

**The First Coast Area Service Committee (ASC) of Narcotics  
Anonymous met Saturday, January 12, 2019 on the first floor of The  
Kennedy Center at 1133 Ionia Street Jacksonville, Florida.**

The ASC Vice-Chair called the meeting to order at 11:00 a.m. The meeting opened with a moment of silence followed by the Service Prayer. NA members read the Twelve Traditions and the Twelve Concepts.

The floor was opened to anyone wishing to address the First Coast Area Service Committee (ASC).

Lawrence from Fernandina Beach is still not receiving ASC minutes. Requested they be mailed.

Roll Call was held – see below

Nominations & Elections were held – see below

Order of the day was resumed.

**REPORTS**

Secretary's Report was submitted by Malcolm J.

- Motion and second to accept the Dec 2018 ASC Secretary's minutes; passed by simple majority vote.

Initial Treasurer's Report (Beginning Balance) submitted by Catherine S.

- ASC Account b/b = \$4379.69

RCM Report was submitted by Tish R – (p. 10)

- RSC meeting next week
- Requesting names of attendees for Service Symposium today. by end of this week.
- Women in Service banquet price = \$35, not \$25.
- FRCNA 7/4 to 7/7/19

Policy s/c Report submitted by Jerry U – (p. 7)

- Met this morning at 9:45
- Discussed budget and requested updated budgets from all s/c
- Bobby T has been added to the ad hoc committee for 501-3C.
- Policy addenda are being submitted each month for annual revision – (p. 9)

Public Relations s/c Report submitted by Mark C - (p. 11)

- Met 01/06/19

PR Webmaster – Justin P – (p. 12)

- Met 01/06/19
- Responded to virus threat notified by RSC.
- Thanks to Ben C for his work on the new ASC website.
- Missing ASC minutes from Nov 2017 to Nov 2018
  - Requested assistance in adding these to the ASC website.

Convention s/c Report was submitted by Brian W – see attached email

- Convention dates: 8/30/19 to 09/01/19 at Lexington Hotel; room rate = \$109/night
- Treasurer sent report- see attached
  - b/b- \$4681.69
  - e/b - \$7149.88 after Pajama Jam and NYE events
- Need help with Arts & Graphics
- Logo selected & theme is “Gift of Life”
- Convention Hotels/Hospitality s/c submitted by Nia L.

Helpline s/c Report submitted by Amber W. (attached)

- did not meet this month due to illness
- Down to 8 members; need help desperately
- Need updated group meeting information as changes occur; this will help ensure that callers are given current meeting places/times.

H&I report was submitted by Erica S. (attached)

- Nominations and Elections held this month – Still have open commitments
- Requesting \$20 for rent
- Setting up another Badging day

Literature report was submitted by Chester H.

- \$812.37 invoiced orders
- Literature prices have increased.

GSR Reports presented.

## **Elections & Nominations**

**ELECTIONS: none**

**NOMINATIONS:**

- Alternate Treasure - open
- Alternate Lit Distributor – open
- Literature Review – open
- Activities – Alim F. submitted a Letter of Willingness
- Alternate Secretary – open
- FRC Board Rep – open

**OLD BUSINESS**

none

**NEW BUSINESS**

- Motion 190101      Proposed ASC Budget Priorities (attached)
- Revised to include Administrative line item for 5013C
  - Sending out to groups

- Motion 190102 -      Convention Seed Money (attached)
- Sending out to groups

Treasurer’s update was received from Catherine S – see attached

❖ <b>Beginning Balance</b>			\$4379.69+
• Literature orders	\$871.67		
• Group Donations	\$909.15		
• Total Donations		\$1780.82	
• Cash Out		-\$111.40	
• Deposit			\$1669.42
❖ <b>Ending Balance</b>			\$6049.11
• Estimated Expenses		-\$1280.64	
• Est. Misc payout		-\$0	
• Estimated available after expenses			\$4768.47

\*\*Donation to Region: \$205.00

Motion and second to close at 12:45pm.

<b>FIRST COAST ASC ATTENDANCE &amp; VOTING ELIGIBILITY</b>					
<b><u>Position</u></b>	<b><u>Trusted Servant</u></b>	<b>Oct 2018</b>	<b>Nov 2018</b>	<b>Dec 2018</b>	<b>Jan 2019</b>
ASC CHAIR	<b>Dan C 904-716-1918</b>	P	P	P	A
ASC VICE-CHAIR	<b>Jerome 904-386-5169</b>	P	P	P	P
SECRETARY	<b>Malcolm J 904-383-2279</b>	P	P	P	P
ALT. SECRETARY	Open				
TREASURER	<b>Catherine S 904-708-2521</b>	P	P	P	P
ALT-TREASURER	Open				
FRC BOARD REP.	Open				
RCM	<b>Tish R 904-881-1950</b>	P	P	P	P
ALT-RCM	Open		P	P	
POLICY CHAIR	<b>Jerry U</b>	P	A	P	P
POLICY VICE-CHAIR	<b>Tyra G</b>	A	P	P	P
ACTIVITIES CHAIR	Open				
CONV.COM.CHAIR FCACNA XVII	<b>Brian W 904-352-4582</b>	A	P	P	P
CONVENTION COMM VICE-CHAIR	<b>Greg D 904-343-3408</b>	A	A	A	A
HELPLINE CHAIR	<b>Amber W 571-315-4976</b>	A	A	P	P
H&I CHAIR	<b>Erica S 904-294-2080</b>	P	P	P	P
LIT DISTRIBUTOR	<b>Chester H 904-610-2155</b>	P	P	P	P
ALTERNATE LIT DISTRIBUTOR	Open				
LIT REVIEW CHAIR	Open				
P.R. CHAIR	<b>Mark C 904-718-6650</b>		P	P	P

<b>HOME GROUP</b>	<b>GSR</b>	<b>Oct 2018</b>	<b>Nov 2018</b>	<b>Dec 2018</b>	<b>Jan 2019</b>
A NEW LIFE	ZENA Mc	-	P	P	P
A SECOND CHANCE		-	P	A	LATE
ALIVE-N-KICKIN!	CIERRA S	-	A	P	A
AFTER THE SMOKE CLEARS	KATE	P	A	L	A
AVONDALE	STEPHEN R	P	P	P	P
BYOM	RICHARD H	-	P	P	P
DEEPNA	RONDELL L	late	P	L	LATE
FERNANDINA BEACH	LAWRENCE G	P	P	P	P
FRANTIC SERENITY		-	P	A	A
FREEDOM OF CHOICE	JIMMY F	P	P	P	P
GIFT OF LIFE	DEAN	P	P	P	P
GRATITUDE	NIA L	P	P	P	P
IT'S ABOUT CHANGE	LEO M	P	P	P	P
LIVING WITH HOPE	JOHN	P	P	P	P
MORE WILL BE REVEALED	MICHAEL S	-	P	P	A
MUSTARD SEED	HOPE H	P	P	P	P
NEW HOPE	ROY T	Late	A	A	A
NOON GROUP	JEFF	Late	A	A	A
ON PATHWAY TO RECOVERY	TIM				P
RECOVERY	JOHN H	P	P	P	P
RECOVERY AT WORK	JENNIFER	P	P	P	P
RIVERSIDE NOON	HERMAN B	P	P	P	P
SICKER THAN MOST	SARAH S	P	Late	P	P
SOLUTIONS GROUP	RICHIE N	P	A	P	P
TIMUQUANA	ROBERT M	P	P	P	P
WAY OUT	LESLIE C	P	P	P	P
YOUTH & RECOVERY	DENNIS C	P	P	P	P
<b>GROUPS PRESENT</b>		<b>19 at end</b>	<b>20</b>	<b>20</b>	<b>21</b>
<b>VOTING GROUPS PRESENT</b>		<b>18</b>	<b>19</b>	<b>19</b>	<b>21</b>

	<b>November 2018</b>	<b>December 2018</b>	<b>January 2019</b>
<b>Quorum-</b> majority of voting members rounding up.	12	12	12

## UPCOMING EVENTS

### **Riverside Noon**

**5<sup>th</sup> Tuesday – 01/29/19 - Featured Speaker: Derek**

### **Gift of Life**

**Anniversary – Justin B – 10 years 01/27/19 @ 6:30**

## POLICY SUBCOMMITTEE REPORT TO ASC

**Date:** January 12, 2019

**Subcommittee Name/Attendance:** First Coast ASC Policy Subcommittee

1. ASC Vice Chairperson    2. ASC Policy Chairperson    3. ASC Policy Vice Chairperson    4. ASC Treasurer  
5. Hospitals and Institutions Chairperson    6. Helpline Chairperson  
7. PR Chairperson    8. Avondale Group GSR    8. Recovery Group GSR  
9. First Coast RCM    10. Tim (addict from Georgia)

**MEETING PLACE/DAY/TIME:** 1133 Ionia St. Saturday @ 0945 before ASC

Open floor to any members: No one wished to address the subcommittee

### OLD BUSINESS

The members present discussed the Area's 5013c status which has NOT been active since April 2015. It was decided that an AD hoc sub-committee entitled: **First Coast Area Corporation Committee** will be formed and initially consist of the following members: Leslie, Jerry U, Catherine S, Erica and Jimmy F. The purpose of this subcommittee is to ensure the First Coast Area of Narcotics Anonymous' financial affairs remain within the constraints and mandates of the law.

- Bobby T and Dan C were omitted last month as subcommittee members. Listing of ad hoc subcommittee members updated to include: Leslie, Jerry U, Catherine S, Erica, Jimmy F. Bobby T and Dan C

Membership on this ad hoc subcommittee is open to any members who are:

- Legally and financially appropriate
- Willing to serve as board member and officers.
- No warrants
- Minimum 5 years clean time
- 2 years of service
- Understanding and working knowledge of our 12 traditions and concepts.

### NEW BUSINESS

**APPENDIX B: ASC POLICY ADDENDUMS** will continue to be updated with policy changes and the Policy chair shall issue updated policy packages once a year in November.

Meeting closed with moment of silence and Serenity Prayer

# Motion Form

Date: 1/12/2019

Motion # 190101

Motion Maker: New Life Group

Second: Gratitude Group

Motion: **PROPOSED ASC BUDGET PRIORITIES**

Meeting Schedules (Literature)	\$ 75.00
Help Line	\$ 250.00
Literature Distributor	\$ 20.00
H&I Literature	\$ 300.00
Secretary	\$ 50.00
Public Relations	\$ 255.00
Regional Rooms	\$ 150.00
Activities Subcommittee	\$ 500.00
Website - Annual Cost	\$ 100.00
Treasurer	\$ 0
ASC Meeting Space	\$ 30.00
Literature Review	\$ 0
<b>* Administrative costs</b>	<b>\$ 50.00</b>

**TOTAL**

**\$1780**

**\*The Administrative Costs line item will be cumulative and available for any First Coast Area administrative expenses.**

**Intent:** To have the financial resources available for the First Coast ASC to remain self-supporting and to fulfill our primary purpose.

**Traditions:** 5, 7, 9

**Concept(s):** 6, 11

## APPENDIX B: ASC POLICY ADDENDUMS

ASC Policy page 13. Removal of item 1.

ASC Policy page 28. MEMBERSHIP: Removal of “4 GSR’s elected by ASC.”

ASC Policy page 25. SUBCOMMITTEE MEETING: Change to “Business meeting held monthly”

ASC Policy page 25-26. Add/move the PURPOSE to item b.

- a. Serenity prayer
- b. Purpose
- c. Reading of the 12 traditions

ASC Policy page 27-28. GUIDE FOR ANSWERING CALLS: Remove words “**Do’s and Don’ts**” and add “GUIDE TO ANSWERING CALLS GUIDELINES:”

ASC Policy page 8; Remove **5536 Atlantic Blvd** and add “U-Haul Storage facility”

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**From:** Tish Renninger <[natishy87@hotmail.com](mailto:natishy87@hotmail.com)>  
**Date:** December 8, 2018 at 11:20:14 AM EST  
**To:** "[linear23t@icloud.com](mailto:linear23t@icloud.com)" <[linear23t@icloud.com](mailto:linear23t@icloud.com)>  
**Cc:** "[emilyeea904@gmail.com](mailto:emilyeea904@gmail.com)" <[emilyeea904@gmail.com](mailto:emilyeea904@gmail.com)>  
**Subject:** RCM Report December 8 updates/corrected

RCM Report December 8

RSC met 11/17 & 18. Tish R(RCM)

Mark C(P.R.) Matt W(P.R.) Justin P (Webmaster) attended.

Round table discussion groups were re: BMLT Merger w SEZR, retrieving lost information, Behind the Walls groups, PR .

All groups were attended.

Planning continues for Service Symposium. 3/21-24.Registration ASAP!

Sheraton each area gets 4 room nights, the area books and will be reimbursed. Check message board . Once the room block is full the price goes up. Link opens up maybe tomorrow

Facebook page. FSS Website. [Fssna.org](http://Fssna.org)

Thurs: panel discussion

Need full name of GSRS by next ASC.

I sat in on planning for Women's In Service Banquet \$25. 3/22.

Please plan on attending and make registration.

FRCNA 38 July 4-7

Registration available now!

T-shirts on sale:

Long sleeve \$15

Short Sleeve \$10

Nominations/ election: Ezra IT alt

Brigid: RSO

Chris: RSO

Proposal: #11172018 reimbursement to RSO Proposal adopted

Proposals: #04092018: modifications adopted, proposal referred to fd

Thanks for allowing me to serve.

In Loving Service,

Tish R

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## Public Relations Subcommittee Report 01-12-2019

-  
Morning ASC. We had our meeting December 6th, 2018 at 5409 Highway Ave.  
We opened with the Serenity prayer and read 12 Traditions.

Attendance was as follows

Mark C. Amanda C. Justin P. Stephanie T. Matt W. Ben C. Matt Wi. Cici  
Donald T.

We reviewed voting members.

Reviewed old business. Including contacts for JSO and JTA contact.

Open up for new business. Review mock poster and business cards. Chose 7 IP's for literature racks. Discussed ideas for poster placement. Set goals for new poster, Clay County Sheriff's contact and QR code options.

Next meeting is February 3rd 5409 Highway Ave. 3pm. Come on out.

Submitting funds for case of soda as rent and 2 reams of paper. Total \$15.

Total Monthly budget 187.17

Opened at 3:00pm and placement.4:50pm.

In loving service Mark C. PR Chair

Now will turn over to Website SC Chair for his report

## **Web Servant Report January 2019**

Web servant met with PR on Sunday, January 6, 2019

Ezra K, one of the Region Web servant members had called us to inform us our current website, firstcoastna.org, was infected with viruses. These were removed immediately and the site has been scanned thoroughly and is clear of viruses at this time.

We have the most current Convention Subcommittee meeting information, when and where the subcommittees meet. The only one we are missing is the location of the Programming subcommittee.

We are in the process of updating our current website, firstcoastna.org, as of right now the only thing on the website are all of the links that were actually working, which does make it more use friendly for the time being. A lot of the links on the site when we began this were no longer working or functioned properly.

The development site is progressing nicely. It is being designed in a simpler format, simple for the user and simple as far as updating anything to the site in the future. The Word Press Content Managing System is what is allowing us to do this. The development site is currently pulling information from firstcoastna.org and we are using other Area Sites for ideas as far as design and formatting.

We also have more functionality on the developmental site, the map was not working on the meeting locator on firstcoastna.org and it is fully functional with the most up to date maps on the developmental site.

Some of our current issues:

How far back should minutes be available on the site? We have years of Area minutes for archive, but how far back should be readily available on the site?

We are still missing the minutes from November 2017 through September 2018; do we have access to these minutes?

NA.org meeting list is not currently updating through the BMLT when we make corrections, we are going to try and get more information at Region this month when we go.

## **ATTACHMENTS**

- Motion 190102
- Treasurer's report
- Group Donations report
- Helpline s/c report
- Hospitals & Institutions s/c report
- Alim F – Letter of Willingness – Activities Chair
- Convention s/c report – via separate email