

SENANA ASC Minutes

Date March 6, 2016

Attendance:

Executive committee:		
Chairperson:	Kevin S.	Present
Vice chair:	Open	Open
Secretary:	Lindsey	Present
Treasurer:	Open	David-sitting in
RCM:	Jake	Present
RCM-Alt:	Chad	Present
H&I:	Jennifer G	Present
P.I:	Bekka	Andrew-Sitting in
Literature:	Amanda N.	Present
Activities:	Paula	Present
Policy Chair:	Open	Open
Ad-hoc (Zonal)	Kim	Present

Groups:		
Sunday Morning Reflections	Debbie	Absent
Sunday Ladies and Gents	Andrew	Present
Sunday Solutions		Present
Sunday Joyful Hearts		Absent
Monday and Friday Back to Basics		Proxy – present
Monday Women’s Step Mtg	Shawn S.	Jennifer – present
Monday Road to Recovery		Absent
Monday Night Makin’ It		Absent
Tuesday VA 4 Recovery	Mike B	Present

Tuesday Show Me How to Live	David	Absent
Tuesday & Thursday T&T	Cindy	Absent
Tuesday Let it Out	Jess	Howard-proxy
Tuesday Night Remedy		Absent
Tuesday Never Alone	Allison	Absent
Tuesday/Thursday/Saturday Back to Basics York	Joe	Nick-Alt-Gsr
Wednesday Night Wild Women	Kim	Present
Welcome Home	Tommy	Proxy-Steve- proxy
Wednesday Boys to Men	Zech	Present
Wed. Noon – Practicing These Principles	Chris H.	Present
Thursday Noon at Antlers	Hillary	Present
Thursday Night Undergrounders		Absent
Thursday One Promise/ Sat. Night Live	Ace	Present
Thursday How & Why	Steve	Absent
Thursday Fairbury New Hope		Absent
Friday Happy Havelock	David	Present
Friday Lost and Found	Eric	Present
Friday Guardian Angels		Absent
Saturday Morning Social		Absent

Visitors: Paul, Shelley

Groups that would like to read report or bring up issues:

Kim- WWW putting away money for 4th of July, looking for help (sponsorship) from other groups

Paula- Respectfully ask for reasonable ASC meeting time per church agreement.

Secretary read Monday and Friday back to basics.

Corrections to minutes:

Secretary's report:

- Motion to approve secretary's minutes (Zech), seconded by Andrew. Approved as submitted.

Treasurer's report:

- Motion to approve treasurer's report (Kim), seconded by Howard. Approved as submitted.
Kim gave treasurer check for Zonal start-up (\$300)

Executive committee reports

Chairperson: Kevin	Grateful to serve
Vice chair: Open	Open – Please send nominations
Secretary: Lindsey	Grateful to be here
Treasurer: Open	David - Happy to serve, have extra receipts
RCM: Jake	Report attached
RCM-Alt: Chad	No report
H&I: Jennifer	Attached
P.I: Bekka	Attached
Literature: Amanda	Attached
Activities: Paula	Attached
Policy Chair: Open	No report

Nominations:**Open for nominations are:**

Vice chair is an open position – please send nominations

Policy is an open position – please send nominations

H & I Subcommittee Chair open position – please send nominations

Elections:**David N for Area Treasurer Affirmed**

Old Business:

Motion #2: RCM Budget \$50.00/quarter for travel. \$20.00 annually for printing.

Intent: Cover travel and printing copies of information to and from regional committee.

Submitted by: Jake V. Seconded by: Andrew N.

Financial Impact: Yes Change in policy: Yes

Motion Passes

Motion #3: Approve a budget for 2016 for the Literature subcommittee for \$600.

Intent: See below.

Submitted by: Amanda N. Seconded by: Andrew N.

Financial Impact: Yes \$600.00 Change in policy: No

Literature Budget Motion Intent

We are asking Area for an annual budget of \$600 for 2016. This budget would include rent (paid to the Berean Church by the SENANA Treasurer) at the rate of \$25 per month and a \$300 line item for the purchase of a laptop to be used exclusively by the Literature Subcommittee.

We believe it would be prudent for this subcommittee to purchase a laptop. We currently manage an inventory of thousands of items and deal with around \$10,000 in cash a year. Providing an accurate and up to date account of that inventory, as required by the SENANA guidelines, is nearly impossible without using some kind of software. This makes our jobs more difficult, but ultimately it is the groups that suffer. We are currently unable to manage back orders and it is almost impossible to track the literature needs of the Area by word of mouth. One of the ways we are trying to provide more effective service to the groups in this Area is by conducting more of our business digitally. By using an email address, we are able to more efficiently take orders. By ordering online, we have been able to drastically reduce shipping times. If we had the ability to track inventory, manage back orders, and more accurately anticipate the group's needs, we could provide even better service to the groups.

This would be a one-time budget request. The importance of Narcotics Anonymous literature, and effectively getting it into the hands of the addicts that need it cannot be overstated. Historically, this subcommittee has been entirely self-funding, without requiring money (beyond rent) from Area. We hope that this one time request will be approved and we will be able to continue to serve this Area even more effectively than ever.

In Loving Service

Happy Havelock motions to table for information

Motion withdrawn

Motion Passes

Several votes changed.

Motion #4: Request an H & I annual budget of \$1400, \$350 quarterly for fiscal year April 2016 to March 2017.

Intent: Literature \$671 (Approx.) Rent \$200 (\$50.00 per quarter, may increase). Training day expenses of \$220. Literature orders can vary.

Submitted by: Jennifer G. Seconded by: Debbie B.

Financial Impact: Yes \$1400 annually Change in policy: No

Motion Passes

Motion #5: Approve the PI budget.

Intent: Approve the PI Budget.

Submitted by: Bekka Seconded by: Debbie B.

Financial Impact: \$5986.00 Change in policy: No

SENANA PI Subcommittee

Annual Budget Fiscal Year 2016 (Feb 16 – Feb 17)

Current Suppliers of goods and or services:

Suppliers are subject to change due to company actions or at the discretion of the Subcommittee.

Stericycle Communications was Accurate Communications

Provider of answering service for Hotline

Windstream Communications

Provider of local phone number for Hotline

Provider of White and Yellow pages advertisement for Lincoln area

The Berry Company

Provider of White and Yellow pages advertisement for other than the Lincoln area

AT & T Communications

Provider of Toll Free phone number for Hotline

“In-house” and/or “Vendor” printing needs

Printing services done by PI Subcommittee and/or outside Vendor (to be determined) to include;

Meeting Lists, Fliers, Mailings etc

Name.com & InMotion Hosting

Provider of website hosting

Budget Breakdown per Supplier and Action:

Stericycle Communications	\$2,124.00 (\$177.00 per month)
Windstream Communications (\$50.00 per month)	Phone number and Lincoln Yellow Pages: \$600.00
The Berry Company (\$33.75 per month)	Other than Lincoln Yellow Pages: \$405.00
AT & T Communications	\$720.00 (\$60.00 per month)
“In-house” and/or “Vendor” Printing	\$600.00 Annualized, as monthly costs are unknown.
Website costs	\$140.00 Annual fees
Training day Costs & associated rents	\$300.00 Annualized, as monthly costs are unknown.
PO Box	\$60.00 Annual fee
PI Quarterly Mailings, other printed or purchased items as ‘outreach’ costs	

\$492.00 Annualized, as quarterly costs are unknown.

Travel Budget to attend RSC \$150.00 (\$37.50 per RSC)
Behavioral Health Conference in May Booth rental, literature and meeting list costs.
\$395.00

Total Annual Budget amount submitted for approval: \$5,986.00

The 2015 budget was \$5,367.95 & actual 2015 expenses will be approx. \$2,000.00 under budget due to:

Further reduction in need to provide printed copies of meeting lists to places requesting them.

Continued “In-House” printing by a Subcommittee member as opposed to using a “Vendor”. Some forecasted budgeted items either did not take place or were less than the estimated amount.

Our 2016 budget is \$618.05 more than our 2015 amount. There are funds that were not spent in 2015 that we expect to use in either expanded or different areas during the 2016 year. The primary areas of this increase are; answering service rate increase, local telephone service rate increase, white & yellow pages rate increase, outreach presentations and various new literature placements. Funds are also included in case repainting (due to vandalism or weathering) of our current PSA at 2729 N 12th ST. is required.

While this year’s requested budget is an increase over the 2015 amount please keep in mind that there are items within the amount which will likely, as in past years, go unspent or be less than the estimated amount.

e.g. Vendor printed items. Which impact several different areas of the budget.

Below are the comparisons of each Supplier and Action to the 2015 budgeted amounts:

Stericycle Communications

Increase of \$492.00 over 2015 budgeted amount.

Windstream Communications

Increase of \$60.00 over 2015 budgeted amount.

AT & T Communications

Decrease of \$240.00 over 2015 budgeted amount.

The Berry Company

Increase of \$106.05 over 2015 budgeted amount.

“In-house” Printing

No change in 2016 budgeted amount.

Website costs

No change in 2016 budgeted amount.

Training day Costs & associated rents

No change in 2016 budgeted amount.

PO Box

No change in 2016 budgeted amount.

PI Quarterly Mailings, other printed or purchased items as 'outreach' costs

Increase of \$200.00 over 2015 budgeted amount.

Travel Budget to attend RSC

No change in 2016 budgeted amount.

Behavioral Health Conference in May

No change in 2016 budgeted amount.

In trusted service,
John R.

Motion Passes

Motion #6: Approve SENANA activities expected budget. Approx. Operating budget \$3000

Intent: Provide future activities.

Submitted by: Paula S Seconded by: Kimberly R

Financial Impact: \$150.00/event (start-up) Change in policy: No

SENANA AC Budget

Date	Event	Estimated Cost
2/2016	Valentines Dance	\$300.00
3/2016	Speaker Jam	\$300.00
4/2016	NRCNA Fundraiser	\$300.00
4/2016	Campout	\$100.00
6/2016	Party in the Park	\$200.00
7/2016	Swimming Party	\$125.00
9/2016	Campout	\$100.00
10/2016	Halloween Dance	\$300.00
12/2016	NYE Dance	\$300.00
Monthly	Unity Room Rent	\$50/mth (\$600.00)
Each Event	Flyer printing costs	\$25/event (\$225.00)
Misc.	Coffee, plates, etc.	\$150.00

\$400 prudent reserve

\$150 Start-Up cost from ASC as needed per event

Motion Passes

Region Business

Sam will add bio for the region motion.

Tabled until next month

Nominees for RSC positions and their service resumes will appear in the May ASC per the following addendum to the RSC minutes.

AMENDMENT TO THE MINUTES 1/19/2016 NOMINATION ARE OPEN for: NRSC Chair (3 yrs. clean); Vice-Chair (2 yrs. clean); Treasurer (3 yrs. clean); Regional Delegate (8 yrs. clean); Alternate Delegate (6 yrs. clean); H&I Chair (3 yrs. clean); PI/PR Chair (3 yrs. clean); IT Chair (4 yrs. clean) I don't think Sam should be voted on until nominations are closed in April, as there may be more interested members; Policy Chair (4 yrs. clean); Archives Chair ; Outreach Chair (2 yrs. clean); and General Assembly Chair Also, it should be announced the General Assembly on 4/9/2016, will begin at 11:00 a.m., for the CAR/CAT Workshop.

THIS IS FOR EVERYONE RECEIVING A COPY OF THIS EMAIL: The clean date requirements are according to our Policies, as revised or amended. Also, in the outdated Policy we have to use right now, the Quarterly schedule is incorrect. The terms for the RD and AD were changed back to 2-year terms in October 2010. The "First Quarter Additions" should read "Nominations for RD and Alt RD open every EVEN year (or every 2 years); The "Second Quarter (April)" should read "Nominations for RD and Alt RD close every EVEN year (Or every 2 years); The "Third Quarter Additions" should read that "Vote on RD and Alt RD every EVEN year (or every 2 years); and the "Fourth Quarter Additions" should read "Newly elected RD and Alt RD take office the 4 th Quarter of every EVEN year (or every 2 years). This puts everything in line for the RD & Alt RD to complete a 2-year Conference Cycle.

The secretary will attach the entire region minutes in the email, with Sam's bio.

Region minutes can be found

<http://www.nebraskana.org/page7.php>

Open Floor:

Andrew - PI and Parole – I have been notified that parole officers have been making contact with sponsors, asking about sponsee activities, where they should be in there program, etc.. Please refer them to the PI.

New Business:

Motion #1: To add to the guidelines section VI. 4 after the word repeal – "Setting aside, suspension, wavier," so it would read "Any change, repeal, setting aside, suspension, wavier, or addition to the ASC Guidelines must be sent back to the groups."

Intent: To follow our traditions and concepts, keeping the final authority with the NA groups.

Submitted by: Chad J Seconded by: Andrew N.

Financial Impact: No Change in policy: Yes

BACK TO GROUPS

Future ASC meeting(s):

April 3rd, 2016 at 2:00 pm Berean Church 6400 S 70th St, North West Door

May 1st, 2016 at 2:00 pm Berean Church 6400 S 70th St, North West Door

Announcements:

Spring into Recovery, Dance and NRCNA fundraiser April 2

Back to Basics Campout, Wildwood Lake April 16

York Back to Basics April 9th

Bowling March 12th

Executive Reports:

Chair Report: No report

Vice-chair Report: open position

Secretary Report: No report

Treasurer Report:

February 2016				
Income		Expenses		
Group	Amount	Purpose	Amount	Check #
Sunday Morning Reflections	\$32.00	ASC Rent (monthly)		
Sunday Night Ladies & Gents	\$49.56			
Sunday Night Solutions		P.O. Box Rent (annually)		
Sunday Night Joyful Hearts				
Mon/Fri Back 2 Basics		Public Information	\$361.11	826
Monday Women's Step Study				
Monday Night Makin It		H&I--Literature Only	\$160.25	825
Monday Road to Recovery	\$31.70			
Tuesday Show Me How To Live		XC Expenses		
Tues Vets				
Tues/Thurs T & T	\$16.04	RCM Travel to RSC	\$50.00	824
Tuesday Night Let It Out	\$11.00			
Tuesday Night Never Alone		H&I Rent (quarterly)	\$50.00	823
Tuesday Night Remedy		& training		
Practicing These Principles	\$27.80			
Wednesday Wild Women	\$11.13	Literature Rent (monthly)		
Wednesday Boys To Men				
Wednesday Welcome Home	\$44.00			
Thursday Noon at Antlers		Policy Rent (quarterly)		

Thursday One Promise/Saturday Night Live	\$95.00	Antlers - policy		
Thursday Night How and Why				
Fairbury New Hope				
Thursday Night Undergrounders		Other Expenses		
Friday Night Happy Havelock	\$32.00			
Friday Night Lost and Found		ASC Secretary-Mailings		
Friday Night Guardian Angels		H & I		
Friday Night Candlelight		H & I Training		
Saturday Morning Social		US Postal Service		
VA 4 Recovery				
Back to Basics - York				
Other Income				
		Total Expenses	\$621.36	
Total Income	\$350.23	Previous Balance	\$1,616.15	
		Income - Expenses	-\$271.13	
Cash Outlay	\$0.00	New Balance	\$1,345.02	
Bank Deposit	\$350.23	Statement Balance		

RCM: Handing out literature survey for groups, please share with your groups, to be tallied and passed to region. These need to be done by March 15. The area will get one vote. There is also a literature survey for individual members that can be taken online, this votes will not be tallied to count as a vote. I also have the world motions (CAR) that will be handed out, this can be taken online as well.

Region minutes can be found

<http://www.nebraskana.org/page7.php>

RCM-Alt: I also have the surveys.

H&I:

March 6, 2016

H&I Subcommittee Report for ASC

Hello Fellow Addicts,

H&I is running well. All institutions and times remain the same. The correctional application for NCCW York and Lancaster County Corrections are now accessible via the SENANA website. I have yet to log in and utilize our H&I email address, I will get that done. Just telling on myself here.

We have the following positions open:

Panel leader for Touchtone

Panel leader for NSP – Men

Chair

Vice Chair

Secretary

Our Budget is as follows:

\$350

(50) Rent

(160.25) Lit

Balance: \$139.75

Our subcommittee meets again next Sunday, March 13, 2016 @ 1pm, at the Unity Room. We have pretty good volunteer participation in our facilities, but not a lot of participation in our subcommittee. So anyone interested in H&I, please attend our subcommittee meeting. We have positions open and we need your help! ILS, Jennifer G Chair

PI: Hello Family, PI met yesterday noon at antlers, we had 6 people at our meeting. We discussed a presentation for district 5 probation. That area overlaps with central so we will collaborate on the project. We also discussed doing a presentation for Lincoln probation. PIs printer was not working as of this morning. We hope to get this fixed ASAP so we have meeting lists. The white meeting lists are still up to date. If you need meeting lists please tell Andrew and we will get some to you as soon as our printer is fixed. In loving service, Bekka W

SENANA PI Financial Assessment

March 2016 (billings for February 2016)

Amount	Due Date	Owed To	Comments
\$180.00	23-Mar-16	Stericycle Communications	Answering service used for hotline. Local and Toll Free are answered here.
\$31.00	5-Mar-16	Windstream Communications.	Local phone line and all LOCAL Yellow & White Pages listings
\$24.00	27-Mar-16	A T & T	Toll Free phone line.
\$33.75	22-Mar-16	Berry Company	Yellow pages advertising
\$10.00	ASAP	Paige N.	Rent for PI Meeting space
\$37.50	9-Apr-16	Bekka W.	Travel to RSC
<u>\$316.25</u>	Total amount owed		Balance On Hand
<u>\$0.00</u>	Amount of "Balance On Hand" applied.		

\$316.25 Amount of check needed today.

Annual Budget: Feb 16 - Feb 17	\$5,986. 00	Annual Budget as a monthly figure.	\$498. 83
Remaining amount of Annual Budget prior to this month:	\$5,986. 00		
This months expenses:	\$316.25	Number this month is in Annual Budget cycle	1
Remaining amount of Annual Budget carried forward:	\$5,669. 75		
YTD amount under/over budget.	- \$182.58	Negative number reflects Under and Positive number reflects Over	

In Trusted Service, John R

Policy: No report

Literature: Hello Family, Literature is going great. We are selling lots. Last month we made a deposit of \$735.45 for a total of \$742.16. We made a literature order for \$703.84. Again if you are able to please send us your literature orders ahead of time at our email Literature@sena-na.net. This helps us a lot by being able to fill some of the orders before area. And also if you are putting a big order in please let us know ahead of time so we can make sure we have everything you need.

In loving service, Amanda N

Activities: Hello family,
SENANA activities last met on 2/21 5 committee members present including one new voting member as well as 3 guests.
committee

Our last function was 3/5 --Personalities practicing principles Speaker Jam preceded by CAR workshop. 82 addicts in attendance ...blesse to be able to give away Narcotics Anonymous Lit to addicts in attendance.

Upcoming we have our last bowling mtg on 3/19 and our NRCNA fundraiser on 4/2. At our last committee meeting we discussed how The Valentines dance went, as well as upcoming function details including but not limited to dates, locations and meeting format.

upcoming events:
3/20-final bowling mtg
4/2 NRCNA fundraiser

4/16 Back to Basics Camp Out
6/11 Party in the Park
7/9 Swimming Party

Ad-Hoc: I got the check from Zone (\$300) start-up. Looking into a place for the business meeting on Sunday. I think we have everything else set. Will let you know more as we get closer. Kim

Treasurer Audit: Found a .90 miscalculations for the year, that has been resolved.

Group Reports:

Sunday Morning Reflections- No report

Ladies & Gents- Asc donation \$48.80, Literature order \$22.25. Andrew N.

Sunday Night Solutions- We had 37 in attendance and 9 newcomers. In loving service, Lindsey.

Sunday Joyful Hearts - No report

Monday and Friday Back to Basics- No report

Monday Road to Recovery- No report

Monday Women's Step Study- Hello fellow addicts: The following information is for the month of Feb. 2016. Attendance: 36, Newcomer: 1, 7th tradition: \$64.00. We come with a literature order of \$18.50. We pad rent of \$25.00. This leaves us with an AREA donation of \$20.50 this month. Thank you, In Loving Service, Jennifer G.

Monday Night Makin It – No report

Tuesday Show Me How to Live Group – No report

Tuesday & Thursday T&T-

Tuesday Let It Out- Total attendance: 143, Newcomers: 13, Literature order: \$21.25. Total donations: \$22.25. Rent: \$15.00 for month of March 2016.

Tuesday Never Alone- no report

Tuesday/Thursday/Saturday Back to basics York -

Tuesday Night Remedy- No report

Tuesday VA 4 Recovery- 12:30 pm Vet hospital Tuesday meeting, everything same, same fine, Mike B.

Tuesday/Thursday/Saturday Back to Basics York- no report

Wednesday Night Wild Women- Wednesday wild women continues to do well-with 41 in attendance

and 5 newcomers. We had 7th tradition of \$54.90. We paid \$25.00, ASC donation \$8.90, literature order of \$15.55 – and added \$5.45 to our prudent reserve. We have been adding money to our prudent reserve for a future event – we were looking @ possibly helping to host a 4th of July party. The 4th this year falls on a Monday. Historically Lincoln has done their 4th of July fireworks on the 3rd which is Sunday. We were wanting to see if Sunday Morning Reflections would like to ask other groups possibly assist with hosting this event @ the Unity Room. In Loving Service, Kimberly.

Wednesday Night Boys to Men – Great month of February at boys to men. We took in attendance of 81 and 8 of them were newcomers. We collected \$108.33 for the 7th tradition paid \$26.33 for rent and coffee. We are bringing a lit. Order of \$ 33 and an ASC donation of \$80. With always loving and grateful service Zech I.

Wednesday Welcome Home- We had a total of 146 in attendance of which 8 were newcomers. We are placing a literature order of \$27.75. Paid rent of \$20.00 and are donating \$43.00 to ASC. In Loving Service, Steve H.

Wed. Noon Practicing Principles – 2/2016, Attendance: 20, Newcomers: 8, Rent: \$20.00.

Thursday Noon at Antlers- No report

Thursday One Promise Saturday Night Live- No report

Thursday How & Why- No report

Thursday Night Undergrounders- No report

Thursday New Hope in Fairbury – No report

Friday Happy Havelock- \$153.00 7th tradition, \$30.00 for rent, \$31.40 for coffee, \$29.25 ASC donation, Region donation \$8.50, World donation \$4.25, literature order \$175.50. We had 148 Addicts, 15 Newcomers. We gave away 8 Basic texts.

Friday Lost & Found- Hi NA family. I am grateful to be part of service for Narcotics Anonymous. The Friday lost and found meeting is well but could use more support and service. This month we had an attendance of 148, with 14 newcomers. I’m making a lit. Order of \$40.00 and \$45.00 for area donation. We had \$59.30 donated for the seventh tradition, and will make a room donation to BLGH for \$30.00 for the previous 2 months. Thanks for all the support, in loving service, Eric Newell

Friday Guardian Angels- No report

Saturday Morning Social- No report

UPDATED EXECUTIVE COMMITTEE TIMELINE:

Executive Position	Service Member	Date Started Position	Ending Date for Position	When Positions Need to Open at ASC
ASC Chair	Kevin S.	April 2015	April 2017	January 2017

ASC Vice	Open			
Secretary	Lindsey	July 2015	July 2017	May 2017
Treasurer	David N.	March 2016	March 2018	December 2017
RCM	Jake	January 2016	January 2018	October 2017
Alt-RCM	Chad	February 2016	February 2018	November 2017
H & I	Jennifer G.	May 2014	April 2016	February 2016
PI	Bekka W.	August 2014	July 2016	May 2016
Literature	Amanda N.	February 2015	February 2017	December 2016
Activities	Paula S.	April 2015	April 2017	January 2017
Policy	Open			

Region minutes can always be found

<http://www.nebraskana.org/page7.php>