TCASC – 15 September 2018 – Minutes

- Open at 11:00 AM with the following readings
  - 12 Steps: **Jen**
  - 12 Traditions: **Duane**
  - 12 Concepts: **Mike**
  - A Vision of NA Service: **Joy**
- Introductions
  - Verify quorum: **16**, needed 13
- Welcome newcomers: **1**
- Review and accept August minutes: **Accepted**
- Announce agenda
- Spotlight Presentation: **Chair - Vaughn G.**
  - Shared on duties and experience in position

Open Forum

- MNNAC 27 (2020) – Planning Committee meeting Saturday 9/22/18, Sabathani, 310 E 38th St, Conference Room J, 10:00 AM – 12:00 PM, will be electing committee members
- Removal of meetings from meeting list:
  - Changes should be sent to meetinglist@naminnesota.org or given to PR Chair during Area meeting.
- MNNAC 26 (2019) merchandise available – can contact Pam S.
- **Miracles in Motion, Stepping into Recovery, It Works on Fridays Too** (2400 Blaisdell Ave, 11 AM meetings) – many service positions available
- Discrepancies between NA Meeting Finder app and the TCA Metro Meeting List:
  - Not sure about what database(s) the app is using
  - Basic Meeting List Toolbox (BMLT) is a new NA World Services tool that we will hopefully start using soon
- Group member signing court cards at meetings:
  - Concerns about how the contact information provided is being used
  - Idea to not include contact information when signing card
  - Idea that cards can go in 7th tradition collection when passed around and then signed by a male member
  - Idea to find a trusted servant to designate as the "card signer" who is comfortable signing, so if other members are asked they can direct them to the card signer
  - Idea to designate a specific time during the meeting when cards are signed
- Curiosity about voting procedures at group level and if there is a suggested protocol:
  - Procedures are determined at group level
  - Group booklet may offer a resource

Officer Reports

Chair	Vaughn G
• Nothing to report	
Co-Chair	**Aaron L**
• Absent	

Secretary	**Jackson O**

- Meeting contact list to be sent around during the meeting for additions/corrections
- Accepting new emails addresses for email distribution lists

Co-Secretary	***Open***

- Open positions

Treasurer	**Erica W**

- Absent
- Reports attached
- Mark S reports:
    - Current bank account balances: $6,004.39

Co-Treasurer	**Mark S**

- Accepting groups contributions

Policy Chair	**John B**

- Nothing to report

RCM	**Saralyn H**

- Report attached
- Highlights: Bridging the Gap and NA Helpline are in need of volunteers; project managers needed for service commitments at Region; instructions for signing up for Region Google Group are in report; visit www.naminnesota.org to sign up for Region service opportunities
- Next Region meeting: November 10 @ 10:30 AM for recovery meeting, 11:30 AM orientation, 12:00 PM – 4:00 PM business at PEASE Academy, 601 13th Avenue SE, Minneapolis

RMC-A	**Alex A**

- 2018 Member Survey from NA World Services (NAWS) is happening now! All members can complete at www.na.org, navigate to Membership Survey

Sub-Committee Reports

ICUCNA Liaison	**Derek B**

- Absent
- Joy reports:
    - Convention had great programming and good attendance!
    - $3,250 donation from Area is being refunded, as proposed
    - Some concerns about viability going forward with cost of hotels and food
    - Mike L may have information about ordering recorded speakers/programs
    - First Friday Speaker Jam will be FREE with food on 10/5/18, 31st and Chicago @ 7 PM
    - Next meeting October 14 (2nd Sun) 10/14/18, Calvary Church @ 1:30 PM – 3:00 PM

Literature	**Jesse G**

- NAWS is gathering ideas for Mental Illness informational pamphlet (IP)

- Attended World Conferences and participated in workshop regarding this IP
  - NAWS will be sending out quarterly updates; can sign up online at www.na.org/subscribe and subscribe to NAWS News
- Spiritual Principle for the Day book, coming up
  - Opportunities for input from members, more to come
- Will work on scheduling a subcommittee to review updates on the above projects

Hospitals & Institutions	**Zach C**

- Attendance has been improving at subcommittee meetings!
- Two commitments have been discontinued based on no attendance from clients/people at the facilities
- Continuing to look at rotation of panel leaders and considering ideas for different ways handling panel leader commitments
- MARCH Conference (for professionals in the field) is handled through Region, looking for tabling volunteers, can contact Dan H. or go to www.naminnesota.org
- Next subcommittee meeting: Third Tuesday of the month, 7:00 PM, Sabathani, Room 218, 310 E 38th St, Minneapolis

Outreach	**Patty K**

- Absent

Public Relations	**Sammer E**

- Report attached
- Working on getting meeting lists back into ERs, now in 6 ERs
- Idea to introduce learning day as a quarterly event to share information about all levels of area service and GSR responsibilities
- Attended PR workshops at NA World Convention
- Basic Meeting List Toolbox (BMLT) is a new meeting list management software available through NAWS for worldwide meeting list management; will work to implement for the Area
- Next subcommittee meeting: Third Tuesday of the month, 6:00 PM, Sabathani, Room 218, 310 E 38th St, Minneapolis

Unity Picnic	***Vacant***

- Vacant position

Banquet	**Emily V**

- Report attached
- Highlights: 5-7 performers scheduled; still looking for volunteers to help with setup and teardown can call Emily (number in report or on flyer); will have merchandise for sale
- Banquet will be held September 29, St Olaf Church, 215 S 8th St, Minneapolis @ 7:00 PM – 11:00 PM

New Year's Eve	**Pam S**

- Report attached
- Highlights: committee has started meeting and has service roles assigned; will have speakers, Hollywood Red Carpet theme; working on flyers and tickets to be ready by next month; still working on alternative venue, DJ options, activities; communicating with facilities
- New Year's Eve event will be held December 31

- Next committee meeting: October 16, Perkins, 6920 Wayzata Blvd, Golden Valley @ 6:00 PM – 7:30 PM

Old Business

- None

New Business & Motions

- Motion #285:
    - Discussion:
        - Question about how vacant positions will be transitioned for Activities Service Team
    - Pros:
        - Great possibility for consistency and viability of service efforts through rotating elections and team-based efforts
    - Cons:
        - Our current format has been working and change is risky
- Open positions:
    - H&I Chair:
        - Nominations: 1
        - Congratulations, **Zach C.**! Thanks for your service!
    - Co-Sectary:
        - Nominations: 1 declined, 1 accepted
        - Congratulations, **Bernie S.**! Thanks for your service!

Adjourn – 1:35 PM

Regional Committee Member Report – Saralyn H.

10 September 2018

Next MNRSC 11/10/18 **Mark your calendar!**

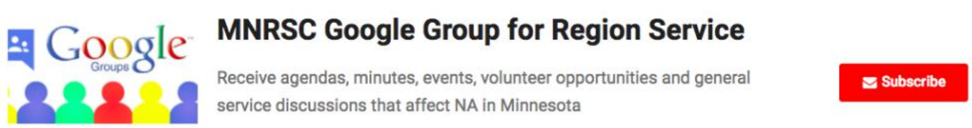
https://www.naminnesota.us/community/volunteer-opportunities/

For **Bridging the Gap:**

Sign up online – member will contact you either by phone or by clicking on the website. Or bridging the gap project leader will reach out to you to and connect you with the addict requesting the contact and send you their information so that you can contact them.

Help Wanted > Bridging the Gap OR
>Helpline (3 hour shift) … 15 minute training
(keep regional meeting list on hand for incoming calls)
~6 month clean time requirement for each ~

Want to know more about what is being discussed in our Region? Subscribe to the MNRSC google groups account.
How do you subscribe to the MCRSC google groups account?
Go to Naminnesota.org and click on subscriptions box – choose -→

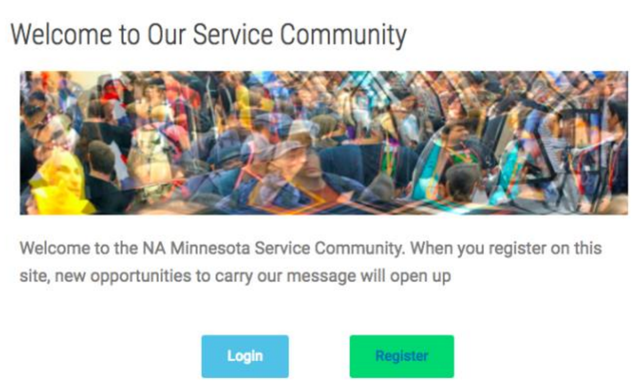


EVENTS AROUND THE MINNESOTA REGION (2018)

- Hopefest, Sept 14-16, Land of Memories Park, Mankato, MN
- Twin Cities Banquet, Sept 29th 7-11 pm, St. Olaf Catholic Church, Minneapolis, MN
- Crockpot Cookoff, Oct 13th 3-8 pm, First Presbyterian Church, South St. Paul, MN
- Fall Ball 2018, Nov 10th 5pm-12am, Coyote Moon Grille, St. Cloud, MN
- New Year's Eve Party, Dec 31st 6:30pm-12:30am, Pease Academy, Minneapolis, MN

Have you created a member profile on naminnesota.org to connect with other members in our region?????

How do you do this?



^^Click Register^^
Fill in your information. BOOM! You're registered.

Public Relations Report – Sammer E.

18 September 2018

Discussed having a Learning day more frequently than just once per year; thoughts are for it to be 3-4x a year and include Outreach/GSR/PR/H&I and possibly Literature. We started bringing meeting lists to some emergency rooms across the Metro area and hope to expand on that. Lots of PR information brought back from the World Convention in Orlando — many ideas will be discussed at next subcommittee meeting. More to follow — support needed from members, attendance is requested.

Banquet Report – Emily V.

15 September 2018

The Twin Cities Area banquet is quickly approaching. For anyone who isn't aware it is September 29th at 7pm, taking place at St. Olaf's Catholic Church in Minneapolis.

We are estimating 50 tickets sold from ticket sellers, not including online ticket sales which I have requested a count for and am waiting for an email back. 6 donated tickets have been paid for by members which means more newcomers will be attending, hearing the message, and being of service.

This month we worked very hard to find entertainment and the slots are now officially full. It's a wonderful variety of talented and committed members of the fellowship.

All the decorations have been ordered. Cupcakes have been ordered. Contact has been made with the church liaison and the caterer to finalize details. As soon as we receive an official invoice from the caterer, Sam's Club who is making the cupcakes, we will pass those along to the area. Additionally, once that invoice is received, a detailed account of money spent so far will be drafted for members to be kept up to date. I'm hoping to have that out by Monday. I have an invoice from the church, in total the room rental and everything involved will be $1832.00. The invoice from St. Olaf's will be included in said email, as well has been sent to the treasurer. If anyone has a burning desire to see it before, I'll pass it along via email.

The support front the Area has been really encouraging, especially the chair and the ticket sellers who have been working hard alongside the banquet committee. Thank you all so much for that, it doesn't go unnoticed. We encourage GSRs to bring fliers back to these meetings and start announcing this event.

A couple of clarifications...
-tickets WILL be available at the door for $25, online sales will end a week before the event
-a Facebook event has been created and is in circulation

If anyone is interested in being of service creatively with music and art, setting up, cleaning up, or being of service during the event greeting, serving the buffet, etc. please contact someone on the banquet committee. Below is the phone numbers of committee members.

It will truly be a night beyond our wildest dreams and we can't wait to see you all there.

Emily V.
TCA Banquet Chair
(605)951-8828
emilymvanb@gmail.com

JoJo J.
TCA Banquet Treasurer
(631)478-2596
joannejack27@gmail.com

Kellie T.
TCA Banquet Secretary
(701) 541-2897

New Year's Eve Report – Pam S.

18 September 2018

Pam K. – Chair
Vincent K. – Co-Chair
Laura G.- Treasurer
Rae E. -Secretary

We had our official first committee meeting last 9/11/18 at Perkins Golden Valley from 5:30-7pm. All above attended the meeting.
We discussed what we wanted with speakers and NA theme we will be voting on that next month.
We agreed to "Hollywood/Red Carpet" theme with black/gold colors scheme
Menu was selected as Fettucine Alfredo with Chicken or Vegie to add as choices, tossed Caesar Salad and roll w/ one water or soda can provided only with a dinner ticket.
Dana L has volunteered to be kitchen lead and we will provide volunteers to help her out with serving and cleaning.
Beverages and Special dessert will be sold after dinner
Vincent will MC the event and help set up/take down.
Laura G. will be taking ticket sale money and handling money at the door the day of the event
Lea P. is creating a flyer and printing tickets to sell and will have available first week of October
Event has been posted on NA website.
Rae will head up the decorating and kid's activity
We will have a Hollywood themed selfie photo backdrop and 50/50 raffle.
DJ has confirmed for 12/31/18 but has raised his fee to **$450** due to working alone. He asked for $150 down and $300 paid on event day. He will write up a contract so we will have that on file.
We are looking into a couple of DJ's to work this event at a lower cost to the fellowwhip and within our budget. TBA at the next Area in October.
We were going to have event at the PEASE Acedemy location as it has been in previous years; although Marco who is a member of the University Church where Holland School is located where we had "Spring Thaw" is

going to speak to his pastor and see if we can't have our event there. Previously had spoken to my contact there and they wanted to charge $500. TBA by next area in October.

<u>Agenda for the day will be as follows</u>:
Doors open at 6:30pm
Dinner 7-8pm
Speakers 8-9pm
Dance 9-12:30am

Advanced ticket price will be $12
Door tickets including dinner $15
Dance only $8
Treatment/halfway clients $4 (must be given advanced notice)
"No addict turned away due to lack of funds"

***Next committee meeting will be on October 16th Perkins Golden Valley from 6-7:30pm**

Twin Cities Area Service Committee
Treasurer's Report – Erica W.
September 15, 2018

email: erica.ann.west@gmail.com
phone: 218.205.7201

Action items completed this month:

- Reconciled August 2018 checking account (see attached documentation)

Key highlights from August 2018 bank activity:

- Deposited $935.76 in group contributions
- Checks cleared from H&I Literature and PR/H&I Learning Day Supplies
- Check cleared from Unity Picnic supplies
- Two banquet checks have cleared (damage deposit and room deposit)
- Ending bank balance as of July 31, 2018 - $6,114.39
- Checks outstanding:
    - $110 for event insurance (Banquet)

Bank balance as of September 15, 2018 - $6,004.39

Respectfully submitted by: Erica West

August 2018 Treasury Summary

		AUGUST	2018 TOTAL	BUDGET 2018	BUDGET VS ACTUAL
STARTING ACCOUNT BALANCES	Activities	$2,800.00			
	Banquet	$4,560.00			
	Operations	-$543.93			
	TOTAL STARTING CASH BALANCE	***$6,816.07***			
ACTIVITIES	Spring Thaw Dance	$ -	$ 405.00	$ 1,000.00	$ (595.00)
	New Year's Eve Dance	$ -	$ 1,470.08	$ 1,200.00	$ 270.08
	ICUCNA	$ -	$ -	$ -	$ -
	ACTIVITIES PROCEED TOTAL	*$ -*	*$ 1,875.08*	*$ 2,200.00*	*$ (324.92)*
	Spring Thaw Dance	$ -	$ 600.00	$ 1,000.00	$ (400.00)
	Unity Picnic	$ 447.15	$ 581.87	$ 600.00	$ (18.13)
	New Year's Eve Dance	$ -	$ 270.08	$ 1,200.00	$ (929.92)
	ICUCNA	$ -	$ -	$ -	$ -
	ACTIVITIES EXPENSE TOTAL	*$ 447.15*	*$ 1,451.95*	*$ 2,800.00*	*$ (1,348.05)*
	ACTIVITIES NET CASH CHANGE	***-$447.15***	***$423.13***	***-$600.00***	
BANQUET	Banquet Ticket Sales	$ -	$ -	$ 3,750.00	$ (3,750.00)
	Banquet Misc.	$ -	$ -	$ -	$ -
	BANQUET PROCEED TOTAL	*$ -*	*$ -*	*$ 3,750.00*	*$ (3,750.00)*
	Banquet	$ 700.00	$ 908.39	$ 3,750.00	$ (2,841.61)
	Banquet Misc.	$ -	$ 638.00	$ -	$ 638.00
	BANQUET EXPENSE TOTAL	*$ 700.00*	*$ 1,546.39*	*$ 3,750.00*	*$ (2,203.61)*
	BANQUET NET CASH CHANGE	***-$700.00***	***-$1,546.39***	***$0.00***	
OPERATIONS	Group Contributions	$ 935.76	$ 6,345.50	$ 7,100.00	$ (754.50)
	7th Tradition Coffee	$ -	$ 15.00	$ -	$ 15.00
	Misc	$ -	$ 88.71	$ -	$ 88.71
	OPERATIONS PROCEED TOTAL	*$ 935.76*	*$ 6,449.21*	*$ 7,100.00*	*$ (650.79)*
	Executive Committee	$ -	$ 4,030.04	$ 1,100.00	$ 2,930.04
	MNRSC Contribution	$ -	$ -	$ -	$ -
	NAWS Contribution	$ -	$ -	$ -	$ -
	UMSO	$ -	$ -	$ -	$ -
	Treasurer	$ 25.00	$ 200.00	$ 400.00	$ (200.00)
	Outreach	$ -	$ -	$ -	$ -
	Literature	$ -	$ -	$ -	$ -
	P.R.	$ -	$ 2,301.29	$ 3,000.00	$ (698.71)
	H&I	$ 465.29	$ 726.64	$ 2,000.00	$ (1,273.36)
	Misc	$ -	$ -	$ -	$ -
	OPERATIONS EXPENSE TOTAL	*$ 490.29*	*$ 7,257.97*	*$ 6,500.00*	*$ 757.97*
	OPERATIONS NET CASH CHANGE	***$445.47***	***-$808.76***	***$600.00***	
	TOTAL NET CASH CHANGE	***-$701.68***	***-$1,932.02***	***$0.00***	
ACCOUNT TRANSFERS (WITHDRAWALS) AND DEPOSITS	Activities	$ -	$ (70.28)		
	Banquet	$ -	$ 406.39		
	Operations	$ -	$ (336.11)		
	TOTAL ACCOUNT TRANSFERS	$ -	$ -		
ENDING ACCOUNT BALANCES	Activities	$2,352.85			
	Banquet	$3,860.00			
	Operations	-$98.46			
	TOTAL ENDING CASH BALANCE	***$6,114.39***			
OUTSTANDING (WITHDRAWALS) AND DEPOSITS	Activities	$ -			
	Banquet	$ (110.00)			
	Operations	$ -			
	TOTAL OUTSTANDING	$ (110.00)			
AVAILABLE CASH ACCOUNT BALANCES	Activities	$2,352.85	$2,352.85	$ 2,800.00	$ (447.15)
	Banquet	$3,750.00	$3,750.00	$ 3,750.00	$ -
	Operations	-$98.46	-$98.46	$ 2,275.00	$ (2,373.46)
	TOTAL ENDING AVAILABLE CASH BALANCE	***$6,004.39***	***$6,004.39***	***$8,825.00***	***$ (2,820.61)***

* ANNUAL OPERATIONS EXPENSE BUDGET OF $6500	
x 25% prudent reserve	$ 1,625.00
x 10% contingency	$ 650.00
OPERATIONS TARGET CASH BALANCE	$ 2,275.00

August 2018 Transaction Detail

PERIOD	TYPE	ACCOUNT	CATEGORY	DESCRIPTION	CHECK / DEPOSIT DATE	WITHDRAWALS	DEPOSITS
AUGUST	PROCEED	OPERATIONS	GROUP CONTRIBUTIONS	Group Contributions - August 2018	8/21/2018		$ 935.76
		OPERATIONS Total					$ 935.76
	PROCEED Total						**$ 935.76**
	EXPENSE	OPERATIONS	TREASURER	Bank Service Charge - Positive Pay	8/31/2018	$ 25.00	
			H&I	Literature - Zach C. - UMSO	7/21/2018	$ 279.14	
				H&I/PR Learning Day - Amanda Crosier	8/18/2018	$ 186.15	
			UNITY PICNIC	Unity Picnic - supplies - Patty K.	8/18/2018	$ 447.15	
		OPERATIONS Total				$ 937.44	
		BANQUET	BANQUET	Banquet - St. Olaf Church - damage depo	5/4/2018	$ 200.00	
				Banquet - St. Olaf Church - room deposit	5/4/2018	$ 500.00	
		BANQUET Total				$ 700.00	
	EXPENSE Total					**$ 1,637.44**	
AUGUST Total						**$ 1,637.44**	**$ 935.76**
TBD	OUTSTANDING	BANQUET	BANQUET	Banquet - St. Olaf Church - event insuran	5/4/2018	$ 110.00	
		BANQUET Total				$ 110.00	
	OUTSTANDING Total					**$ 110.00**	
TBD Total						**$ 110.00**	

August 2018 Group Contributions

2018	August		2018 TOTAL
GROUP	**Contribution**	**Brought By**	**Contribution**
7-11 Group - Wednesday 8:00PM			$ 125.00
Camden Bridge NA - Thursday 6:00PM			$ 115.10
Candlelight Bakery - Wednesday 7:30			$ 194.67
Clarity NA - Friday 7:00PM	$ 185.00	Justin M	$ 382.00
Clean And Serene - Tuesday 7:00PM	$ 10.00	Duane H	$ 30.00
Clear Atmosphere - Tuesday 7:30PM			$ 75.00
Coast To Coast - Friday 7:00PM			$ 20.00
East Lake NA - Wednesday 8:00PM			$ 250.00
Fresh Start - Tuesday 8:00PM			$ 102.00
Fridays Aren't High Days 7:00 PM			$ 150.00
GLBTQ And Friends NA - Sat. 7:30PM	$ 150.00	Harold K	$ 420.00
Just For Today NA - Wednesday 8:00PM			$ 40.00
Late Night NA - Saturday 10:00PM			$ 250.00
Leading by Example - Friday 6:00PM	$ 50.00	Dwayne H	$ 463.00
More Will Be Revealed - Sunday 6:30PM	$ 20.00	James S	$ 50.00
NA By the Book - Mon 7:00PM			$ 123.00
NENA - Friday 7:00PM	$ 45.00	Joy J	$ 150.00
New Way to Live NA - Thursday 7:30PM	$ 118.76	Jesse G	$ 566.90
North Side NA - Monday 7:00PM	$ 23.00	Patti K	$ 83.00
Northwest NA - Saturday 7:00PM			$ 293.73
One Hour NA - Friday 7:00PM	$ 14.00	Scott	$ 113.00
Pleasant NA - Sunday 7:30PM	$ 150.00	Aaron L	$ 550.00
Recovering Addicts of NA - Monday 7:00PM			$ 100.00
Recovering Ladies Of The Lakes - Saturday 10:00AM			$ 20.00
Riverside NA - Thursday 7:30PM			$ 20.00
Saving Our Lives NA - Thursday 7:00PM			$ 50.00
Serenity Sunday - Sunday 6:00PM			$ 24.00
Step into Recovery - Thursday 11:00AM			$ 40.00
Stepping On Traditions - Saturday 10:00AM			$ 50.00
Sunday Morning NA - Sunday 10:30AM	$ 20.00	John B	$ 305.00
Sunday Night Anoka Men's - Sunday 7:00PM			$ 90.00
Wednesday Night Winners - Wednesday 6:30PM			$ 10.00
Young In Recovery - Friday 9:00PM	$ 150.00	Jeremy M	$ 350.00
Cash Deposit Adjustments			$ 31.00
Total Contribution and GSR's Present	**$ 935.76**	**16**	**$ 5,636.40**

Date of deposit into bank **8/21/2018**

Motion: # 285 Date: 9/15/2018

Motion:

To implement an Activities Service Team, Outreach Service Team, and ICUCNA Service Team consisting of the existing Subcommittee Chairs.

- The Activities Service Team would consist of 4 elected members (the current Committee Chairpersons for the below areas would be the initial team members). Each member's term would be 12 months and a new member would be elected each quarter. The team would designate one individual as the "Team Coordinator" and the team would be responsible for:
  - TCASC Banquet
  - Spring Thaw Dance
  - Unity Picnic
  - New Year's Eve Dance
- The Outreach Service Team would consist of 4 elected members (the current Committee Chairpersons for the below areas would be the initial team members). Each member's term would be 12 months and a new member would be elected each quarter. The team would designate one individual as the "Team Coordinator" and the team would be responsible for:
  - PR
  - H&I
  - Outreach
  - Literature
- The ICUCNA Service Team would consist of 2 elected members (the current ICUCNA Liaison would be the initial team member, an additional team member will need to be elected). Each member's term would be 12 months and a new member would be elected every 6 months. The team would designate one individual as the "Team Coordinator" and the team would be responsible for:
  - TCASC to ICUCNA Liaison

In January 2019, all current Committee Chairpersons will be transitioned to Team Members. They will then decide during which quarter of the year in 2019 they would like their commitment to be up for election.

See Attached Proposed Bylaw Revisions:

- ARTICLE EIGHT
- ARTICLE NINE
- ARTICLE ELEVEN

Intent:

1) To transition the TCASC Service Structure to a more "project-based approach" rather than a "committee-based approach."
2) To further our primary purpose, providing better continuity of service from year to year and increasing the TCASC's ability to reach the still suffering addict with our service efforts.
3) To implement teams with rotating members, in order to avoid vacancies in any one area of service and allow for better carry-over of information from year to year.
4) To combine the current service committees of the TCASC into teams for better support of all areas of service, embracing the "we" of the program.

Financial Impact:

None

Proposed Funding Mechanism:

None

Maker of Motion: Service Structure Ad Hoc Committee 2nd of Motion: Ned M.

Vote: in favor: ________ opposed: ______ undecided: ____________________

Motion – pass or fail

ARTICLE EIGHT PROPOSED LANGUAGE

MOTION #285 (continued)

Article Eight Existing Language:

Nominating & Election Procedures

UNCHANGED

8.1 Nominations for any office shall be open to all members of NA who meet the requirements for that office as stated in Articles Eleven and Twelve of this document.

8.2 All nominees must be present at the time of nomination and election to a position.

8.3 If an office is vacated prior to the expiration of the term of office, temporary elections may be held to fill the position until the next regularly scheduled election for that office.

8.4 Co-Chair or RCM Alternate shall not automatically assume the position for which they are Alternates. Other nominees will be given an opportunity.

8.5 Nominations and elections of Officers as listed in Article Eleven shall be held as follows:

1) *Chair and Co-Chair……………………………...October*
2) *Treasurer and Co-Treasurer……………………....July*
3) *Secretary and Co-Secretary……………………....January*
4) *RCM and RCM Alternate……………………….April*
5) *Policy…………………………….……………….September*

8.6 Nominations and elections of Committee Chairs as listed in Article Twelve shall be held as follows:

1) *Public Relations……………………………….February*
2) *Hospitals and Institutions………………………..September*
3) *Outreach………………………………………....October*
4) *Literature………………………………………......May*
5) *ICUCNA Liaison………………………………..November*
6) *Banquet…………………………………………..November*
7) *Spring Thaw Dance…………………………..........December*
8) *Unity Picnic……………………………………...April*
9) *New Year’s Eve Dance…………………………..October*

Article Eight Revised Language:

Nominating & Election Procedures

UNCHANGED

8.1 Nominations for any position shall be open to all members of NA who meet the requirements for that position as stated in Articles Eleven and Twelve of this document.

8.2 All nominees must be present at the time of nomination and election to a position.

8.3 If a position is vacated prior to the expiration of the term of that position, temporary elections may be held to fill the position until the next regularly scheduled election for that position.

8.4 Co-Chair or RCM Alternate shall not automatically assume the position for which they are Alternates. Other nominees will be given an opportunity.

8.5 Nominations and elections of Officers as listed in Article Ten shall be held as follows:

1) Chair and Co-Chair……………………………...October
2) Treasurer and Co-Treasurer……………………...July
3) Secretary and Co-Secretary……………………...January
4) RCM and RCM Alternate……………………….April
5) Policy…………………………….………………September

8.6 Nominations and elections of Service Team Members as listed in Article Eleven shall be held as follows:

1) Activities Service Team
    a. Team Member A – January
    b. Team Member B – April
    c. Team Member C – July
    d. Team Member D – October
2) Outreach Service Team
    a. Team Member A – January
    b. Team Member B – April
    c. Team Member C – July
    d. Team Member D – October
3) ICUCNA Liaison Team
    a. Liaison A – October
    b. Liaison B – April

ARTICLE NINE PROPOSED CHANGES

Article Nine Existing Language:

Committees and Removal of Committee Chairpersons

9.1 Committees are directly responsible to the TCASC. Newly proposed Committees shall be Ad-Hoc Committees until guidelines are established. Responsibilities of these Committees must be clearly defined to ensure that they fulfill the purpose for which they are created.

9.2 The TCASC shall approve and oversee the implementation of guidelines for each Committee it creates.

9.3 Every Committee shall carry out its work in accordance with the Twelve Traditions and the Twelve Concepts of NA Service.

9.4 The TCASC may remove any elected Committee Chair who has not been present for two (2) consecutive TCASC's or has been found unfit as determined by the TCASC as a whole. No Committee Chair may be removed without cause.

9.5 A two-thirds (2/3) majority vote of the quorum shall be required to remove a Committee Chairperson.

9.6 Standing Committees include:

1) *Public Relations*
2) *Hospitals and Institutions*
3) *Literature*
4) *Banquet*
5) *Spring Thaw Dance*
6) *Unity Picnic*
7) *New Year's Eve Dance*
8) *Outreach/Additional Needs*

Article Nine Revised Language:

Service Teams and Removal of Service Team Members

9.1 Service Teams are directly responsible to the TCASC. The primary responsibilities of these Service Teams are defined to ensure that they fulfill the purpose for which they are created. The service teams may propose additional responsibilities for approval by the TCASC executive committee as necessary.

9.2 The TCASC shall approve and oversee the implementation of guidelines for each Service Team it creates.

9.3 Every Service Team shall carry out its work in accordance with the Twelve Traditions and the Twelve Concepts of NA Service.

9.4 The TCASC Executive Committee may remove any elected Service Team Member who has not been present for two (2) consecutive Service Team meetings or has been found unfit as determined by the TCASC as a whole. No Service Team Member may be removed without cause.

9.5 A Service Team Member may not serve more than two (2) consecutive terms.

9.6 Service Teams include:

1) Activities Service Team
    a. Banquet
    b. Spring Thaw Dance
    c. Unity Picnic
    d. New Year's Eve Dance
2) Outreach Service Team
    a. Public Relations
    b. Hospitals and Institutions
    c. Literature
    d. Outreach/Additional Needs
3) ICUCNA Liaison Team
    a. ICUCNA Liaisons

ARTICLE ELEVEN PROPOSED CHANGES

Article Eleven Existing Language:

Committee Descriptions

11.1 REQUIREMENTS of the Public Relations (PR) Chair include:

1) *A minimum of eighteen (18) months abstinence from all drugs.*
2) *Previous PR field service experience or PR Committee involvement.*
3) *Willingness and ability to communicate with PR Committee members, volunteers and the general public including the media.*
4) *Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.*
5) *If handling any TCASC funds or merchandise, the PR Chair must sign the TCASC Financial Responsibility Policy Agreement Form.*

*11.2 DUTIES of the PR Chair include: (**11.2 CHANGED PER MOTION 284, PASSED ON 7/21/18)***

1) *TCA Webmaster to be part of the PR subcommittee and maintain/manage Metro Meeting list.*
2) *Actively recruit new members to committee.*
3) *Staff multiple conferences throughout the calendar year in an effort to be available for professionals touching addicts and the potential addict. This may include: organizing a schedule of volunteers, ordering literature, managing a budget, volunteering his/her time, communicating with MN Region's PR team, collaborating with several service teams in local area service bodies.*
4) *Meet monthly to collaborate with PR committee members and H&I committee members to further efforts of Twin Cities Area to the still suffering addict.*
5) *Draw ideas from the NAWS Public Relations Handbook for reference to local efforts that can be provided annually, bi-annually, quarterly, i.e. PR Letters, PR Presentations, PR Workshops.*
6) *Help to foster a spirit of unity within the multi-faceted area of the Minnesota Region by participating in educational learning workshops, learning days, trainings.*
7) *In a timely manner, respond to emails sent to info.tca@naminnesota.org that pertain to Public Relations, and if not applicable, assist in directing emails to the appropriate individual(s) if possible.*
8) *Attend Executive Committee meetings prior to each TCASC.*
9) *Use creative action to reach individuals based on attraction rather than promotion.*
10) *Provide a written and verbal report at each TCASC to inform members of the service body about TCA PR efforts.*
11) *Proactively follow up from conference/convention lists of professionals interested in presentations of Narcotics Anonymous Public Relations in their facility. Create relationships where possible, maintain and sustain existing relationships with facilities.*

11.3 REQUIREMENTS of the Hospitals and Institutions (H&I) Chair include:

1) *A minimum of eighteen (18) months abstinence from all drugs.*
2) *Previous H&I field service experience or H&I Committee involvement.*
3) *Willingness and ability to communicate with H&I Committee members and other H&I Committees at all levels of service.*
4) *Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.*
5) *If handling any TCASC funds or merchandise, the H&I Chair must sign the TCASC Financial Responsibility Policy Agreement Form.*

11.3 DUTIES of the H&I Chair include:

1) *Keep a current list of standing group H&I Committees within the TCASC.*
2) *Have available at each TCASC, a current detailed list of active H&I commitments and their status within the TCASC.*
3) *Willingness and ability to communicate with H&I Committee members at all levels of service. Maintain contact with applicable members at the Regional level of service.*
4) *Work with the TCASC and groups to organize H&I workshops and other H&I learning awareness events.*
5) *Communicate with the PR Chair to maintain close coordination between H&I and PR.*
6) *Actively recruit Committee members.*
7) *Plan and facilitate regular meetings of the Committee and announce them at each TCASC.*
8) *Attend the Executive Committee meeting prior to each TCASC.*

11.4 REQUIREMENTS of the Literature Chair include:

1) *A minimum of eighteen (18) months abstinence from all drugs.*
2) *Must have access to a computer or word processor.*
3) *Willingness and ability to communicate with Literature Committee members at all levels of service.*
4) *Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.*

5) *If handling any TCASC funds or merchandise, the Literature Chair must sign the TCASC Financial Responsibility Policy Agreement Form.*

11.5 *DUTIES of the Literature Chair include:*

1) *Obtain all new material from the World Service Conference through appropriate channels at the Regional and World level of service.*
2) *Organize and facilitate reviews by the Literature Committee.*
3) *Record comments and suggestions, by Committee members, regarding proposed literature and return them, in a timely fashion, to the WSC via appropriate channels.*
4) *Maintain contact with applicable members at the Regional level of service.*
5) *Serve as a resource to the TCASC member groups, Committees and Officers for review of any guidelines or By-Laws.*
6) *Actively recruit Committee members.*
7) *Plan and facilitate regular meetings of the Committee and announce them at each TCASC.*
8) *Attend the Executive Committee meeting prior to each TCASC.*

11.6 *REQUIREMENTS of the TCASC/ICUCNA Liaison include:*

1) *A minimum of two (2) years abstinence from all drugs.*
2) *Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.*
3) *The time and willingness to attend all scheduled meetings of TCASC and the ICUCNA Board of Directors.*
4) *If handling any TCASC funds or merchandise, the TCASC/ICUCNA Liaison must sign the TCASC Financial Responsibility Policy Agreement Form.*

11.7 *DUTIES of the TCASC/ICUCNA Liaison include:*

1) *To present a written report at each Area outlining ICUCNA activities, concerns, and requests.*
2) *To carry the TCASC conscious to the ICUCNA. To work towards the bonds of communications and unity between the TCASC and ICUCNA.*
3) *Attend each TCASC and ICUCNA monthly meetings.*
4) *Attend the Executive Committee meeting prior to each TCASC.*

11.8 *REQUIREMENTS of the Banquet Chair include:*

1) *A minimum of eighteen (18) months abstinence from all drugs.*
2) *Previous field service experience with the Banquet, Activities Committee or life experience with planning large events.*
3) *Willingness and ability to communicate with vendors, caterers, facilities, and other service providers needed to produce the event.*
4) *Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.*
5) *If handling any TCASC funds or merchandise, the Banquet Chair must sign the TCASC Financial Responsibility Policy Agreement Form (FRPAF).*
6) *Must ensure that all persons handling TCASC Banquet funds, merchandise, and/or tickets have signed the FRPAF and that it is on file in the TCASC files; must ensure that all forms tracking Banquet merchandise and funds conform to the FRPAF.*

11.9 *DUTIES of the Banquet Chair include:*

1) *Plan and execute the annual TCASC Banquet which will be held as a stand-alone function not to be held in congruence with any other event or convention.*
2) *Specific duties include, but are not limited to: Coordination of fundraisers, ticket production and sales, t-shirt design and sales, location selection and coordination, catering, music and event publicity.*
3) *Coordinate fundraisers with the TCASC Activities Committee Chair.*
4) *Coordinate with the TCASC Treasurer to maintain accurate and timely records of all financial transactions related to the TCASC Banquet.*
5) *Utilizing the final analysis of the previous Banquet, provided by the out-going Banquet Chair, develops a budget for submission at the February TCASC.*
6) *Communicate with the MNNAC Board of Directors (B.O.D.) for insight and advice.*
7) *Actively recruit Committee members.*
8) *Plan and facilitate regular meetings of the Committee and announce them at each TCASC.*
9) *Attend the Executive Committee meeting prior to each TCASC.*

11.10 *REQUIREMENTS of the Spring Thaw Dance Chair:*

1) *A minimum of eighteen (18) months abstinence from all drugs.*
2) *Previous field service experience with the Banquet, Convention Committee, or life experience with planning events and fundraisers.*
3) *Willingness and ability to communicate with community members at all levels of service, vendors, facilities and other services needed to produce events.*

4) *Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.*
5) *Must sign the TCASC Financial Responsibility Policy Agreement Form (FRPAF) and ensure that all persons handling TCASC Activities funds, merchandise, and/or tickets have signed the FRPAF and that it is on file in the TCASC files; must ensure that all forms tracking TCASC Activities funds and merchandise conform to the FRPAF.*

11.11 DUTIES of the Spring Thaw Dance Chair include:

1) *Plan and execute the "Big Thaw the first weekend in March it shall be a MNNAC Awareness event and any profits will be donated to MNNAC. This event should offer an NA Speaker and should be budgeted to break even with less than $1000.00 in expenditures.*
2) *Turn all funds over to the TCASC Treasurer within 48 hours following an event. The Treasurer will give you a receipt.*
3) *Provide the Treasurer and the Secretary with an accurate financial accounting of the event at the next TCASC.*
4) *Actively recruit Committee members.*
5) *Schedule meetings of the Committee and announce them at the TCASC.*
6) *Attend the Executive Committee meeting prior to each TCASC.*

11.12 REQUIREMENTS of the Unity Picnic Chair:

1) *A minimum of eighteen (18) months abstinence from all drugs.*
2) *Previous field service experience with the Banquet, Convention Committee, or life experience with planning events and fundraisers.*
3) *Willingness and ability to communicate with community members at all levels of service, vendors, facilities and other services needed to produce events.*
4) *Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service*

11.13 DUTIES of the Unity Picnic Chair include:

1) *Plan and execute the "Unity Picnic" during the summer. This event should offer food in an outdoor setting. An atmosphere of recovery and unity must be a priority. This event should be budgeted to spend no more than $500.00. No proceeds are collected. Other events in other Areas that would conflict with attendance must be considered when choosing a date. Anything that would complement the picnic should also be considered*
2) *Turn all funds over to the TCASC Treasurer within 48 hours following an event. The Treasurer will give you a receipt.*
3) *Provide the Treasurer and the Secretary with an accurate financial accounting of the event at the next TCASC.*
4) *Actively recruit Committee members.*
5) *Schedule meetings of the Committee and announce them at the TCASC.*
6) *Attend the Executive Committee meeting prior to each TCASC.*

11.14 REQUIREMENTS of the New Year's Eve Chair:

1) *A minimum of eighteen (18) months abstinence from all drugs.*
2) *Previous field service experience with the Banquet, Convention Committee, or life experience with planning events and fundraisers.*
3) *Willingness and ability to communicate with community members at all levels of service, vendors, facilities and other services needed to produce events.*
4) *Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service*

11.15 DUTIES of the New Year's Eve Chair include:

1) *Plan and execute the "New Year's Eve Dance" on December 31st. This event should have an NA Speaker and should be budgeted to earn at least $1,000.00 and any profit will be donated to the TCA Inner Cities Unity Convention. The facility must be reserved by the October TCASC but should be reserved as early as possible. The facility should accommodate at least 300 and have a food preparation and service area. Work with PR to announce the event to facilities.*
2) *Turn all funds over to the TCASC Treasurer within 48 hours following an event. The Treasurer will give you a receipt*
3) *Provide the Treasurer and the Secretary with an accurate financial accounting of the event at the next TCASC.*
4) *Actively recruit Committee members.*
5) *Schedule meetings of the Committee and announce them at the TCASC.*
6) *Attend the Executive Committee meeting prior to each TCASC.*

11.16 REQUIREMENTS of the Outreach Chair include:

1) *A minimum of eighteen (18) months abstinence from all drugs.*
2) *Willingness and ability to travel to NA groups in the TCASC geographic region.*

3) *Willingness and ability to communicate with TCASC member groups.*
4) *Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.*
5) *If handling any TCASC funds or merchandise, the Outreach Chair must sign the TCASC Financial Responsibility Policy Agreement Form.*

11.17 DUTIES of the Outreach Chair include:

1) *Act as liaison between NA groups in the Twin Cities geographic region and the TCASC.*
2) *Use the resources of the TCASC and its member groups to provide support to NA groups in need.*
3) *Maintain contact with applicable members at the Regional level of service*
4) *Actively recruit Committee members.*
5) *Plan and facilitate regular meetings of the Committee and announce them at each TCASC.*
6) *Attend the Executive Committee meeting prior to each TCASC.*

<u>Article Eleven Revised Language:</u>

Service Team Descriptions

11.1 REQUIREMENTS of the Activities Service Team Members include:

1) A minimum of eighteen (18) months abstinence from all drugs.
2) Previous field service experience with the Banquet, Activities Committee or life experience with planning large events.
3) Must have a phone, access to a computer, and an e-mail account.
4) Willingness and ability to communicate with vendors, caterers, facilities, and other service providers needed to produce the event.
5) Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.
6) If handling any TCASC funds or merchandise, the Team Member must sign the TCASC Financial Responsibility Policy Agreement Form (FRPAF).
7) Must ensure that all persons handling TCASC funds, merchandise, and/or tickets have signed the FRPAF and that it is on file in the TCASC files; must ensure that all forms tracking merchandise and funds conform to the FRPAF.

11.2 DUTIES of the Activities Service Team include:

1) TCASC Banquet
    a. Plan and execute the annual TCASC Banquet which will be held as a stand-alone function not to be held in congruence with any other event or convention.
    b. Specific duties include, but are not limited to: Coordination of fundraisers, ticket production and sales, t-shirt design and sales, location selection and coordination, catering, music and event publicity.
    c. Utilizing the final analysis of the previous Banquet, provided by the out-going Banquet Team Member, develops a budget for submission at the February TCASC.
    d. Communicate with the MNNAC Board of Directors (B.O.D.) for insight and advice.
2) Spring Thaw Dance
    a. Plan and execute the “Big Thaw Dance” the first weekend in March, it shall be a MNNAC Awareness event and any profits will be donated to MNNAC. This event should offer an NA Speaker and should be budgeted to break even with less than $1000.00 in expenditures.
3) Unity Picnic
    a. Plan and execute the “Unity Picnic” during the summer. This event should offer food in an outdoor setting. An atmosphere of recovery and unity must be a priority. This event should be budgeted to spend no more than $500.00. No proceeds are collected. Other events in other Areas that would conflict with attendance must be considered when choosing a date. Anything that would complement the picnic should also be considered
4) New Year’s Eve Dance:
    a. Plan and execute the “New Year’s Eve Dance” on December 31st. This event should have an NA Speaker and should be budgeted to break even with less than $1000.00 in expenditures and any profit will be donated to the TCA Inner Cities Unity Convention. The facility must be reserved by the October TCASC but should be reserved as early as possible. The facility should accommodate at least 300 and have a food preparation and service area. Work with PR to announce the event to facilities.
5) Designate one Team Member to be the Activities Service Team Coordinator.
6) Meet as a team no less than once a month outside of the TCASC monthly meeting.
7) Work as a team to provide a strategic and coordinated approach to TCASC Activities as outlined above.
8) Actively recruit team members.

11.3 DUTIES of the Activities Service Team Coordinator

1) Schedule meetings of the Activities Service Team and announce them at the TCASC.

2) Attend the Executive Committee meeting prior to each TCASC as well as the TCASC.
3) Provide a written report of the team's current priorities and action items for the monthly TCASC meeting, to be included with the Secretary's minutes.
3) Coordinate with the TCASC Treasurer to maintain accurate and timely records of all financial transactions related to the TCASC Activities.
4) Turn all funds over to the TCASC Treasurer within 48 hours following an event. The Treasurer will give you a receipt.
5) Provide the Treasurer and the Secretary with an accurate financial accounting of the event at the next TCASC.

11.4 REQUIREMENTS of the Outreach Service Team Members include:

1) A minimum of eighteen (18) months abstinence from all drugs.
2) Previous PR field service experience or PR Committee involvement, previous H&I field service experience or H&I Committee involvement, previous Outreach field service experience or Outreach Committee involvement, or previous Literature Committee involvement.
3) Must have a phone, access to a computer, and an e-mail account.
4) Willingness and ability to travel to NA groups in the TCASC geographic region, to communicate with other service team members, volunteers and the general public including the media, and to communicate with TCASC member groups.
5) Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.
6) If handling any TCASC funds or merchandise, the Outreach Service Team Members must sign the TCASC Financial Responsibility Policy Agreement Form (FRPAF).

11.5 DUTIES of the Outreach Service Team include:

1) Public Relations (PR)
    a. TCA Webmaster to be part of the Outreach Service Team and maintain/manage Metro Meeting list.
    b. Staff multiple conferences throughout the calendar year in an effort to be available for professionals working with addicts and the potential addict. This may include: organizing a schedule of volunteers, ordering literature, managing a budget, volunteering his/her time, communicating with MN Region's PR team, collaborating with several service teams in local area service bodies.
    c. Meet monthly to collaborate with Outreach Service Team members to further efforts of Twin Cities Area to the still suffering addict.
    d. Draw ideas from the NAWS Public Relations Handbook for reference to local efforts that can be provided annually, bi-annually, quarterly, i.e. PR letters, PR presentations, PR workshops.
    e. Help to foster a spirit of unity within the multi-faceted area of the Minnesota Region by participating in educational learning workshops, learning days, trainings.
    f. In a timely manner, respond to emails sent to info.tca@naminnesota.org that pertain to Public Relations, and if not applicable, assist in directing emails to the appropriate individual(s) if possible.
    g. Attend Executive Committee meetings prior to each TCASC.
    h. Use creative action to reach individuals based on attraction rather than promotion.
    i. Provide a written and verbal report at each TCASC to inform members of the service body about TCA PR efforts.
    j. Proactively follow up from conference/convention lists of professionals interested in presentations of Narcotics Anonymous Public Relations in their facility. Create relationships where possible, maintain and sustain existing relationships with facilities.
2) Hospitals and Institutions (H&I)
    a. Keep a current list of standing group H&I commitments within the TCASC.
    b. Have available at each TCASC, a current detailed list of active H&I commitments and their status within the TCASC.
    c. Willingness and ability to communicate with H&I team members at all levels of service. Maintain contact with applicable members at the Regional level of service.
    d. Work with the TCASC and groups to organize H&I workshops and other H&I learning awareness events.
3) Outreach
    a. Act as liaison between NA groups in the Twin Cities geographic region and the TCASC.
    b. Use the resources of the TCASC and its member groups to provide support to NA groups in need.
4) Literature
    a. Obtain all new material from the World Service Conference through appropriate channels at the Regional and World level of service.
    b. Organize and facilitate reviews by the Outreach Team.
    c. Record comments and suggestions, by team members, regarding proposed literature and return them, in a timely fashion, to the WSC via appropriate channels.

5) Designate one Team Member to be the Outreach Service Team Coordinator.
6) Meet as a team no less than once a month outside of the TCASC monthly meeting.
7) Work as a team to provide a strategic and coordinated approach to PR, H&I, Outreach, and Literature duties as outlined above.
8) Serve as a resource to the TCASC member groups, Service Teams, and Officers for review of any guidelines or By-Laws.
9) Actively recruit additional members to attend Service Team meetings and participate in service efforts.
10) Plan and facilitate regular PR, H&I, Outreach, and Literature team meetings and announce them at each TCASC.

11.6 DUTIES of the Outreach Service Team Coordinator

1) Schedule meetings of the Outreach Service Team and announce them at the TCASC.
2) Attend the Executive Committee meeting prior to each TCASC as well as the TCASC.
3) Provide a written report of the team's current priorities and action items for the monthly TCASC meeting, to be included with the Secretary's minutes.
3) Coordinate with the TCASC Treasurer to maintain accurate and timely records of all financial transactions related to the Outreach Service Team.
4) Maintain contact with applicable members at the Regional level of service.

11.7 REQUIREMENTS of the TCASC/ICUCNA Liaison Team include:

1) A minimum of two (2) years abstinence from all drugs.
2) Must have working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA Service.
3) The time and willingness to attend all scheduled meetings of TCASC and the ICUCNA Board of Directors.
4) If handling any TCASC funds or merchandise, the TCASC/ICUCNA Liaisons must sign the TCASC Financial Responsibility Policy Agreement Form (FRPAF) .

11.8 DUTIES of the TCASC/ICUCNA Liaison Team include:

1) To present a written report at each TCASC outlining ICUCNA activities, concerns, and requests.
2) To carry the TCASC conscious to the ICUCNA. To work towards the bonds of communications and unity between the TCASC and ICUCNA.
3) Designate one team member to be the ICUCNA Liaison Team Coordinator.
4) Attend each TCASC and ICUCNA monthly meetings.
5) Attend the Executive Committee meeting prior to each TCASC.

Gmail

Jackson Otto <jacksondellotto@gmail.com>

TCASC September 2018 Bullet Points

Jackson D. Otto <jacksondellotto@gmail.com> Sat, Sep 15, 2018 at 3:15 PM

Hello!

This is a summary of the most important information from today's Twin Cities Area Service Committee (TCASC) meeting to share with your groups. Full minutes and supplemental materials will be sent within the next two weeks.

Upcoming Events:

- **TCA Banquet** "Beyond Our Wildest Dreams" - September 29, St Olaf Church, 215 S 8th St, Minneapolis @ 7 PM - 11 PM
- **New Year's Eve Dance** - December 31, location and time TBD

Subcommittee Meetings:

- **Public Relations** - (3rd Tues) 9/18/18, Sabathani Community Center, Room 218 @ 6 PM - 7 PM
- **Hospital & Institutions** - (3rd Tues) 9/18/18, Sabathani Community Center, Room 218 @ 7 PM - 8 PM
- **Banquet** - Looking for setup and tear-down volunteers, contact Emily V. @ (605) 951-8828
- **Inner City Unity Convention of NA (ICUCNA)** - (2nd Sun) 10/14/18, Calvary Church @ 1:30 PM - 3 PM
- **New Year's Eve** - 10/16/18, Perkins, 6920 Wayzata Blvd, Golden Valley @ 6:00 PM – 7:30 PM

Motions to be voted on in October:

- **#285**: To implement an Activities Service Team, Outreach Service Team, and ICUCNA Service Team consisting of the existing Subcommittee Chairs.

Positions to be elected in October:

- **Chair**
- **Co-Chair**
- **Outreach Chair**

Positions filled in September:

- **H&I Chair** - Zach C.
- **Co-Secretary** - Bernie S.

Next TCASC Meeting - (3rd Saturday) 10/20/18, Sabathani Community Center, Conference Room J @ 11 AM - 2 PM

Let me know if you have any questions!

With gratitude,
Jackson

Executive Meeting at 10:00am prior to Area Service Conference

Open (*11:00am*)

- *Serenity Prayer*
- **Readings:**
  - *12 Steps*
  - *12 Traditions*
  - *12 Concepts*
  - *A Vision for NA Service*
- **Introductions and Verify Quorum**
  - [Avg. GSRs in attendance past 3 months] x 2/3 = 13
- **Welcome Newcomers**
  - Introductions and distribution of Welcome Packets
- **Review and Accept August Minutes**
- **Announce Agenda**

Spotlight Presentation: Chair – Vaughn G.

Open Forum

- Group successes/needs, questions, ideas, open discussion

Break (*Discretionary*)

Officer Reports:

1. Chair – Vaughn G.
2. Co-Chair – Aaron L.
3. Secretary – Jackson O.
4. Co secretary – *Open*
5. Treasurer – Erica W.
6. Co-Treasurer – Mark S.
7. Policy – John B.
8. RCM – Saralyn H.
9. RCMA – Alex A.

Committee Reports:

1. Outreach – Patty K.
2. ICUCNA – Derek B.
3. Literature – Jesse G.
4. H&I – Zach C.
5. Public Relations – Sammer E.
6. Unity Picnic – *Vacant*
7. Banquet – Emily V.
8. New Year's Eve – Pam S.

Old Business:

- None

New Business:

- Motion #285 (Service Teams)
- Open Positions:
  1. H&I Chair
  2. Co-Secretary

If you have new business to discuss, please let us know. You may also come to the Executive Committee meeting at 10:00am before the regular TCA Service Conference to introduce new motions.

Adjourn (*by 2:00pm*)

- *Gratitude Prayer*