

SOUTH JERSEY AREA SERVICE CONFERENCE (SJASC)

April 8, 2012

(1)

Opening: 1 pm -Meeting was called to order by the Chairperson and opened with the Serenity Prayer

Readings: Tradition 4, Concept 4, SJASC Purpose

Quorum: (27) (43 GSRs present at roll call)

SJASC -TRUSTED SERVANT ATTENDANCE (SJASC-South Jersey Area Service Conference)

ADMINISTRATIVE OFFICER POSITIONS	NAME	DEC 2011	JAN 2012	FEB 2012	MAR 2012	APR 2012	MAY 2012	JUNE 2012	JULY 2012	AUG 2012	SEPT 2012	OCT 2012	NOV 2012	DEC 2012
CHAIRPERSON	MIKE	X	X	X	X	X								
VICE-CHAIRPERSON	KIMBERLY		X	X	X									
SECRETARY	LORI	X	X	X	X	X								
VICE-SECRETARY	HEATHER	X	X	X	X	X								
TREASURER	DENNIS	X	X	X	X	X								
ASSISTANT TREASURER	MARY ALICE	X	X	X	X	X								
REGIONAL SERVICE MEMBER (RCM)	MICHELLE	X	X	X	X	X								
REGIONAL SERVICE MEMBER ALTERNATE (RCMA)	VACANT	X	X	X	X	X								

SUBCOMMITTEE OFFICER POSITIONS	NAME	DEC 2011	JAN 2012	FEB 2012	MAR 2012	APR 2012	MAY 2012	JUNE 2012	JULY 2012	AUG 2012	SEPT 2012	OCT 2012	NOV 2012	DEC 2012
HOSPITALS & INSTITUTIONS (H&I)	MARCO	X	X	X	X	X								
PUBLIC RELATIONS (PR)	JOHN	X	X	X		X								
POLICY CHAIRPERSON	VAL	X	X	X	X	X								
ASSISTANT POLICY CHAIRPERSON	JASON	X	X	X	X	X								
LITERATURE SUPPLY CHAIRPERSON	STEVE	X	X	X	X	X								
LITERATURE SUPPLY VICE-CHAIRPERSON	FRANK	X	X	X	X									
LITERATURE REVIEW CHAIRPERSON	AL	X	X		X									
ACTIVITIES COMMITTEE CHAIRPERSON	WENDY	X	X	X	X									
ACTIVITIES VICE-CHAIRPERSON	WILL	X	X		X									
ACTIVITIES TREASURER	NATALIE	X	X	X	X	X								
WEBSITE CHAIRPERSON	ALAN	X	X	X	X	X								
MEETING LIST CHAIRPERSON	WAYNE	X	X	X	X									

ANNIVERSARIES

Dan D. 3/26 = 9Mo./Mary Alice 3/31 = 11 Yrs./Mitchell W. 4/5 = 18 Mo./Phil V. 4/12 = 29 Yrs ****CONTRATULATIONS****

NA RELATED ANNOUNCEMENTS / HOMEGROUP REPORTS / NEW GROUPS JOINING SJ AREA

Spiritual Foundation Group/meets on Wednesday 7:30pm-8:30pm/*New Meeting Place: Woodbury Community of Christ Church at 62 Progress Ave., Woodbury, NJ(GSR-Heather 8565341566)*

Serenity for Today/meets on Thursday 8:00pm-9:30pm/*New Meeting Place: Elanor Corbet House Volunteers of America at 948 Whig Road, Glassboro, NJ 08028(GSR-Alison)*

ADMINISTRATIVE REPORTS

Chairperson Report:

Area does not reimburse for expenditures without prior authorization. Please make sure your order forms are filled out and math is correct; No Exceptions. There will be audits of the Treasurer's and Activities Treasurer's books. **Mike T.**

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ADMINISTRATIVE REPORTS – (Continued)

Secretary Report:

I am still experiencing difficulties with getting the monthly reports from the body. I have tried emailing the Area Officers and Committee Chairs to send me their reports for the minutes if they weren't given to me hard copy at the meeting. As you know it is very important that we filter the discussions and findings of our Area Meetings to the home groups and if I don't receive a report, important information is not being filtered down. Please help me out with this; please try to either give me your reports at the meeting (w/telephone number included in the event I have trouble reading the report) or send them to me email no later than **two days after the meeting**. Either way you choose please get the reports to me. (secretary@southjerseyna.org)

Again, I would like make a suggestion that if any member here should make any kind of announcement at our Area meetings, e.g. GSR celebrants, Group Anniversaries,, NA Events etc. to please come up to the table after the meeting and complete the necessary form so that your announcements can be included in the Minutes; *Please don't forget the City and Telephone #.*

I would like to thank the new Vice-Secretary, Heather, for her help this month. I am very happy to have her to work alongside; it is going to make a world of difference in expediting the processing the minutes; my goal is to meet the deadline noted in Policy.

Thank you for allowing me to serve and help the next addict find our Fellowship. Lori C.

2012 SECRETARY REPORT	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12
PREVIOUS MONTH'S BALANCE	\$ 144.05	\$ 148.05	\$ 144.05	\$144.05	\$ 92.33	\$(101.00)								
AREA - CHECK AMOUNT	155.95	151.03	182.63	182.63	182.63	401.00								
SUBTOTAL	\$ 300.00	\$ 299.00	\$ 326.68	\$326.68	\$ 300.00	\$ 300.00								
POSTAGE COST	82.88	64.80	64.00	84.00	137.50									
PRINTING COST	73.07	75.60	93.64	110.00	156.80									
SUPPLIES	-	10.63	24.99	40.35	106.70									
MONTHLY EXPENSE	\$ 155.05	\$ 151.03	\$ 182.63	\$ 234.35	\$ 401.00									
CASH LEFT ON HAND	\$ 144.97	\$ 144.05	\$ 144.05	\$ 92.33	\$(101.00)									
2011 YEAR TO DATE TOTAL/ THEN 2012 YEAR TO DATE	\$ 2,087.26	\$ 2,238.29	\$ 182.63	\$ 416.98	\$ 817.98									
CHECK NUMBER	#575	#581	#592	#600	#612									
DATE (Reimbursement is received)	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jul-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-12

Vice Chair Report

Hello South Jersey Area:

I apologize for not being in attendance today as I have a prior family obligation. I just want to **remind everyone that Area will be May 6, 2012 in observance of Mother's Day.**

Thank you for allowing me to serve.

Kimberly O.

Regional Service Member (RCM):

Regional Service Member Alternate (RCMA):

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ADMINISTRATIVE REPORTS – (Continued)

Treasurer's Report

Current Finances

The total group donations received in March was \$1,132.45. The total received for literature orders was \$2,873.60. There was a miscellaneous income of \$0.05. The total deposit made on March 11, 2012 was \$4,006.10. Last month, our total expenditures were \$3,756.04. Our current balance is \$11,317.56. This figure agrees with the March 31, 2012 bank statement.

Operating Expenses – March 8, 2012

598	Borough of Stratford / ASC rent	\$20.00
599	Ken G / H&I rent	\$10.00
600	Lori C / secretarial expenses	\$182.63
601	Kimberly O / GSR workshop	\$40.00
603	Public Storage / rent	\$125.93
604	Val H / Policy expenses	\$36.37
605	NJRSC / regional donation	\$1,193.95
606	NJRSC / phoneline donation	\$200.00
607	Dennis V / treasurer expenses	\$25.67
	H&I	\$202.00

Literature Expenses – March 8, 2012

608	NAWS / Literature	\$1,719.49
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- Last month, I incorrectly totaled our secretary's submitted expenses to \$182.63. The correct total should have been \$230.30, which leaves a balance due her of \$47.67. I will give this amount to the Secretary as part of last month's budget, separate from and in addition to this month's budget.
- We are now making the current group donations sheet available in the current month's ASC minutes. All GSR's are encouraged to check the minutes to ensure the proper amount of money is being recorded on the group donation sheet.
- We would like to ask everyone to continue to reduce their donation currency to the largest and least number of bills.
- For all trusted servants that need a check, please see us at the end of business today.

In Trusted Service,

Dennis V

Mary Alice

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ADMINISTRATIVE REPORTS - (Continued)
SJASC Treasury Statement
SJASC Treasury Statement
April 8, 2012
ASC Meeting

for Month Ending

03/31/2012
Area Operating Account

<u>Beginning Balance (from March)</u>	<u>\$ 3,867.12</u>
Group Donation Received	\$ 1,132.45
Misc. Operating Income	\$0.05
Stop Payment check #443	<u>\$ 110.00</u>
Transfer (from Lit Surplus)	
Sub Total	<u>\$ 5,109.62</u>
Area Operational Cap	\$ 2,800.00
<u>Money Out for Operational Expenses</u>	
598 Borough of Stratford / ASC rent	\$ 20.00
599 Ken G / H&I rent	10.00
600 Lori C / secretarial expenses	182.63
601 Kimberly O / GSR workshop	\$40.00
603 Public Storage / rent	125.93
604 Val H / Policy expenses	36.37
605 NJRSC / regional donation	1,193.95
606 NJRSC / phoneline donation	200.00
607 Dennis V / treasurer expenses	25.67
H&I	<u>202.00</u>
<u>Total Operating Expenses</u>	<u>\$ 2,036.55</u>
<u>Area Operating Ending Balance</u>	<u><u>\$ 3,073.07</u></u>

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ADMINISTRATIVE REPORTS - (Continued)

(SJASC Treasury Statement – Continued)

SJASC Treasury
Statement
April 8, 2012
ASC Meeting
 (Continued)

for Month Ending
 03/31/2012
Area Literature Account

<u>Beginning Balance (Lit)</u>		\$	4,307.09		
Money Received from Groups for Lit			2,873.60		
Money Received from H&I for Lit			202.00		
Sub Total		\$,382.69		
<u>Money out for Literature</u>					
608 NAWS / Literature		\$	1,719.49		
Total Literature Expenses			1,719.49		
Area Literature Ending Balance		\$	5,663.20		
Literature Cap		\$	3,500.00		
<u>Total Deposit</u>					
Deposit	\$4,006.10	\$	10.00	449	Ken G.
			147.34	590	Michelle G
<u>Prudent</u>	<u>Area Prudent Reserve</u>	\$	1,000.00	20.00	598 Boro Stratford
				10.00	599 Ken G.
				1,193.95	605 NJRSC
				200.00	606 NJRSC
<u>Chk Acct Balance (Operating + Lit + Prudent)</u>		\$	9,736.27	+	\$ 1,581.29 = \$ 1,317.56

Note: This balance aligns with the monthly bank statement balance

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SUBCOMMITTEE REPORTS

Hospitals & Institutions (H&I):

All is well.

Thanks for letting me serve.

Addict named Marco

Public Relations (PR):

April-2012

Dear S.J.A.S.C.:

I am unable to attend today's S.J.A.S.C. meeting due to a family function.

We held our Helpline workshop as planned, we had 12 members attend, Out of which 7 were new volunteers all male. We still would like to add new female volunteers to the call list. If you are interested please contact the P.I. committee. Our co chair Rob helped facilitate a presentation booth at the N.J. prevention network in Atlantic City 2 weeks ago.

Thanks for allowing me to serve, John K.

Policy Chairperson:

Assistant Policy Chairperson:

Literature Supply Chairperson:

Literature Supply Vice-Chairperson:

Literature Review Chairperson:

Activities Committee Chairperson:

Activities Vice-Chairperson:

Activities Treasurer:

Website Chairperson:

Hello South Jersey Area:

4/8/12

All is going well with the web site. If you have announcements or home group anniversaries please write them down for me so I can put them up on the site. Just a reminder that announcements and home group anniversaries can be emailed to me at any time during the month. If you have a meeting list change form or an event announcement form please hand them into me today. Thank you for allowing me to serve.

In Loving Service

Alan S.

267-241-4244

webchair@southjerseyna.org

Meeting List Chairperson:

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(7)

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OLD BUSINESS

Motion #03-12-02/Made By: Steve G. (Lit. Chair)/2nd By: TJ R. (GSR-Living Clean Late Night)

Motion: To increase Starter Kit expense in policy to \$37.95.

Intent: To reflect accurately the expense of the literature due to general costs increases.

Results: VOTE WAS UNANIMOUS - PASSED

Motion #03-12-03/Made By: Michelle G. (RCM)/2nd By: Paul (GSR-Promise of Freedom)

Motion: To remove from Policy - to elect an interim person for a vacant position.

Intent: 4th Concept

Re: election to replace the vacant officer's position will be made at the following month's ASC meeting.

d. If no nominations are received, another call for nominations will be made by the Area Chairperson, and an election to replace the vacant officer's position will be held at the following month's ASC meeting. This procedure will be repeated until a permanent officer is elected.

Results: VOTE WAS UNANIMOUS - PASSED

ELECTIONS

Vacancies Available Are:

1. Regional Service Member Alternate (RCMA)

The RCM Alternate works closely with RCM sharing many responsibilities.

QUALIFICATIONS: Willingness to give time and resources to the job; Minimum 2 years continuous clean time; Prior service experience in a home group or at Area level; A working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts; Must have a Home Group within the South Jersey Area (#03-11-01)

DUTIES: Attend all Regional service conferences and Area conferences; Attend ASC monthly; Maintain the integrity of the Regional meeting lists; Assist RCM in their duties; Serves on one Regional Committee; Trains to become RCM; In the absence of the RCM, the alternate RCM shall perform the duties of the RCM.

TERM: This is a one (1) year commitment with a two (2) term limit.

RESULT: BACK TO THE GROUPS

2. Vice-Secretary

A vote was taken at Area Meeting to elect Heather S. as Vice-Secretary. **Vote was unanimous-Passed**
Welcome to Heather as the new Vice-Secretary of the SJASC.

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Motion #03-12-03

Attachment: Policy Excerpt

Election of Officers

Procedures

1. Elections of officers will be conducted at the November ASC meeting each year.
2. Before opening nominations, the Chairperson will announce the qualifications, duties and length of term.
3. Nominations will be made by either voting or non-voting participants, but must be seconded by a voting participant (GSR). Volunteers will be accepted, if no nominations are made.
4. The nominee must be present and give a qualifying statement (clean time, service experience, etc.) followed by a short question and answer period by area participants, directed to the nominee.
5. Nominees must leave the room during the vote.
6. Voting:
 - a. One candidate needs two thirds of voting members present to be approved
 - b. If there two candidates the candidate who receives the majority of votes of voting members present will be approved
 - c. If there are more than two candidates the two candidates who receive the most votes will compete in a run off election and subsection "b" will apply
- 7. Election of officers will be needed from time to time due to vacancies or removal from office.
 - a. An acting officer will immediately be nominated and elected for one month, in order to continue Area business.
 - b. A call for nominations will be made by the Area Chairperson, and sent back to the groups.
 - c. An election to replace the vacant officer's position will be made at the following month's ASC meeting.
 - d. If no nominations are received, another call for nominations will be made by the Area Chairperson, and an election to replace the vacant officer's position will be held at the following month's ASC meeting. This procedure will be repeated until a permanent officer is elected.
8. Candidates for money handling positions at South Jersey Area Service Conference should be asked the following questions:
 - a. Do you have experience reconciling a checking account?
 - b. Are your personal finances in order?
9. All vice and co-chair positions need a vote of confidence to move into chair positions.
10. No motions to wave clean time will be entertained by the chair if there is a qualified volunteer or nominee who meets the clean time requirement for the respective position

