



Area Service Committee Minutes for January 2008

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 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

Apologies: Andy O, Peter

- GSR Workshop: Neil is going to ask for volunteers for the workshop in the ASC. He has a format for the workshop and hopes volunteers will get together one afternoon/morning to go through it. Steve mentioned that the Manchester Workshop could be held at the North West Convention.
- More time was requested this month for Outreach
- Joe stated he was going to raise a proposal so that even if a small number of GSRs are left at the end of area than they will be empowered to vote. Nicky mentioned the area attendance register and will minute which GSRs are left at the end.
- Mick, the Chair of ECCNA said he's brought a final report and a couple of decisions need to be made. Costs of the Tea and Coffee for Professionals have been invoiced at £282. Joanne stated that literature is going to donate £200 to area but Lenny stated this money has already previously been given to Sam. Rob PI Chair is to speak to Bolton Lee.
- Sharon said she wanted to discuss the Wed night Blackpool meeting

The secretary asked if sub committee reports could be emailed to her by the Wednesday after area to nicola.rimmer@tiscali.co.uk.

Attendance

Nicky Secretary, Lenny Treasurer, Jon Jon H&I Chair, Tony Phonenumber Chair, Joanne & Kim Literature, Stephen M Convention Chair, Graham Post-box, Andy O RCM, Sharon T Vice Chair, Rob PI Chair, Neil ASC Chair, Mick M Outgoing ECCNA Chair, Joe Outreach, Eamonn CD Library, Leanne Prison Sponsorship Chair, Julie G, Gray, John D, Stevie K, Robert H, Tony H, Gary, Peter, Phil, Paul O, Ruth, Adam, Steve, Paul, Rob W, Paul H, Kevin Mc, Paul L GSRs, Gavin, Adam M, Damian Addicts

Concepts Read By

Rob

Apologies

Peter (Meetings List), Owen (GSR)

Last Months Minutes

Passed

Treasurers Opening Balance

£1899.10

Introductions & Group Issues

- Julie Wednesday night 8pm Colne meeting asked for some support as only 2 people attending.

Joe the Outreach Coordinator said they should be able to help. Phil asked if GSRs could express at their groups that this meeting needed support

- Ruth asked if they could have held the Chorley mtg in a person's home. Nicky read out page 7 of the group booklet which discourages people from doing this

Positions Vacant

<u>Position</u>	<u>Servant</u>	<u>Start Date</u>
ASC Chair	Neil	Sept 07
ASC Chair Vice	Sharon	Nov 07
ASC Treasurer	Lenny	April 07
ASC Treasurer Alternate	Position Vacant	
ASC Literature	Joanne	May 07
ASC Literature Alternate	Kim	May 07
ASC Secretary	Nicky	April 07
ASC Secretary Alternate	Position Vacant	
ASC Brew person	Ruth	May 07
Regional Committee Member	Andy O	Dec 07
R.C.M Alternate	Position Vacant	
European Convention Chair	Mick	
CD & Tape Library	Eammon	Aug 07
Convention Chair 2008	Steve M	
Helpline Chair	Tony	Oct 07
Hospitals & Institutions Chair	John	May 07
Meetings List	Peter	Aug 07
Outreach Chair	Joe	Dec 07
Parents & Carers Chair + F&E	Anthony	Aug 07
Post Box	Graham	Dec 07
Prison Sponsorship	Leanne	April 07
Public Information Chair	Rob	Sept 07
Website Chair	Position Vacant	

Joe expressed how important it is to have a web servant as he's found it very difficult to get things on the web

Literature Report

Sales: £971.65
Stock: £1224.70

£50s worth of literature was bought for the Iranians at Jon Jons mtg

£200 to be donated to Area

Joanne asked if GSRs could stay out of the literature room once they've dropped their order form off. Your literature will be delivered to your desk. Please bring your own pens and a bag for your literature.

Steve to get back to Joanne on how literature will be sold at the North West Convention.

Meetings list

Peter not in attendance and no updated meetings list sent. Joe copied 50 of Decembers for anyone who required them.

Neil to speak to Peter

CD and Tape Library

Eamonn in the process of getting the list together. Can GSRs take back to groups that the CD Library is operational.

Phil brought some feedback from his group from a couple of months ago. His group stated they would hire 10 CDs at a time to take to their group and will let newcomers take 1. If they don't bring it back they will burn another copy and replace it. They had a question whether there would be a problem with copyright doing this. Eamonn to deal with this issue.

Post Box Report

Mail collected and distributed

Old Business

- Neil asked if it would be OK to postpone the discussions re the Share Review committee till next month as he is waiting a response from the Share Review committee down South.
- GSR Workshop: Paul has sent Neil a workshop format. Neil is going to arrange a meeting one afternoon/morning to share this format with the volunteers, so they can go away and coordinate their Areas workshops
- Joe raised a proposal

That the policy regarding a quorum of GSRs needed to vote on issues be replaced by the practice of those attending at the time be empowered to vote

Intent: So that all concerned (our area) understand that a lot of time can be saved in addressing this matter. Time at area is limited. So let our area empower the people present at the time to address issues

Andy asked if there was going to be a minimum number required. There were some concerns as to why the issues couldn't be carried forward to Old Business the following month. The current policy is two thirds of the starting GSRs needed to vote.

Joe retracted his proposal. This is to be discussed next month in the Steering Committee.

Outreach

Joe stated he would like to stand down as he can't commit to being a Chair of a subcommittee. He only wanted to be a Coordinator.

Tony shared his experience of being a coordinator

Joe explained how it would work being a coordinator; this was described in the Dec 07 minutes.

There was some discussion re budgets for coordinators

Steve brought to our attention that the guide to Local Services states this as a subcommittee, this is only a guide.

Tony suggested the volunteers front the money at first, bring receipts, then they could be reimbursed. Nicky stated there would need to be CAP on this as we don't want to be in a position where Joes turning up with £300s worth of receipts.

Joe suggested a 3 month trial. Steve GSR said why don't we just trust Joe. £100 of budget was requested.

Andy asked why Joe couldn't commit to meeting up for 1hr a month as a subcommittee.

Can GSRs again ask for volunteers for Outreach.

Lenny shared a concern that only £300s worth of donations had been made but there would be about £600 of expenses to be paid out this month

Outreach Report

JANUARY 2008

Basically, Outreach functions thus: it offers support to meetings that are struggling and that would benefit from this type of service. Groups that ask for support will be helped as much as possible within the limits of the resources available. Please understand that resources are relatively limited.

Once a group has contacted Outreach, volunteers on the list will then be organised to offer the requested support. In order for outreach to function, we need, by definition, volunteers who (ideally) are prepared to travel to any meeting that is struggling and could use the support.

It was asked that GSR's take back to their groups the need for outreach coordinators for each area comprising North West and North Wales NA. Further to this, do your groups think a coordinator is necessary for each area? If discussions do arise regarding Outreach, any ideas, suggestions and/or concerns are encouraged.

More people have offered their service this month so, because of this, the volunteer list is steadily growing. At present we could do with more volunteers (specifically) from Blackburn, Liverpool and

Manchester. Some people have shown an interest from the Liverpool area so this will be followed up this month.

A budget has yet to be set but – hopefully - this will be addressed at the next ASC. The initial request was for the same amount as our area's sub-committees. Concerns were raised that in order to have a budget Outreach needs to be a sub-committee. So, to alleviate this concern a provisional budget of £100 has been asked for. Allowances for change on this matter are also subject to discussion.

Individuals have offered to support meetings this month without claiming expenses. This is fantastic! It means that meetings will be receiving the support asked for. However, this does not mean that Outreach does not need a budget.

Thank you to those serving NA in this capacity through January.

Joe (07795 221 610)
For the addict who still suffers

Regional Committee Member Report

Please find attached document that includes the questions and motions at World Service Conference this year. Can GSR's take this back to their groups and also anyone that wants to be involved (regardless of clean time) can attend.

The meeting on Wednesday 23rd Jan at the pensioner's hall at 7.30pm will have a NA member who has involvement at world service level explaining the questions and motions. We are hoping for a good attendance so could GSR's mention it at meetings please.

An increase in budget was proposed of £25 as Andy can't get a hotel for 2 nights and travel on current budget. The vote was carried

There are 12 motions that are attached.

Lenny asked if there was any guidance on how much the RCM Chair should have as a budget for food whilst at Region, this is to be discussed at the Steering Committee

Hospitals & Institutions Report

Phil asked if all subcommittees could bring photocopied reports for GSRs to take away with them. Nicky stated it might be a waste of money as at the end of area there are always loads of reports left. Sharon stated she does 6 extra copies if anyone requests a copy.

H & I SUB-COMMITTEE MEETING

29th December 2007

Opening Silence

Traditions: read by Sharon

Those Present:

Jon Jon, Joe, Andy M, Jimmy, Lee G, Helen, Antony, John D, Paul, Brian, Alan, Ruth, Sheila, Sharon, Mike D, Liz, Mike B, Anthony

Apologies

Gail, Keith, Billy, Carol, Tony, Lee R

Positions Vacant

Secretary: 1 year ctr

Treasurer: 2 year ctr. Thank you to Sharon for her service.

Panel Member Pierpoint: 1 year ctr (Pierpoint rules. Also, out of Pierpoint for 1 year if you have been a client there.)

Panel Leader Kirkham: 1 year ctr

Positions Filled

Liz (Panel member) Adelaide House

Literature Report

Literature provided. Awaiting delivery of a further order (£200). This will be used for 12 H&I guidelines and Basic texts for inmates and residents in facilities where there is a H&I presence.

Treasurers Report

Opening Balance	£ 200.00	
Literature	£ 75.00	
Travel to H&I Committee from Blackpool	£ 20.00	
Travel to ASC from Liverpool	£ 5.00	
Rent	£ 15.00	
2 Starter Packs	£ 20.00	
Brews	£ 5.26	
Flyers for Strangeways	£ 10.00	
Travel to Hafanwen	£ 5.00	
Closing Balance	- £155.26	leaves £44.74
Requesting from ASC	£155.26	

Hospitals and Institutions

Manchester Area

Prestwich: going well. Good attendance. Marks commitment is over at the end of January. Someone may be interested in the position.

HMP Strangeways: regular meetings provided. Attendance is low. Liaised with CARAT's. 200 H&I flyers have been produced for distribution in the New Year. £100 cost has been reimbursed.

Edenfield: going well. One resident enquired about sponsorship, and because the person in question is there indefinitely the committee decided to liaise with Prison Sponsorship on the matter. This resident also asked for H&I member's phone number. No individual serving in this capacity gives any personal details to residents or inmates.

Forrest Bank: appointment to be arranged

Liverpool Area

HMP Risley: waiting for a definite date for presentation.

Summergrove: there has been a change of manager. A meeting has been arranged for January.

HMP Walton: a list of six names has been provided for clearance. Information still required is place of birth.

Adelaide House: meeting running well.

Birchwood: meeting well attended. Clients leaving and attending NA meetings.

Kevin White: good attendance. Running well. A concern was raised about members serving through H&I passing on personal details. No individual serving in this capacity gives any personal details to residents or inmates.

Lancashire Area

Pierpoint: running well. Good attendance.

Female Focus: going well. Regularly attended.

Lancaster castle: running well. Lee went in, no problems at present.

Kirkham: still awaiting reply concerning the clearance list that was provided.

North Wales

Hafan Wen: all going well. Just waiting for literature.

New Business

The October UK H&I training/learning day is going to take place in Liverpool. Further details to be arranged.

The North West & North Wales training/learning day is taking place in Manchester. Discussions to continue at next month's meeting.

A concern was raised regarding service responsibilities.

Next Meeting: Saturday 26th January 2008 at 3pm. The venue is Stoneycroft Church, Lister Drive, off Green Lane, Liverpool L13

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.

European Convention Report

£282 bill outstanding. Rob to liaise with Lee and Mick

Big thanks to Mick

Tony asked Andy O if he could take to Region and ask UK PI if they would consider doing presentations to financial organisations i.e. Banks to express the problems we face.

ECCNA 24 FINAL REPORT

First of all I would like to thank everyone who did service before and throughout the convention.

Registrations estimated and aimed for were 100 pre-registrations. We had approx 85. Considering that there was no incentive to pre-register we were to close to our target. Many people from Europe were willing to register but it would have meant a higher cost with bank charges for converting from the Euro. Approx. 800 people registered - 600 approx. full registrations - 200 donations.

We believe that over 1000 people attended the convention. This was apparent by the seating for main meetings on Saturday night and Sunday.

1200 seats were set out in the main arena and most were occupied.

Friday night highlighted a problem with registration when we could see that 168 people had registered but over 300 dance tickets had been sold.

Of the 168 not all had paid full registration. We acted on this and placed a more disciplined procedure on the door. This wasn't just money orientated. The venue insisted on people attending the event be clearly recognizable for security reasons being a public building. We had to comply. This did lead to just a handful of unpleasant situations which we feel we handled to the best of our ability. One situation was picked up by staff from the venue. The language used by one person was unacceptable. This person was asked to leave the venue, but it was later resolved by the person apologizing to the venue staff.

One more incident on Saturday came very close to the police being involved but was resolved before this action was needed.

Points we feel we need to highlight

Translation Equipment - The need to have to hire this equipment when so very little of it was used. 27 headsets were the most ever in use - 300 supplied.

There is very little need when most people attending could understand English - English being the language used for sharing at all European conventions - mainly used more when host community don't speak English.

The cost of extra rooms and equipment. It is important that the EDM update convention guidelines. Experience shows that after initial bids and budget proposals have been made additional rooms and equipment are required. It should be clearly defined in any proposal to hold the event. Additional rooms and equipment increased our budget by £1200.00.

Initially we had a very effective and productive fundraising committee. Their enthusiasm disappeared after the planning meeting with EDM. We believe that the local host committee need supporting not discouraging. This committee fell from over 20 to three, and took lots of effort to bring back to a level that could continue towards and throughout the event.

Again we would like to thank everyone for their support - The speakers for some excellent shares - The people from all over the U.K who helped in doing service throughout. We have had lots of positive feedback from the professionals who attended the event, from the venue and from members who attended the event.

Yours in fellowship

Mick M. Chair.

North West Convention Report

No Report Received

Prison Sponsorship Report

Prison sponsorship sub-committee meeting 06/01/08

Opening silence

Concepts read by mark c

Apologies sent Gary

Positions filled vice chair 1 year matt I, Service co-ordinator 1 year Sean, Secretary 1 year mark c, All positions have been filled

Treasury balance treasury account £33.08, Floating account £26.00

Sponsors 9

Old business Leanne and Stuart dropped literature of at Manchester prison ,we contacted all sponsors about attending 2 sub-committee a year

New business prison sent poster to advertise scheme the sub-committee made a few amendments to keep in line with the traditions. We were approached about sponsoring an addict who is presently incarnated in a psychiatric unit , Stuart to talk to someone to find out details

Next meeting 27th Jan, 12oclock, Pensioners hall, St Albans road, St annes

PI Report

PUBLIC INFROMATION REPORT

PI MINUTES : Date – 29 / 12 / 07

Wash lane school hall, Wash lane, Warrington.

Contact: Chair - Rob 07900577209 Vice Chair – Lisa 07886573342.

POSITION FILLED:

Chair Vice Chair Literature Secretary

Co – coordinators in Liverpool – Cheshire – Lancashire – Cumbria.

POSITION VACANT:

Brew person – No clean time

Treasurer – 2 years clean time

Co – coordinators for – Manchester- North Wales – Wirral – 1 year clean time

Please come to the PI sub committee and be voted in for a one year commitment. For alternate position to run for a year – clean time can be less.

ATTENDANCE SUB – COMMITTEE:

Rob- Chair Lee – addict Steve – Liverpool Co-ordinator John – Literature
Sally – Secretary Peter - addict

CONCEPTS: LAST MONTHS MINUTES:

Concepts read by John & John seconded minutes.

APOLOGIES:

Rob – Lancashire Co-ordinator Lisa – Visa chair Paul – Cumbria co-ordinator Eammon – co-ordinator Laura – Addict

TREASURER OPENING & CLOSING BALANCE:

Opening Balance: - £200.00

Closing Balance:- £1.60

PI Meeting Venue:- £10.00 Travel expenses PI Committee: - £86.40

Literature:-£102.00

Money asking back: £198.40 PI. / Money asking for convention: £416.70

INTRODUCTIONS & SUB-COMMITTEE ISSUES:

Question & Answer for presentation – 10 minutes. No other sub-committee attended.

CHAIR REPORT:

The 2 year plan was started by Rob, Lisa, Robert, Eammon & Sally. This plan is still being refined and will be ready for next PI Sub-committee.

Convention budget as part of the 2 year plan was voted on. A one off payment - £400.00 is needed to be able to do the mail out other literature for the stand and workshop. A rota is needed for all the service of the stand – 10 people for 2 days (Friday & Saturday) 1pm until 5pm each day.

Four presentation have been completed this month:

Abstinence Conference service Tameside, to 100 people at the Hyde town hall, Warrington. On the 07/12/07 attended by Rob – Lisa – Lee. Stand used & 40 packs where handed out.

Service Users Warrington to 10 people at the Lighthouse. Presentation with Literature. 10 packs handed out, on the 07/12/07.

CDT Preston to 10 people. Presentation on the 12/12/07 by Rob – Preston – Stu. Packs where handed out.

CDT Warrington to 7 people. Presentation on the 14/12/07 by Eammon – Lisa – Peter. Packs where handed out.

LITERATURE REPORT:

All the different types of packs have been listed for data base and can be used for all committee.

Packs our being made up for next month's presentations. John has made a room to put the all the packs together. Voted on ordering basic text & other hard books to have for use on the stand but not for Sale.

CO-ORDINATORS REPORTS:

A plan of action was discussed and all Co-ordinator to have reports ready for next meet. Steve from Liverpool area has been busy with information request. The Stand is needed for the St Georges Hall to the Drugs service all day conference on the 14/02/08. Steve to organize stand etc and arrange NA members willing to do service on the day. Report to come back.

NEW BUSINESS:

Convention letter needs drafting to be used for the mail out a total of 350. 150 letters by post and 200 by email. Only for the Moss side community. Using data collected & new data for the target area. Coloured bands or badges to be used for the PI presentation. Rob to go to convention committee meeting and sort out the room for the presentation as it will be a power point presentation. A vote on the convention Presentation: NA member names put forward and voted on for personal story. Rob to chair the presentation & John to do the power point, Sally & Steve to do meet & great with Literature and feed back forms.

A room is needed for a workshop on the Saturday for addicts and service. Still to arrange who is doing work shop or what sort we would like to do.

A rota list for the stand is being put together by Steve. Please contact Steve if you want to do service with a PI Sub-committee member at the convention.

John to finish flyer with PI email for contact then go to print. Free print in press for Convention: Only local Moss side area paper. Flyer to be put up in the local community centres with Convention flyers and poster.

OLD BUSINESS:

The 2 year plan to be completed and reviewed by the committee before putting before the A.S.C. Paul Cumbria co-ordinator to arrange a venue for April, for the first training day, workshop for co-ordinator and learning how to do a presentation with Lit etc.

NEXT MONTHS MEETING DATE & VENUE:

Date:- 26 /01/ 08 Time:- 13.00 - 15.00 prompt

Venue:- St.Helens – Holly Trinity Church, traverse street, Parr Mount, Fingerpost.

Area Business:

Rob had a proposal for £416 needed for the PI presentation to be held at the convention

There was some discussion. The Treasurer to give Rob £100, as he didn't have any more cash to give.

Parents & Carers

No Report Received and no apologies, Neil to speak to Anthony.

Website Report

Nothing to report

Dave said he will update the online meetings on the web

Dave will do his position until March or until someone takes it on if this is earlier.

Helpline Report

Andy stated that he rang the helpline and a business answer phone answered the call. Tony to liaise with Andy re this.

Phone line Report January 2008

All positions will be filled by Thursday 10th January after making a decision to end a volunteers position this was made after taking advice from willing servants and after trying on numerous occasions to contact this volunteer as they had failed to fulfil there position for the last four weeks at least.

I am asking all phone line volunteers to remember to log on as a couple of volunteers have failed to do so, I am putting this down to the Christmas period and all that this brings I ask if volunteers can't fulfil a shift for whatever reason please could you contact myself so I can make alternative arrangements.

I will be attending the next P I meeting and take up the support that has been offered, this will give us the opportunity to work closely in ideas around training which P I have vast knowledge and experience.

If any volunteers are experiencing any intimidating calls end the call as soon as possible by offering a phone call from either myself or a 12 step volunteer as this week as a volunteer received a phone call from a 01282 number which they felt was inappropriate and I received a call early Friday morning which I am assuming was the same number and hung up when hearing a male voice, don't be afraid to ask for support. I have now put a more extensive pack for phone line volunteers which I will be distributing this month.

Your willing servant
Tony 07787734612

New Business

Sharon raised a concern re the Wednesday night Blackpool meeting. Only some of the cards will be read. A proposal wasn't put on the table and time wasn't allowed for group members to take this away and consider the implications. The meeter and greeter cant be there every week, even though it is apparently his responsibility to tell the newcomer about NA

Steve shared his experience on having a 12 Steps and Traditions meeting, they only read 12 Steps and 12 Traditions. He stated that if the vote included a loving god then there shouldn't be a problem.

Lisa stated that in their step meeting if a brand newcomer walks in they change the format.

Gary the GSR for this meeting stated it is going to be a Basic Text Study Group where they read 4 cards How it works, 12 Traditions, We do Recover and Just for today. The meeting will be spent studying the Basic Text.

Treasurers Closing Balance

OUT: £625.03
IN: £529.30
Closing balance £1803.37

Date & Time of Next Meeting

We will meet at The Pensioners Hall. St Albans Road. St Annes FY8 on Sat 2nd February 2007 1:30 till 5pm. The Steering committee meeting will commence at 1:00pm