



Area Service Committee Minutes for July 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 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

Darren has handed in his PO Box position unless no one else can do it. A vote of no confidence was made, this vote was carried.

The guidelines suggested for the PO Box position were:

- PO Box emptied weekly
- Sub Committee addresses mail posted to relevant sub committee chairs
- All other mail posted to the PI Chair
- Attend Area Monthly
- PO Box paid annually by PO Box person by liaising with Treasurer
- Receipts provided for stamps and envelopes and person reimbursed

Andy suggested an address list be constructed for new PO Box person, of sub committee chairs addresses.

The Inventory was briefly touched on and was to be discussed in New Business

The RCM stated he couldn't attend this month's RSC. Mick stated someone from the ECCNA committee would be attending on the Sunday. No issues need to be taken to Region.

There was a discussion about not speaking unless you have raised your hand, your name be taken in a list fashion and then you are asked to speak, to keep matters orderly. If your point has been covered by someone else, it was suggested not to repeat it, to save time.

Joe asked for some support re background noise. Can other people please challenge it with care and respect? Paul suggested the literature and treasury tables be placed in another room. Joanne was happy with this request and from next Area will have her literature stand in the other room. Anthony suggested there be time slots for giving donations and receiving expenses.

Concepts Read By

Matt

Apologies

Ruth – Brews, Charlene – GSR, Sam PI Chair

Last Months Minutes

Passed

Receipts were submitted for £27.46

Treasurers Opening Balance

£1506.75

Introductions & Group Issues

- Sharon brought on behalf of the Barrow meeting, that the meeting has been started by 3 people that are not clean but they have the desire to stop. Another NA member attended and said they couldn't do service and took the chair on. However this person turns up late. The group wants suggestions on how they keep the meeting going.

Anthony stated he struggles to see how a message of recovery is being carried by people not clean.

Paul suggested people from the Lancaster meeting could support it but unfortunately due to it being a day time meeting the people in question area t work.

Dave emphasized we need an Outreach committee.

- On Friday 3rd August, due to the European convention the Llandudno meeting which usually starts at 7:30pm will not be on.
- Tony stated his meeting has reopened but is at a different address. They have done a poster blitz but most chemists they attended didn't have a notice board to put posters up. He asked if PI had any little cards with NAs details on.

Dave announced he had 5000 cards with no helpline number on them. Joe is to speak to the PI Chair re these cards.

Positions Vacant

<u>Position</u>	<u>Servant</u>	<u>Start Date</u>
ASC Chair	Joe	Jan 07
ASC Chair Vice	Neil	April 07
ASC Treasurer	Lenny	April 07
ASC Treasurer Alternate	Gary	April 07
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	Paul M	Jan 07
R.C.M Alternate	Andy	Feb 07
European Convention Chair	Mick	
CD & Tape Library	Position Vacant	
Convention Chair 2008	Steve M	

Helpline Chair	Steve	September 2006
Hospitals & Institutions Chair	John	May 07
Meetings List	Position Vacant	
Outreach Chair	Position Vacant	
Parents & Carers Chair + F&E	Anthony	July 06
Post Box	Position Vacant	
Prison Sponsorship	Leanne	April 07
Public Information Chair	Sam	September 2006
Website Chair	Dave	

Literature Report

The new signatures form for the account is still being processed. Excess funds are being used to keep the literature levels up. They have no cheques left in the cheque book now.

Joanne has been getting a rota together for ECCNA.

Also can people please write clearly on the front of order forms before they submit them?

Meetings list

Sharon updated the meetings list last month and has printed 100 copies. Robbie has agreed to do it next month. **This position is still vacant.**

Post Box Report

Lenny has the key and will bring the mail to the next area but is NOT the PO Box person. **This position is still vacant.** Nicky and Mick are going to discuss how to get the registrations out of the box prior to the convention.

North West Convention 2008

Joe put himself forward as the Treasure and was seconded. This vote was carried.

Prison Sponsorship Report

No one in attendance and no report received.

PI Report

Paul mentioned the request re the little cards and also stated we maybe shouldn't use the ones Dave has as they have the Serenity prayer on the back. A newcomer may be deterred from NA thinking it is a religious program.

Report not received

Parents & Carers

The crèche has been finalised for ECCNA and they have merchandise to sell, which should cover the cost of the crèche. They have been struggling to get together as a sub committee.

No report received

Hospitals & Institutions Report

Paul brought an issue relating to inmates at Strangeways not being able to write out for Basic Texts. There was a suggestion we could give the Prison some to be lent out.

Can people who want to go into Prisons fill in a clearance form please? Paul said if anyone is having trouble filling them he could maybe help.

30/06/07 H&I Sub-Committee Meeting.

Opened meeting with a moments silence.

Those present:

Andy m: Vice Chair, Mark: P.L. Prestwich, Charlene: P.L. Adelaide House, Paul W, Nicky, Claire: P.M. Prestwich, Anthony, Lee, John, Steve: P.L. Lancaster Castle, Mike, Sharon: H&I Treasurer, Pete, Graham, Chris, Ritchie: P.L. Birchwood, Jimmy P.L. Kevin White Unit.

Apologies:

John, Lee, Anthony, Tony, Mel, Mike.

Positions Vacant:

Secretary: 1-year clean time required. Literature: 1-year clean time required. Panel Leader: Pier point, Panel Members: Birchwood, Female Focus, and Edenfield. Lancashire.

Positions Filled:

Literature: Mike B. Panel Co-ordinator Lancashire: Lee R. Panel Member, Birchwood: Paul W.

Literature Report:

Andy M. Completed his commitment, literature was available following last month's late arrival. All information etc was handed over to new Literature Secretary. Thanks for service Andy.

Treasurers Report:

Opening balance £150.00

£50.00 Literature.

£39.60 Travel to Female Focus

£20.00 travel to Adelaide House, Liverpool.

£15.00 travel to Manchester: Liverpool H&I Members.

£15.00 travel to Manchester: Blackpool H&I Members.

Balance £10.40. Will be asking for £139.60 from ASC.

Hospitals and Institutions:

Manchester area:

Prestwich: once a fortnight shares are going in to take H&I meeting. Every second month Prestwich, have requested a 10 minute share and a presentation. Going well.

Strangeways: No report. A member has volunteered to speak with P.L. Members regarding non-attendance and about sending a report to sub-committee.

Liverpool Area:

Adelaide House: Going well, Point raised about disruptive behaviour from Adelaide member. Experience shared, giving P.L. Information on Guidelines for future reference.

Birchwood: going well, numbers are smaller as of late, this is due to the Institution moving to a new, smaller, address. We will be monitoring developments.

Kevin White Unit: Going well, good attendance. There has been a very successful turnover of patients leaving the Unit and attending outside N.A. Meetings.

Lancashire Area:

Female Focus: Meeting going really well. The women are responding positively to N.A.

Lancaster Castle: The meeting is being moved to the visitor's room, due to high level of inmate attendance. Concerns have been raised regarding inmates taking the meeting (would this still be an N.A. H&I Meeting?) P.L. Is intending to speak to inmates about this, after he has sought experience from other N.A. Members, it was suggested he contact U.K.H&I.

New Business:

U.K.H&I. Have stated that Basic Texts, and N.A. Meeting starter packs can be ordered from U.K.S.O. (free of charge), Member raised concern about inmate applying for basic text and not receiving one. U.K.H&I Has written to U.K.S.O. regarding what we can and can't have, clarity will be given in due course.

Walton Prison: Still, ongoing problems with prison rejecting names of members and refusing clearance to get meeting started. It was suggested that U.K.H&I. May have experience to share. In addition, area manager for North West prisons to be contacted.

Other Business:

Issue rose about voting procedures at sub-committee meetings. This was tabled for discussion at next months meeting, Andy M. is to contact H&I. Chair and U.K.H&I for guidance.

H&I. Learning day: Mike B is looking into a possible venue, not too far from his home...

Next Meeting.

Saturday 28/07/07.

St. Luke's Church,

Longsight.

Manchester.

M13

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.

Website Report

Dave has been updating the website. No report this month.

Helpline Report

HELPLINE July 7th 2007

All positions are currently covered on the helpline. Can all helpline volunteers please remember to fill in helpline log sheets. Any volunteers with completed log sheets could you contact me either by phone or by text and I will give you my postal address to send completed log sheets so I can use all the information to compile a report before my commitment ends in August.

James the vice chair has decided to hand in his position due to work commitments. This is now an available position and needs filling as my commitment ends in August.

We still have the £35.00 budget.

Apologies for being unable to attend this months ASC.

CAN ALL HELPLINE VOLUNTEERS PLEASE MAKE SURE THEY LOG ON AT THE CORRECT TIME AND IF UNABLE TO COVER THE SHIFT CAN YOU PLEASE GIVE ME SOME NOTICE TO ARRANGE A REPLACEMENT?

In fellowship

Steve G Helpline Chairperson

Any enquires phone 07966235025

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

Eccna Meeting 30.6.07

Present:

Dave –Programme, Sian, Peter – Hospitality, Ben, Peter – V Chair, Marie – Treasurer, Lee – PI Liaison, Steven, John R – Alt Treasurer, Mick – Chair, Steve G, Chris, Jo, Matti – F&E

Apologies:

Nicky - Registration

Opening balance: £11,478.13

Registration:

Can Nicky chase up about PO box , there was some discussion about the importance of the PO Box being opened regularly every week. Dave will speak to Darren and resolve the issue. Going to ask that ECCNA mail be left sealed to ensure no cheques get lost.

Programme:

Had several emails from Conor one saying unclear how long w/shops are Dave will explain to him. Found some rooms not booked on contract but put on Programme so going to rearrange rooms on Programme. Some discussion around the rooms. Decided not have presentation in Arena. Couple of sharers dropped out. Discussed the speakers.

Hospitality:

Had request from Conor, can we pick up late arrivals from Llandudno Junction. Don't think there will be a problem. Some suggestions made but will reply telling them we are looking into it. Had some members asking for accommodation to be provided. Suggested they get to the convention and ask about the newcomers fund when they get there. We are going to prebook some rooms in one of the hotels. Discussed the logistics of allocating rooms. Suggested lists on registration desk and time limit on Friday for people to report to reg desk and ask for newcomer's accommodation. The EDM want a Liaison person at ECCNA during EDM meeting. Will look into it. Had a call from St George they are fully booked now Friday, Saturday and Sunday night of the convention they asked to release some rooms on the Wednesday and Thursday to general public we said ok.

PI:

Mail shot -570 invites went out 20 replies at last count. Follow up emails going out this week. Fundraiser cancelled due to fire. Will have one later in year. Asked about refreshment at presentation. There will be some. UKPI want to know if they can have expenses for people coming to present. Had some problems with email bouncing but are redirecting them to another address. There was some discussion around expenses
General consensus is no
They are still using 3 people speaking systems UKPI have ok'd this to go ahead. This is being done contrary to the EDM and ECCNA committee's interpretation of PI and PR guidelines.

FA:

There will be a presence at the convention.

Merchandise:

T/shirts- looked at some samples 50 shorts and thongs and the rest on t/shirts. Magnets sorted. Don't know what's happened with the pens. Forgetting about them now it's too late. Thanks to Peter for all his hard work around this.

Literature:

Jo is now ASC literature so cannot do translation, will have to get someone else. Had some discussion on the amount of literature to order and the amount of Basic Texts to give away.

F&E:

Event going to plan on 14 July need £165 to get it up and running. Cheque was given to Mattie. All supplies from past event have been passed onto Neal in St Annes his phone number is 07951 054327. The committee is meeting every Sunday now until convention at 1pm at same venue as ASC.

Had a quote regarding equipment needed for entertainment. The cheapest one available was £1300 (within budget) this includes 2 technicians for the weekend and public liability insurance. There are some items on the quote which Mattie is going to get clarified. General consensus was yes to this price.

Also had a request from the band for expenses.

F&E are hoping to raise a substantial sum towards these costs at the fundraiser.

There was some discussion around charging for the entertainment at the convention. Mentioned the email from EDM informing us that charging was the norm and that people are expecting to be charged. Discussed the logistics of this and suggested tickets on the Registration desk. F&E will discuss this at their meeting.

They need stewards on the nights anyone wishing to help please contact F&E committee.

It was made clear to F&E that the extensions are until 3am on Saturday in BOTH rooms so it was suggested that the entertainment start on Saturday after the main share at 10.30 – 3am. It was also

made clear to F&E that their names would be given to the venue as the persons responsible for this entertainment and that they would oversee the locking of rooms etc on the night of the extension. Mattie agreed to this as long as they were not personally liable for anything (breakages and such like)

Meeting closed with the Serenity Prayer.

NEXT MEETING IN LLANDUDNO AT THE VENUE 14TH JULY @ 2PM

Eccna24 14.7.07 – Llandudno

PLEASE READ THOROUGHLY

Present:

Mick – Chair, Dave - Programme Chair, Peter B – Hospitality, Mike - Arts & Graphics, Lee – PI , Liaison, Ben, Nathaniel, Jo – Area Literature, Marie - Treasurer

Apologies:

Peter - Vice Chair, Bob – F&E Chair, Mattie – F&E Vice Chair, Nicky – Registration, John R – Alt Treasurer

Programme:

Few changes in rooms PI presentation now in Arena. Common needs has changed to Padarn room. Looking at schedule for main meetings. Looked at format for marathon meeting are going to leave reading cards etc: in rooms anyone can take meeting and share. Step meetings more formal getting chairs and sharers in place before the convention. EDM doing 2 workshops H&I & FD, World Services 3 Atmosphere of recovery, Who is missing from our meetings & Public Relations. World Services doing 5 minute slots before each of the main meetings about NA round the world.

Registration:

Nicky sent report reached 100 mark (our target) for registrations. No PO Box person at Area discussed concerns around this. Dave going to talk to Lenny and see if he will do it for 3weeks Lenny has key. Discussed name cards

F&E:

Fundraiser happening today in Blackpool, delayed football for 1 week lots of teams registered. F&E chair phoned asking for £350 for the band we have asked that F&E attend next meeting with a revised budget. Also agreed that if enough was raised today F&E should use that money to fund the band's travel.

Merchandise:

All sorted now Magnets due to be ready 21st July. Will get us a price on the name tag printing. Pens are to go ahead if they can be ready in time.

PI :

Had a meeting last week, Chair now on holiday not sure exactly what is going on with speakers for presentation. Assume speakers have been contacted. PI needs to have member available for all meetings in case the press want to speak to someone. Discussed how to get the message regarding this event out around Wales to publicise it. Going to the Pioneer to see how to get flyer in it. Probation in Nth Wales is looking to implement 12 step meetings etc: Replies to invites still having problems with emails. Some professionals have heard about the event but not received invites. It is open to all professionals with or without invites.

Hospitality:

Still getting lots of queries. General enquiries about the campsite Dinerth campsite £6 per night per person showers toilets etc can have barbies but no fires on ground no chanting or drumming. Looking to have a welcoming reception there Peter vice chair has offered his tent will probably fit 30 people in it. Need another room at Kinmore for prize-winner in Liverpool.

General:

Literature been ordered will be delivered to venue 1 week before.

Shlomo sending cheque.

Lots of discussion round what are we using the newcomer fund for. Was decided to have separate desk for newcomer registration (anyone who cannot pay full registration) There will be two lots of donations One called Newcomer Fund – this is for registering anyone who cannot pay full registration they will be given a name tag and registration pack but will not be allowed into entertainment. Second Hardship Fund – this is for accommodation for those who cannot afford to book in anywhere. People have a choice what to donate to. It will make accounting records more manageable and will give a truer picture of registrations for Treasurer to present in closing report.

BOTH THESE FUNDS ARE FOR NEWCOMERS ONLY – PEOPLE 30 DAYS OR UNDER.

Closed meeting with Serenity Prayer.

NEXT MEETING SATURDAY 21ST JULY AT STOCKPORT VENUE @ 2 PM.

Action List:

Dave to go to Wales Monday & Tuesday week before convention to distribute flyers locally.

Peter (Hospitality) & Nathaniel to find locals willing to help out with this.

Dave to try and get others to help out round Manchester area.

Mike to get sample of the name tags ready for next meeting.

Marie to speak to printer about price.

Mick to book another room at Kinmore for prize-winners.

Lee to try and get clarification around various PI issues brought up.

Regional Committee Member Report

No report this month

CD & Tape Library Report

Position Vacant

New Business

- John stated some Iranian speaking members have started attending their meeting. They have agreed to help the get a venue. Could we provide them with a starter pack in Persian?

Mick suggested they could come to ECCNA.

John asked if we could put their meeting on the local meetings list.

We agreed to let Joanne put together a starter pack of Persian literature for them including Books, leaflets, Key rings and the Preamble cards.

- There was some discussion re reports not being submitted and sub committee chairs not being present.
- There was also some discussion re the inventory.

Mick suggested we start sending the minutes out to all the meetings on the meetings list.

It was suggested we could make Area more attractive some how.

The above will be discussed at next month's steering committee.

Literature Sales

£1103.57

Treasurers Closing Balance

£464.54 IN

£248.53 OUT

Closing balance £1722.76

We don't have any access to the bank account. Lenny is going to try and sort the forms out and get another cheque book.

See income/expenditure sheets.

Date & Time of Next Meeting

We will meet at The Pensioners Hall. St Albans Road. St Annes. FY8 on Sat 11th August 2007 2 till 5pm. The Steering committee meeting will commence at 1:30pm