Southeastern Massachusetts Area of Narcotics Anonymous

March 2024 Area Service Committee Meeting Minutes 3/17/24

REPORTS:

<u>Chairperson</u>

Hi Everyone

First, I want to thank Laura for helping out last month in my absence. It was greatly appreciated!

Since the January ASC I have done the following as directed and necessary....

- I sent out ASC dates for the year. Please make note <u>as they don't all meet on the 3rd</u> <u>Sunday of the month, most specifically April.</u>
- It has also come to my attention that this UMD facility is not available for our July meeting and I believe that was discussed last month and will be revisited in open forum.
- I made sure the SEMA link on the NERNA website was updated with accurate information.
- I reached out to the Activities Chair one more time just to let her know we care about her and her well being etc. I did not hear back.
- I also sent the Activities Chair a certified email informing her of our policy and the reason for the letter and inviting her to attend the ASC to discuss next steps or to voluntarily resign if she so chooses. **Thus far that email has remained unopened therefore that is an open position.
- Lastly, as a reminder to myself and others please be patient and kind with yourself and others and remember why we are here :)

In Service, Erin P.

<u>Secretary</u>

Good Afternoon SEMA,

First and foremost I would like to thank everyone for your patience and understanding as I've gotten adjusted to my new role here at the ASC.

In that same spirit of mutual support and collaboration I ask that all flyers, subcommittee reports, etc. be submitted via email to secretary@semana.us by Friday, March 22nd so the information can be made available for dissemination in this month's meeting minutes.

Thanks again to all.

In Loving Service, Matt C

<u>RCM</u>

Good morning Sema,

Region met in person on Saturday February 11th, 2024, in Quincy. There were 8 areas in

attendance.

Boston- was present and happy to inform us that they have filled their admin positions with the exception of a vice chair. They requested support from fellowship services as they navigate getting business back in order.

South shore- PR created magnets for spreading awareness of NA with a QR code that will direct people to NERNA. The 40th anniversary of South Shore will be held in December 2025, with more information to come

Treasurer- The Assistant treasurer has stepped down. \$10,000 seed money was transferred to the convention last month. They Discussed updating signers for our checking account. It was voted to have D'Lanor stay on the account and add our Chair Kevin H and Noel D. The starting balance of the day was \$4138.89. We received area contributions of \$6126.46. The contribution made to NAWS was \$3,564.91. After business total balance was \$14,934.57 this includes our prudent reserves and set asides. Please the attached treasurer's report for further Inquiries.

H&I- No commitments going into state prisons since Covid, with the exception of OCC. WSR (writing steps for recovery) is going to be working with the DOC coordinator to start getting the information about this service into the DOC. PR had asked the area H&I subcommittees to send them their facility contacts information so they can formally invite them to NESSSNA.

PR- A reminder given that the committee is looking to gather and catalog any resources available to help members with language/communication needs and other additional needs. This served as a reminder that PR events should always include the consideration of whether to provide literature in other languages. We hope to create a resource guide (and a process/plan for keeping it up-to-date) which would offer contact information for NA members able to carry the NA message in languages other than English. Suggestions were received by the chair to contact both the New York area and the World Service office.

RD/AD-

• NAWS Exec Director reported this is expected to be the largest WCNA ever with fewer staff so volunteers will be needed

- If members would results from the scan they can be found at <u>NA.org/conference</u>
- The US collaboration of zones is on its way, you can check it out at usa-na.org

- There was a concern about the NEZF practice being that a member is sent out of the room while their qualifications are discussed before voting.
- NESSNA is happening April 26th-28th the program is finalized and we are excited.
- ***For those who don't know, NESSSNA is the North Eastern States Service

Symposium. A service symposium is like a convention with workshops based in service. There is no position or clean time requirements for attending this event. This is a great opportunity to learn and get excited about service.

Area concerns-

• SEMA proposed that we change the term of RD/AD to one term each, top have it coincide with a conference cycle.

Open Forum-

• Maryssa B our current treasurer has suggested that subcommittee chairs consider multi year planning when creating budgets, the purpose is to be proactive instead of reactive with how we manage our finances

• Suggested that reports be condensed before being submitted to be read on the floor briefly. Denied.

 Both the RCM and Alt RCM of SEMA are going to make a proposal that subcommittee chairs and and areas stop simply copying and pasting their meeting minutes as their reports as it can be extremely difficult to decipher when trying to create our report for our area and is painstakingly time consuming.

<u>H&I</u>

Good afternoon SEMA!

H and I met this morning with 12 addicts in attendance. Last month our Vice Chair, Coralee D stepped down(thank you for your service). Mendi P was voted in to be our new Vice Chair!!!! We voted in one new panel leader. We have updated our flyer to reflect current information. I will attach to my report to be included in the minutes. We have also revamped our format for H&I presentations.

We have a new contact for Dartmouth House of Corrections and he's excited to work with us. We already got two men cleared to go in. Our new contact for DHOC is trying a new application process to try to streamline the process, instead of the previous 16-page lengthy application. If anyone is interested, I have paper forms on me, or you can shoot me an email. As stated in my previous report, H&I is looking to coordinate with the area to do a service event. Is this something we want to do?

I attended region last month and they are trying to get back into the state prisons. More will be revealed on this. Writing steps for recovery is in the process of getting information out to the prisons. Regional PR reached out asking for contacts for the facilities we serve to invite them to NESSSNA to learn more about NA, what we do and to try to foster a healthy relationship with them.

Lastly, We'd like to thank Literature Development for coming to do the H&I survey with us.

In loving service, Justin M, H&I Chair

<u>PR</u>

Good afternoon SEMA members,

PR met yesterday morning. We spent \$132.81 on all-weather magnets that list the phone line number, the NERNA website, and a QR code that directs you to the meeting list page of NERNA. We will be using these in addition to paper fliers on our next PR walk to avoid creating excess litter. In the interest of fiscal prudence, we ordered the smallest amount offered (50) to discern the quality and usefulness of the magnets in regard to public relations.

We are excited to announce we will be having a PR walk/flier hanging day in New Bedford on April 7th from 11 AM to 1 PM. We will be meeting at 360 Coggeshall street. The subcommittee submitted a flier to be approved and if approved, we ask GSRs to take a flier to their homegroup.

In loving service, Katie Ha

Fellowship Services

Good Afternoon SEMA,

Fellowship Services has met 2 times since the last report, with the most recent meeting being this morning at 10 AM in the book area. There were 5 addicts in attendance in February and and 5 addicts in attendance today. In February, 1 addict attended the Area Orientation. Today, 4 addicts attended the orientation. The orientation is held at 11 AM prior to the ASC in the nook area.

WE HAVE VISITED 4 GROUPS SINCE JANUARY.

FS is preparing for the Issue Discussion Topic on DRT/MAT as it relates to NA, which will be presented in April.

The next Fellowship Services meeting will be Sunday, Apr 21, 2024

ILS, Kevin J Vice Chair, Fellowship Services

Policy Good afternoon groups of SEMA! I would like to start off my report by thanking this Body for giving me the opportunity to serve as Chair of the Policy committee. In my first matter of business, I am happy to announce that Katie H has been elected the Vice Chair for Policy. We are very excited to work together as trusted servants for this committee!

Policy has met one time since our last ASC and we had three people in attendance. We discussed adding a policy for flyers that are to be posted on our website and social media page. Our current procedure for flyer approval can be time-consuming. With an implemented policy, the goal would be to eliminate flyers being presented to the body for approval, and instead be sent directly to Public Relations and the Web Servant.

We also discussed editing section IV General Policy letter Q which is regarding Resignation of ASC Officers and Subcommittee Chairpersons. We feel that the wording in this section can be presented in a more loving and caring way.

In conclusion, this committee has worked diligently in preparing drafts of what these changes could look like. The drafts will be attached with this report, and I look forward to discussing this further in today's Open Forum.

Currently, Policy will be aiming to meet monthly but have not yet set a specific date and time. If you would like to become active on this committee, please reach out to me for more information.

In loving Service, Rebecca M

IV General Policy (Current)

Q. Resignation of ASC Officers and Subcommittee Chairpersons may be as follows:

1. Voluntary

a) In writing, to the ASC Chairperson, prior to the next ASC meeting.

2. Involuntary

a) Automatic upon relapse during term in office.

3. Impeachment

a) May be needed for due cause, including breach of the Traditions and continual breach of Area policy.

b) The individual will be given written notice by certified mail at least seven (7) days prior to the next ASC meeting.

c) A motion for impeachment with due cause shall be submitted at the next ASC meeting.

d) The respondent is given a rebuttal (if desired, not to exceed five minutes).

e) A closed ballot is taken.

f) A three-fourths (3/4) majority vote of the quorum is necessary to impeach.

g) If a second breach of Traditions or SEMA policy occurs during the same term in office, impeachment is automatic.

IV. General Policy (REVISED)

Q. Resignation of ASC Officers and Subcommittee Chairpersons may be as follows:

1. Voluntary

a) In writing, to the ASC Chairperson, prior to the next ASC meeting.

2. Involuntary

a) Automatic upon relapse during term in office.

b) May be needed for due cause, including actions not in accordance with the principles contained in the 12 Steps and 12 Traditions.

c) Non fulfilment of roles and responsibilities as laid out in "X QUALIFACTIONS AND RESPONSIBILITIES OF ASC OFFICERS."

3. Process of Involuntary Resignation

a) A motion for involuntary resignation with due cause shall be submitted at the next ASC

meeting.

b) The individual will be given written notice by certified email at least 7 days prior to the next ASC.

c) The respondent is given a rebuttal (if desired, not to exceed five minutes).

d) A closed ballot is taken.

e) A three-fourths (3/4) majority vote of the quorum is necessary to remove.

f) If the initial concern continues or occurs during the same term in office, resignation is automatic.

V. FLYER APPROVAL

A. These guidelines must be followed for disbursement of any flyers at the SEMASC. Flyers will be reviewed by the Public Relations committee and the Web servant prior to publishing on web page and social media page.

1. Mandatory Content

a. Narcotics Anonymous Symbol with the Registered

Trademark.

b. Two (2) names of reliable contact (Phone number and/or email)

- c. Address, date(s) and time.
- d. Suggested contribution amount, if any.
- e. Details of activities.

f. Personal Anonymity must be upheld.

2. If the flyer includes any of the below, it will not be eligible for disbursement.

- a. Holiday Names
- b. Full face photos
- c. Brand endorsements
- d. Implied affiliations with local facilities
- e. Last names or other information that may challenge a
- members anonymity

3. Other helpful information

a. Check nerna.org/events for conflicting events.

b. Spell check.

c. Have multiple members look over flyers for errors.

d. Inform contact people of their responsibilities prior to posting their information.

e. List details of facilities (Parking, Handicap accessibility,

entrance location etc.)

f. Flyer should be easily read (i.e. legible, clear font size and style)

Literature Development

Hi Everyone I am Lauren and I am an addict,

This month I was able to complete the H&I Basics survey with our H&I committee. It went well. At this time I have not seen any other literature projects at this time, but I will let you know once something new is presented. As always I am looking for NA recovery artwork, poetry and short stories for our next newsletter; at litdevelopment@semana.us

ILS, Lauren C

Convention

Good afternoon people,

The convention committee met on March 3rd as scheduled. Though in the months leading up to we had reached out to the Martha's Vineyard area with an invitation to come together with us in a spirit of unity for our next convention they were not in attendance. There was however strong support from both Cape Cod and Southeast MA. We held the meeting with a hybrid format and that seemed to work well as there were 6 members joining us via Zoom.

Our last Treasurer, Cole M, has expressed the willingness to serve a second term. He served with commitment and integrity on MTACNA.

A question was brought up regarding the initial seed money. \$3,471.59, that was provided by SEMA. It bears mention that the CCA decided to roll over their share of the revenue from MTACNA into the next convention cycle. No funds from MTACNA were turned back over to SEMA after the bills were paid and no discussion took place regarding the funds. There is currently \$7,984.36 in the working balance for the convention.

My question today is do we follow suit with CCA and allow our share of the revenue to continue moving the convention forward or do groups feel as though some portion of this seed money ought to be returned to the SEMA coffers. The new name for the convention is MACNA (Multi Area Convention of Narcotics Anonymous).

Our next meeting will be held on April 7th and at that time we will hold elections for all positions.

ILS, Tommy P.

Campout

Hi my name is Holly and I'm an addict,

The campout committee last met on 3/14 We had 7 addicts in attendance. Our fundraiser was a success. We made \$1,942. Our next committee meeting will be held on 4/18 from 6-7pm at 1507 Pleasant st.

In loving service, Holly

Treasurer

Good afternoon SEMA,

Today we took in \$1,323.90 in group contributions and \$1518.50 in literature sales. Our working balance is \$5071.90 and the general balance is \$7684.47. Our regional contribution for February and March. \$1386.66 In regards to taxes I have filed our 2023 postcard filing online as we have done in previous years and have attached the online confirmation to my report. I would urge everyone to listen closely to the rest of my report as I am concerned about the implications of my own actions moving forward.

After speaking to a member who recommended I reach out to world services I did just that. They referred me to bulletin 32 which reads as follows. You can replace NA group with the area as it functions similarly.

TAX LIABILITY

Whether an NA group must file a tax return depends on how much money they receive each year. Though we cannot say definitively who needs to file a return, we can say that an NA group that takes in less than \$5,000 total income (regardless of the source) in a year is typically not required to file a tax return. If your group takes in more than \$5,000 or there are any special circumstances, we suggest checking with a licensed local tax professional for advice on how to best meet your IRSreporting obligations, if any.

Nonprofit Organizations

While NA groups practice the principle of being nonprofit, the legal status of an NA group is a different matter. Such status is discussed further in the next section. *Tax-Exempt Status*

As we said earlier, acquiring an EIN and securing tax-exempt status are two different things. An EIN can be obtained relatively easily; tax-exempt status is a much more complex endeavor. Typically, tax-exempt status is achieved as part of the process of becoming a corporation. The IRS number associated with this type of corporation is 501C-3, also known as a not-for-profit corporation. This sometimes-costly process of incorporating requires formal, detailed reporting and financial accountability to the IRS and state agencies on an ongoing basis.

For these reasons, we recommend against incorporating and seeking tax-exempt status for most NA groups whose annual gross income is below \$5,000. If your group takes in more

than \$5,000 annually, while NA World Services is available as a resource, we strongly recommend also discussing the topic with a licensed tax professional familiar with not-for-profit and tax-exempt entities.

Most recently I have been referred to and set up an introductory phone call with tax attorney on Monday who is a member of the Northeast Mass area and is excited about helping us with this matter. I am of the understanding that it would come with zero financial impact to the area.

My question is what you would like me to ask him on your behalf? I have formulated some of my own questions for th attorney as well as ourselves. They are as follows.

Questions for the Attorney

1. What are the minimum income thresholds (Federal and State) that require us by law to become incorporated?

2. What are the concerns and who is liable if we continue to file in the manner we have been up to this point? What would be the repercussions of filing incorrectly if we were audited?

3. Is it better to take an "if it's not broke don't fix" it approach as we have not had any repercussions to this point with the way we have been filing?

4. How does having a convention or a shared convention impact whether we should be incorporated or not to protect the liability of the convention officers?

5. Are there any other options that could keep members anonymous such as forming a trust?

6. What power would the elected B.O.D officers hold that would be different from regular trusted servants and how might that become an issue? As it says in tradition two in the Basic Text "we choose not to have presidents, masters, or directors. Instead, we have secretaries, treasurers and representatives. These titles imply service rather than control."

Questions We Need To Ask Ourselves

1. How could our traditions be compromised by becoming incorporated and possibly organized? Does the law requires us to be in conflict with traditions and if so, should we compromise them?

2. When meeting with the attorney should I do it alone or as a group? While it's a great offer that he is willing to help us, in order to obtain his professional services should we insist on paying him his going rate to avoid a conflict of interest? I am willing to wait on speaking him until after today's motion is voted on and the topic is discussed further.

3. Should an ad-hoc committee be formed before we proceed?

There are no right or wrong answers and I would encourage you to consider these questions and speak with your sponsors about it. I am only looking for group conscience and I will not move forward with this until I feel I have received.

Thanks in loving service, Andy W

[Screenshot Below]

Your Form 990-N(e-Postcard) has been submitted to the IRS

- Organization Name: SOUTHEASTERN MASSACHUSETTS AREA OF NARCOTICS ANONYMOUS
- EIN: 043096886
- Tax Year: 2023
- Tax Year Start Date: 01-01-2023
- Tax Year End Date: 12-31-2023
- Submission ID: 10065520240637496408
- Filing Status Date: 03-03-2024
- Filing Status: Pending

Note: Print a copy of this filing for your records. Once you leave this page, you will not be able to do so.

MANAGE FORM 990-N SUBMISSIONS

Feb-24	Working Balance	H&I	PR	Convention	Literature Dev	Activities	Fellowship Services	PRUDENT RESERVE	General	Balance			
STARTING BALANCE:	\$1,861.32	\$2.50	\$400.00	\$0.00	\$100.00	\$500.00	\$125.00	\$1,845.00	\$4,8	33.82			
MONTHLY TRANS TOTAL:	\$3,210.65	\$0.00	-\$360.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,8	50.65			
ENDING BALANCE:	\$5,071.97	\$2.50	\$40.00	\$0.00	\$100.00	\$500.00	\$125.00	\$1,845.00	\$7,6	84.47			
NOM	ITHLY TR	ANSACTI	ONS (Act	ivities &	Expenses)			STAR	<u>TING BALANCE</u> \$4,833.82	WORKING BALANCE after regional contribution \$5,071.97		
Transction Description	Working Balance	H&I	PR	Convention Bill Set Aside	Literature	Activities	Fellowship Services	PRUDENT RESERVE	Transaction Total	BALANCE			
group contributions- cash app	\$4.00								\$4.00	\$4,837.82		Ending Working Balance	Regional Donation 20%
group contributions- cash/check/money order	\$1,319.90								\$1,319.90	\$6,157.72	Last Month	\$1,861.32	\$372.26
Literature sales- cash/check/money order	\$1,308.00								\$1,308.00	\$7,465.72	This Month	\$5,071.97	\$1,014.39
literature sales cash app	\$210.50								\$210.50	\$7,676.22	Total	\$6,933.29	\$1,386.66
bank reconcilation	\$8.25								\$8.25	\$7,684.47			
pr literature order	\$360.00		-\$360.00						\$0.00	\$7,684.47			

ROLL CALL

		March	February	January
Addicts Unite	1	1		1
Back to Basics	1	1	1	1
Breakfast Club	1	1	1	
Boys to Men	1	1	1	1
Carry the Message	1	1	1	1
Give Yourself a Break	1	1	1	1
Growing Up	1		1	1
Hope Shots	1	1	1	1
Spill the Tea	1	1	1	1
Living the Dream	1	1	1	
Living Clean - Just for Tue	1			
L.O.V.E. group	1	1	1	1
Ladies, We Do Recover	1			
Making Changes	1		1	
Man up	1	1	1	
Men and Women Togeth	1	1	1	1
Morning Message	1	1	1	1
Never Alone	1			
New Beginnings	1	1	1	
Newport NA	1	1		1

Natural High	1	1	1	1
Out to Lunch	1			
Primary Purpose	1			1
Room to Grow	1		1	
Saturday Night Live	1			
Simply Serene	1	1		1
Spiritual Junkies	1	1	1	
Stepping Out	1			1
Steps are the Answer	1	1		
Stepping up 1,2,3	1	1	1	1
Take Care of Yourself	1	1	1	
Surrender & Unity	1	1	1	1
United We Stand	1	1	1	1
Way of Life	1			
12 & 12 for All	1			
Women United	1			
TOTAL GROUPS	36	36	36	36
GROUPS PRESENT		23	22	11
QUORUM		12	12	6
2/3 MAJORITY		16	15	8

		March	February	January
Admin	1			
Chair	1	1	0	1
Vice Chair	1	x	x	1
Secretary	1	1	1	1
Alt Secretary	1	1	x	x
Treasurer	1	1	1	1
Alt Treasurer	1	1	1	1
Web Servant	1	1	0	1
Alt Web Servant	1	x	x	0
RCM	1	1	1	1
ARCM	1	1	1	1
Lit Dist	1	1	1	1
Lit Development	1	1	1	1
H&I	1	1	1	1
PR	1	1	1	1
Activities	1	x	0	0
Policy	1	1	1	0
Convention	1	1	1	1
Campout	1	1	1	1
Total Admin Members		16	16	16
Present		15	12	14
Not Present		1	4	3
Vacant		3	3	1

10 addicts in attendance via Zoom platform

OPEN FORUM

- "Out To Lunch" Group Needs Support!
 - Group meets:
 - Saturdays, 10:30am-11:45am
 220 Johnson Street
 Fall River, MA, 02723
- NESSSNA

- SEMA representatives have an idea which workshops would be worthwhile to attend. Any questions or concern, reach out to Justin M or Mike R
- Convention Seed Money
 - Body elected to allow Convention Committee to keep seed money contributed from SEMA funds in their budget for future endeavors. See Convention Committee report above for further details.

• July ASC Location

- Discussion will be ongoing. Locations suggested:
 - 1507 Pleasant St, Fall River, MA
 - 360 Coggeshall St, New Bedford, MA
 - 285 Old Westport Road, North Dartmouth, MA "Blue & Gold Room"
 - Online Only

• "Hybrid" ASC Format Discussion

- The benefits and challenges of hosting the ASC in a hybrid in-person/online were discussed; as were the pros & cons of both being in-person only & online only.
- The biggest barriers to the convenience and functionality of the hybrid format as it stands now are the poor audio quality (the main culprits of which are a combination of the poor acoustics of the current room and challenges presented by poor WiFi) and the lack of formal policy/procedures regarding the facilitation of such a format ("producer/engineer"-esque facilitator service position, equipment [currently running on borrowed/loaned equipment], etc.)
- Approximate total cost of equipment if ASC were to acquire its own: ~\$500
 GSRs: BRING BACK TO GROUPS:
 - Is hybrid still worth it?
 - If so, consider putting forth motion to create service position w/ roles and responsibilities

OLD BUSINESS

- **SEMA's Tax Status** Motion submitted by the Finance Committee seeking up to \$525 in Area funds to hire tax attorney with the intent to discover SEMA's tax status with the government, whether to file taxes federally or with the state
 - Treasurer & Finance Committee spoke to an attorney (pro bono, NA member, familiar with NA Traditions) who suggested incorporating. Would appreciate feedback. Has gotten more information, may be need for funds. See Treasurer's report above for further details.
 - MOTION PASSES (22 In Favor, 0 Opposed, 1 Abstaining)
 - Reach out to Treasurer personally if you have any questions/comments/suggestions: treasurer@semana.us

NEW BUSINESS

• Literature Sales: Increased Budget For New Group Starter Kits – A motion was put forward (by Amanda P, seconded by Chris G; Literature Sales) to increase budget for new group starter kits from \$35 dollars to \$95 (a \$65 increase) with the intent to offer more materials to new groups who are just starting out.

- New kits will include:
 - 5 key tags each of all key tags, from Newcomer to Multiple Years
 - 10 each of IPs 1, 2, 3 4, 5, 6, 7 8, 9, 11, 12, 16, 19, 22, & 29
 - 1 set of group readings
 - 1 Treasurer's Workbook
 - 1 Treasurer's Record Pad
- MOTION PASSES UNANIMOUSLY
- "Hard Stop Time" to ASC A concern was put forward by Fellowship Services asking the ASC be given a set time to end, with the intent to make attending the ASC more attractive and approachable by means of it having a clear definition in terms of time commitment (2:15pm was suggested, giving the ASC a total duration of two hours)
 - Conversation was mixed, with many people/groups feeling having opinions and thoughts across the board, including:
 - In favor, in the spirit of "a good meeting starts on time and ends on time"
 - Opposed, people are free to leave early if they so choose
 - A middle ground of having a set end time, with the option of 15 minute extension[s] being given if the service body approves by vote
 - "Trial runs" of all of the above
 - Thoughts or comments would be appreciated [GSRs: Bring Back To Groups]

FLYERS

• 1 flyer approved

ELECTIONS

- Activities Committee Chair
 - Position remains open. PLEASE BRING BACK TO GROUPS.
- ASC Vice Chair
 - Position remains open. PLEASE BRING BACK TO GROUPS.
- Alt Web Servant
 - Position remains open. PLEASE BRING BACK TO GROUPS.
- Finance Committee Member (March, September)
 - Bill (Newport NA) elected for March! THANK YOU FOR YOUR SERVICE, BILL!!!
 - September position remains open. PLEASE BRING BACK TO GROUPS

Next SEMA ASC to meet on Sunday, April 21st, 2024 at 12:15pm 285 Old Westport Road, North Dartmouth, MA [Room 006]