



Area Service Committee Meeting Minutes

December 1, 2011

Meeting opened at 7:00 PM by Area Chair, Catie O.

Introductions: 22 members in attendance, with 1 newcomer.

Readings: 12 Steps read by Erica D.; 12 Traditions read by Debbie; 12 Concepts read by Joe C.

Call for quorum: 11 voting members present (minimum for quorum is 7). With 11 voting members present, motions at this meeting require 7 votes in support to pass.

Approval of Minutes: Motion by Erica D. to approve the November 2011 ASC minutes; seconded by Nick. Vote: Support – 7; Opposed – 1; Abstentions – 3; motion carried.

7th Tradition: collected: (see Treasurer's Report)

Subcommittee Reports

Meetings for the Activities, Hospitals & Institutions, Outreach, and Public Relations Subcommittees are held at 7:00pm on the 2nd Thursday of each month at Faith Methodist Church, 1530 Oakdale Ave., West St. Paul, MN.

Region: (RCM: open [see Elections])

- Region meeting this Saturday (via Internet).

Activities: (Chair: Rick)

- Bowling on December 10
- Would like to have a pancake breakfast plus 3 speakers (Steps, Traditions, and H&I); looking at first Saturday in February (4th).

Public Relations: (Chair: Kevin M.)

- Printed meeting lists and flyers for bowling event.
- Kevin's term is technically up; anyone interested, please step up!

Hospitals & Institutions: (Chair: Lisa F., Co-chair Brian F)

Current H&I commitments:

Every Saturday: Dakota Co. Jail 1:00pm (Need pre-approval to participate, call contact for info.) Contact: James M. 612-716-4449
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1 st Monday of every month: Haven Treatment (Shakopee) 10:00am Contact: Brian F. 612-209-6358
1 st Thursday of every month: Cochran Recovery Program (Hastings) 7:00pm Contact: Matt 651-304-0304
4 th Monday of every month: Haven Treatment (Shakopee) 6:00pm Contact: Lisa F. 952-451-1161
4th Thursday of every month: Dakota County Detox. 7:00pm Contact: Donnie 612-226-7528
Last Monday of every other month: Journey Treatment (Farmington), 7:00pm Contact: Todd V. 651-285-1789
Every 3 months: Haven Treatment (Woodbury) – adult program (Please call contact for exact date and time) Contact: Garrett L. 763-360-8151

Outreach: (Chair: Todd V.)

- Meeting of the Month: December 21, Midweek NA in Cottage Grove.

Concerns & Needs:

- Hudson Hillside needs support (Friday evenings in Hudson, WI).
- Newsletter submissions – please send experience, strength & hope for newsletter, either via hardcopy or e-mail to ssfanews@naminnesota.org

PIG (Chair Brad)

- Submit ideas for theme and logo ASAP!!! (Only one has been received so far.)
- The committee voted to change the PIG admissions to: \$15 weekend pre-registration, \$20 weekend after pre-registration (i.e., at the gate), \$20/day at the gate.
- **Concerns & Needs:**
 - GSRs-please discuss proposed PIG bylaws changes at group business meetings.

PIG MONTHLY TREASURY REPORT			
Date:	12/1/11	Merchandise Income:	\$
Treasurer:	Melissa W.	Group Donations:	\$
Old Balance:	\$ 1977.20	Pre Registration Income:	\$
Plus Total Income:	\$	Other Income:	\$
Subtotal:	\$ 1977.20	Equals Total Income:	\$
Minus Total Expenses:	\$ 310.00	Storage Locker Expense:	\$ 300.00
Equals New Balance:	\$ 1667.20	Website Transfer Expense:	\$ 10.00
		Expense:	\$
		Expense:	\$
		Equals Total Expenses:	\$ 310.00
Notes:			
AREA COPY			

Literature (Chair: Heather J.)

- Going to UMSO on December 17 because UMSO is closed the following 2 Saturdays due to the holidays.
- Melissa will be taking donation (voted on last month) to UMSO.

Group Concerns & Announcements

[Note: written GSR reports are now at the end of the ASC minutes.]

1. Midweek NA needs a GSR.

Open Forum

1. Rick – would like feedback about the free breakfast idea. Plan would be to give each person 1 plate for free, then charge for more (with a 7th tradition); idea is to give newcomers who might not have money a chance to come and feel welcome. Brian suggested that Activities has a \$50/month budget, and could ask the ASC for more money. Joe suggested giving it a try and using it as a learning experience. Lisa stated that she thinks activities are for fellowship, not to raise money; offering some for free is a good idea.
2. Erica – Would like to get feedback on what she should do as a Vice Chair, especially with any possible overlaps with the Outreach Subcommittee. Any input is welcome. Catie stated that the Vice Chair should contact GSRs who do not make it to the meetings; the Outreach Committee goes directly to groups to offer assistance. Erica asked everyone to let her know of anything she can do to help out groups.
3. Melissa – UMSO is very grateful for our donation.
4. Todd – Hudson Hillside now has an actual meeting location; please announce at meetings.

Elections

- Debbie nominated Catie O. to be RCM; nomination seconded by Tim. Catie expressed willingness. Vote: Support - 8, Opposed - 1, Abstentions – 1, nomination accepted.
- Erica nominated Garrett L. to be Area Chair; nomination seconded by Brad. Garrett expressed willingness. Vote: Support - 8, Opposed - 1, Abstentions – 1, nomination accepted.
- Garrett nominated Melissa W. as Secretary; nomination seconded by Debbie. Melissa expressed willingness. Vote: Support - 8, Opposed - 1, Abstentions – 1, nomination passed.

Open Positions: RCMA, Co-Secretary, Activities Subcommittee Co-Chair, Public Relations Subcommittee Chair/Co-Chair, Outreach Subcommittee Co-Chair, PIG Co-Chair, and Literature Subcommittee Co-Chair.

Old Business

None.

New Business

1. Brad – PIG Bylaws changes – PIG Committee has approved proposed changes to the PIG Bylaws (and the corresponding changes to the Area Bylaws). Removed the dunk tank due to staffing problems at last PIG and concerns over liability; will allow MNNAC to hold a different fundraiser if they want. Bylaws changes have to go back to the groups, with an ASC vote next month. [Copies of the proposed changes were distributed to GSRs, see pp. 9-16.]
2. Garrett – Area Bylaws require quorum for ASC meetings to be 2/3 of the average attendance of voting members (GSRs or GSRA's in a GSR's absence) at ASC meetings during the previous year. In 2011, the average attendance of voting members was 10.5, so quorum for ASC meetings in 2012 will be 7 (i.e., if less than 7 groups are represented by a GSR/GSRA at an ASC meeting, no votes can occur).

Motion to adjourn by Melissa, seconded by Erica. Meeting adjourned at 8:00pm.

Treasurer's Report

12/1/2011

BEGINNING BALANCE	\$3288.95	
Cash in (+)	ASC	OTHER
7 th Tradition	\$14.30	\$ 0
Lakeville Basic Text	\$31.40	\$ 0
Woodbury Freebirds	\$10.00	\$ 0
Step By Step	\$14.00	\$ 0
Monday Night Round Robin	\$35.00	\$ 0
Literature Sales	\$250.90	\$ 0
TOTAL DONATIONS:	\$355.60	\$ 0

Cash out (-)		
Rent – 1 st Presbyterian Ch.	-\$30.00	
UMSO - literature	-\$311.58	
SSFA PIG Committee	-\$1500.00	
UMSO - donation	-\$490.83	
Copies (Kevin M.)	-\$18.65	
H&I	-\$50.00	
Envelopes (Garrett)	-\$21.41	
CASH OUT TOTAL:	-\$2422.47	
ENDING BALANCE:		\$1222.08

GSR Reports

Woodbury Freebirds		6:00pm Sunday	Stable
GSR	:	Betsy B.	PRESENT
Avg. Attendance	:	20	
Avg. Newcomers	:	2	
H&I Activities	:	announced	
ASC Donation	:	\$10.00	
Scheduled Activities	:	announced	
Other	:		

Step by Step		7:00pm Sunday	Stable
GSR	:	Brad	PRESENT
Avg. Attendance	:	20	
Avg. Newcomers	:	1-2	
H&I Activities	:		
ASC Donation	:	\$14.00	
Scheduled Activities	:		
Other	:		

Never Alone		7:00pm Sunday	Stable
GSR	:	Nick P.	PRESENT
Avg. Attendance	:	13	
Avg. Newcomers	:	2	
H&I Activities	:		
ASC Donation	:		
Scheduled Activities	:		
Other	:		

Monday Night in The Grove		7:00pm Monday	Stable
GSR	:	Joe C.	PRESENT
Avg. Attendance	:	12	
Avg. Newcomers	:	1	
H&I Activities	:		
ASC Donation	:		
Scheduled Activities	:		
Other	:		

Monday Night Round Robin		7:00pm Monday	Stable
GSR	:	Steve	PRESENT
Avg. Attendance	:	10-15	
Avg. Newcomers	:	0-1	
H&I Activities	:		
ASC Donation	:	\$35.00	
Scheduled Activities	:		
Other	:		

Ties That Bind Us		7:00pm Monday	Stable
GSR	:	Matt K.	PRESENT
Avg. Attendance	:	8-19	
Avg. Newcomers	:	1	
H&I Activities	:		
ASC Donation	:		
Scheduled Activities	:		
Other	:		

Tues. Morning Women's Rec.		10:00am Tuesday	Stable
GSR	:		NOT PRESENT
Avg. Attendance	:		
Avg. Newcomers	:		
H&I Activities	:		
ASC Donation	:		
Scheduled Activities	:		
Other	:		

TNT: Tues. Nights Together		7:00pm Tuesday	Stable
GSR	:	Todd V.	PRESENT
Avg. Attendance	:	25-30	
Avg. Newcomers	:	1-2	
H&I Activities	:	announced	
ASC Donation	:		
Scheduled Activities	:	announced	
Other	:		

Addicts in Recovery		7:00pm Tuesday	Stable
GSR	:	Zoë L.	NO REPORT
Avg. Attendance	:		
Avg. Newcomers	:		
H&I Activities	:		
ASC Donation	:		
Scheduled Activities	:		
Other	:		

Midweek NA	7:00pm Wednesday	Stable
GSR	:	NOT PRESENT
Avg. Attendance	:	
Avg. Newcomers	:	
H&I Activities	:	
ASC Donation	:	
Scheduled Activities	:	
Other	:	

Gaylord Serenity Seekers	7:00pm Thursday	Stable
GSR	:	NOT PRESENT
Avg. Attendance	:	
Avg. Newcomers	:	
H&I Activities	:	
ASC Donation	:	
Scheduled Activities	:	
Other	:	

Hudson Hillside N.A.	7:00pm Friday	Stable
GSR	:	NOT PRESENT
Avg. Attendance	:	
Avg. Newcomers	:	
H&I Activities	:	
ASC Donation	:	
Scheduled Activities	:	
Other	:	

Peace of Mind	7:30pm Friday	Stable
GSR	:	Debbie G. PRESENT
Avg. Attendance	:	28
Avg. Newcomers	:	3
H&I Activities	:	
ASC Donation	:	
Scheduled Activities	:	
Other	:	

NA Day	7:30pm Friday	Stable
GSR	:	Raven A. PRESENT
Avg. Attendance	:	26
Avg. Newcomers	:	2-3
H&I Activities	:	announced
ASC Donation	:	
Scheduled Activities	:	12/10 bowling & announced
Other	:	

Keep It Simple		9:00pm Friday	Stable
GSR	:	NOT PRESENT	
Avg. Attendance	:		
Avg. Newcomers	:		
H&I Activities	:		
ASC Donation	:		
Scheduled Activities	:		
Other	:		

NA 101		7:00pm Saturday	Stable
GSR	:	Jill	PRESENT
Avg. Attendance	:	20	
Avg. Newcomers	:	1-2	
H&I Activities	:	announced	
ASC Donation	:		
Scheduled Activities	:	announced	
Other	:		

Lakeville Basic Text Study		9:00pm Saturday	Stable
GSR	:	Brian F.	PRESENT
Avg. Attendance	:	20	
Avg. Newcomers	:	1	
H&I Activities	:		
ASC Donation	:	\$31.40	
Scheduled Activities	:		
Other	:		

Proposed Area/PIG Bylaws Changes – Summary

Pg 5

- section 1.2.6.1 change suggested continuous clean time: 2 years
- section 1.2.6.2 change suggested continuous clean time: 1 year
- section 1.2.6.5 change suggested continuous clean time: 2 years
- section 1.2.6.6 change suggested continuous clean time: 1 years

Pg 6

- section 1.2.6.7 change suggested continuous clean time: 2 years
- section 1.2.6.8 change suggested continuous clean time: 1 years

Pg 9 - Section B

- #9 - Remove the words "and quorums" in the first sentence. Remove the final sentence completely.
- #10 - Replace the whole sentence with the following - "All votes will be determined by a simple majority."

Pg 10 - Section B (continued)

- #11 - Remove the whole sentence completely.
- #18 - Replace the work "two thirds" with simple & remove the words "of the quorum"
- #21 - Remove the words "If at all possible," - replace the word "weekly" with monthly - remove the words "or within 7 days"
- #22 - Remove the sentence "A dunk tank or similar activity shall be rented for the weekend." - replace the words "to confirm the tank is rented and" with the word "so"
- #23 - Replace the word "without" with "after" in the second sentence.

Pg 11 - Section C

- #2 - Replace the words "minimum requirements" with "suggested continuous clean time"
- #3 - Replace the word "shall" with "is suggested to" - replace the word "three" with "two"
- #4 - Replace the word "shall" with "is suggested to" - replace the word "two" with "one"
- #7 - Replace the word "shall" with "is suggested to" - replace the word "three" with "two"
- #8 - Replace the word "shall" with "is suggested to" - replace the word "two" with "one"
- #9 - Replace the word "shall" with "is suggested to" - replace the word "three" with "two"
- #10 - Replace the word "shall" with "is suggested to" - replace the word "two" with "one"
- #11 - Replace the word "recommended" to "suggested" - replace the number "3" with "suggested 2" - add the following statement ", with the exception of the food chair. The Food Task Chairperson is suggested to have at least one year of continuous clean time." - remove the words "Security", "Breakfast/" - "Adult and Children's Activities" - add the words "Secretary, Adult Activities, Children's Activities" ***note - I missed adding the word Secretary in my highlighted attachment ***

Pg 12 - Section C (continued)

- #11 (continued) - Remove the first sentence.
- #16 - Replace the word "two thirds" with "simple"
- #19 - Add the following statement to the sentence - "in a special meeting to be held within the month of September. Bylaw changes will be submitted for review at the October SSFASC."

Pg 13 - Section D

- #4 - Add the following statement as letter "e" - Shall sell, collect, and maintain the list of all pre-registrations.
- #5 - Replace the word "weekly" with "monthly" - remove the words "or within 7 days" - remove letter "d" statement"

Mark-up of Changes to Area Bylaws f/PIG Bylaws



1.2.5.1. Literature Chairperson

Suggested continuous clean time: 3 years

Suggested length of position: 1 year

ASC Voting rights: No

1.2.5.2. Literature Co-Chairperson

Suggested continuous clean time: 2 years

Suggested length of position: Until end of current Literature Chairperson's term.

ASC Voting rights: No

1.2.6. PIG Committee

The PIG Committee organizes the annual PIG Roast Campout of the SSFA. The purposes of the PIG Event are three fold, these are:

1. To carry the message of N.A. to all suffering addicts and as a celebration of recovery.
2. To promote unity in the fellowship of N.A.
3. To provide a weekend campout for the entire N.A. fellowship at minimal expense to the addict.

The PIG Committee is an ad-hoc committee, in that the committee is formed to organize the PIG event for a specific year; after the event, the committee disbands, and a new committee is formed for the following year. Regular meetings of the PIG Committee are held on the first Thursday of each month immediately prior to the ASC meeting. Complete details of the organization and operation of the PIG Committee is contained in Appendix - Bylaws of the South Suburban Fireside Area Pig Roast Campout.

The following PIG Trusted Servants are elected by the ASC:

1.2.6.1. PIG Chairperson

Suggested continuous clean time: ~~3 years~~ 2 years

Suggested length of position: 1 year

ASC Voting rights: No

1.2.6.2. PIG Co-Chairperson

Suggested continuous clean time: ~~2 years~~ 1 year

Suggested length of position: Until end of current PIG Chairperson's term.

ASC Voting rights: No

1.2.6.3. PIG Treasurer

Suggested continuous clean time: 3 years

Suggested length of position: 1 year

ASC Voting rights: No

1.2.6.4. PIG Co-Treasurer

Suggested continuous clean time: 2 years

Suggested length of position: Until end of current PIG Treasurer's term.

ASC Voting rights: No

1.2.6.5. PIG Gate Chairperson

Suggested continuous clean time: ~~3 years~~ 2 years

Suggested length of position: 1 year

ASC Voting rights: No

1.2.6.6. PIG Gate Co-Chairperson

Suggested continuous clean time: ~~2 years~~ 1 year

Suggested length of position: Until end of current PIG Gate Chairperson's term.

ASC Voting rights: No



1.2.6.7. **PIG Merchandise Chairperson**

Suggested continuous clean time: ~~3 years~~ **2 years**

Suggested length of position: 1 year

ASC Voting rights: No

1.2.6.8. **PIG Merchandise Co-Chairperson**

Suggested continuous clean time: ~~2 years~~ **1 year**

Suggested length of position: Until end of current PIG Merchandise Chairperson's term.

ASC Voting rights: No

1.2.7. **Ad-hoc subcommittees**

Ad Hoc Subcommittees are generally formed to research and comprise a plan to deal with problems or situations that might arise in the Area or the service structure. They usually consist of N.A. members who have had experience within the service structure, who have good insight and can keep the Area's best interest in focus. The subcommittee works with the Area. However, its job is to report its findings to the Area in a way without upsetting the balance of the service structure. Generally a single chairperson is appointed by the Area Chairperson or elected by the ASC; the term of the chairperson is until the subcommittee completes its appointed task. In addition to written monthly reports, the subcommittee should prepare a final written report of its findings and recommendations, after which the subcommittee is dissolved.

1.3. **Elections and Rotations**

Area Trusted Servants usually serve one-year terms, and should serve no more than two years consecutively in the same position. This rotation allows for a variety of individuals to serve the Area's Trusted Servant positions, providing a diversity of viewpoints and a freshness of perspective that would be lacking were these positions held year after year by the same individuals. When possible, an alternate or co-chairperson should be elected with the intent of having this person take the lead position at the end of the current term. The Area Chairperson should read the complete position description before discussion and voting on election of any Area Trusted Servant. (For subcommittee positions, this reading should include both 1.2, Area Subcommittees, as well as the description of the specific subcommittee and position.)

1.3.1. **Removal**

An Area Trusted Servant can be removed for cause by a two-thirds vote of the quorum (see 1.4.1, Voting Rights and Quorum). An Area Trusted Servant missing two consecutive meetings without cause or prior notification shall result in the Area Chairperson placing an agenda item for discussion of possible removal of that Trusted Servant during the Elections portion of the ASC meeting. (GSRs are not Area Trusted Servants, and cannot be removed by an ASC vote.)

1.4. **Area Service Committee Meetings**

The SSFA ASC meets on the first Thursday of every month at 7pm.

1.4.1. **Voting Rights and Quorum**

Voting rights at ASC meetings are restricted to each group's GSR (or GSRA in the GSR's absence), so that each member group of the SSFA is entitled to one vote. In order to act on any motion, a *quorum* of eligible voting members must be present at the meeting, defined as two-thirds (66%) of the average number of voting members in attendance at ASC meetings during the previous calendar year. If a quorum is not present at an ASC meeting, the ASC can still hear reports and hold general discussions, but no specific action may be taken on any nomination or motion (unless there is an emergency situation; see 1.4.3.1, Emergency Motions).

Mark-up of Proposed PIG Bylaws Changes



Appendix - Bylaws of the South Suburban Fireside Area Pig Roast Campout

This body shall be known as the South Suburban Fireside Area Pig Roast Ad-Hoc Committee (PIG). The PIG Committee is a subcommittee of the South Suburban Fireside Area Service Committee (SSFASC), and is made up of interested members of the South Suburban Fireside Area (SSFA) fellowship of Narcotics Anonymous (N.A.).

Revised April 7, 2011

A) Purpose

The purpose of the PIG Event is three fold, these are:

1. To carry the message of N.A. to all suffering addicts and as a celebration of recovery.
2. To promote unity in the fellowship of N.A.
3. Providing a weekend campout for the entire N.A. fellowship at minimal expense to the addict.

B) Membership & Operations

1. The PIG Committee shall be comprised of four Senior Chairpersons, four senior Co-Chairpersons, all Task Chairpersons/Co-Chairperson and any interested member of the SSFA of N.A.
2. The Senior Chairpersons (SCs) are the Senior Co-Chairpersons from the previous year. These are the PIG Chair, Treasurer, Gate Chair and the Merchandise Chair. This is to provide year-to-year continuity. All SCs except the PIG Chair are voting members, the PIG Chair only votes to break ties.
3. The Senior Co-Chairpersons (SCCs) are nominated by the PIG Committee and elected by the SSFASC. These are PIG Co-Chair, Co-Treasurer, Gate Co-Chair and the Merchandise Co-Chair. All four SCCs are voting members.
4. The Task Chairpersons/Co-Chairpersons (TCs/TCCs) are voting members of the PIG Committee.
5. Any interested member of the SSFA may attend the PIG meetings. They gain voting rights when they have attended 2 consecutive regular meetings.
6. All SCs and SCCs are to act as Outreach Ambassadors at various functions around the state. They are to assist in the sale of merchandise and registrations at these functions.
7. All SCs, SSCs, and TCs must not miss more than 2 consecutive regular meetings and the PIG Chair must be notified of all absences prior to the meeting. Status reports are still required for presentation at the meeting.
8. No voting members may miss more than 2 consecutive regular meetings or their voting rights are lost and must be reestablished by attending two consecutive regular meetings.
9. Voting rights ~~and quorums~~ are established using only the regular scheduled meetings. Additional or special meeting are ignored. ~~Quorums for these special meetings are the same as the last previous regular meeting.~~
10. ~~Non-Attendance should be evaluated on a case-by-case basis due to circumstance. Loss of voting rights is required regardless of circumstance to maintain a workable quorum. Additional penalties may include removal from position.~~
10. All votes will be determined by a simple majority.



11. ~~Quorum shall be determined at the beginning of each meeting after removing those who have been absent for this and the previous regular meetings and adding those who have attended this and the previous regular meetings.~~
12. PIG members responsibilities shall include, but are not limited to:
 - a. Choosing the activities of the PIG event, including speakers, readers and leaders.
 - b. Performing those tasks necessary to the operations of a PIG event. Each member is responsible for completing his or her task or shift.
13. The PIG shall hold regular meetings on the first Thursday of every month prior to the SSFA ASC Meeting. Special meetings may be called by a simple majority vote or at the request of the Chair.
14. The PIG shall maintain a prudent reserve of \$1,000.00 and a working capital of \$3,000.00 at all times. The working capital may be invested in merchandise, vendor deposits and supplies. In the event there is a need to increase the working capital the Chair shall notify the SSFASC by putting motion before the SSFASC at its monthly business meeting.
15. Prudent reserve and working capital accounts shall be re-established every year in August by the previous year's PIG. The Pig's fiscal year is August 1st to July 31st. Any monies in excess of the prudent reserve and working capital at the close of the year's activities shall be returned to the SSFASC.
16. At the Beginning of the fiscal year, Mail Box and Bank Account locations should be evaluated for feasibility for the incoming committee.
17. The PIG shall maintain a checking account. PIG shall require two (2) signatures from Senior Chairpersons (SCs) or Senior Co-Chairpersons (SCCs) on all of its financial accounts. No two signers shall live at the same address. Not all eight of these trusted servants are required to be Co-Signers, but no one besides these eight can be Co-Signers.
18. Monetary expenditures outside normal purchases related to PIG functions must be approved by a ~~two-thirds~~ majority vote ~~of the quorum~~ and ratified by the SSFASC.
simple
19. Contracts involving the PIG shall be signed by a Senior Chairperson and checked and verified by at least one other Senior Chairperson or Senior Co-Chairperson before signing.
20. All Senior and Task Chairpersons remain accountable to the PIG through accurate written minutes and verbal reports at the monthly PIG meetings.
monthly
21. ~~If at all possible, any funds collected for merchandise must be turned in on a weekly basis or within 7 days after the sale of merchandise to the Treasurer of the PIG.~~
^ so
22. MNNAC Fundraiser; A dunk tank or similar activity ~~shall be rented for the weekend.~~ MNNAC members should run it and all proceeds are to be donated to next MNNAC. MNNAC should be contacted prior to the campout ~~to confirm the tank is rented and~~ that someone from MNNAC will be there to run it.
^ after
23. The PIG campout shall welcome sales of any N.A. merchandise throughout the weekend. The UMSO and any other N.A. function, Area or event is allowed to sell ~~without~~ seeking the PIG Committee's permission. The UMSO and MNNAC shall be provided with space to display merchandise. All non-N.A. merchandise sales have to be approved by the PIG Committee.
24. Workshops;
 - a. Facilitators must have at least one year of continuous clean time.
25. Speakers:
 - a. Must have 3 or more years of clean time.

- b. Must provide a tape or be known to have some speaking experience.
 - c. Are required to provide a clear N.A. message. The PIG Chair must be on hand during the speaker to discreetly nudge the speaker back on track if their message wanders.
26. The PIG function should be held within 25 miles of a current SSFA meeting. Every effort should be made to hold the PIG function in a centrally located site within the SSFA to maximize the accessibility to all addicts.

C) Election & Service of Trusted Servants

1. Election of the Senior Co-Chairpersons shall be held once a year. The voting members of the PIG will nominate and recommend addicts for these positions at the August PIG meeting and elections will be done by the SSFASC at their September meeting. The SSFASC will elect a Co-Chairperson, Co-Treasurer, Gate Co-Chairperson and Merchandise Co-Chairperson, each of whom will assume their respective duties in September. These four positions are two-year commitments with the understanding that they will step up to the Chairperson positions in the second year. *suggested continuous cleantime*
2. The ~~minimum requirements~~ *is suggested to* for service as a Chairperson or Co-Chairperson are: *two*
3. The PIG Chairperson shall have at least ~~three~~ *two* years of continuous clean time, a working knowledge of the 12 Steps, 12 Traditions and 12 Concepts of Service of N.A., a willingness to serve, at least one year of service experience, and must be a voting member of the PIG Committee. *is suggested to*
4. The PIG Co-Chairperson shall have at least ~~two~~ *one* years of continuous clean time, a working knowledge of the 12 Steps, 12 Traditions and 12 Concepts of Service of N.A., a willingness to serve, at least some service experience, and must be a voting member of the PIG Committee. *is suggested to*
5. The Treasurer shall have at least three years of continuous clean time, be gainfully employed, have a working knowledge of the 12 Steps and 12 Traditions of N.A., a willingness to serve, at least some service experience, and must be a voting member of the PIG Committee.
6. The Co-Treasurer shall have at least two years of continuous clean time, be gainfully employed, have a working knowledge of the 12 Steps and 12 Traditions of N.A., a willingness to serve, at least some service experience, and must be a voting member of the PIG Committee. *is suggested to*
7. The Gate Chairperson shall have at least ~~three~~ *two* years of continuous clean time, a working knowledge of the 12 Steps and 12 Traditions of N.A., a willingness to serve, at least some service experience, and must be a voting member of the PIG Committee. *is suggested to*
8. The Gate Co-Chairperson shall have at least ~~two~~ *one* years of continuous clean time, a working knowledge of the 12 Steps and 12 Traditions of N.A., a willingness to serve, at least some service experience, and must be a voting member of the PIG Committee. *is suggested to*
9. The Merchandise Chairperson shall have at least ~~three~~ *two* years of continuous clean time, a working knowledge of the 12 Steps and 12 Traditions of N.A., a willingness to serve, at least some service experience, and must be a voting member of the PIG Committee. *is suggested to*
10. The Merchandise Co-Chairperson shall have at least ~~two~~ *one* years of continuous clean time, a working knowledge of the 12 Steps and 12 Traditions of N.A., a willingness to serve, at least some service experience, and must be a voting member of the PIG Committee. *suggested*
11. All Task Chairpersons/ Task Co-Chairpersons (TC/TCC) *^ suggested two* are nominated and chosen by the PIG Committee. Task Chairpersons should have a ~~recommended~~ clean time requirement of at least 6 months and 3 months experience on the PIG Committee. These are the Chairpersons coordinating Security, Breakfast/Dinner, Adult and Children's Activities, First Aid, Volunteer Coordinators, Runners, Cleanup and various other duties the PIG Committee deems necessary.

Adult Activities, Children Activities (two positions)

^, with the exception of the food chair. The Food Task Chairperson is suggested to have at least one year of continuous clean time.



~~They must have attended at least 2 consecutive PIG meetings and must be voting members of the PIG Committee.~~ No TC/TCC shall be a co-signer of the PIG checking account.

12. No non-committee members should be allowed to assist in any task in which funds are received or disbursed.
13. Committee Chairs and Co-Chairs shall serve for a term of one (1) year. All committee Chairs and Co-Chairs may succeed themselves in office once, for a maximum of two consecutive terms in any particular office. For this purpose the Senior Chairpersons and Senior Co-Chairpersons are considered the same office.
14. No addict may hold more than one SSFASC or Pig Senior Chair/Co-Chairperson position per year. This doesn't affect the Treasury, Gate or Merchandise Chairs or Co-chairs at this time.
15. A chairperson shall be removed from their position immediately due to the loss of abstinence from the use of mind altering chemicals for any reason other than legitimate medical prescription.
16. They may also be removed for noncompliance after due written notification. A **two thirds** majority of the voting membership is required for removal. **simple**
17. Noncompliance includes, but is not limited to:
 - a. Not fulfilling the duties of their office.
 - b. Not attending a regular meeting without prior notification.
 - c. Missing two consecutive PIG meetings.
18. Special elections to fill vacant SC and SCC positions may be held anytime a nominee presents themselves at a regular Pig Meeting. Vacant Senior Chair and Co-Chair positions must still be elected at the SSFASC.
19. PIG By-laws shall be reviewed immediately following elections **[^] in a special meeting to be held within the month of September. Bylaw changes will be submitted for review at the October SSFASC.**

D) Duties & Functions of the Chairpersons

1. The PIG Chairperson (Chair) shall:
 - a. Preside at all PIG business meetings.
 - b. Provide an agenda for PIG meetings.
 - c. Act as an Outreach Ambassador at various functions around the state.
 - d. Be a signer on the PIG bank account.
 - e. Hold a voting membership at PIG meetings only as required to break a tie vote.
 - f. In the case of any last minute decisions pertaining to PIG functions, the Chair shall take a group conscience from within the PIG. For these purposes, group conscience shall consist of at least two other Trusted Servants and five other voting members of the PIG. If, after a reasonable effort has been made to hold a group conscience one cannot be held, an automatic vote of confidence is given to the chair to make those last minute decisions necessary to fulfill the previously stated purpose of the PIG.
 - g. Secure entry to (keys, etc.) and opening/closing facilities being used for PIG business meetings.
2. The PIG Co-Chairperson shall:
 - a. Assist the Chair in coordinating all activities and functions of the PIG.
 - b. Act as an Outreach Ambassador at various functions around the state.
 - c. Perform the duties of the Chair in their absence.
3. The Treasurer shall:
 - a. Be responsible for the PIG bank account and control disbursement of all funds approved by the PIG.



- b. Be responsible for and keep a record of all cash flow including, but not limited to, monetary transactions such as door receipts and vendor payments at and for functions held by the PIG. All accounts shall be balanced following the PIG function.
 - c. Be a signer on the PIG bank account.
 - d. Properly prepare a financial statement at the end of each month for presentation at the following months PIG meeting.
 - e. Verify any service contracts pertaining to the PIG function.
 - f. Receive and disburse all receipts and funds.
 - g. Receive and disburse all funds for expenses incurred in connection with the PIG function.
 - h. Attend the SSFASC every month and in the months of August, November, February and May, be prepared with a balanced accounting report of previous PIG meetings.
4. The Gate Chairperson shall:
- a. Be responsible for maintaining proper financial measures and restraints at the gate.
 - b. Make a reasonable inquiry before granting any newcomer admissions.
 - c. Contact the treasurer for making cash drops in a timely manner and as determined by the PIG Committee.
 - d. Be responsible for maintaining proper decorum during the conduct of gate functions.
 - e. *Shall sell, collect and maintain the list of all pre registrations.*
5. The Merchandise Chairperson shall:
- a. Order the merchandise and maintain a complete inventory of it.
 - b. Man the merchandise table during a significant portion of the campout weekend. *monthly*
 - c. Turn in any funds collected for merchandise and they must be turned in on a weekly basis ~~or within 7 days~~ after the sale of merchandise to the acting Treasurer of the PIG.
 - d. ~~Shall sell, collect and maintain the list of all pre-registrations.~~