



## Area Service Committee Minutes for October 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

Lenny stated he hasn't done his inventory yet but will do it ASAP

PO Box paid and is in working order

ASC treasury account not sorted yet

Andy apologised for not doing his inventory. Jo apologised for not attending the inventory session but a report was sent to Nicky

Inventory minutes will be sent out with Octobers ASC minutes and discussed from next month

The secretary asked if sub committee reports could be emailed to her within the week after area to [nicola.rimmer@tiscali.co.uk](mailto:nicola.rimmer@tiscali.co.uk).

### Attendance

Nicky secretary, Neil chair, Peter meetings list, Lenny treasurer, Andy M H&I vice chair, Phil Addict, Jeanette Addict, Diane, Colette, Phil, Chris, Stuart, Paul, Chris W, Keith, Tony, Tony, Paul O, Tony, Robert, Spencer, Lee, Eamonn, Kevin, Adam

### Concepts Read By

Diane

### Apologies

Dave Webservant, Paul/Andy O RCMs, Gary Alt treasurer

### Last Months Minutes

Passed

### Treasurers Opening Balance

£1711.28

## Introductions & Group Issues

- Oldham Thursday night mtg. is closing down as from next week
- Eccles Monday night meeting is now a literature discussion group
- Peter asked if he was OK to be Meetings list person and a GSR, there was some discussion around this.
- Phil Manchester requested a starter pack
- Phil stated that the Monday night Blackpool meeting at the Salvation Army actually starts at 6:30pm
- Phil from the Sat Blackpool meeting asked for guidelines on which literature was free to newcomers. There was some discussion with the following ideas

Rob said they give an introductory guide to NA to newcomers. Lee said as that booklet doesn't have personal stories in it and from his experience this is what brought a newcomer back once, they give them a little white book. Anthony's meeting gives brand new addicts a Just for Today book. Ruth's group gives people with 90 days clean a free Basic Text.

## Positions Vacant

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

Thanks to Gary for his service as Alt treasurer.

Tony put himself forward as Helpline Chair, this was seconded. He was voted in.

## **Post Box Report**

Andy asked if we could move the PO Box to a different location. Steve shared some experience on diverting mail, apparently it costs a further £52 and that mail sometimes ends up getting lost.

Bill stated that we shouldn't discriminate on geographical location and therefore we should refund travelling expenses if someone takes this position from another town. Nicky said that this was only the case if we could afford.

Anthony said that he would find out how much etc its costs to move it.

## **Literature Report**

The white booklets in different languages have arrived. Joanne ordered them from Brussels.

They need someone to do the job of handing out literature as Mel unfortunately cannot do this anymore. There is a 1 year clean time on this position.

## **Meetings list**

No meetings lists were brought as Peter was struggling getting the template and the correct software. Ruth is going to get Robbie to ring Peter.

The budget for meetings list is £20. Anthony suggested putting Peter's telephone number on the list so people could contact him mid month to notify him of any changes

## **CD and Tape Library**

Eamonn has listened to all the CDs and thinks they could do with updating as the quality isn't great.

Neil stated he has tried to contact the Tape review committee to find out more information.

Steve said he would burn some shares from the World Convention in Hawaii. Eamonn is going to give some of his budget to Steve to cover the costs of the CDs. Anthony also agreed to pass Eamonn some shares.

Adam raised a question re the ECCNA share CDs, if people could buy them now even if they didn't put their name down for one. Nicky is going to speak to Marie to see if she knows.

## **Old Business**

Feedback from the groups re the Share Review committee:

Tony's group didn't mind people reviewing them as long as they weren't reviewing their own shares. Phil's group also said it was OK.

Dave Mac is going to raise a proposal next month; Neil is to liaise with Dave

## **Prison Sponsorship Report**

No one present

**Prison Sponsorship sub committee      2nd Sep 2007**

Minutes Silence

Concepts read by Gary

Introductions Gary-Treasurer, Laurie-Literature, Stu.b-P.O Box, Jonny-secretary

Apologies Leanne

Treasurers opening balance £349 in bank £13.41 in pot

P.O Box nothing in

Sponsors still 9, still recruiting, P.S guidelines to be taken to all meetings and left with literature for potential sponsors to read and find out if they wish to get involved

Other business to maintain our non affiliation with the prison, prison sponsorship should be advertised through H & I, Stu, Laurie and Leanne to go to next H&I meeting to promote. Gary to order literature for prison, at the price of £213 from U.K office, to be sent direct to Ged Hill at H.M.P Manchester, we are to send a stamp of our logo to H.M.P and a letter to confirm the literature has been ordered and they can expect it shortly.

Date and time of next meeting 30th September 2p.m at Pensioners Hall St Annes

Unfortunately there was no Prison Sponsorship meeting on the 30th as planned, so no minutes. Date and time of next meeting to be confirmed.

Close with serenity prayer

Peace and love in Fellowship Jonny

## **PI Report**

P.I. MINUTES

CONCEPTS :Read by Lee

PRESENT : Rob, Eammon, Lee, Peter, Steve, Pat, Lisa, Rob, Sam, Ash.

APOLOGIES : Jill, Emma.

POSITIONS VACANT

Chair - ROB (SEPT 07)

Vice Chair - LISA ( SEPT 07)

Literature - JILL (DEC 06)

Secretary - VACANT

Treasurer - VACANT

Co-ordinators - Liverpool (STEVE), Cheshire (EAMONN)

VACANT - Manchester, Lancashire, Cumbria, North Wales, Wirral.

PRESENTATIONS

Wirral Drug Services joint presentation with H&I went well been invited back to do a longer talk.

Enriching Spiritual Care Provision within Mental Health Services at Chester race course put up a stand to hand out leaflets.

Could GSR's please take back to their groups that we are looking for people to do presentations in the different areas of the North West.

## NEW BUSINESS

UKPI are coming up on the 17th November to do a training workshop at the friends meeting house in Warrington flyers are being handed out everyone welcome. Hoping to make a DVD of the day so we can pass this on more often and to use as a learning tool.

Looking at new ways of getting the message out there i.e. Yellow Pages, Billboards, Poster Blitzes, etc etc. working on a database of different areas that have been done and also to e-mail professionals once every month with some literature attached.

## BUDGET

Petrol - £33 Travel to and from area \*2 times, \*2 presentations,  
Literature - £50

Claiming back £83 pounds plus hopefully £50 increase

I had the 500 pounds from the Blackpool convention and without it I wouldn't have been able to get any cards, leaflets, posters etc. The literature alone eats up most of our budget (approx 100pounds every 2 months). Approx 40pounds goes in petrol. People who have the time to cover the PI presentations are often not working (which is why they are free in the day). This means they will struggle to pay for travel and PI has met their travel expenses. There is postage and printing on top. A budget of 150 limits the amount of literature we can send out and the number of presentations we can do. I managed to cover the PI enquiries coming in but was unable to do any extra mail shots, presentations etc. If we are going to be active we need a bigger budget.

PASSED THE POT £9.13 GIVEN AS DONATION TO VENUE.

NEXT MEETING SATURDAY 27TH OCTOBER 13.00 - 14.30 AT :

HOLY TRINITY CHURCH HALL, FINGERPOST, ST HELENS, WA9 1DA

ALL WELCOME.

SERENITY PRAYER

## **Area Business:**

Rob to liaise with Dave Mac on getting an email address set up

Anthony stated that each year AA sends a letter to the media thanking them for respecting our anonymity. Rob is to liaise with UK PI

PI are not going to be charged for the tea and coffee supplied to professionals at ECCNA

Rob proposed to raise his budget from £150 to £200. This was seconded and the vote was carried

## **Regional Committee Member Report**

No report

## **Parents & Carers**

PARENTS AND CARERS & FUNDRAISING & ENTERTAINMENTS  
REPORT TO AREA OCTOBER 2007

SEPTEMBER FUNDAY GREENLANE BLACKBURN:

Overall a well attended event. All went well Shares, Pool Comp and Quiz.  
The amount of money raised after all monies paid was £149.65.  
We all felt this was a success. And would like to thank all those that attended.

SNOWDON CAMPOUT OCTOBER 2007

I attended this event with in mind the time of year and catered for things in doors, however the weather was excellent and the children that were there (not very many) were very happy to play in the sun.

GENERAL REPORT

We had two meetings in September with much focus on the fun day towards the end of the month. We are currently working on new tee shirt designs and will be very much the focus of our next committee meeting.

I will be making contact with Penny in Warrington about a meeting they are starting with a crèche we are in a position to fund the crèche for a period of time which we will agree on.

We are still looking for members to get involved with service on our committee we currently have no treasurer or area co-ordinators which we feel are vital positions in providing a better service to our area.

We will be looking at putting on some more events to raise funds and entertain for the crèche at the convention next year so if you would like one in your area please contact and we will make it happen smaller areas the better as it a good opportunity for unity.

So GSR's please let your groups know we are here to serve you!!

Our next meeting

Greenfield's Community Centre, Green Lane, Blackburn  
Sunday 21st October 2007

Thanks for letting me serve Anthony A PCFE Chair

PARENTS AND CARERS & FUNDRAISING & ENTERTAINMENTS SUB-COMMITTEE  
MEETING  
SEPTEMBER 07

Concepts:

Read by Howard

Attendance: Anthony, Howard, Reece, Kerry and Mel

Last months minutes passed.

Positions:

Chair: Anthony

Vice Chair and Merchandise: Howard

Secretary: Mel

Positions Vacant:

Treasurer

Refreshments

Area Co-ordinator

Positions Filled:

None

Merchandise Report:

T-Shirts being ordered ready for printing. Looked at ideas for slogans for t-shirts. Members to think about slogans and designs and coming back with our ideas when we next meet, hopefully to get some printed in time for Fun day and Camp out. We came up with the idea of having a t-shirt design competition for the children on the Fun Day. The winners T-shirts will be printed.

Treasury report:

Balance of £185.00

Old Business:

Anthony going to Snowdonia to arrange Children's programme at Camp out. Needs to arrange for someone to help out with this.

New Business:

Programme drafted for Fun Day. Howard to ask if it is okay to serve food and if so we have delegated the responsibilities for this between us. Also to enquire about prices and if we can use children's toys on the day. We plan to announce in meetings about service for the event. All people willing to take this on, to turn up at the Centre for 11. It was agreed that both PI and H&I should pay £10 each for the rooms on the day. Entry fee for event set at £2 per person and entry for quiz and pool tournament to be an extra £1 per person, per event. Fun events for kids and parents were decided on "Wacky Races" comprising of sack race, egg and spoon race and 3 legged race. This will run at the same time as the pool tournament and H&I sub committee meeting. (PI will run from 12 till 1pm). Kerry to organise trophies for Quiz and tournament winners. 5 trophies to the value of £10. Mel to put programme together for Fun day.

Other Business:

To draft up a parents and Carers sub committee slogan to be used on all merchandise, and letter heading etc.

VENUE AND DATE FOR NEXT SUB-COMMITTEE MEETING-

Greenfield's Community Centre, Green Lane. Sunday 21st October 2007

## **Hospitals & Institutions Report**

**H & I SUB-COMMITTEE MEETING  
SEPT 2007**

## Opening Silence

**Traditions:** Read by Sharon

**Attendance:** Mike, Jon Jon, Anthony, Lee, Mel, Charlene, Carol, Mark, Kelly, Rob, Mike, Mike and Pete.

**Apologies:** Andy, Jimmy F, Tony W

**Positions:** Chair: Jon Jon (07727 235 787)

Vice Chair: Andy M (07824617513)

Literature Mike B (07817106450)

Panel Leaders: Mel (07866619501), Mark (07792112887), Charlene, Mike D, Mike M, Steve S, Jimmy, Lee (07872009063)

Treasurer: Sharon (07738705257)

Panel Coordinator Lancashire: Lee

## Positions Vacant

### Secratery; 1 yr clean time

Panel Coordinator (Merseyside Area): 1 year clean time

Panel Coordinator (Manchester Area): 1 year clean time

Panel Leader Kirkham: 1 year clean time

Panel Leader & Panel Member (Pierpont)

Panel Member (Female Focus)

Panel Leader (Birchwood)

Panel Member (Female Focus)

## Positions Filled:

Kara-Panel member female focus

Gail- Panel leader Hafynwen, Wrexham

## Literature Report;

**Fully stocked this month. Apologies for last month, as the order was late in arriving, but back on track now**

## Treasury Report

**Donation for room collected from committee £15.86**

<b>Balance</b>	<b>£200.00</b>	
<b>Travel to ASC</b>	<b>-£20.00</b>	
<b>Travel to Wrexham detox</b>	<b>-£ 10.00</b>	
<b>Literature</b>	<b>-£50.00</b>	
<b>Travel to female focus</b>	<b>-£ 29.70</b>	
<b>Travel to H&amp;I / Blackpool</b>	<b>-£ 10.00</b>	
<b>Edenfield literature</b>	<b>-£4.50</b>	
<b>Travel to H&amp;I / Liverpool</b>	<b>-£15.00</b>	
<b>Travel to Pierpoint</b>	<b>-£10.00</b>	
<b>Total Spent</b>	<b>£149.20</b>	<b>Leaves £50.80</b>

**Requesting £149.20 from ASC**

## FACILITIES

**Merseyside Area**

- **Kevin White Unit:** Meetings going well, new meeting on Saturday nights is well attended, Jimmy suggests that another panel member be allowed in with himself and Lee on the Saturday night meeting. No problems, staff want to donate £25 per month for literature but will require a receipt for this. The committee decided that they should order their own on line.
  - **Birchwood:** Richie handed in position, Jon Jon has been going in to support Billy in the mean time. Meetings are going well. Birchwood now needs a panel leader as the panel member does not have the required clean time to take this on alone, but committee members will support him until someone puts themselves forward.
- Adelaide house;** Institution going well relations with staff at the institute is good. Women going to outside meetings. But starting to struggle for shares.

### Manchester Area

- **HMP Manchester:** All going well, 3 H&I meetings this month, all well attended. 2 requests have been but in for letter of reference but no word as yet.
- **Prestwich:** Presentation going well, good message being carried and patients getting out to NA Meetings. There has been a change in management and PI and H&I are arranging presentations for new staff members
- **Edenfeild:** Mike absent last week, Pete gave report- going quite well 3 presentations a month and good shares going in. Female members needed for the female wards, so until someone can be ratified in for the position there will be no meetings on these wards. Other than that good attendance, early days but going well so far.
- **Buckley Hall;** Mike had a call from Bernie Green to say she is leaving and turning the decision over to her successor. Still waiting to hear if H&I can go in though.

### Lancashire Area

- **Lancaster Castle:** No Report
- **Female focus:** Panel member voted in Kara. The Girls in there enjoy H&I Coming in, We are now seeing them leave treatment and keep coming to NA meetings getting sponsors and staying clean. Relations with staff and shares going well.

**Pier point:** Panel Leader and Member required, the person who has been going in, has been doing so for over a year as stand in.

### New Business

- £200 literature funds have been agreed to by UK H&I Sub committee. Money to be used to get step and traditions posters for all institutions, basic texts for treatment Centers and other literature.
- UK H&I training day to be held 13<sup>th</sup> October in Nottingham. 18 seats available on coach leaving from Liverpool Sub committee members have first priority on seats but all NA members welcome. Contact Jon Jon for details

### Old Business

- Mike B to arrange venue for north west H&I training day will discuss at next subcommittee meeting

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

27<sup>th</sup> Oct 2007 3pm until 5pm at Earcroft Community Centre Oldfield Ave, Darwen, Lancs BB3 LQY ( off the A666)

**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**

Apologies

No Report Received

## **Helpline Report**

Tony will be out of the country from this Wed for 12 days, all slots are covered though

## **European Convention Report**

No one present, no report received. Nicky to find out when the final report will be ready

## **North West Convention 2008**

No report received

They have an issue re the proposed treasurer and Programming Chair being GSRs. Some discussion took place

Collette put herself forward for treasurer, this was seconded and she was voted in.

Steve asked if the Convention could be moved up the agenda. This will be discussed at next month's steering committee.

## **New Business**

- The Inventory minutes will be sent out with the October minutes and will be dealt with bit by bit. The topics will be prioritised at the Steering committee meetings.
- Some discussion took place on extending the length of area. Lenny raised a proposal that Area start at 1:30pm from now on. This vote was carried
- Anthony raised an issue that the Prison Sponsorship and Website Chairs attend sporadically. He asked whether we should be contacting them. Neil is going to speak to the Chairs and remind them of the 3 strike policy.

## **Treasurers Closing Balance**

Closing balance £2088.31

Someone stated that the prudent reserve should be everyone's budget times 2

Lenny raised a proposal to raise the prudent reserve to £1300. This vote was carried.

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

We will meet at The Pensioners Hall, St Albans Road, St Annes FY8 on Sat 3<sup>rd</sup> November 2007  
1:30 till 5pm. The Steering committee meeting will commence at 1:00pm