

Sacramento Fellowship of Narcotics Anonymous
Area Service Committee Agenda for "January 2, 2019"
REMINDER: New GSR Orientation will now be at 6:30pm

I. Call to Order at Sierra 2 Center, 2741 24th St, Sacramento at 7:00pm

II. Prayers & Principles

- A. NA Service Prayer – "God, grant us knowledge that we may serve according to Your Divine precepts. Instill in us a sense of Your purpose. Make us servants of Your will and grant us a bond of selflessness that this may truly be Your work, not ours – in order that no addict, anywhere, need die from the horrors of addiction." – NA Basic Text, page xvi
- B. 12 Traditions of Narcotics Anonymous
- C. 12 Concepts for NA Service

III. Roll Call/Minutes/Proposals - (7th Tradition Basket will be passed around)

- A. Roll Call/Group Reports/Verify Quorum
- B. Recovery Birthdays
- C. Suggestions for Brainstorming
- D. Approval of Minutes from "December 5, 2018"
- E. Proposals
 - 1. H&I Books for Crooks Budget

IV. Elections- January elections:

- A. Chair
- B. Vice Chair
- C. Admin. Assistant
- D. Policy and Procedure Person
- E. Public Relations Coordinator

V. Break – 10 minutes

VI. General Session

- A. Thanks to those ending their terms
- B. Reports from Admin.

Chair (Literature, Schedules, Treasurer, Web)	Policy & Procedures	PR Coordinator (Phonelines, H&I)
Vice Chair (Outreach, Unity Day, Vol. Coord.)	RCMs	Treasurer, Assistant Treasurer
Admin Assistant		

Please read the written reports before we meet and be prepared with questions and/or comments.

VII. Brainstorming and Dialogue

VIII. Additional Proposals –

IX. Update from ASC Treasurer –

Beginning Balance January 2018		Available Funds for ASC	
Beginning Balance January 2018		Available Funds for H&I	

Today's Activity at ASC:

<i>Account#</i>	<i>Expenses:</i>		<i>Account #</i>	<i>Income:</i>	<i>\$</i>
614	Agenda Copies	\$	520	Donations from groups	\$
618	Storage Rental	\$	560	7th Tradition at ASC	\$
601	Regional donation	\$125.00	540	Donations for Coffee	\$
605	Schedules	\$	530	Group Literature	\$
617	Rent (ASC & Admin/H&I)	\$240.00	552	Unity Day	\$
650	Phone lines	\$			\$
616	Admin Supplies	\$			\$
619	ASC Literature	\$			\$
627.5	H&I Literature Expense	\$300.00			\$
644	Unity Day	\$			\$
603	RCM Mileage	\$			\$
603	Literature Mileage	\$			\$
		\$			\$
		\$		Total Income at ASC	\$
		\$		Balance of Inc/Exp @	\$
	Total Expenses	\$		Ending Balance	\$

Activity since last ASC H&I:

<i>Account#</i>	<i>Expenses:</i>		<i>Account #</i>	<i>Income:</i>	<i>\$</i>
629	Literature (H&I)	\$	570	H & I Donation	\$
628	Additional Schedules	\$10.00	572	H&I Fundraiser	\$
		\$	627	H&I Literature Income	\$
		\$			\$
		\$			\$
		\$		Total Income at ASC	\$
		\$		Balance of Inc/Exp @	\$
	Total Expenses	\$		Ending Balance	\$

Ending Balance		ASC	\$
		H&I	\$
		Total Balance in Checking	\$

When we exceed \$6942.50 which is 2 months operating expenses as determined by budget, additional amount will be donated to Region.

X. Close by 9:30 with the "We" version of the Serenity Prayer

REMINDER: New GSR Orientation will now be at 6:30pm

Important Dates for January 2019, plus more.....

- **ASC Meeting: Feb. 6th, 7pm**, Sierra 2, 2791 24th Street, Sacramento, CA 95818 (1st Wed)
- **Admin Meeting: Jan. 16th, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento, CA 95818 (3rd Wed)
- **H & I Task Group: Jan. 21st, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento 95818 (3rd Monday)
- **Public Relations Task Group Meeting: Jan. 24th, 7pm**, Starbucks, 1401 Alhambra Blvd., Sacramento, 95815 (4th Thurs) ***Needs Support!***
- **Outreach Task Group Meeting: Jan. 14th, 7pm**, Straw Hat Pizza, 2929 Mather Field Rd., Rancho Cordova, 95670 (2nd Mon)
- **Schools Presentation Task Group Meeting: Jan. 14th, 7pm**, Straw Hat Pizza, 2929 Mather Field Rd., Rancho Cordova, 95670 (2nd Mon)

Admin Position	Name	Email	Elected	Term	Nov	Dec	Jan
01-Chair	Tamara R.	chair.sacfna@gmail.com	01/03/2018	Jan 2019	X	X	
02-Vice-Chair	Michael R.	vicechair.sacfna@gmail.com	01/03/2018	Jan 2019	X		
03-Admin Assistant	Emily L.	adm.assist.sacfna@gmail.com	06/27/2018	Jan 2019	X	X	
04-Policy and Procedure	Nina P	policyprocedure.sacfna@gmail.com	01/03/2018	Jan 2019		X	
05-PR Coordinator	Eric B.	pr.sacfna@gmail.com	01/03/2018	Jan 2019	X	X	
06-Senior RCM	Johnny J.	rcm.sr.sacfna@gmail.com	06/27/2018	July 2019	X	X	
07-Junior RCM	Javier C.	rcm.jr.sacfna@gmail.com	06/27/2018	July 2019	X	X	
08-Treasurer	Julie L.	treasurer.sacfna@gmail.com	06/27/2018	July 2019	X	X	
09-Asst. Treasurer	Ronda K.	assist.treasurer.sacfna@gmail.com	06/27/2018	July 2019		X	

Task Leaders	Name	Email	Elected	Term	Nov	Dec	Jan
10-Literature Task Leader	Nick J.	literature.sacfna@gmail.com	06/27/2018	July 2019	X	X	
11-Asst. Literature Task Leader	Travis F.	assist.literature.sacfna@gmail.com	06/27/2018	July 2019	X	X	
12-H&I Task Leader	Mike L.	h.i.sacfna@gmail.com	10/03/2018	Oct 2018	X		
13-Phoneline Task Leader	Gilbert	phoneline.sacfna@gmail.com	09/05/2018	Oct 2018	X	X	
14-Schedule Task Leader	Lenna	schedules.sacfna@gmail.com	10/03/2018	Oct 2018	X	X	
15-Outreach Task Leader		outreach.sacfna@gmail.com		Oct 2018			
16-Unity Day Task Leader	Debbie T.	unityday.sacfna@gmail.com	10/03/2018	Oct 2018	X	X	
17-Webservant Task Leader	Gabor	webservant.sacfna@gmail.com	10/04/2017	Oct 2018			
18-Volunteer Coordinator	Tiffany	vc.sacfna@gmail.com	10/03/2018	Oct 2018	X		
19-Coffee Person	Leah	-	01/08/2016	Jan 2018			

SacFNA ASC Group Sign-In and Changes Sheet

	A	B	C	D	E	K	L	M	T
1	Group	Meeting name	Days	Address and time	Meeting				
2	Num				Type	NOV	DEC	JAN	Comments
3				Multi Meetings					
4	01	Recovery is Real	Multi	Sunday, 9am, 417 Main St., Woodland Sunday, 6pm, 100 Woodland Ave., Woodland Tuesday, 6pm, 100 Woodland Ave., Woodland Wednesday, 6 pm, 100 Woodland Ave., Woodland Thursday, 6pm, 100 Woodland Ave., Woodland Friday, 5 pm, 100 Woodland Ave., Woodland Saturday, Noon, 100 Woodland Ave., Woodland Saturday, 6pm, 100 Woodland Ave., Woodland	Sun 9am Sun 6pm Tue 1 hr, CL Wed 1 hr, BS Thur, W Fri 6pm Sat 6pm, Sun5pm	x	x		
5	02	Over the Rainbow	Multi	Tue, 7 pm, 1927 L St., Sac Sunday, 7 pm, 1927 L St., Sac (NOT DOWNSTAIRS)	LGBT, 1hr all mtgs	x	x		
6	03	Elk Grove Home Group	Multi	8170 Laguna Blvd., Ste 107 Tuesday, 7:30 pm Thursday and Friday 7 pm	Tues , 1 hr Thur BS, 1 hr Fri 1 hr	x	x		
7	07	A New Way of Life	Multi	Sat, Noon, 7595 Center Parkway, Sac Sun, 8:00pm, 7595 Center Parkway, Sac	Sat Noon 1hr Sun 8 pm 1hr		x		
8	31	Clunie Group	Multi	Monday-Friday, Noon, 2620 Capitol Ave, Sacramento	Mon BS, 1hr Tue 1 hr, NC on 3rd Tuesdays Wed-Fri 1 hr	x			
9	33	Oak Park Fellowship	Multi	Tuesday, 6:00 pm, 3425 Martin L. King Jr. Blvd. Wednesday, 6 pm, 3425 Martin L. King Jr. Blvd. Friday, 6 pm, 3425 Martin L. King Jr. Blvd. Saturday, 11:30am, 3425 Martin L. King Jr. Blvd. 2nd Saturday only, 7 pm, 3425 Martin L. King Jr. Blvd.	Tue Wed W Fri BS Sat M 2nd Sat Only Speaker meeting	x	x		
10	38	Through The Gate	Multi	Wednesday 7:00pm -8:30p Sunday 7:00p-8:30p - 2801 C Aramon Dr, RC	Wed Sun BD Wkly	x			
11	55	Hump Day Hope	Multi	Tuesday, 12 - 1p, 5321 Stockton Blvd, Comm Rm, Sac Wednesday, 12p-1p, 5321 Stockton Blvd, Comm Rm, Sac Wednesday, 8:p-9p, 5321 Stockton Blvd Comm Rm, Sac Thursday, 12 -1p, 5321 Stockton Blvd, Comm Rm, Sac	Tue 1hr Wed BS 1hr Weds evng 1hr Thur 1hr	x	x		
12	65	Group 55	Multi	Mon, Wed, Fri 12:00pm, 4400 58th St., Sac	Mon TD Wed Speaker Fri BS	x	x		
13	67	Getting it Right Downtown	Multi	1017 10th St, Sac Monday, Wednesday, Friday 8:00am - 8:50am	Mon Spk 1hr Wed JFT 1hr Fri D 1hr	x			
14	81	Recovery at 1500 North A Street.	Multi	1500 North A Street, Sac Sunday 4:00pm-5:00pm Tuesday 7:00pm-8:00pm	Tue- Spk Sun- BS 1hr	x	x		

SacFNA ASC Group Sign-In and Changes Sheet

	A	B	C	D	E	K	L	M	T
1	Group	Meeting name	Days	Address and time	Meeting				
2	Num				Type	NOV	DEC	JAN	Comments
15	87	Take a Break to Recover	Multi	11:00am -12:30pm Mon, Tue, Thu, & Fri 7th Str, 2nd Flr, Sacramento 95814	720 Mom -IP Tue - JFT Thu-BS Fri-BS Living Clean	x	x		
16				Number Attended		11	9	0	
17				Total Meetings this month		12	12	12	
18				Sunday					
19	06	Surrender for Serenity	Sun	5:30 pm, 2201 Benita Dr., Rancho Cordova	1 hr, D		x		
20	39	Stepping Stones	Sun	6:00 pm, 9270 Bruceville Rd., Sac	Spk, D, 1.5 hrs		x		
21	93	The Morning Wake Up	Sun	8-9:30 am 3900 47th Ave, Sac @ Mercy Housing	1.5 hrs		x		
22	96	Sunday Morning Recovery	Sun	10:00 am 720 7th Street, Sac	1 hr Speaker	x	x		
23				Number Attended		1	4	0	
24				Total Meetings this month		4	4	4	
25				Monday					
26	14	Freedom from addiction	Mon	12:00-1:00pm, 7171 Bowling Drive suite 300, Sac	1 hr D				
27	10	Time and Change	Mon	7:00 pm - 2620 Capitol Ave, Sacramento	1 hr, NWA, T, D,	x	x		
28	12	Cope Without Dope	Mon	7:00 pm -7128 Florin-Perkins Rd, Sac	1 hr	x	x		
29	28	Clean & Full of Recovery	Mon	7:00 pm, 2100 J Street, sac Buzzer to get in	1hr	x			
30	46	Life After Dope	Mon	7:00 pm, 450 W El Camino, Nor Sac, near Northgate Blvd	Discussion, No CC,1 hr	x	x		
31	51	Off 99 @ Saybrook	Mon	6:30 pm, 4390 47th Ave, Sac	1 hr 2nd Mon BS		x		Non GSRs, remove both
32	66	Monday night grab bag	Mon	6:30pm - 9145 Franklin Blvd, Elk Grove, CA 95758	1 hr Grab Bag/ JFT	x	x		
33	86	Boulevard Court Recovery	Mon	7pm- 8:15 pm - 5321 Stockton blvd, Sacto,CA 95820 Blvd Court Community Rm	1 hr 15 min Speaker	x	x		
34				Number Attended		6	6	0	
35				Total Meetings this month		7	7	7	
36				Tuesday					
37	11	No Frills	Tue	7:00 pm - 2376 Zinfandel Drive, Rancho Cordova	No CC	x	x		
38	44	The Highlands Group	Tue	7:00 pm - 6010 34th Street, North Highlands	CL, 1 hr, no children please	x			
39				Number Attended		2	1	0	
40				Total Meetings this month		2	2	2	
41				Wednesday					

SacFNA ASC Group Sign-In and Changes Sheet

	A	B	C	D	E	K	L	M	T
1	Group	Meeting name	Days	Address and time	Meeting				
2	Num				Type	NOV	DEC	JAN	Comments
42	13	Clean on Capitol	Wed	7:00 pm - 2100 J St. in Chapel, Sac	1 hr	x			
43	21	Galt Fellowship	Wed	Wednesday 6:00pm-7:00pm, 571 C Street, Galt	1 Hr	x	x		
44	27	Quest for Serenity I	Wed	Wednesday 7:00pm-8:00pm, 3900 47th Ave	1 Hr	x	x		
45	82	Welcome Home Men	Wed	7:30pm 7300 Wyndham Dr. Sac. CA Conf Room 1	M	x	x		
46				Number Attended		4	3	0	
47				Total Meetings this month		4	4	4	
48				Thursday					
49	16	Courage to Change	Thu	6:00 pm - 3555 3rd Ave, Oak Park	1 hr 30 min	x	x		
50	50	Ounce of Hope	Thu	7:30 pm - 2450 Meadowview RD, Sac	1 hr	x			
51	60	South Sac Recovery	Thu	7:00pm - 3900 47th Ave., enter at rear on Martin Luther King	1 hr	x	x		
52				Number Attended		3	2	0	
53				Total Meetings this month		3	3	3	
54				Friday					
55	18	Recovery Connection	Fri	7:00 pm - 2101 Zinfandel, RC	Birthday every week	x	x		
56	20	Natomas Group	Fri	7:00 pm - 910 Striker Ave., Ste. C, Sac	Last Fri - JFT/Birthday	x			
57	24	Cons "R" Us	Fri	8:00 pm - 2620 Capitol Ave., (upstairs) Sac	1 Hr	x	x		
58	64	Keeping It Real	Fri	6:00 pm -2620 Capitol Ave., Sac	1 hr	x	x		
59	83	12 Steps to Freedom	Fri	7:00pm - 3900 47th Ave, Sac -	1 Hr	x			
60	88	Never Alone, Never Again	Fri	7:00pm -8:00pm 5836 Dudley Blvd -	1st Fri- Chair 2nd Fri - Book/Potluck 3rd Fri - Speaker 4th Fri - Chair 5th - Stick	x			
61				Number Attended		6	3	0	
62				Total Meetings this month		6	6	6	
63				Saturday					
64	05	Saturday Night Live Elk Grove	Sat	Saturday 8:00pm-9:15p 9270 Bruceville Road Elk Grove	1hr 15min	x	x		
65	22	E Street Book Study	Sat	10:00 am - 2620 Capitol Ave., Sac	BS, NWA, 1 hr	x	x		

SacFNA ASC Group Sign-In and Changes Sheet

	A	B	C	D	E	K	L	M	T
1	Group	Meeting name	Days	Address and time	Meeting Type	NOV	DEC	JAN	Comments
2	Num								
66	23	Woman to Woman	Sat	10:00 am - 2829 Watt Ave. Room 4, Sac	W	x	x		
67	25	Saturday Night Traditions	Sat	7:00 pm - 2529 K St. Sac		x	x		
68	41	Learning to Care	Sat	10 am, 1615 Morse Ave, Sac 95864 Lutheran Church, Arden and Morse Ave.	M	x	x		
69	43	TU Women	Sat	Noon - 3900 Martin Luther King, Sac	W	x	x		
70	79	Quest for Serenity II	Sat	7:00pm, 3900 Martin Luther King, Sac	1hr,30 min	x	x		
71				Number Attended		7	7	0	
72				Total Meetings this month		7	7	7	
73									
74				Monthly Number Attended		40	35	0	
75				Monthly Total Meetings		45	45	45	
76				Quorum = 50%+1 of meetings rounded up		24	24	24	
77				Percent Attended Current Month		88.9%	77.8%	0.0%	

Sacramento Fellowship of Narcotics Anonymous
Area Service Committee Minutes for "December 5, 2018"
REMINDER: New GSR Orientation will now be at 6:30pm

I. Call to Order at Sierra 2 Center, 2741 24th St, Sacramento at 7:00pm

II. Prayers & Principles

- A. NA Service Prayer – "God, grant us knowledge that we may serve according to Your Divine precepts. Instill in us a sense of Your purpose. Make us servants of Your will and grant us a bond of selflessness that this may truly be Your work, not ours – in order that no addict, anywhere, need die from the horrors of addiction." – NA Basic Text, page xvi
- B. 12 Traditions of Narcotics Anonymous
- C. 12 Concepts for NA Service

III. Roll Call/Minutes/Proposals - (7th Tradition Basket will be passed around)

- A. Roll Call/Group Reports/Verify Quorum
- B. Recovery Birthdays
- C. Suggestions for Brainstorming
- D. Approval of Minutes from "November 7, 2018"
- E. Proposals

IV. Elections- January elections: Chair, Vice Chair, Admin. Assistant, Policy and Procedure Person, and Public Relations Coordinator.

V. Break – 10 minutes

VI. General Session

- A. Thanks to those ending their terms
- B. Reports from Admin.

Chair (Literature, Schedules, Treasurer, Web)	Policy & Procedures	PR Coordinator (Phonelines, H&I)
Vice Chair (Outreach, Unity Day, Vol. Coord.)	RCMs	Treasurer, Assistant Treasurer
Admin Assistant		

Please read the written reports before we meet and be prepared with questions and/or comments.

VII. Brainstorming and Dialogue

a. Potluck, insurance, and seed money? Tony

Each meeting is covered 30 minutes before and after the meeting, if your event is outside these times you need to purchase special insurance.

When requesting seed money please make a proposal for the ASC body to read, question and approve.

Norcalna.org for special insurance, it is \$25.00 if paid 30 days in advance; can be more if closer to event.

- b. **Bowling event: Vince:** big deposit: is there still an interest. Potentially making a budget for next month
- c. **Roller skating: Portia:** are we interested? Portia will look into the information and take it to her group to see if they want to sponsor it.
- d. **Ice Skating: Robin:** may be too short of time

VIII. Additional Proposals –

IX. Update from ASC Treasurer –

Beginning Balance December 2018		Available Funds for ASC	\$6,481.73
Beginning Balance December 2018		Available Funds for H&I	\$5,892.66

Today's Activity at ASC:

<i>Account#</i>	<i>Expenses:</i>		<i>Account #</i>	<i>Income:</i>	<i>\$</i>
614	Agenda Copies	\$68.29	520	Donations from groups	\$1,060.95
618	Storage Rental	\$	560	7th Tradition at ASC	\$ 50.00
601	Regional donation	\$125.00	540	Donations for Coffee	\$ 5.00
605	Schedules	\$452.09	530	Group Literature	\$ 1,852.20
617	Rent (ASC & Admin/H&I)	\$240.00	552	Unity Day	\$
650	Phone lines	\$31.79			\$
616	Admin Supplies	\$			\$
619	ASC Literature	\$1,270.68			\$
627.5	H&I Literature Expense	\$300.00			\$
644	Unity Day	\$			\$
603	RCM Mileage	\$			\$
603	Literature Mileage	\$20.00			\$
		\$			\$
		\$		Total Income at ASC	\$2,968.15
		\$		Balance of Inc/Exp @	\$460.30
	Total Expenses	\$2,507.85		Ending Balance	\$6,942.03

Activity since last ASC H&I:

<i>Account#</i>	<i>Expenses:</i>		<i>Account #</i>	<i>Income:</i>	<i>\$</i>
629	Literature (H&I)	\$648.04	570	H & I Donation	\$355.31
628	Additional Schedules	\$10.00	572	H&I Fundraiser	\$300.00
		\$	627	H&I Literature Income	\$
		\$			\$
		\$			\$
		\$		Total Income at ASC	\$655.31
		\$		Balance of Inc/Exp @	\$(2.73)
	Total Expenses	\$		Ending Balance	\$5,889.93

Ending Balance		ASC	\$6,942.03
		H&I	\$5,889.93
		Total Balance in Checking	\$12,831.96

When we exceed \$6942.50 which is 2 months operating expenses as determined by budget, additional amount will be donated to Region.

X. Close by 9:30 with the "We" version of the Serenity Prayer

REMINDER: New GSR Orientation will now be at 6:30pm

Important Dates for December 2018, plus more.....

- **ASC Meeting: Jan. 2nd, 7pm**, Sierra 2, 2791 24th Street, Sacramento, CA 95818 (1st Wed)
- **Admin Meeting: Dec. 19th, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento, CA 95818 (3rd Wed)
- **H & I Task Group: Dec. 17th, 7pm**, Sierra 2, 2791 24th Street, Rm 12, Sacramento 95818 (3rd Monday)
- **Public Relations Task Group Meeting: Dec. 27th, 7pm**, Starbucks, 1401 Alhambra Blvd., Sacramento, 95815 (4th Thurs) ***Needs Support!***
- **Outreach Task Group Meeting: Dec. 10th, 7pm**, Straw Hat Pizza, 2929 Mather Field Rd., Rancho Cordova, 95670 (2nd Mon)
- **Schools Presentation Task Group Meeting: Dec. 10th, 7pm**, Straw Hat Pizza, 2929 Mather Field Rd., Rancho Cordova, 95670 (2nd Mon)

ADMIN REPORTS:

Chair Report

First of all, considering this is my last night up here serving as the 2018 SacFNA Chair, I just wanted to take a second to thank you all for believing in me and backing me as I stepped out of my comfort zone into the unknown. I have really enjoyed this position and perhaps I will try it again in the future. In the meantime, I think I will go back to being the GSR for my home group. Anyway, I attended Admin. on Dec. 19th. I am grateful to those who were there and helped us get the Action Plan finished for the ASC yearly inventory. You can find it at the back of the Agenda.

Thank you all for being here and allowing me to be of service,
Tamara R.

- **Literature**

Hello SacFNA,

I hope everyone's holiday went well. I attended admin this month, we finished going over the area inventory. I spoke with another member who is going to donate a shelving unit for the storage, so we can make it more organized. I ordered the literature and will pick it up at region when it's ready.

Thanks for letting me be of service,
Nicholaus J

- **Schedules**

Nothing to report.

Thank you for allowing me to be of service.

Lenna

- **Treasurer's Report**

We conducted the audit for the last three months.

Thank you for allowing us to be of service,

Your treasury team

- **Web Servant**

Hi Everyone,

This month I converted some flyers, then posted them to the website. Just a quick reminder, if you have an upcoming event, please make sure to send us a softcopy.

A pleasure to being in service,

Gabor

Vice Chair Report

I attended admin meeting this month

- **Outreach**

Vacant, would you like to step up for this position? Please let us know

- **Unity Day**

Meeting in February

- **Volunteer Task Leader**

I am sorry I did not make area last month. I was down with pneumonia. I am working on a volunteer work shop for mid March. If anyone has ideas about what they would like to see in the worksop please feel free to call me. Please see me for my new number. I have volunteer pool forms available and would love for everyone to take them back to their groups. Also I would like to encourage each GSR to fill one out and return by the end of the night. If you have already filled one out and need to update please see me at break.

Thank you for letting me be of service.

Tiffany G

Admin Assistant Report

Thank you for letting me be of service. Everything is going well. I am willing to be of service for another year if no one is ready to step up.

Emily L

Policy and Procedure Report

Hi everyone, I attend the admin team meeting in December.

This is my last ASC meeting in the role of the policy and procedure admin team member. i look forward to helping the new person learn the duties of this position in the coming months.

In the upcoming month, we will need to take a inventory of our capital equipment and renew the passwords for the admin team members as they are elected.

Cordially, Nina P.

Public Relations Report

Public relations task force meeting this month it's focusing on reaching out to the underserved communities such as Buddhist, Sikh, Muslim, Russian Orthodox, Etc.

I am also hoping to create a QR code for our posters for the coming year.

It has been an honor to serve the the Area this past year. The public relations Committee put up over 250 posters throughout Sacramento and we now have 79 schedule boxes placed in various locations throughout Sacramento and have the hotline listed in most of the local papers. We had five informational tables at various events throughout the year and I believe we created a stronger Bond with the American River Public Relations Committee. My only regret is that we could not attract more people to serve on the committee. However volunteers or always ready and able to help serve whenever needed.

ERIC B.

- **Phoneline Report**

There were 18 calls to the helpline from December 1st to December 26th. All calls were forwarded to a volunteer, there were no abandoned calls reported by the machine. There were 3 messages left on the system in December. All of the messages were hang ups. The machine also reported 2 missed calls in December. The machine does categorize a call as missed when the caller chooses the option to listen to the recordings rather than have their call transferred to a live person. Therefore the missed calls may be people listening to the meeting recordings.

Gilbert C.

- **H & I Report**

Good evening everybody. As always H&I is looking for volunteers willing to take meetings into various facilities. Our next meeting will be January 14th. Our facilities guide final draft should be ready for review at our next business meeting. This will have which facilities we serve as well as clean time requirements for facility coordinators as well as secretaries. We are now planning books

for crooks which we hope can take place March 9th. Please announce RCCC needs volunteers. Requirements are 18 months clean and 5 years off paper. (probation or parole)

Facility news: "NDN"=No-Dark Nights (meaning that we could not have a meeting.)

- 4th and Hope – NDN all is well.
- Bishop Gallegos – ODN. Working on getting a position filled.
- Cache Creek – ODN Everything is going well.
- Diamond House – NDN All is well
- Job Corp – Not Present
- RCCC – NDN Short handed on men's side.
- Sac Co Mental Health – ODN All is well.
- Sac County Main Jail –Three Dark nights.
- Sac Re-Entry VOA – ODN All is well.
- Salvation Army – NDN, looking for coordinator.
- St. John's Shelter – NDN, everything is good.
- Sierra Vista - ODN, everything is good.
- Walter House - NDN
- A-House- First meeting was taken in December 21st.
- Yolo County Jail – NDN, need volunteers.
- Yolo County Juvenile Hall – NDN, in need of a Spanish speaking volunteer.

In Grateful service,

Mike L.

RCM's Report

Hello everyone

Although I did not attend region last month, I would still like to report that the deadline for the fellowship survey has been extended until January 15th.

Help us to help Professionals so addicts can find a home in na .www.na.org/survey.

There also literature workshops for new na literature that you may participate in

And I would like to thank everyone for allowing me to be of service, the opportunity to serve is truly an honor and an opportunity to grow in my recovery.

When we come together in unity we are open to each other and to the wisdom of a power greater than ourselves.

Staying through difficulties is a profound Act of surrender.

Thank you all,

May the new year bring you healthy and happiness.

Sincerely Johnny J

SacFNA ASC Inventory 2018

- 1) How well has the Area Committee done this year at serving the *groups*, and how can it better serve them in the coming year?
 - A. Continue to produce quality events
*Response: groups are responsible for events
 - B. Better explaining things in order for the GSR to share with their group
*Response: Trusted servants will give detailed written reports per new guideline
 - C. Having GSR's announce when area meetings and committee meeting are so other member can join in
*GSR's and group are autonomous
 - D. Area is doing a good job!
*Thank you
 - E. More accurate records of which meetings are open and closed
*Response: we have a new schedules task leader, please keep her updated
 - F. Improved in the last 6 month, GSR have an active voice
*Thank you
 - G. Thank you outreach
*Thank you
 - H. Why are meetings leaving our area?
*Response: each group is autonomous, we can ask groups as they leave and look into it
 - I. Insurance qualification's for groups not going to area vs ARANA? Do we have the same insurance
*Groups in the schedule are covered, and yes we have the same insurance
 - J. Groups not wanting outreach support, outreach having a hard time?
*Response: each group is autonomous, please let us know how we can help
 - K. Volunteers doing job, but no one stepping up?
*Action: Volunteer coordinator is working on a volunteer workshop with Region
 - L. Trusted servants not meeting guideline requirements? I.E. not submitting reports, not attending admin or asc, some are missing a lot of meetings
*Response: This was readdressed during guideline review and update
 - M. Great Job
*Thank you

SacFNA ASC Inventory 2018

N. More structured activities, Area sponsored events, not group

*Response: Group Consensus was that groups are responsible for activities

O. GSR here for roll and leaving after

*Action: We will start taking a 2nd roll after break to confirm that we still have quorum, as a part of the agenda

P. Better communication to American River

*Response: We are currently actively communicating with ARANA by vice chair, schedule, Public Relations and Admin Assist.

Q. More service workshops, motivation

*Action: We are working with Region to have a Learning Days Event

2) How well has the Area Committee served the larger *community*, and how can the committee better serve the community-at-large?

R. Hope we can expand H&I and PR to other communities, ie: school, colleges, other religious institutions, synagogues, mosques, Buddhist, Hindu and Singh temples

*Action: PR is addresses this

S. We do a good job serving the community

*Thank you

T. How to reach the ones who need it?

*Response: PR and out work on this and we can as fellow addicts

U. How to make it more accessible?

*Response: it's a continued work in progress

V. PR doing a great job, postering, stands, booths, and school presentations, and to the public

*Thank you

W. H&I, 3 to 4 new meetings for those who can make it, and there is increase in new volunteers and new coordinators

*Thank you

X. More leadership by example, showing them how and why, not just telling

*Response: we encourage mentorship, please let us know if you would like to step

Y. More PR flier with numbers, H&I flier with requirement's

SacFNA ASC Inventory 2018

*Action: PR: increased fliers to 225 Fliers. Response: H&I: currently working on a facility guide to hand out to GSR

Z. Like pamphlets in business and school presentations

* Thank you

AA. More presentations at schools

*Response: new schools committee after a yearlong inactivity, they are working on a new schools presentation

3) How well has the Area Committee done at supporting NA's *regional and world services*? How can the Area provide better support for these services?

A. We don't see how are area supports region or world

*Response: We increased our Regional donation to \$125 a month ,we send regional representation, we sharing information from our area to region and bring information back. H&I and PR contribute to regional focus areas. Please feel free to come and see how Regional service works.

B. RCM does a great job bring back written reports from region

*Thank you very much

C. Great job in detailed information to take back to the group

*Thank you very much

D. Video stream of Region, or other events that addicts can not go to

*Response: RCM will check in with region (Region is a 6 to 8 hour meeting). H&I and PR currently use conference calls for audio stream, depending on event and need

E. Better RCM participation, through reports and more information

*Response: RCM are currently doing detailed reports

F. Thank you for increasing donation to \$125.00

*Thank you!

G. That our area reports are getting out

*Regional Representative takes our reports to Region

HI Books for Crooks Event

Proposed Budget Books for Crooks 2019					
	Projected Expenses	Projected Income	Cost to H&I	Actual Expenses	Actual Income
Rent	\$40.00				
Permit Fee	\$15.00				
Insurance	\$25.00				
Books	\$1,820.00	\$1,820.00			
BT - ?? sold @ \$14					
IT Works -?? sold @ \$12					
JFT - ?? sold @ \$12					
BT (sp) - ?? sold @ \$14	\$0.00				
Flyers	\$50.00				
60 Shirts - ?? sold - ?? left	\$575.00	\$750.00			
Silent Auction		\$50.00			
Donations to H&I		\$50.00			
7th Tradition		\$50.00			
BOE Taxes	\$68.00				
Money Order	\$7.00				
TOTAL:	\$2,600.00	\$2,720.00			
Profit					

	Currency Bills	Checks	\$ Bills \$	Number of \$\$ Bills \$ Counted	
		\$0.00			
					\$0.00
					\$0.00

Money Orders	
Shirt Sales	
Silent Auction	
Donation to H&I	
7th Tradition	
BFC Literature	
Total Checks	

Total Checks

Books Sold	Number Purchased	Purchased Cost	8.25% Sacto Tax	1% Call Shipping	Will Total Cost per book	New Sale Price	Number sold	Cost of H&I Books sold	Sell price at BFC	Amt From Sale	Left over	Cost to H&I	Revenues @ Sale
1102 Softcover Basic Text-6th Edition (Case = 28)	60	\$ 12.13	\$1.06	\$ 0.85	\$ 14.04	\$ 14.00	\$ 840.00	\$0.00	\$14.00				
1143 It Works: Softcover (Case = 36)	40	\$ 9.45	\$0.83	\$ 0.66	\$ 10.94	\$ 12.00	\$ 480.00	\$0.00	\$12.00				
1112 Just For Today Daily Meditation (Case = 48)	30	\$ 9.45	\$0.83	\$ 0.66	\$ 10.94	\$ 12.00	\$ 360.00	\$0.00	\$12.00				
CS1102 Spanish: Basic Text - Soft Cover - 6th Edition	10	\$ 12.13	\$1.06	\$ 0.85	\$ 14.04	\$ 14.00	\$ 140.00	0	\$0.00	\$14.00			
								Cost to H&I	\$0.00			\$0.00	\$0.00
								Cost to H&I w/ NCRSO Discount					
								Discount from NCRSO					
								Protential vs Revenue at Sale prices				\$ 1,820.00	\$ -



Activity Proposal

Sacramento Fellowship of Narcotics Anonymous

SacFNA

Who:	Group Name: Group Number: Contact Person: Contact Info:
What:	
When:	
Where:	
Why:	
How:	

Budget:

Rent:		
Supplies:		
Insurance:		
Flyers:		
Other:		
Total:		

Admin Use			
Date Submitted:	Proposal #	Contact info complete:	Result:

Appendix C: SacFNA Calendar of Duties (Most are Identified in Guidelines)

<p>January</p> <ul style="list-style-type: none"> • Elections: Chair, Vice Chair, Administrative Assistant, Policy and Procedures Person, and Public Relations Coordinator - <i>Sec 8, Article I, Item A-2</i> • Quarterly Audit -Admin Team will present audit all financial records to ASC. - <i>Sec 7, Article III, Item B-1.</i> • Treasurer publishes a record of all group donations (including H&I donations) by group from the prior six (6) months -<i>Sec 9, Item D</i> 	<p>July</p> <ul style="list-style-type: none"> • Elections: Treasurer, Assistant Treasurer, RCMs, Literature Coordinator, and Asst Literature Coordinator - <i>Sec 8, Article I, Item A- 3</i> • Quarterly Audit -Admin Team will present audit all financial records to ASC. - <i>Sec 7, Article III, Item B-1.</i> • Treasurer publishes a record of all group donations (including H&I donations) by group from the prior six (6) months -<i>Sec 9, Item D</i>
<p>February</p> <ul style="list-style-type: none"> • Annual Storage Space – Renewal Due in June. (pay for 11 months, get 12th month free.) Prepare for Annual Budget. 	<p>August</p> <ul style="list-style-type: none"> • Annual Area Inventory: ASC - per Local Guide To Service • Annual Sierra II Rental Contract (expires December 18th)– Present and propose new contract for approval by ASC.
<p>March</p> <ul style="list-style-type: none"> • Annual - Treasurer Report to Admin Team - <i>Sec 7, Article I, Item D-2-c</i> • Quarterly Audit -Admin Team will audit all financial records. - <i>Sec 7, Article III, Item B-1</i> • Budget - Admin Officers review SacFNA Budget presented by SacFNA-ASC Treasurer- <i>Sec 7, Article III, Item B-2</i> 	<p>September</p> <ul style="list-style-type: none"> • Quarterly Audit - Admin Team will audit all financial records. - <i>Sec 7, Article III, Item B-1.</i> • Guideline Review -A thorough review of guidelines will be conducted by the Admin Team .- <i>Sec 5, Art IV, Item B.</i>
<p>April</p> <ul style="list-style-type: none"> • Annual - Treasurer Report to ASC - <i>Sec 7, Article I, Item D-2-c</i> • Budget - SacFNA-ASC present budget to ASC - <i>Sec 7, Article III, Item B-2.</i> • Quarterly Audit -Admin Team will present audit all financial records to ASC. - <i>Sec 7, Article III, Item B-1.</i> 	<p>October</p> <ul style="list-style-type: none"> • Elections: Ongoing Task/Workgroup Leaders - <i>Sec 8, Article I, Item B</i> • Quarterly Audit - Admin Team will present audit all financial records to ASC. - <i>Sec 7, Article III, Item B-1.</i> • Guideline Review -A thorough review of guidelines will be presented to the ASC. - <i>Sec 5, Art IV, Item B.</i>
<p>May</p> <ul style="list-style-type: none"> • Annual – <i>Certificate of Insurance – Sr. RCM (Get Copy for all groups. Need check for NCRSO \$25.</i> 	<p>November</p> <ul style="list-style-type: none"> • Guideline Consensus – Get consensus on the review of guidelines presented to the ASC. – <i>Sec 5, Art IV, Item C.</i> • Annual Sierra II Rental Contract (expires December)– Present and propose approval by ASC.
<p>June</p> <ul style="list-style-type: none"> • Quarterly Audit - Admin Team will audit all financial records. - <i>Sec 7, Article III, Item B-1.</i> • Annual Storage Space – Renewal Due in June. (Pay for 11 months, get the 12th month free.) 	<p>December</p> <ul style="list-style-type: none"> • Quarterly Audit -Admin Team will audit all financial records. - <i>Sec 7, Article III, Item B-1.</i>