Approved Policy of the
Back 2 Basics Area Service Committee
Of Narcotics Anonymous

(Updated 7/2011)

I. Name

A. The name of this Committee shall be the Back 2 Basics Area Service Committee of Narcotics Anonymous, hereinafter called the B2BASC or the Committee.

II. Purpose

A. The purpose of the B2BASC is to serve the NA groups, by providing a forum which brings together representatives of each group in order to:
   1. Promote their primary purpose;
   2. Help the groups deal with their day-to-day problems and needs;
   3. Promote communication among groups and;
   4. Provide a structure that develops, coordinates and maintains services on behalf of NA in the B2B Area.

B. As a service committee of Narcotics Anonymous, this body shall adhere to the Twelve Steps, Twelve Traditions, Twelve Concepts of Narcotics Anonymous, Guide to Local Services, and all passed main motions. Subcommittees shall be guided by the World Service Approved handbook created to address their specific purpose. No action that conflicts with any of these principles or the current B2BASC guidelines shall be taken or entertained by this body.

III. B2B Committee

A. The Committee shall meet monthly in regular session on the third Saturday of the month in Mankato. ASC will host these meetings. Any group may offer to host ASCM one month prior to the proposed meeting. Any group may request to host meeting at a different location provided the request is made 3 months in advance in the form of a motion at the ASCM except in emergency situations.

B. Attention should be made to avoid conflicts with conventions, holidays and neighboring functions.

C. A special meeting may be called by the chairperson. The written request of 3 GSRs is required. The purpose, place and time of the meeting shall be stated in the call. Except in cases of emergency, at least seven days notice shall be given.

D. To read the Service Workers Prayer at the beginning of every B2BASC meeting.

IV. Participation

A. Participation in the B2BASC shall be open to any NA member.

V. Service Members

A. A service member is defined as a B2BASC officer, subcommittee chair, GSR.

B. Officers of the B2BASC shall consist of a chairperson, co-chairperson, secretary, assistant secretary, treasurer, assistant treasurer, regional committee member and regional committee member alternate.

C. B2BASC officers and subcommittee chairs shall be elected by the ASC.

D. No service member elected by the B2BASC shall serve for more than two consecutive terms in the same position.

E. No B2BASC officer may hold any other service positions at the area level, including that of GSR or GSR-alternate. However, subcommittee chairs may hold two positions.

F. No member may serve as combination of GSR/GSR-alternate for two different groups, unless serving as a representative of a cooperative council as defined in the Guide to Local Services in NA (pgs. 65-66). For voting purposes, a representative for the co-op would carry a single vote.

G. Any member of Narcotics Anonymous who meets the qualifications for a service member position may be elected to that position.

H. Elections shall be held one year from date of election.

VI. Qualifications, Duties, and Responsibilities for Officers

A. We recommend that all officers of this committee possess the following qualifications:
   1. The willingness and desire to serve.
   2. Demonstrated understanding of the 12 Steps, 12 Traditions and 12 Concepts of Narcotics Anonymous through practical application.
   3. The time and resources to be an active participant.

B. All positions are for a term of 12 months unless otherwise specified.

C. All service members are expected to attend all B2BASC meetings.
   1. Chairperson
      a. Qualifications:
         i. A minimum of three years of continuous clean time;
         ii. A minimum of one year of B2BASC service experience as officer or chairperson.
         iii. A working knowledge of B2BASC policy.
         iv. The ability to facilitate and maintain order in a firm yet fair manner.
      b. Duties and Responsibilities:
         i. Presides over all meetings of the B2BASC.
         ii. Uses B2BASC policy to maintain order and facilitate procedure.
         iii. Recognizes participants or observers who are entitled to the floor.
         iv. States and puts to vote all motions that legitimately come before the Committee.
         v. Refrains from discussing any motion while presiding.
         vi. Decides all questions of order, subject to appeal, unless it is preferable to submit such a question to the assembly (or policy chair) for a decision.
         vii. Responds to inquiries pertaining to procedure or factual information bearing on B2BASC business.
         viii. Facilitates B2BASC meetings with fairness and impartiality.
         ix. Expedites business in every way compatible with the rights all participants and observers.
         x. Appoints all B2BASC ad-hoc committees.
         xi. Is a co-signer of the B2BASC bank account.
         xii. Prepares monthly B2BASC agenda following the current format. (Unless a motion is made to change agenda; i.e. to move announcements from end of area to beginning of area.) This agenda shall be printed in the minutes. (See Addendum B)
         xiii. Performs various administrative duties as necessary (per A Guide to Local Services).
   2. Co-Chairperson
      a. Qualifications:
         i. A minimum of three years of continuous clean time;
         ii. A minimum of one year of B2BASC service experience as ASC officer or chairperson.
         iii. A working knowledge of B2BASC policy.
         iv. The ability to facilitate and maintain order in a firm yet fair manner.
      b. Duties and Responsibilities
         i. Presides over all B2BASC meetings in absence of chairperson.
         ii. Uses B2BASC policy to maintain order and facilitate procedure.
         iii. Recognizes participants or observers who are entitled to the floor.
         iv. States and puts to vote all motions that legitimately come before the Committee.
         v. Refrains from discussing any motion while presiding.
         vi. Decides all questions of order, subject to appeal, unless it is preferable to submit such a question to the assembly (or policy chair) for a decision.
         vii. Responds to inquiries pertaining to procedure or factual information bearing on B2BASC business.

viii. Facilitates B2BASC meetings with fairness and impartiality.
ix. Expedites business in every way compatible with the rights all participants and observers.
x. Appoints all B2BASC ad-hoc committees.
xi. Is a co-signer of the B2BASC bank account.
xii. Prepares monthly B2BASC agenda in absence of chair following the current format. (Unless a motion is made to change agenda example: to move announcements from end of area to beginning of area.) This agenda shall be printed in the minutes. (See Addendum B)
xiii. To preside as subcommittee chair in absence of that subcommittees chair (including open positions).

3. Secretary
   a. Qualifications:
      i. A minimum of one year of continuous clean time.
      ii. The ability to take notes of proceedings and to type (access to a word processor is preferable).
   b. Duties and Responsibilities:
      i. Responsible for written record of all B2BASC meetings, including motions passed into secretary's minutes exactly as written.
      ii. Maintain a mailing list of all B2BASC officers, subcommittee chairs GSRs.
      iii. Types and distributes minutes no later than fourteen days following each B2BASC meeting.
      iv. Mails a copy of B2BASC minutes to all appropriate recipients.
      v. Is a co-signer for the B2BASC bank account.
      vi. Is responsible for maintaining B2BASC post office box and checking mail monthly. Will be key holder and contact for post office.
4. Assistant Secretary
   a. Qualifications:
      i. A minimum of one year of continuous clean time.
      ii. The ability to take notes of proceedings and to type (access to a word processor is preferable).
   b. Duties and Responsibilities:
      i. Assists the secretary as needed.
      ii. Responsible for written record of all B2BASC meetings.
      iii. Maintain a mailing list of all B2BASC officers, subcommittee chairs and GSR's.
      iv. Types and distributes minutes no later than fourteen days following each B2BASC meeting
      v. Mails a copy of B2BASC minutes to all appropriate recipients.
5. Treasurer
   a. Qualifications:
      i. A minimum of three years of continuous clean time.
      ii. A minimum of two years of NA service experience.
      iii. The ability to balance an account and keep records.
      iv. Demonstrate personal financial stability.
   b. Duties and Responsibilities:
      i. Is custodian of all funds of the B2BASC.
      ii. Signs all B2BASC bank account checks along with one other designated service member, except in cases where the check is made out to the treasurer (or another authorized signer), and in which case two other authorized service members must sign the check.

iii. Keeps an accurate record of all transactions.
iv. Presents a financial report at every B2BASC meeting for inclusion in the minutes.
v. Collects and deposits into the B2BASC bank account all donations from individuals, groups, and subcommittees.
vi. Disburses funds as per the group conscience of the B2BASC.
vii. Supplies copies of receipts for all income and disbursements and keeps copies of receipts dating back seven years.
viii. Prepares and presents an annual financial report to be audited by a group of B2BASC members.
ix. Has all financial records and receipts for last year available to be viewed
x. Works with SMARB, Hopefest, and Recovery Not Relapse Subcommittees to coordinate bookkeeping and finances, using computer bookkeeping software.

6. Assistant Treasurer
   a. Qualifications:
      i. A minimum of two years of continuous clean time.
      ii. A minimum of one year of NA service experience.
      iii. The ability to balance an account and keep records.
      iv. Demonstrate personal financial stability.
   b. Duties and Responsibilities:
      i. Assists the treasurer as needed.
      ii. Is custodian of all funds of the B2BASC.
      iii. Signs all B2BASC bank account checks along with one other designated service member, except in cases where the check is made out to the treasurer (or another authorized signer), in which case two other authorized service members must sign the check.
      iv. Keeps an accurate record of all transactions.
      v. Presents a financial report at every B2BASC meeting for inclusion in the minutes.
      vi. Collects and deposits into the B2BASC bank account all donations from individuals, groups, and subcommittees.
      vii. Disburses funds as per the group conscience of the B2BASC.
      viii. Supplies copies of receipts for all income and disbursements and keeps copies of receipts dating back seven years.
      ix. Prepares and presents an annual financial report to be audited by a group of B2BASC service members.
      x. Has all financial records and receipts for last year available to be viewed by ASC members at each ASC.
      xi. The assistant treasurer may also be elected to the position of treasurer prior to his/her term completion if no treasurer is available. This can be done without penalty and may allow waiver of clean time requirements.

7. Regional Committee Member
   a. Qualifications:
      i. A minimum of three years of continuous clean time.
      ii. A minimum of two years of NA service experience, including at least one year of B2BASC service.
      iii. The ability to attend the Regional Service Conference and to travel as directed by the B2BASC.
   b. Duties and Responsibilities:
      i. Represents the B2BASC at the Regional Service Conference (RSC), presenting a B2BASC report at every RSC meeting.

ii. Presents a report to the B2BASC covering all relevant business conducted at the previous RSC meeting.
iii. Produces and presents a Conference Agenda Report (C.A.R.) workshop to the B2B Area fellowship.
iv. Maintains lines of communication between the B2BASC and other NA areas throughout the Region.
v. Performs all duties and responsibilities of the chair in the absence of the chairperson.

8. Regional Committee Member – Alternate
   a. Qualifications:
      i. A minimum of two years of continuous clean time.
      ii. A minimum of one year of NA service experience.
      iii. The ability to attend the Regional Service Conference and to travel as directed by the B2BASC.
      iv. This position is for 2 years: one year as RCMA and one year as RCM.
   b. Duties and Responsibilities:
      i. Accompanies the RCM to and represents the B2BASC in the absence of the RCM at the Regional Service Conference (RSC), presenting a B2BASC report at every RSC meeting.
      ii. In cooperation with the RCM, presents a report to the B2BASC covering all relevant business conducted at the previous RSC meeting.
      iii. In cooperation with the RCM, produces and presents a C.A.R. workshop to the B2B Area fellowship.
      iv. Maintains lines of communication between the B2BASC and other NA areas throughout the Region.
      v. Performs all duties and responsibilities of the chair in the absence of the chairperson.

VII. Subcommittees

A. The B2BASC may establish subcommittees to carry on the work of the Committee.

B. Standing subcommittees shall be formed upon approval of the voting members. They shall include but not be limited to:
   1. Activities
   2. Public Relations
   3. Hospitals & Institutions
   4. Policy
   5. Newsletter
   6. Outreach
   7. Literature
   8. SMARB Campout
   9. Hopefest Campout
   10. Recovery not Relapse Campout

C. Each subcommittee of the B2BASC will meet the same day and location of area, according to the schedule on the minutes.

D. Special subcommittee (ad-hoc) chairpersons may be appointed by the B2BASC chairperson or by motion upon approval of the voting members.

E. Subcommittee chairpersons must meet the following guidelines:
   1. Have at least two years of complete abstinence and one year of experience in a service position.
   2. Knowledge of what their subcommittee does and how it is performed.
   3. Ability to handle funds allocated to the subcommittee.
   4. Knowledge of and adherence to B2BASC policy.

5. Ability to supervise committee finances and cooperate with ASC treasurer to perform quarterly audits using approved software.

F. Subcommittees are to be guided by World Service Approved literature when applicable.

G. Each subcommittee is autonomous but is directly responsible to the B2BASC. Decisions made by subcommittees that affect the B2B area as a whole shall be presented in the form of a motion to be decided by the voting members of the B2BASC.

H. Each standing subcommittee shall develop written guidelines to be submitted to the B2BASC and included in policy.

I. Each subcommittee shall submit a written report at each B2BASC meeting.

J. SMARB, Hopefest, and Recovery not Relapse subcommittees are allowed to have functional checking accounts, in which there are at least two designated signers not residing in the same residence.

VIII. Sub-committee Mission Statements

A. Activities

1. Our mission is to further the area by having fun in recovery. To achieve this we will plan functions for the months that area has nothing planned.

B. Hospitals & Institutions

1. The H&I sub-committee will use the guidelines of the H&I handbook for the purpose of fulfilling our primary purpose: to carry the message of recovery to the addict that still suffers. This will be accomplished by putting on meetings in jails, prisons, treatment centers and any other institutions where people do not have access to outside meetings.

C. Public Relations

1. The purpose of the public relations sub-committee is to inform the public about N.A. and how it can aid in recovery from the disease of addiction. It also provides recovery centers and the public with appropriate N.A. literature and contact information, including current meeting lists and phone numbers. The Public Relations sub-committee also puts on public information meetings for various groups throughout the year.

D. Policy

1. The B2B policy sub-committee is to keep an updated policy based on motions passed by the B2B Area. Policy being defined as: a definite course of action selected to guide and determine present and future decisions for the B2B area within the strictures of the Twelve Steps and the Twelve Traditions.

E. Newsletter

1. The news letter sub-committee gathers and edits submissions from our area members in order to create a quarterly newsletter. This is comprised of artwork, poetry, step and tradition work and/or explanations. Also submissions of personal experience, strength, and hope are encouraged. As long as it is N.A. based, all submissions will be considered for publication.

F. Outreach

1. To help groups help others find and maintain recovery.

G. Literature

1. The B2B area literature sub-committee offers starter kits and a set of readings to all new groups within our area. The literature committee is also used as a tool to provide the B2BASC with updates on NA literature. The committee can be used to review and develop its own literature to better carry the message to the addicts who still suffers.

H. SMARB Campout

1. Our goal is to provide a safe, clean, positive, hopeful and fun environment for recovering addicts for a summer weekend in southern MN. We want to keep the campout going.

I. Hopefest Campout
  1. Hopefest provides addicts an opportunity to get involved in service work & creates a family-friendly atmosphere conducive to recovery. It shows the addict coming off the streets a fun new way of life by passing on a profound message of hope.

J. Recovery not Relapse Campout-
  1. The purpose of the Recovery Not Relapse subcommittee is to plan, coordinate and conduct the annual B2B area "Recovery Not Relapse" campout. The committee's primary purpose is "to carry the message of recovery to the still suffering addict." This is accomplished by providing fellowship activities and opportunities for addicts and their loved ones to relax, socialize with each other, and have fun. To strengthen NA unity through the care and understanding that comes with building relationships not just by working together but also playing together. We are now free to enjoy the simple things in life, like fellowship and living in harmony with nature, living and having fun without having to use drugs.

IX. Elections

A. Any participant may nominate an individual for a B2BASC service member position that meets the qualifications of that position as outlined in Section VII.

B. Nominees must be present to be elected.

C. A simple majority is required to elect service members.

D. An elected service member shall assume the duties of the office at the end of the meeting at which s/he was elected.

X. Termination of an Officer

A. A service member may be removed from office for noncompliance. A total majority vote in favor is required for removal. Non-compliance is defined as:
  1. Relapse
  2. Failure to attend and submit a written report for 3 consecutive B2BASC meetings, or a total of 5 missed meetings within 9 months.
  3. Failure to attend 3 consecutive sub-committee or administrative meetings (as applicable);
  4. Inability to meet the outlined qualifications/responsibilities of one's position.
  5. Causing harm to the ASC, a group within the B2BASC, or Narcotics Anonymous as a whole.
  6. Any inappropriate use of funds belonging to any NA service body.

B. A six-month moratorium shall be required of any service member resigning or removed from their elected position prior to completion of their term unless they resign in order to fill another position of the B2BASC.

C. In the event a service member is unable to fulfill their term, the B2BASC chair shall appoint an interim service member, until the position can be filled. Any service member fulfilling an interim position shall be considered as having completed their term of service.

D. Elections for each position are due twelve months after previous election for said position.

XI. Rules of Order

A. Rules of order are meant to be used as tools to help us make orderly collective decisions in a cooperative, respectful way in the spirit of our Twelve Concepts.

B. Once the meeting is underway, only one matter shall be before the Committee at any one time and no other discussion is in order.

C. At chairperson's discretion, debate on both main motions and simple motions are limited to three pros and three cons (speakers for and against the motion). Each speaker addressing a motion in debate is limited to three minutes. No member may speak pro or con more than once in any debate. If a member feels more debate is necessary s/he may make a motion to extend debate.

D. Types of motions
   1. Main motion: This is a motion that directly affects the groups that the B2BASC serves, policy changes, termination of officers, and financial expenditures in excess of $100.
   2. Simple Motion: This is a motion for items such as, but not limited to:
      a. Request written ballot.
      b. Table a vote.
      c. To amend an existing motion.
      d. To extend debate.
      e. Related actions.

E. This does not have to be in writing nor does it require a second in order to be considered.

XII. Quorum

A. Quorum requirements for the ASC shall be defined as:
   1. At least 50% of elected B2B ASC officers and subcommittee chairs, and 50% of the "active" groups represented by a GSR, GSRA, or acting GSR.
   2. A group ceases to be considered "active" in this quorum when its GSR, GSRA, or acting GSR is absent from two consecutive ASC meetings.
   3. An elected officer or subcommittee chair will cease to be counted as part of quorum after missing two consecutive ASC meetings.

B. The chair will "call for a quorum" after the break if applicable, and prior to "Open Forum" and/or "Old/New Business", based on the roll call recorded by the secretary during GSR reports.
   1. If a quorum is not present, a meeting may be opened and normal activities may proceed, however, no motions will be brought to the floor and elections shall not take place."

XIII. Motions

A. Any member in attendance may make a motion or participate in discussion. All motions must be seconded by a B2BASC GSR.

B. All motions shall be presented in writing to the B2BASC chairperson for clarification (if necessary). If, in the opinion of the chairperson, a problem exists with the motion, s/he shall work with the maker to correct it. However, if the maker of the motion wishes, the chairperson will present the motion without changes.

C. Any motions submitted for New Business must be submitted to the chairperson prior to the start of new business.

D. The chairperson shall decide the order in which motions shall be considered by the B2BASC. The chairperson may not hold back any motion from debate.

E. The chairperson may rule any motion out of order. Such rulings are subject to challenge by any service member or GSR and must be defended.

F. The maker of a motion and/or the GSR who seconds the motion must be present when the motion comes to the floor for debate.

G. The maker of a motion shall be allowed to speak first during debate on that motion.

H. At any time during debate, a member may propose an amendment to a motion currently on the floor. If the maker of the motion and the voting member seconding the motion agree to the amendment, all voting members shall be allowed to debate the amendment (not the entire motion) and vote to approve or disapprove. Debate on the newly amended motion shall then begin, and the voting members shall be allowed to vote to approve or disapprove the amended motion in its entirety.

I. Motions should be written and all amendments must be initialed by both author and GSR who second it.

XIV. Voting

A. "Old Business" voting privileges in the B2BASC shall be allowed to GSRs only (or other group representative).

B. "New Business" voting privileges in the B2BASC shall be allowed by all elected trusted servants of the B2BASC.

C. The chairperson shall vote only to break a tie.

D. Votes on motions shall be by count of hands, at the discretion of the chairperson. Any participant may request a written count be taken.

E. Elections voting shall be done by ballot.

F. Any present member may submit a motion, but it must be seconded by another member who is a GSR.

G. Prior to a vote on a motion any participant may request a vote to determine whether it should be postponed until the next B2BASC meeting in order to bring the motion to groups for their vote. The intention of this qualification is to ensure that we are guided by group conscience rather than majority. This action will require a simple majority.

H. Main motions require a total majority, that is more "yes" than both "no" and abstentions combined to pass. Simple motions and elections require a simple majority that is more "yes" than "no" for a vote to pass.

I. The set of members used to determine the total number of votes shall be "those present and voting."

J. The B2BASC treasurer shall be consulted before any budgetary expenditure is voted on.

XV. XV. Amendment of Policy

A. Any GSR officer or subcommittee chair may propose an amendment to the policy at a regular monthly meeting of the B2BASC. The proposal must be seconded by a GSR and submitted in writing for information at such regular B2BASC meetings. ASC may then:

1. Vote on amendment
2. Send to groups.
3. Refer to policy subcommittee

B. Debate on motions to amend policy shall occur during the B2BASC session in which the amendment is proposed. Subsequent to review by the groups, voting on such motions shall occur without debate.

C. The amendment shall go into effect immediately upon its adoption, unless the motion to adopt specifies a time otherwise.

XVI. Financial Guidelines

A. Definition

1. This set of guidelines shall serve as a written set of instructions for the disbursal of B2BASC funds. These guidelines shall set forth the procedures for documentation of all expenses and revenues and to assure a complete and accurate record of B2BASC finances.

B. General Guidelines

1. All funds shall be combined into one bank account to be managed by the B2BASC treasurer, with exception of SMARB Hopefest, & Recovery Not Relapse subcommittees, which may maintain checking accounts, directly under ASC treasurer supervision, and which must be liquidated and all funds offered to ASC once per year, within 45 days of function completion.
2. The B2BASC treasurer, assistant treasurer, chairperson, co-chairperson, and secretary shall be designated as the co-signers of the B2BASC bank account.
3. Checks drawn on the B2BASC bank account shall require two signatures for any and all transactions.
4. No two signers of the B2BASC bank account shall reside in the same household.
5. No trusted servant may sign a check made out to themselves.
6. The B2BASC shall audit the books once per year, utilizing an ad-hoc committee comprised of at least the B2BASC chairperson, the B2BASC area service representative, the B2BASC treasurer, and an outside delegate with professional accounting experience if the B2BASC as a whole deems it necessary. The audit shall commence two area service conferences prior to the end of the current treasurer's term

and shall report on the last area service conference of the treasurer's term. This audit shall follow the currently approved audit format.

C. Procedures

1. Revenues:
    a. All revenues received by ASC shall be recorded in the current receipt book for the B2BASC.
2. Expenses:
    a. All expenses will be reimbursed up to the levels set out in section D.
    b. All reimbursements will require a valid receipt within six months of the transaction unless otherwise decided by a motion.
    c. All reimbursements will require an expense report to be completed before a check will be issued.
    d. All expenses of the B2BASC as a whole, such as donations, ASC room rent and/or all other valid expenses shall have an expense report filled out by the treasurer to reflect the payment for the records. All revenues and expenses shall be recorded in the general ledger of the area in order to maintain a permanent record of transactions.

D. Expenditure Guidelines

1. Expenses will be paid on a "cash available basis." No expenditure will be made unless there is sufficient money available to pay for them. This is to keep the name of B2BASC and NA as a whole above reproach.
2. The following subcommittees/trusted servants will operate under the following standard, monthly, expense budget:
    a. Activities: $200
    b. H&I: $300
    c. PR: $200
    d. Newsletter: $50
    e. Policy: $30
    f. Outreach: $100
    g. Secretary: $20
    h. Treasurer: $20
    i. Literature: $200
3. These amounts are available to be used for appropriate expenses as predetermined by the committee's guidelines. Receipts must be provided to treasurer for reimbursement. Amounts over the budget must be approved by ASC to be reimbursed or issued.
4. 10% of all incoming monthly donations to B2BASC will be forwarded to MNRSC, after expenses and prudent reserve have been exempted. Funds will be distributed to MNRSC at the bimonthly MNRSC meeting. Prudent reserve is set at $800.00.
5. These amounts are available to be used for appropriate expenses as predetermined by the committee's guidelines. Receipts must be provided to treasurer for reimbursement. Amounts over the budget must be approved by ASC to be reimbursed or issued.

XVII. Meeting List

A. The B2BASC meeting list is limited to the meetings within the geographical boundaries of the B2B area.

B. Groups will be added to the B2BASC meeting list the first printing following their first meeting.

C. The group hosting the meeting must provide the ASC with the meeting time, location, type of meeting, and a contact phone number.

D. Meetings will be removed from the B2BASC meeting list for any of the following:

1. If it is determined that the meeting is not NA or NarAnon;
2. Upon their written request;
3. Upon appearing on another area's meeting list;

4. When no contact can be made with the meeting via telephone or other means through Outreach of B2BASC until such contact can be made;
5. By recommendation of the Outreach Committee and a majority vote of the ASC.

E. This policy does not intend to strike a meeting from the meeting list due to lack of participation at the ASC.

Addendum A

A moratorium will be in place regarding any discussion, motions, or offhand commentary during ASC meetings about the pros and cons of having Mankato be the centralized location for ASC meetings. This will be in place from January 1st until December 31st 2011. At that time a review will be held by ASC to determine if a centralized location has worked for our area, or if other options should be presented.

Addendum B

Back 2 Basics Area Service Committee
Meeting Agenda
Date

Moment of Silence followed with Serenity Prayer
Reading of the 12 Concepts
Reading of the Service Workers' Prayer
Introductions
Announcements

GSR Reports

Officer Reports

Chairperson	Co-Chairperson
Secretary	Assistant Secretary
Treasurer	Co-Treasurer
RCM	RCM-A

Sub-committee Reports

Public Information	Hospitals & Institutions
Outreach	Newsletter
Activities	Policy
Literature	SMARB
Hopefest	Recovery not Relapse

**Smoke Break (all new motions must be received before the meeting resumes)

Old Business
Open Positions:
New Business
Open Forum
Close