



## BRONX AREA SERVICE COMMITTEE OF NARCOTICS ANONYMOUS

### Agenda for February 3, 2024 Reports Day:

#### Call To Order:

- Serenity Prayer, (All)
- Service Prayer, A Vision for NA Service, 12 Concepts, 12 Traditions.

#### ROLL CALL

Secretary will call member name and commitment.

- 1) Admin Body - please sign in with name and position.
- 2) Subcommittee chairs and vice chairs - please sign in with name and position.
- 3) Recognition of new GSRs, new groups, group concerns
- 4) GSRs – please indicate GSR near your name and name of the group you represent.
- 5) Please send an email to [bronxareasecretary2024@gmail.com](mailto:bronxareasecretary2024@gmail.com) to receive the minutes.
- 6) Reading and approval of last month's minutes
- 7) Treasurer's Report. (Deborah)
- 8) Chairperson's Report – (Damon)
- 9) Vice Chair Report – (William)
- 10) We have a member read the Tradition Of the month.
- 11) Sharing on the 2<sup>nd</sup> Tradition – (Eddie B.)
- 12) 2 hands from the floor

#### Quorum Count

#### Agenda:

#### Reports: ALL COMMITTEES ARE REQUIRED TO SUBMIT WRITTEN REPORTS.

15 MINUTES, per report including questions. This is a Reports month all committees should be reporting verbally.

Finance  
Literature distribution  
E&A  
Speaker Exchange  
Health & Institutions  
Public Relations  
Newsletter  
Website

### **Convention**

- 1) Event report – \_itemized receipts of expenses and income
- 2) Hotel status – \_registrations, room blocks, balance owed
- 3) Bank reporting – \_bank statement and reconciled spreadsheet of monies in account
- 4) Chairperson report including committee meeting minutes

### **New Business**

Any new motions should be submitted at this time. Please put your motion in writing on a motion form, with a second. In addition, the motion maker must be present when the motion is called to the floor. If there is not a second, I will call for a second, (must be a GSR or alternate) if not motion dies for lack of a second.

Break: to be determined

### **Quorum Count**

### **Old Business**

Any business left over from last month, elections, nominations, motions, etc.

### **Nominations:**

Newsletter (Dina)

### **New Business:**

Recording secretary  
Corresponding Secretary  
Policy Chairperson

Policy Vice Chairperson  
RCM Alt  
Speaker Exchanged Chairperson  
Speaker Exchange Vice Chairperson  
Literature Distribution Chairperson  
Literature Distribution Vice Chairperson  
Literature Review Chairperson  
Literature Review Vice Chairperson  
Newsletter Vice Chairperson  
Convention Chairperson

Any new motions

3 motions will be presented to the floor (see attached reports)

Calendar of events

Next administrative body meeting will be January 16<sup>th</sup> @ 7:00 PM

ID: 822-5473-7524

PW: Randal

Next Area Meeting, Saturday March 3<sup>rd</sup>. 2024, @ 12:00 PM

ID: 885 9804 5374

PW: Randal

In Loving Service,

Damon S, [bxareachair@bxasna.org](mailto:bxareachair@bxasna.org)

347-451-6970



## Bronx Area Administrative Body Meeting

Meeting ID – 822 5473 7524 Password - Randal

Tuesday, January 16, 2024 at 7:00 PM

### **MINUTES**

- Chairperson – Damon S - opens meeting with “WE version” Serenity Prayer
- Service Prayer read by Aqila M
- A Vision for NA Service read by Papo
- Attendance – Damon S, William R, Debbie B, Aqila M, Ralph, Tanya, Jerry J, Anna J, Susanne G, Dina H, Ada R, Barrington R, Denise S, Wendy G, Donnell, Darnell R, Sharon, Jason R, Papo, Steve T, Earl, Trevor C, Sandra G
- No minutes available for Admin Body meeting on December 19<sup>th</sup>
- No questions about the January 6th Area meeting
- Items to be placed into Policy 1) any monies and/or receipts must be returned with 30 days; 2) add time frame motions to be voted on at Area pending their need
- Admin Body requests that subcommittees please submit their reports by the Saturday before the Area meeting for review; subcommittees that have their meetings on the last Sunday of the month will submit as soon as possible

- POS has been set up for Zoom, Storage and PO Box accts; Blue Host is pending
- Website – Barrington is working on getting all chairs and vice chairs their new Area emails; the name has not been changed on the Blue Host acct as of yet; the committees \$300 earmark will remain available; Website meets on the 3rd Wednesday of each month at 6:00 PM Mtg ID 813 0911 6581 PW 3521
- Zoom Platform – Denise S will continue to maintain the Area’s Zoom platform
- Literature Distribution – Anna J is still maintaining the committee until and new chair and vice chair are elected; last Lit pickup was on January 11th; Damon is being trained; next Lit pickup is scheduled on February 8th, St Michael’s Church 765 Coop City Blvd; Anna J will not be there...Tanya will lead; Literature monies vary each month depending on need
- Newsletter – Dina needs to activate the new email...she is still receiving emails to her personal email in the meantime; newsletter will be sent out every other month; requested an increase in the current \$200 earmark due to increase in copying & postage costs and puzzle fees; committee is looking into the purchase of a printer; there will be copies of the newsletter available at Lit Distribution; Newsletter meets on the 3rd Thursday of each month at 7:00 PM Mtg ID 871 9477 2683 PW 297675
- H & I – will turn in the money from the sale of the handbooks; the earmarks of \$300 for literature and \$150 for admin costs will remain available; committee is planning a learning day...will check dates before confirming to avoid conflicts of other events; H & I meets on the 4th Sunday of each month at 3:00 PM Mtg ID 833 7570 4883 PW 009884
- Speaker exchange - \$200 earmark tabled
- Policy - \$150 earmark tabled
- PR – committee will discuss increasing the current \$150 earmark at their next meeting and bring back at next Area meeting; PR meets on the 4th Sunday of each month from 1:30 PM to 3:30 PM at 1870 Crotona Avenue
- E & A – committee is planning the upcoming “Red & White” event on February 24th; will submit order for flyers/tickets; the current event earmark of \$2100 will remain as is; Picnic earmark of \$1500 may be increased...committee will discuss; 2024 is the 39th Anniversary (1985) of the Bronx Area...suggestion was made to design and sell t-shirts to off load the cost of the Picnic; E & A meets every other Tuesday at 7:00 PM

Mtg ID 825 1100 0650 PW Randal...meeting date will change on the Tuesday of the Area Admin Body meeting

- Literature Review - \$150 earmark no longer needed; Admin will submit motion to remove this line item
- Secretary - \$200 earmark no longer needed; Admin will submit motion to remove this line item
- Convention – committee did not submit their reports on the designated date of January 12th as discussed in the Area meeting; a spreadsheet was sent in by Sharon tonight but report had errors and/or missing info; suggestion was made that Convention Treasurer’s meet with Tanya/William once again to see if records can be reconciled; committees that receive money should be submitting reports and receipts to the Treasurers after each event; Convention committee members, past and present, have voiced multiple concerns and discrepancies involving funds; where is the \$1,000 from cancelled “Lost Prom” event in the report submitted (\$900 returned, \$100 cancellation fee, \$350 for cost of flyers/tickets lost) and when was it re-deposited; Sandra G informed the Admin Body that there is no safe available at the hotel; Ada, Convention Secretary, stepping down; Admin Body will submit a motion at February 3rd Area meeting

Motion: “all Bronx Area ADHOC committees (Bronx Area Convention Committee) will dissolve as defined in the “Guide to Local Service” at the end of the task, 1) all bank books will be turned over 2) all proceeds will be turned over 3) no pre-registrations will be sold at this Convention  
Intent: There will be NO motion to have a Bronx Area Convention until all pending financials have been reconciled (money, receipts, bank books, policy, contracts, budgets) have been reviewed and approved.

- “Sisters in Recovery” Group would like to hold a virtual speaker jam on Saturday, March 30th from 12:00 PM to 8:00 PM; will speak with Denise for meeting ID and password; will create a flyer to submit to PR for approval
- There is meeting space available at Calvary Hospital on Monday, Tuesday and Wednesday; if meeting stays with 1.5 hours the space is free, over 1.5 hours will make donation; info given to PR to contact the facility
- Next Admin Body meeting is scheduled on February 20th at 7:00 PM
- Susanne G – closed meeting with Serenity Prayer





## BRONX AREA SERVICE CHAIRPERSON REPORT

February 3, 2024

Chairperson Damon S. – Vice Chairperson William R.

Good afternoon all you beautiful people of this wonderful program of recovery, I want to thank everyone in attendance for participating. I need every one of you to properly fulfill my commitment to Bronx Area.

I attended Literature distribution on January 11<sup>th</sup>, I am learning the process that is in place. We had an admin body meeting on January 16<sup>th</sup>.

POS has been set up for Zoom, Storage and PO Box accts; Blue Host web hosting is pending.

### WEBSITE

Barrington is working on getting all chairs and vice chairs their new Area emails; the name has not been changed on the Blue Host acct as of yet.

The committees \$300 earmark will remain available.

Website meets on the 3rd Wednesday of each month at 6:00 PM

ID 813 0911 6581

PW 3521

### LITERATURE DISTRIBUTION

Anna J will continue on until and new chair and vice chair are elected.

I am being trained. Next Lit pickup is scheduled on February 8th, St Michael's Church 765 Coop City Blvd 630PM.

### NEWSLETTER

Dina requested a \$200 earmark due to increase in copying & postage costs and puzzle fees; committee is looking into the purchase of a printer; there will be copies of the newsletter available at Lit Distribution.

Newsletter meets on the 3rd Thursday of each month at 7:00 PM

ID 871 9477 2683

PW 297675

### H & I

will turn in the money from the sale of the handbooks.

The \$300 literature and \$150 admin earmarks will remain available; committee is planning a learning day.

H & I meet on the 4th Sunday of each month at 3:00 PM

ID 833 7570 4883

PW 009884

PR

Committee will discuss increasing the earmark at their next meeting and bring back at next Area meeting.

PR meets on the 4th Sunday of each month from 1:30 PM to 3:30 PM @ 1870 Crotona Avenue.

E & A

“Red & White” event on February 24th; will submit order for flyers/tickets; the current event earmark of \$2100 will remain as is.

Picnic earmark of \$1500 may be increased...committee will discuss; 2024 is the 39th Anniversary (1985) of the Bronx Area...suggestion was made to design and sell t-shirts to off load the cost of the Picnic.

E & A meets every other Tuesday at 7:00 PM

ID 825 1100 0650

PW Randal

“Sisters in Recovery” is giving a virtual speaker jam on Saturday, March 30th from 12:00 PM to 8:00 PM; will speak with Denise for meeting ID and password; will create a flyer to submit to PR for approval.

There is meeting space available at Calvary Hospital on Monday, Tuesday and Wednesday; if meeting stays with 1.5 hours the space is free, over 1.5 hours will make donation; info given to PR to contact the facility.

Moving forward all reports should be sent to the vice chair and the chair of Bronx area.

We would like all reports sent on the last Saturday of each Month.

The admin body meeting will be on the 3rd Tuesday of every month, please come voice your concerns from the group and the committees so we may put you on the agenda and get the concerns to the area floor.

Literature distribution is February 11<sup>th</sup> @630pm.

765 co-op city Blvd.

All the Committee members need to contact Barrington with an Email [barringtonr@yahoo.com](mailto:barringtonr@yahoo.com)

So he can issue a Bronx Area Email Address ( [-----@BXASNA.ORG](mailto:-----@BXASNA.ORG) )

Please do not use BXASNA.ORG for personal correspondence.

Email Addressee:

Damon S- (Bronx Area Chairperson) [bxareachair@bxasna.org](mailto:bxareachair@bxasna.org)

Next administrative body meeting will be February 20th at 7:00 pm

ID: 822-5473-7524

PW: Randal

Next Area Meeting will be March 2nd @ 12pm  
ID: 885-9804-5374  
PW: Randal

In Loving Service  
Damon S



**Dates for 2024 Literature Pick up.**

**January 11<sup>th</sup> at 6:30pm**

**February 8<sup>th</sup> at 6:30pm**

**March 14<sup>th</sup> at 6:30pm**

**April 11<sup>th</sup> at 6:30pm**

**May 9<sup>th</sup> at 6:30pm**

**June 13<sup>th</sup> at 6:30pm**

**July 11<sup>th</sup> at 6:30pm**

**August 8<sup>th</sup> at 6:30pm**

**September 12<sup>th</sup> at 6:30pm**

**October 10<sup>th</sup> at 6:30pm**

**November 14<sup>th</sup> at 6:30pm**

**December 12<sup>th</sup> at 6:30pm**

**Location**

**765 Coop-City Blvd.,**

**Bronx NY 10475**

**Side Door-Parking Available**



**2/3/2024**

## **WEBSITE MINUTES**

***Website Committee met on January 17<sup>th</sup> on the virtual platform.***

***In attendance: Barrington, Sammy, Sandra G., Felicia S., Steve T., Denise S.***

***Open meeting with a moment of silence followed by Serenity Prayer.***

### **Readings:**

***Twelve Traditions- Felicia S.***

***Twelve Concepts- Steve T.***

### **Agenda:**

***Nominations***

***Policy Review***

***New Website Review & Features***

### **Nominations:**

***Secretary- Sandra nominates herself, no more nominations Steve makes a motion to have Sandra be secretary by acclamation Sammy seconds motion passed.***

***We discussed the Virtual Platform falling under Website Committee vs. breaking off to its own subcommittee. (Just a discussion)***

***We decided that the Virtual Platform will remain part of the Website Committee and Felicia & Denise will be the Virtual Coordinators. They will have access to all hosts on zoom, and will still be the point of contact for the virtual platform.***

***We plan to alternate our meetings with between Website and Virtual Platform***

***Coordinators, and will be cross-training each other on each platform.***

***We will start reviewing our Policy to see if any changes are necessary.***

***The Website Committee and the Virtual Coordinators will also create manuals to use as teaching material for those whom want to learn, train, and possibly take on commitments within these platforms.***

***We reviewed the new website (still a work in progress) and features that will be coming. We will be uploading the new website shortly, and will be putting the former site in Maintenance mode during the transfer.***

***Next month during the Virtual Coordinator meeting they will be training the Website Committee on the Virtual Platform and depending on other participants, we will come up with a regular training schedule. Anyone that wants to be trained we are asking that you be fully committed to showing up to all the website meetings. We will meet the 3<sup>rd</sup> Wednesday every month @6pm.***

***Next meeting will be on February 20<sup>th</sup> @6pm (Virtual Coordinator meeting)***

***Website ID 813 0911 6851 Password: 3521***

***Steve makes a motion to close Denise Seconds.***

***Meeting Closed @ 7:15pm***

***In loving Service,***

***Barrington- Chairperson***

***Sammy P.- Vice Chair***

## **FINANCE REPORT FOR**

**FEBRUARY**

**2/2024**

**TREASURER REPORT: REPORT REVIEWED AND VALIDATED**

**CONVENTION COMMITTEE TREASURER REPORT:**

**AT THIS TIME FINANCE CHAIR HAS NOT RECEIVED A VALID THOROUGH REPORT. TREASURER COMMITTEE HAS NOT REACHED OUT TO FINANCE FOR ASSISTANCE WHEN DIFFICULTY PRESENTS. THE SPREAD SHEET SHARON(CO-TREASURER) PRESENTED VIA EMAIL WAS THE SAME SPREAD SHEET THAT WAS SHOWN AT THE ADMIN.**

**COMMITTEE (UNFORTUANTE RUTHIE WASN'T AVAIABLE AT THIS MEETING, I LATER LEARNED FROM RUTHIE SHE HAD STEPPED DOWN AGAIN AS CONVENTION TREASURER, AND APOLOGIZED FOR LISTENING TO OTHER PEOPLE AND SHE WAS BACK AS TREASURER). RUTHIE REQUEST WHAT IT WAS SHE NEEDED TO DO I EXPLAINED TO HER AGAIN THE SPREAD SHEET SHARON PRESENTED WASN'T CORRECT SHE NEEDED TO FORUMLATE THE SPREAD SHEETS AS I EXPLAINED TO HER SEVERAL TIMES AND WHEN SHE'S FINISHED TO SEND TO ME FOR REVIEW. I FURTHER SHARED WITH RUTHIE IF SHE NEEDS HELP TO REACH OUT RUTHIE VERBALIZED, SHE UNDERSTOOD, AND HAD NO QUESTIONS FOR ME AT THAT TIME. I REALLY DON'T UNDERSTAND AT THIS POINT WHAT THE PROBLEM IS. I'VE HEARD THAT CONVENTION TREASURER COMMITTEE HAS BEEN TURNING TO OTHER INDIVIDUALS TO HELP THEM, BUT HAS YET TO COME TO ME. SO, AT THIS POINT I**

**REALLY HAVE NOTHING TO REPORT REGARDING HOW THE  
MONEY IS BEING SPENT OR CAN I VALIDATE ANY  
FINANCIAL TRANSCATION THAT HAVE TAKEN PLACE.**

**THANK YOU, IN LOVING SERVICE**

**TANYA NYC FINANCE CHAIR FOR BRONX AREA**

## **H&I Subcommittee January 28, 2024**

**Call to Order:** 3:00pm with the Serenity prayer.

**Service Prayer:** Stephanie

**Concepts:** Ovilio

**Traditions:** Stephanie

**Roll Call:** Bernadette, Jason, Bobby, Phillip, Glenn, Jerry, Joseph, Richie, Anthony, Stephanie, Flint

**Call Outs:** Hank, Betty-Ann, Sherry F

The chairperson suspended the orders of the day to do the 1st Tradition.

**1<sup>st</sup> Tradition:** Guiding Principles in Service read by Ovilio and Jason R.

Richie shared on the 1<sup>st</sup> tradition and there were 3 shares from the body.

**Secretary:** Report from December was tabled.

**Chairperson Report:** Jason and Bernadette attended Area, there are two new groups that have opened up. There was also discussion on the convention committee report, which was decided by GSR members to turn over financial reports to the Bronx Area. There are also open positions at the Bronx area subcommittee. Bernadette also attended regional and said that they need a secretary. Mobile unit mentioned that they need Panel Leaders and if someone was interested, they can bring speakers up to 5 times before their clearance process is up. NYC Learning Day is 4/13/24-4pm.

**H&I-PR Liaison Report:** Jerry mentioned that PR had presentation at the VA hospital, and it went well. H&I will follow up once we have a body to start a presentation at the facility. Jerry also stated that he created a letter in which we can use to start to send to these facilities. Bernadette mentioned that she has been in contact with a facility which also needs panel leaders.

**Literature Chair:** Ovilio mentioned that all is well and he has plenty of literature, which is stamped. He was asked to return \$40.00 which was collected after he sold two H&I Handbooks tour revolving book fund.

**Panel Coordinator Report:** Page 1 Hank Tabled. Page 2 Betty-Ann tabled. Page 3 Ronald R, Philip mentioned all is well. Page 4 Hank tabled. Page 5 Bernadette, Magali and Jannette stepped down. All is well.

**HIPIC Report:** No Rep. Sammy contacted Bernadette who contacted Hank regarding list of facilities.

**Old Business:**

- The body needs to come up with a Learning Day for 2024.
- The body needs to schedule a joint mock presentation with PR.

- The H&I Policy has been updated.

New Business:

Motion passed to put \$40.00 to our revolving book fund. Vice chair said she will contact hank regarding the new flyer.

We have two new trainees – Anthony and Richie – Ovilio will train Richie and Anthony will come back in February.

- Open Commitments, page 1, Bronx State-Page 2 VIP, page 4, Jerome residential and Bronx Care and the VA hospital.

Ovilio made a motion to adjourn and accept all reports, Bernadette 2<sup>nd</sup> it all in favor yes- our next meeting is February 25<sup>th</sup>, 2024.

**Thanks for letting me serve.**