing which for PI is an indication our efforts are working, The freephone has increased from 2pounds to 6pounds per month. 01253 has increased by 25% (10pounds per month)

#### 12. Literature report.

What should we send out. Shall we begin to order stocks for convention while we are not spending all our budget?

Gill ordered 81.20 worth of literature to build up stocks and a rack for the convention.

Thank you to Gill for her amazing efficiency and thorough literature report.

13. Actions and any other Business:

14. Treasury – Closing balance:

355 pounds.

15. Date and Time of next meeting: 3.45 to begin at 4pm in St Helens at same place at Saturday night meeting (on the meeting list). Holy trinity church, Traverse st, Parr Mount, Fingerpost St. St Helens (opp. St. Helen's glass).

## **Ad Hoc Committee**

### **Nov 06 Proposal**

After hearing the proposal that I submitted in Nov 06 at the February ASC,

I now feel that this did not reflect my view. I had not intended the proposal to be so definite in declaring a division of the area. I would like to apologise for the confusion that this has caused especially around the idea of the adhoc sub-committee. My intention was for area development which may over time result in the division of the area.

I would like to give the following as an example of the proposal intention.

### **Proposal Intention - As an example only**

Liverpool, Blackpool or Manchester **could** hold a meeting of GSR's and addicts with the intention of helping the local NA groups to fulfil their primary purpose – **To carry the message to the addict who stiff suffers.**

They would not necessarily need to form sub-committees. They could operate under the existing ASC structure with local co-ordinators to encourage more successful local NA services: For example –

1. Encourage local H&I and PI positions to be filled and develop services in the local area with the support of the ASC H&I / PI sub-committees
2. Reach out and visit local meetings that have no GSR or ASC presence and provide support
3. Organise workshops locally for GSR training and other group needs.
4. Develop NA awareness in the local areas where there are no meetings
5. Sponsor addicts into service positions – ensure all newcomers in the area understand what NA is and feel involved and a part of.

This meeting of GSR's and addicts may in time evolve into a new area depending on the needs and wishes of the local NA members. The ASC would make a commitment to support this process, over time, should local areas wish it to happen.

The decision and action to implement the above example must come from the local NA community.

### **Adhoc**

The Intention of the adhoc sub-committee was to visit each area to discuss with local addicts the ideas in the examples above.

With my initial involvement in the area inventory, GSR training and after talking with other addicts I feel that my personality is involved in this situation which goes against our traditions. I therefore intend to hand in my position on the adhoc sub-committee leaving this to new addicts to bring in fresh ideas and views.

Love in Fellowship

Paul

## **Outreach Report**

No committee exists.

## **Treasurers Report**

No report provided

## **New Business**

It is difficult to hear what people are saying at the ASC. Discussion took place about mobile phones, literature and treasurer being in the main room, or in an adjoining room. How to challenge us to respect the nature of the business meeting going on, and go outside for other discussions.

### **Date & Time of Next Meeting**

We will meet at **The Pensioners Hall. St Albans Road. St Annes. FY8 on Sat 7th April 2007**