



Countdown to Convention.....



Clear Message

Celebration
Celebration

Workshops

Fellowshipping

UNITY

Minutes for Area Service Committee Meeting held on September 13, 2009

Next ASC will be held on October 11, 2009
at
Englewood Community Center
6125 La Costa Drive
Orlando, FL
Beginning at 1:00 P.M.

Did You Know..... There will be a GSR Orientation at 12:30 pm prior to ASC in October?

Did You Know..... There were more than 7 new GSR/GSR Alternates at last ASC?

Did You Know..... Literature Distribution times have changed?

Literature Distribution is prior to ASC; from 12:30 pm to 1:00 pm, or after ASC



GOASCNA Agenda October 2009

Literature Distribution (12:30-1:00)

Call to Order (1:00)

- Moment of silence followed by the Serenity Prayer
- Readings: GOASCNA Purpose, 12 Traditions and 12 Concepts
- Roll call
- Recognition of new Groups/GSRs

Reports

- Secretary's Report - motion to accept
- Treasurer's Report - motion to accept
- Subcommittee Reports
 - Activities
 - Helpline
 - H&I
 - PR
 - Unidos
 - Web Page

Sharing Session-Open Floor (2:30 - 3:00)

- Topics
 - Ad-Hoc Reports
 - FRC Support - Ben
 - Ad-hoc on Policy/Parliamentary Procedure (Ben L.)
 - Group Reports
 - Administrative:
 - RCM
 - Literature Distributor
 - Chair

Old Business

- Motions from **last** Area, i.e. tabled to groups, next ASC, etc.
- Elections (any open positions)

New Business

- New Motions for the next ASC (November 2009)

Announcements and Close

G.O.A.S.C.N.A. MINUTES

September 13, 2009

Location: Englewood Community Center
6125 LaCosta Dr., Orlando, FL

Opened Meeting: 1:00 pm; (Serenity prayer, Traditions, Concepts, Purpose)

Welcomed new groups: Living The Program (☺welcome back!)

Roll Call: 21 Groups Present, 18 Groups Voting

Secretary Report

Motion #0909001: To accept the August 2009 Minutes.

Maker and Second: ?? and ??

Vote Results: **CARRIED** 18 YES, 0 OPPOSED, 0 ABSTENTIONS

Treasurer Report**

Motion #0909002: To accept the August 2009 Treasurer's Report.

Maker and Second: ???

Vote Results: **CARRIED** 17 YES, 1 OPPOSED, 0 ABSTENTIONS

SUBCOMMITTEE REPORTS

- Activities
- Helpline
- Hospitals & Institutions
- Public Relations
- Unidos en Recuperación
- Webpage
- FRCNA Support Committee

AD-HOC REPORTS

- Ad-hoc of Meeting Lists (Disbanded at end of business)
- Ad-hoc on Hearing Impaired (Disbanded at end of business)
- Ad-hoc on Policy

GROUP REPORTS

ADMINISTRATIVE REPORTS

- RCM
- Chair

OPEN FLOOR TOPICS

- Participation at Region
- Unity Among Groups
- Service In Our Area
- Hearing Impaired - ASL

ELECTIONS: Open positions were announced. No nominations

OLD BUSINESS

A straw poll was taken to donate Spanish Literature (IP's) to the Unidos En Recuperación Convention.

Vote Results: 17 Yes, 0 Opposed, 1 Abstention

Motion #0908004: To accept attached Activities "Speaker Jam" at Horse World budget/checklist

Maker and Second: Activities Sub Committee **and** United We Stand

Intent: For Activities Sub Committees to gain the approval of the ASC to go ahead with the planned activity according to the attached budget/checklist per policy.

Vote Results: **To be considered at the September ASC (TTG) Returned: CARRIED 16 Yes, 0 Opposed, 1 Abstention**

Motion #0908006: To implement a PayPal donate button on the GOASCNA website. With the following disclaimer-“ We need to remind everyone that in keeping with our 7th Tradition which states “every NA group ought to be fully self supporting, declining outside contributions” we can only accept contributions from NA members.”

Maker and Second: We Page Chair **and** Young and Free

Intent: To open up another avenue for receiving donations and to make donating more accessible to more addicts in keeping with our 7th Tradition. (*Included in these minutes is a copy of the findings of the Web Page Sub committee.*)

Vote Results: **To be considered at the September ASC (TTG) Returned: CARRIED 9 Yes, 4 Opposed, 4 Abstentions**

NEW BUSINESS

Motion #0909003: To distribute all English and Spanish copies of “Self-Support: Principle & Practice” to the groups in attendance at the end of Oct. ASC.

Maker and Second: H&I **and** Learning To Live

Intent: To ensure GOASCNA does not have out-of-date literature in our inventory when the newly revised “Self-Support...” IP becomes available in 2010.

Vote Results: **TABLED TO GROUPS (TTG)**

Open Positions

ASC Alt Secretary

ASC Alt Treasurer

ASC Alt Lit Distributor

Activities Vice Chair

H&I Vice Chair

PR Chair

PR Vice Chair

Webpage Vice Chair

FRCNA Support Committee Members (Entertainment-2, Hospitality-1, Marathon-2, Merchandise-2, Programming-1, Registration-2)

(Dennis J. – Programming, Ricky J. – Hospitality)

See contact sheet for details.

CLOSED MEETING

REPORT SUBMITTED TO AREA SECRETARY:
September 16, 2009

ASC MEETING DATE:
September 13, 2009

DEPOSITS

Date Received	Check #	Homegroup Name	Literature Order	Area Donation	Check Amount
09/13/09	1009	A Train To Somewhere	\$ 11.72	\$ 92.87	\$ 104.59
09/13/09		Alive & Kickin			\$ -
09/13/09	1083/5	Believing in Miracles	\$ 137.86	\$ 164.63	\$ 302.49
09/13/09	9069	Changing Through the Steps		\$ 31.00	\$ 31.00
09/13/09		Circle of Hope			\$ -
09/13/09	9033	Eastside Recovery	\$ 201.74	\$ 56.22	\$ 257.96
09/13/09		Friday Night Live			\$ -
09/13/09	8957	Give It Up		\$ 76.20	\$ 76.20
09/13/09	1048	How to Live	\$ 1.93	\$ 32.17	\$ 34.10
09/13/09		Just For Today			\$ -
09/13/09		Keep it in the Steps			\$ -
09/13/09		Kissimmee Connection			\$ -
09/13/09	833/4	Learning To Live	\$ 90.16	\$ 131.26	\$ 221.42
09/13/09		Literature to Live by			\$ -
09/13/09	5548	Man To Man	\$ 24.42	\$ 21.58	\$ 46.00
09/13/09	3936	Man Up In Recovery	\$ 55.61		\$ 55.61
09/13/09		Miracle at Noon			\$ -
09/13/09		Miracles of Faith			\$ -
09/13/09	9351	NA The Only Game in Town	\$ 8.79	\$ 93.21	\$ 102.00
09/13/09		New Beginnings			\$ -
09/13/09		R.A.W. in Carver Shores			\$ -
09/13/09		R.A.W. Ready and Willing			\$ -
09/13/09		Rainbow Recovery			\$ -
09/13/09		Recovery at Pleasant Hill			\$ -
09/13/09		Recovery in Pine Hills			\$ -
09/13/09		Recovery in the White House			\$ -
09/13/09	172	Recovery Matters		\$ 62.81	\$ 62.81
09/13/09		Solo Por Hoy			\$ -
09/13/09		Soul Food @ Noon			\$ -
09/13/09		Steppin into Freedom			\$ -
09/13/09		Still Working on It			\$ -
09/13/09	985	Sunday Skool	\$ 63.74	\$ 56.26	\$ 120.00
09/13/09		Surrender			\$ -
09/13/09		The Eatonville Group			\$ -
09/13/09		The NA Way			\$ -
09/13/09		The Primary Purpose Group			\$ -
09/13/09	4676/7	Un Nuevo Amanecer	\$ 4.79	\$ 61.93	\$ 66.72
09/13/09		United We Stand			\$ -
09/13/09		Wednesday Night in Washington Shores			\$ -
09/13/09		Work in Progress Group			\$ -
09/13/09		X-Hale			\$ -
09/13/09	1334/5	Young and Free	\$ 68.06	\$ 47.40	\$ 115.46
					\$ -
TOTAL HOMEGROUP DEPOSITS:			\$668.82	\$927.54	\$1,596.36

Date	Check #	Name:	Literature Order	Area Donation	Check Amount
	JE	H & I	\$ 268.06		\$ 268.06
09/13/09	4225	Activities - World Unity Day		\$ 111.75	\$ 111.75
					\$ -
					\$ -
TOTAL OTHER DEPOSITS:			\$ 268.06	\$ 111.75	\$ 379.81

TOTAL DEPOSITS (HOMEGROUPS AND OTHER):			\$ 936.88	\$ 1,039.29	\$ 1,976.17
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EXPENSES

Date	Check #	Payee	Committee	Expense Type	Check Amount
08/18/09	5001	FLORIDA REGIONAL SERVICE OFFICE	LITERATURE	LITERATURE	\$ 894.97
08/18/09	5001	FLORIDA REGIONAL SERVICE OFFICE	LITERATURE	DISCOUNT	\$ (42.15)
08/18/09	5001	FLORIDA REGIONAL SERVICE OFFICE	LITERATURE	SHIPPING	\$ 57.23
08/18/09	5002	RICKY JACKSON	ACTIVITIES	RENT	\$ 25.00
08/20/09	5003	PUBLIC STORAGE	ADMIN	PUBLIC STORAGE	\$ 38.00
08/21/09	5004	FLORIDA REGIONAL SERVICE OFFICE	LITERATURE	LITERATURE	\$ 54.23
08/21/09	5004	FLORIDA REGIONAL SERVICE OFFICE	LITERATURE	SHIPPING	\$ 34.64
09/15/09	5005	AT&T	PR	AT&T	\$ 84.40
09/17/09	5006	ONEBOX	HELPLINE	CALL ROUTING	\$ 150.00
09/17/09	5007	PUBLIC STORAGE	ADMIN	PUBLIC STORAGE	\$ 38.00
09/13/09	1560	DENNISSE RIOS	ADMIN	COPIES - MINUTES	\$ 53.14
09/13/09	1560	DENNISSE RIOS	ADMIN	POSTAGE	\$ 14.64
09/13/09	1561	ANDY BERNBAUM	ACTIVITIES	EVENT - WORLD UNITY DAY	\$ 85.58
09/13/09	1562	FIRST CHRISTIAN CHURCH	H & I	RENT	\$ 20.00
09/13/09	1563	DANNY INGRAM (METRO PCS)	HELPLINE	METRO PCS	\$ 225.00
09/13/09	1564	DENNISSE RIOS	ADMIN	COPIES	\$ 23.01
	JE		H & I	LITERATURE	\$ 268.06
TOTAL EXPENSES					\$ 2,023.75

RECAP OF GOASCNA FINANCIAL ACTIVITIES

Total Current Month's Deposits (All Literature & Area Donations)	\$ 1,976.17
Less Total Current Month's Expenses	\$ (2,023.75)
Balance of Current Month's Activities	<u>\$ (47.58)</u>
Add Book Balance Before ASC	\$ 3,875.85
Total Book Balance After ASC	<u>\$ 3,828.27</u>
Less Operating Prudent Reserve	\$ 3,941.00
Monies Above / (Below) Prudent Reserve	<u>\$ (112.73)</u>
Less Approximate Literature Order for Next Month	\$ (936.88)
Less Monetary Motions Approved at Prior ASC'S (Reserve until paid)	\$ 0.00
Total Reserved Monies	<u>\$ (936.88)</u>
Remaining Monies Above / (Below) Prudent Reserve and Reserved Monies	<u>\$ (1,049.61)</u>
FRSC Donation (75% of Monies Above Prudent Reserve)	75% \$ 0.00
NAWS Donation (25% of Monies Above Prudent Reserve)	25% \$ 0.00
	<u>0.00</u>

TREASURER'S COMMENTS

Hello GOASCNA,

First I would like to thank the ASC for allowing me to serve. Secondly, I want to thank Nikki, I am grateful for her work, guidance and support.

In Sept we took in \$1,039 in donations and \$937 for literature and spent \$757 in expences and \$1,267 for literature.

We are currently \$113 below our prudent reserve of \$3,941, additionally \$937 is being held for our Lit order.

To all new GSR's, WELCOME!! Please remember to fill out a GROUP REPORT form with your check. You may use one check for both your donation and literature order. Remember to put your group name on the check. If you need any help please ask.

Bruce



ACTIVITIES SUBCOMMITTEE REPORT

Meeting: 8/25/09 @7pm
Location: Downtown Library

Members Present: 7

GENERAL REPORT:

Opened with serenity prayer

Reading of the Twelve Traditions and Twelve Concepts of Narcotics Anonymous

- A. World Unity Day August 22nd – Recovery in the White House 12:30pm 4:30pm
 - Ricky reported event was successful.
 - Helen was a fantastic speaker.
 - Would have like to have seen the event better attended
 - Subcommittee discussed various ways to boost attendance.
 - Flyers distributed sooner
 - GSR's announce events at home groups
 - Getting newcomers doing 90 in 90 to announce Events

- B. Halloween Dance To Be held 10/31 @ Eastside Recovery
 - 1. Eastside Recovery Meeting
 - 2. Finger foods
 - 3. Prizes
 - 4. DJ
 - 5. Ask for decoration donations @ ASC
 - 6. Prizes for
 - a. 2 for scariest
 - b. 2 for funniest
 - c. 2 for sexist
 - 7. Ricky to inquire at area acceptable prizes

- D. 2nd Annual Speaker Jam – Nov 21st - Horse World - Poinciana, Fl
 - Ricky J. to do Home Group Drawing @ ASC for Speakers
 - a. Drawing of groups on roll to see which groups will be chosen to bring speakers
 - b. 4 groups will be chosen
 - c. 2 female speakers
 - d. 2 male speakers
 - Theme – Living the program

- E. Agreed unanimously to hold Area Anniversary to 3rd weekend in February, Saturday 20th
 - a. Deposit on facility made
 - b. Spaghetti Dinner

- F. New Years Eve Dance
 - a. Looking for location
 - b. Would like location close to Still working on it – So addicts will not have far to travel between events

Next Activities Meeting will be September 22nd 2009

More Love and Less Fear Ricky J.

GOASCNA Activities Subcommittee
Event Budget and Final Accounting Report

Event: **WORLD UNITY DAY**
 Scheduled Date: **AUGUST 22ND, 2009**
 Scheduled Time: **1PM-5PM**
 Location of Event: **Church of the Holy Spirit, 601 Highland Avenue Apopka**

Expenses:	Budgeted	Notes:	Actual
Facility Rental	\$ 100.00		\$ 100.00
Food & Condiments	\$ 75.00		\$ 53.77
Drinks	\$ 50.00		\$ 10.00
Ice	\$ 7.00		\$ 5.73
Utensils/Paper Products/Cups	\$ 10.00		\$ 1.88
Printing Costs (flyers, tickets, etc.)	\$ 40.00		\$ 8.82
Conference Call Equipment and Fees	\$ 140.00	\$69.00 equip / \$50.00	\$ 147.32
Decorations	\$ -		
Tickets	\$ -		
coffee	\$ 20.00		
Total Expenses:	\$ 442.00		\$ 327.52

Revenue:	#	\$ Each	Projected
Donations		\$ -	\$ -
Food			\$ -
Drinks	100	\$ 1.00	\$ 100.00
7th Tradition			\$ -
Drawing Of Chance			\$ -
Auction			\$ -
Misc -			\$ -
Misc -			\$ -
Misc -			\$ -

#	\$ Each	Actual
		\$ -
		\$ 6.00
		\$ 40.00
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

Total Revenue: \$ 100.00

\$ 46.00

Total Profit (Loss) Projected: \$ (342.00)

Actual: \$ (281.52)

Notes Section:



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Helpline SUBCOMMITTEE

REPORT

Meeting: 8-15-09 @ 7:00 pm ET
Location: Friday Night Live

Members Present: 2

- Opened with serenity prayer
- Reading of the Twelve Traditions and Twelve Concepts of Narcotics Anonymous
- Closed with 2-member-embrace 3rd step prayer

MINUTES:

Helpline is running smoothly. No issues to report. Our new cell phone coordinator Kevin is doing fine work and acclimating to the position. Both Chair and Vice-Chair will attend Regionals.

Next Meeting:
Friday September 18, 2009 @ 7pm before
Friday Night Live

Thank you for allowing me to Serve!

Danny, Chair



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H&I SUBCOMMITTEE

GOASCNA Subcommittee Report ***8/18/09***

Meeting: _Tuesday 7:00 pm

Location: 1st Christian Church of Orlando

Opened the meeting with a moment of silence followed by the Serenity Prayer. The 12 Traditions were read.

The H&I Purpose was read

The Clarity Statement was read

Members Present: 34 attended...18 voting

GENERAL REPORT:

We have 72 meetings a month being carried into 18 facilities. We had 4 new attendees this month. We received two letters for the pen pal program and both were given out.

ELECTIONS:

SPECIFIC CONCERNS OR NEEDS:

We have 10 Contact Facilities waiting for someone to carry the message to. We are always in need for people to come and share their experience, strength and hope with those who cannot get out to meetings. Please take it back to your home groups. We need lists turned in for anyone interested in the pen pal program.

UPCOMING EVENTS:

Next H&I Subcommittee meeting will be Sept. 15th at 7:00 pm

In loving service, Lisa F. Chair



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Public Relations (PR) SUBCOMMITTEE

GOASCNA Subcommittee Report

7/30/09

Meeting: 7/25/09 @ 2:00 PM

Location: Orlando Public Library Downtown Orlando, FL

Opened the meeting with a moment of silence followed by the Serenity Prayer. The 12 Traditions and 12 Concepts were read.

Members Present: 8

GENERAL REPORT:

- Welcomed new members. We are growing!
- PR pull tab info & instruction "do not post alone" are now available on the GOASCNA web site.
- We are getting each subcommittee member a PR Handbook and Area Policy so that we can begin writing our Area PR Subcommittee Guidelines. We will contact other areas to review their PR Guidelines and begin developing an outline for review at the next subcommittee meeting.
- Contact lists for Orange, Seminole and Osceola County Schools are being updated and verified in preparation for the upcoming school year and information packet mail out.
- Contact was made with Osceola County School Safe and Drug Free Schools Department and information packets will be prepared for the various schools Guidance Departments.
- Still in process: contacting Brighthouse in reference to PSA timeslots; obtain script from World; continue to work on free local publications, ads under community services
- Looking to experienced PR members to educate us on Pull Tab Orientation and PR presentations.

ELECTIONS: None

SPECIFIC CONCERNS OR NEEDS: **We need an experienced PR Chair, Vice-Chair, and help with the summer mail out.**

UPCOMING EVENTS: PR subcommittee meeting 8/22/09 at 2:00 PM Orlando Public Library in the Palm Room, all are welcome to attend.

In loving service,
Steve C
GOASCNA Vice-Chair



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Public Relations (PR) SUBCOMMITTEE

GOASCNA Subcommittee Report

Meeting: 8/22/09 @ 2:00 PM

Location: Orlando Public Library Downtown Orlando, FL

Opened the meeting with a moment of silence followed by the Serenity Prayer. The 12 Traditions and 12 Concepts were read.

Members Present: 7

GENERAL REPORT:

- Discussed the "Recovery Walk" flier solicited feedback; Multi-Cultural Wellness Event on 9/12.
- Add the web-site to the PR pull tabs & re-post to web. Is your group looking for an orientation, send request to PR.
- Reviewed a draft of the proposed PR Subcommittee Guidelines, made changes. Send updated to subcommittee for review and then submit to the ASC for GSR approval.
- Need a comprehensive list of ALL Orange, Seminole and Osceola County Schools for the upcoming school year and information packet mail out in September.
- Bus placards what happened to them?
- Still in process: contact Brighthouse in reference to PSA timeslots; obtain script from World; continue to work on free local publications, ads under community services.
- Looking for experienced PR members to get involved and assist with school presentations.

ELECTIONS: None

SPECIFIC CONCERNS OR NEEDS: **We need an experienced PR Chair, Vice-Chair, and help with the summer mail out**

UPCOMING EVENTS: PR subcommittee meeting 9/12/09 from 12:00-4:00 PM Orlando Public Library in the Palm Room, all are welcome to attend and help with stuffing envelopes for the mail out.

In loving service,
Stephanie W.
GOASCNA Chair

XII. Public Relations

The Public Relations Subcommittee uses WSC approved Public Relations Handbook as its guidelines. Exceptions to those guidelines are below:

Trusted Servants:

Election/Vacancy:

- A. Sub-committee trusted servants, with the exception of the Chair/Vice-Chair, are elected by a simple majority vote at the Sub-committee Meeting. (Members acquire the ability to vote after attending two consecutive Sub-committee meetings).
- B. In the case of a sudden vacancy, for any reason, the position will be filled by election vote at the following business meeting.
- C. Relapse: In a case a trusted servant should relapse, the office in question shall be automatically vacated.
- D. Attendance: Trusted servants must attend monthly sub-committee meetings. Two consecutive unexcused absences of a sub-committee meeting by a trusted servant will result in that trusted servant's position being automatically vacated.
- E. Absence: If a trusted servant is absent and unable to perform the duties associated with their position, it is their responsibility to find another trusted servant to perform said duties during their absence.
- F. To fill upcoming vacancies, elections will be held one month prior to the end of a year-long service commitment. This is to facilitate the incoming trusted servant's transition into that service position.

Sub-committee Meetings: Subcommittee meetings shall be held no less than once monthly at a time and place designated by the membership.

Purpose: To strengthen our relations with the public and enable us to share the message of recovery so that those who might benefit from our program can find us and to increase the awareness and credibility of the NA program for the Greater Orlando Area of Narcotics Anonymous.

Members: Voting members must be members of the Public Relations Sub-committee who have attended at least two consecutive sub-committee meetings. Should a sub-committee member have attained the ability to vote, but misses a single sub-committee meeting, they shall retain the ability to vote at the following sub-committee meeting. Should a member miss two consecutive sub-committee meetings, their voting privileges are revoked. Voting privileges will be restored once the member has once again attended two consecutive sub-committee meetings.

Amendments: In the event the group does not have a specific guideline pertaining to an issue in question, the group will default back to the guidelines specified in the Guide to Local Service. Amendments being voted on to alter applicable group guidelines must pass by a 2/3 majority vote.

Quorum: A quorum shall be met by three active sub-committee members with the ability to vote.

GOASCNA Elected Positions:

Subcommittee Chairperson (Elected by ASC)

1. Requirements
 - a. Minimum of two years continuous abstinence from all drugs
 - b. Has a working knowledge of the 12 Steps, 12 Traditions, and 12 Concepts
 - c. Willingness and desire to serve

- d. Working knowledge of the purpose, direction, intent, and function of the subcommittee
- e. Has six months' prior experience with that respective subcommittee
- 2. Duties and Responsibilities
 - a. Directly responsible to the Area Vice Chair
 - b. Submits a written report to the ASC on the progress of the subcommittee
 - c. Submit subcommittee plans that need approval of the ASC(those requiring the use of NA funds) to allow enough time to go through proper channels
 - d. Hold workshops to promote awareness of the subcommittee within the fellowship
 - e. Prepare and submit a projected subcommittee budget at the April GOASCNA to commence on the new fiscal year beginning in July
 - f. Attend pertinent subcommittee meetings held within the Florida Region

Subcommittee Vice-Chairperson (Elected by ASC)

- 1. Requirements
 - a. Minimum of two years continuous abstinence from all drugs
 - b. Has a working knowledge of the 12 Steps, 12 Traditions, and 12 Concepts
 - c. Willingness and desire to serve
 - d. Working knowledge of the purpose, direction, intent, and function of the subcommittee
 - e. Has six months' prior experience with that respective subcommittee
- 2. Duties and Responsibilities
 - a. Directly responsible to the Subcommittee Chairperson
 - b. Assists the Subcommittee Chairperson with all duties
 - c. Coordinates activities within the subcommittees
 - d. Attend pertinent subcommittee meetings held within the Florida Region

Sub-committee Appointed Positions:

Secretary

- 1. Requirements
 - a. Minimum of six months continuous abstinence from all drugs
 - b. Has a working knowledge of the 12 Steps, 12 Traditions, and 12 Concepts
 - c. Willingness and desire to serve
- 2. Duties
 - a. Record the minutes of all Public Relations Sub-committee meetings and distributes them to the subcommittee and the Subcommittee Chairperson. In the event of Secretary's absence, duty falls on Vice Chair or Chair respectively
 - b. Attend all Public Relations Sub-committee meetings and functions
 - c. Notify all subcommittee members of the approaching subcommittee meeting approximately 5 days before meeting is to be held.
 - d. To send all subcommittee meeting minutes to the Public Relations Chair prior to area service meeting.

Project Coordinators

- 1. Requirements
 - a. Minimum of one year continuous abstinence from all drugs
 - b. Has a working knowledge of the 12 Steps, 12 Traditions, and 12 Concepts
 - c. Willingness and desire to serve
- 2. Duties
 - a. Develops a written action plan for subcommittee approval
 - b. Obtains prior subcommittee approval for any and all projects, including any and all verbal or written contracts
 - c. Coordinates individuals required to do the project work(i.e. Envelope stuffers, etc)

- d. Schedules and chairs Project meetings as needed
- e. Serves as the single point of accountability for any related contacts, responding to all inquiries in a timely manner
- f. Submits a written and verbal report at each subcommittee meeting
- g. Keeps accurate records so that information can be passed on to the next Project Coordinator

Presenters

1. Requirements

- a. Minimum of two years continuous abstinence from all drugs
- b. Has a working knowledge of the 12 Steps, 12 Traditions, and 12 Concepts
- c. Willingness and desire to serve
- d. Active member of GOASCNA Public Relations Subcommittee
- e. Understand personal anonymity (12th Tradition)

2. Duties

- a. Shall carry a clear, focused, NA message, with a thorough understanding of powerlessness over addiction and the importance of not separating or giving special emphasis to certain drugs. Have no opinion on any outside issue or organization, including other 12-step fellowships.
- b. Shall dress appropriately (Business Casual)
- c. Shall always be accompanied by at least one other qualified member. No member shall ever conduct a presentation alone



® **UNIDOS EN RECUPERACIÓN SUBCOMMITTEE**

GOASCNA Subcommittee Report

(Date) September 13, 2009

Meeting: August 15 & 29, 2009 AT 6:00PM ***(Date & Time)***

Location: 100 W Columbia St, Orlando, Fl

Opened the meeting with a moment of silence followed by the Serenity Prayer. The 12 Concepts were read.

Members Present: 8

GENERAL REPORT:

In general, at this moment we are working for the last activity which is International Night, which starts **at 5pm with the Dinner and Speakers at 7pm**. We will have T-shirts and tickets for sale at this event. Also we will have auction and raffle and dance. If you want to attend, please contact us. The Committee decided to change the deadline to receive the Speaker CD until September 26, 2009. Deadline to receive Speaker's CD was August 1st, 2009. At this moment, we have 26 Registrations and 6 Hotel Reservations.

ELECTIONS: none

SPECIFIC CONCERNS OR NEEDS:

The open positions are Secretary, Alternate Treasurer, Programming and Convention Information. So if you have interest in participating in one of them, please go to our next meeting in September 12th **at 6pm**. We'll need your support during the Convention too. Unidos will meet every week in October except October 24th that will be Un Nuevo Amanecer Anniversary.

UPCOMING EVENTS:

October 3rd, 11th, 18th and 31st at 6pm -Unido's Convention meeting at 100 W Columbia St

September 26th - International Night at Englewood Neighborhood Center

The Dinner will start at **5pm**. The Speakers will start **at 7pm**

November 6-8 - UER V Convention at Ramada Plaza Hotel & Inn, 192 Ave.

**In loving Services,
Lizie P,
Unidos en Recuperación V Chair**



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WEB PAGE SUBCOMMITTEE MEETING MINUTES

Date & Time: 08/10/2009@ 7pm

Location: 1300 Village Way, Orlando, FL

Members Present: 3

Mary Ann C, Jeff G, Terry C

Opening

- WebPage Chair was unable to attend, meeting was chaired by WebPage Secretary
- Meeting opened with Serenity Prayer
- 12 Traditions were read
- 12 Concepts were read
- Minutes of previous meeting were unanimously accepted

Old Business

The “Donate Button” on orlandona.org

Status: There are notes from previous months (see Feb, March, April, May, June & July 2009 minutes) on this topic

In 8/9/09 ASC Meeting WebPage SC made motion to add Donate Button to WepPage
It was seconded, so it will be presented to Groups for review prior to next ASC Meeting

Non-Affiliated Web Site with NA Content:

There is an web site (not affiliated with NA) providing inaccurate NA Meeting information called drugstrategies.org

- After approaching ASC on this topic the ASC requested Andy B approach this site regarding linking directly to NA meeting content.
- WebPage did contact this outside site however they were resistant to “linking” to our site
- WebPage brought report on this lack of willingness back to ASR in 8/9/09 meeting
- WebPage Chair will contact ASC Vice (acting PR Chair) regarding contacting NA World Services on this matter

Member involvement:

In July we had some discussion about how to share the work load. Andy B will look at different permission levels to explore possibilities to allow more committee members access to the site. This topic can be revisited to when Chair is back in meeting.

Elections

New Business

WebPage Vice Chair Qualifications

In 8/9/09 ASC Meeting it was brought up that the WebPage Vice Chair qualifications were too technical, leaving few people qualified to fill the position.

In discussion at the Webpage SC Meeting we considered how to address the matter.

The following approach is a feasible path:

1. Draft work instructions on how to perform core duties of WebPage (i.e.-update meeting list, update flyers, post ASC Meeting minutes, etc).
2. With the work instructions developed the WebPage SC can then better determine the most appropriate level of qualifications needed for the Vice Chair position

Closing Prayer

- Closed with Serenity Prayer (7:46pm)

Webpage Subcommittee General Report

9/12/09

GENERAL REPORT

We currently have 21 flyers on the website, 7 events and 14 announcements.

We have 231 members of the GoNewsLetter mailing list. (+6 from last month)

ELECTIONS

Actively looking for vice chair

SPECIFIC CONCERNS OR NEEDS

Flyers can be posted to the website prior to ASC. Please go to the website and click on the “Send Flyer for Review” link. JPG or GIF is the preferred format.

Meeting list changes to the website can be made prior to ASC. Please go the website “contact” form and send the change information to the Web Site Subcommittee.

Feel free to email any questions, problems or suggestions with the website to webmaster@orlandona.org or go to the website and use the contact form.

UPCOMING EVENTS:

- The next Web Page Subcommittee meeting will be at Mon December 14th at 7:00 pm at 1300 Village Way, Orlando, FL
- Tentative meeting to begin drafting WebPage work instructions TBD

In loving service,
Andy B.

Group Reports September-09

Meeting	Average Attending	Average number of Newcomers	Type of Meeting	Business Meeting	ASC Donation	Literature Order	Positions Open	Special concerns
A Train To Somewhere	35	2	WC,NS,OD,OT,OST	Thurs before ASC	\$ 92.87	\$ 11.72	None	None
Alive and Kicking	NO	REPORT	OD	N/A			NO REPORT	NO REPORT
Believing in Miracles	10	1	OD,NS,CD,WC,CS, Women Mgt 1st&3rd mon	1st Monday	\$ 164.63	\$ 137.86	None	Group is in need of business meeting format/template.
Changing Through the Steps	21	1	Open,Book Study	Mon. Before ASC	\$ 31.00	\$ -	Alt GSR, Alt Secy	None
Circle of Hope	19	3	Open	1st Mon. of month	\$ -	\$ -	Alt GSR Alt Secy Alt Treas	None
Eastside Recovery	50	10	OD,NS,WC,	Sat. Before ASC	\$ 56.22	\$ 201.74	Alt GSR	None
Eatonville Group	NO	REPORT	Closed Discussion	Friday Before ASC			NO REPORT	None
Friday Night Live	NO	REPORT	OD,	1st Friday			NO REPORT	NO REPORT
Give It Up	28	18	OD,CAN, TOP, WC, NS, DISC, IP	1st Friday	\$ 76.20	\$ -	GSR/Alt. GSR	None
H.O.W. to Live			Open, Topic, JFT or IP	Wed. Before ASC	\$ 32.17	\$ 1.93	Treasurer	None
Just for Today	30	15	OD, TS, CNLT, CD	2nd Saturday	\$ -	\$ -	Alt GSR	We will be holding Group celebration November 7th, Flyer to come.
Keep It In the Steps	NO	REPORT	OD, Step				NO REPORT	NO REPORT
Kissimmee Connection	15	3	Tradition meeting	Sat. Before ASC	\$ -	\$ -	Alt GSR & Alt Secretary	Donations not being donated to Area on time.
Learning to Live	40	5	OD, NS, WC, SPKR, Topic	Wed. prior to ASC	\$ 13.26	\$ 90.16	None	None
Literature to Live By	NO	REPORT	Open, Literature	1st Wednesday			NO REPORT	NO REPORT
Living The Program	NO	REPORT	Open	3rd Friday			NO REPORT	NO REPORT
Man To Man	20	2	Closed	Sat. Before ASC	\$ 21.58	\$ 24.42	None	None
Man Up in Recovery	35	2	Suggested Men Only	Sun. Before ASC	\$ -	\$ 55.61	Secretary, Treasurer	None
Miracles at Noon	20-25	10	Open	Last Sat. of month	\$ -	\$ -	Alt GSR Alt Secy Alt Treas	None
Miracles of Faith	NO	REPORT	OD, Rotating Format	Sun. Before ASC			NO REPORT	NO REPORT
NA The Only Game In Town	25	3	Open, Speaker	First Friday of month	\$ 93.21	\$ 8.79	GSR/Alt. GSR	None
New Beginnings	NO	REPORT	Open Discussion, Speaker, Steps	Sat. Before ASC			NO REPORT	NO REPORT
Rainbow Recovery	NO	REPORT	Rotating, Speaker, Steps, Topic, Open	2nd Wed. of month			NO REPORT	NO REPORT
R.A.W. in Carver Shores	NO	REPORT	Steps, Traditions, Concepts, Literature	1st Mon. of month			NO REPORT	NO REPORT
R.A.W. Ready and Willing	10	1	Open	Sat. Before ASC	\$ -	\$ -	Alt GSR	5:00 meeting on Saturday is a Meet & Eat meeting. Everyone bring covered dish
Recovery at Pleasant Hill	10	4	Open, Speaker, Rotating Discussion	Thurs before ASC	\$ -	\$ -	Alt GSR, Alt Secy Alt Treas	None
Recovery for the Soul	35-45	27	Open	Sat. Before ASC	\$ -	\$ -	Alt Secy	None
Recovery in Pine Hills	NO	REPORT	OD	none			NO REPORT	NO REPORT
Recovery in the White House	10-30	2-5	OD, WC, NS, Clight	N/A	\$ -	\$ -	Alt	New changes on list. Format 3rd, Thursday is now a Text Study, Basic Text.
Recovery Matters	25	5	OD, Lit Study, NS, WC, Speaker last Tues.	Tues. Before ASC	\$ 62.81	\$ -	Alt GSR, Alt Secy Alt Treas	None
Solo Por Hoy	NO	REPORT	Open	1st Tues of Month			NO REPORT	NO REPORT
Still Working On It	60	10	OD, CD, CDLT, Men/Women	Friday Before ASC	\$ -	\$ -	None	Less donations, we are below prudent reserve
Sunday Skool	20	6	OD, NS, WC, CDLT	1st Sun. of month	\$ 56.26	\$ 63.74	Alt Chair, Alt Treasurer	None
The NA Way	NO	REPORT	OD	1st Mon. of month			NO REPORT	NO REPORT
Un Nuevo Amanecer	20-25	6-8	Rotating format	1st Thurs. of month	\$ -	\$ 56.72	Alt. GSR	None
United We Stand	8	2	Step, Traditions, Literature	1st Tues of Month	\$ -	\$ -	Secretary	We need Support! Please come to our meeting!
Young and Free	150	75	Open Beg, Closed dis, JFT	1st Tues of Month	\$ 47.40	\$ 68.06	Alt GSR	None
This color means the Group was ABSENT								
TOTAL (\$)					\$ 747.61	\$ 720.75		
GRAND TOTAL (\$)					\$ 1,468.36			



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GOASCNA GROUP REPORT

DATE: _____.

GROUP_NAME: _____.

LOCATION OF MEETING: _____

_____.

TYPE OF MEETING: _____.

AVERAGE ATTENDANCE: _____ NEWCOMERS: _____.

DONATION TO AREA: \$ _____ LITERATURE: \$ _____.

BUSINESS MEETING HELD: _____

GROUP POSITIONS OPEN: _____

_____.

PROBLEMS OR SITUATIONS: _____

G.S.R. : _____

ALTERNATE G.S.R. : _____



®

Literature Distribution SUBCOMMITTEE

GOASCNA Subcommittee Report
(Date) 09/09/09

Meeting: n/a (Date & Time)

Location: n/a

Members Present: _____ (Number of members present)

GENERAL REPORT: Current Inventory is 604.38, ordered this month 851.69

ELECTIONS: _____

SPECIFIC CONCERNS OR NEEDS: There is currently no Alt literature distributor

UPCOMING EVENTS: _____

In loving service,
Bill S
Chair



GOASCNA Chair Report August 2009

ADMINISTRATIVE COMMITTEE

Chairperson: Stephanie W
Vice-Chairperson: Steve C.
Secretary: Dennisse R.
Alt Secretary: *OPEN*
Treasurer: Bruce P.

Alt Treasurer: *OPEN*
RCM Primary: Liz B.
RCM Secondary: Frank N.
Lit Distributor: Bill S.
Alt Lit Distributor: *OPEN*

GOASCNA:

Thanks for a very productive ASC in August. Kudos to all of our "Helpers" Ben L., Terry & MaryAnn C. for helping out with the administrative items; minutes and keeping me on task. Below is a re-cap of the changes and solutions suggested at the Financial Inventory to facilitate ASC business within 3 hours:

- Literature distribution will take place between 12:30-1:00 prior to each ASC. If not picked up promptly by 1:00 pm, the next time slot is at the end of ASC.
- Clearly define quorum as ASC membership to be established at the start of ASC.
- Roll call at start of ASC and then again only if 2/3 required prior to Policy decisions/motions.
- Motions submitted at ASC are to be complete with an intent and solution.
- New business motions to be heard at the following ASC unless time sensitive and then at the discretion of the Chair.
- Submit check requests via email to the Treasurer prior to ASC. Receipts to be presented at ASC at time of check distribution.
- Link online GSR report form for the GSRs to submit to Secretary and Treasurer prior t ASC.
- Create a flashy eye catching flier to dispose of dead lit inventory. Spanish medallions???
- Suggest using the RSO for printing of the minutes, mailing and copies of meeting lists, fliers, etc.
- Create Ad Hoc to deal with Policy, clean up redundancies, housekeeping and Parliamentary Procedure.
- Cell phone interruptions and texting during the meeting, disrespectful and duplicates questions.
- Create group name placards & holders.

New GSR orientation is supposed to be held prior to ASC, can we rotate the GSRs who volunteer? Don't forget that all of our subcommittees need your help, please get you, your sponsors, sponsees and home group members involved.

Did you know that our Activities Subcommittee did a FANTASTIC job arranging and holding the Unity Day event on 8/22/09 and that the Greater Orlando Area was 1 of 8 areas in the world selected to hook up and send a greeting to the World Convention in Barcelona, Spain? Ricky J. did a GREAT job, thank you for honoring your Area.

This is your ASC and your continued commitment to the Greater Orlando Area is what makes it work, if you work it!

In loving service,
Stephanie W.
GOASCNA Chair

Steve C.
GOASCNA Vice-Chair



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GREATER ORLANDO AREA RCM REPORT

September 13, 2009

Next RSC: **September 18-20, 2009**
Tradewinds – Sandpiper Resort
6000 Gulf Boulevard
St. Petersburg Beach, Florida 33706
Phone: 1-727-360-5551
<http://www.tradewindsresort.com/sandpiper>
\$99.00 per night
Listed under: FRSC

Admin Committee Reports:

Regional Treasurer reports that FRSC is **\$896.25** above prudent reserve going into the July FRSC weekend..

Area Reports

- **Bahamas Area** - Celebration XX, October 30th-November 1st 2009, Nassau, Bahamas. Helpline is temporarily down.
- **Bay Area** – Helpline # 727-547-0444. The Poker Tournament Fundraiser for the Speaker Jam was cancelled. They will address other concerns for next year's event: Talent show in conjunction with Bay Area 27th year anniversary will be held the Saturday of the next RSC weekend on September 19th, 2009. Please see flyer under "activities" at bascna.org
- **Daytona Area** – DACNA X went off without a hitch, convention revenue will be used for ASC needs; Helpline is possibly changing from beepers to cell phones
- **Forest Area** - Annual Hog Wild BBQ at Rainbow Springs on Labor Day. More will be revealed
- **Heartland Area** – 23rd Annual Heartland Celebration, "Fiesta" September 6th, 2009, Arianna Beach and Yacht Club; HACNA October 16, 17, and 18, 2009
- **Palm Coast Area** – "Serenity in the Sun" Area Convention Nov 27th - 29th
- **River Coast Area** - Ad-Hoc formed to look into splitting Area; Annual Campout, September 25th thru 27th
- **Sun Coast Area** – They are using the Fellowship Development Committee to unify all service committees; the correct Helpline number is: 941-257-5055, it has been corrected on the website
- **Tampa Fun Coast Area** - Area Convention Aug 21st - 23rd, Ad-Hoc investigating forming a new Region; Fun coast Area Convention, August 21st-23rd, at the Crown Plaza

• RD Report

Future RSC Weekends:

- September 09 – Bay Area – Tradewinds – Sandpiper Resort St. Pete Beach
- November 09 – Treasure Coast Area – PGA Hilton Garden Inn, Pt. St. Lucie
- January 2010 – Heartland Area – Hilton Garden Inn, Lakeland

- March 2010 – GSR Assembly, Doubletree Twin Towers, Orlando
- May 2010 - FRCNA Fundraiser, Hyatt Regency, Jacksonville

SCHEDULE FOR ALL FRSC WEEKENDS*

Friday

10pm – 11pm (suggested) - Recovery Meeting

Saturday

7am – 8am – Recovery Meeting (suggested) (Just For Today)

8:30am – 9:45am – Area Support Group Meeting

10am – 12:30pm – Fellowship Development Group – Projects Discussion/Prioritization Meeting

10am – 2pm – FRCNA & FRSO Board Meetings

12:30pm – 2pm – Lunch on own - ADMIN MEETING

2pm – 4:30pm – Fellowship Development Group – Workgroup Meeting

2pm – 4:30pm – HRP Meeting

4:30pm – 5:30pm – Policy & Procedures Support Group Meeting

5:30pm-8:30pm – Dinner on own

8:30pm – 9:30pm – Recovery Meeting (Speaker)

9:30pm – 12am – Activity/Event TBD

Sunday

9am – ? – Florida Regional Service Conference

**This schedule occurs in January, May, July, September and November. March in odd years is reserved for the Florida Service Symposium (Thursday, Friday and Saturday). March in even years is reserved for the GSR Assembly (Friday & Saturday)*

Upcoming GSR Assembly – March 2010- Conference Agenda Report (CAR) will be issued Oct / Nov CAR Workshop dates are to be selected now. There will be a CAR workshop in the following areas: Greater Orlando, Bay Area, Tampa Fun coast, Uncoast, Palm Coast, Daytona, Sun Coast and First Coast. There will be plenty of opportunity to understand the contents of the Conference Agenda Report so an informed vote can be cast by your groups at the March GSR Assembly. One of the responsibilities of a GSR is to understand the CAR, communicate the information to your groups, and take your groups conscience to the GSR Assembly in March, which will be held here in Orlando.

wsc - Greetings from NA World Services,

We welcome you to the 2009 Membership Survey! For those who receive the NA Way you will find the survey in that magazine; for those who will be attending WCNA33, there will be an opportunity to complete the survey onsite; and for those who have access to a computer, please join us and complete online. With the 2007 survey, we had over 13,000 members respond; with more than five months to complete the survey in 2009, we hope 25,000 members will participate. This is an anonymous survey. We are asking that you help us actively encourage members in areas and regions to participate. You can do this by emailing this link, <http://questionnaire.disc.na.org/> to the online version or by distributing paper copies of the survey yourselves, http://www.na.org/admin/include/spaw2/uploads/pdf/Fellowship_Survey_2009.pdf, collecting the responses, and either mailing them to us, faxing them to us or

ideally by inputting the information. If you choose to input yourself, please contact stephan@na.org for instructions. The deadline for survey completion is 31 December 2009

If you would like to participate in the input and review process for the Living Clean Project:

- **Living Clean Outline, Chapters One and Two Review & Input:**
http://www.na.org/?ID=Living_Clean_Project

Fellowship Development Report:

AREA SUPPORT GROUP

Opened meeting with the Serenity Prayer, reading of the Traditions, Concepts, Purpose of Area Support Group, and an Attendance Sheet was completed, and there were approximately 60+ members in attendance. We are growing each RSC in member participation.

A straw poll was taken and almost unanimous consent was shown when asked if the information being received at the Area Support Group meeting was better or worse than when individual subcommittees were meeting in separate rooms.

A second straw poll revealed overwhelmingly that those who were present and had been skeptical of the new structure believed that the new structure was a far better way to share information between all the subcommittees, areas and members at large.

The New Service Structure in the Florida Region meshes and brings together all of the subcommittees and provides for necessary communication as they have all become interrelated and interdependent upon one another. No one form of service is an island as it may have been in the past.

Areas may want to start looking at and thinking out of the box when it comes to financing travel to RSC and what members will or will not be financed. Workgroup reimbursement, hotel expense for RCM's, etc... There is a workgroup called Group, Area and Regional Finances. This would be a good forum for the thought process.

PROJECT DISCUSSIONS/PRIORITIZATION MEETING

Current Work Groups in Progress

Guide TO Regional Services, Liability Insurance, Area Service 101, Young peoples Outreach, IRS Tax Exempt ; Group, Area, and Regional Finances ; Area Fellowship Development ; Literature Distribution in Hospital Emergency Rooms; Latino/Hispanic Outreach (reinstated but needs members);Statewide/Florida Regional Helpline Phone #;Traveling prison Presentations; Presentation to Begin Meetings inside walls for and by convicts/inmates; Area Convention Alternatives

Completed Workgroup Projects at this time are:

Leadership Training – CD Available. Contact Dave T or Mark B if you would like to have one.

H&I pen pals – New Guidelines developed and enacted and being utilized!

PR Events – New PR Booth, List of events to attend, Coordinator position open at this time.

Symposium – Tremendous success, 500 person turnout and will be formed again for Symposium 2011

Helpline Directory- This was posted in the January minutes and will be available on line

Prison Outreach – A standardized letter has been drafted for use by all. Please contact H&I Coordinator (Louis)

Young people's Outreach – Presentation being reviewed, report to follow in September

Regional Board Reports:

FRC –

FRCNA 28 reported approximately 1,845 partially or fully paid registrants. Financial report will be given in September. We are still challenged in the area of increasing the number of fully paid registrants at the convention.

FRCNA 29 will be held in Jacksonville – Hyatt Regency 225 Coastline Drive East, Jacksonville FL 32202
Still need support group members

Please register now...

Motions Tabled to Area - NONE

RCM Tasks:

Set date for Conference Agenda Workshop (CAR) in the Greater Orlando Area

Will the Greater Orlando Area be willing to restock the Literature Rack in one hospital in your area once each month? The cost is approximately \$15.00. This straw poll is for the Literature in ER Workgroup.

Continue to Bring Fellowship Development Pool forms - Thanks to those who supported FRCNA 28 by pre-registering and registering on site

**“COMPLETE FRSC MINUTES CAN BE VIEWED AND DOWNLOADED ON-LINE”
@:WWW.NAFLORIDA.ORG**

Thanks for allowing us to serve:

Frank N. and Liz B.
Orlando RCM Team

**Greater Orlando Area of Narcotics Anonymous
Literature Quick-Order Form**

Item #	Description	Quantity	Price	Total
Hard Cover Books				
EN-1101	Basic Text English 6th ed		\$11.00	
EN-1140	It Works How and Why		\$7.81	
Soft Cover Books				
EN-1112	Just For Today		\$7.81	
EN-1400	NA Step Working Guide		\$7.30	
Pamphlets				
EN-3101	Who, What, How & Why		\$0.21	
EN-3105	Another Look		\$0.21	
EN-3106	Recovery, Relapse		\$0.21	
EN-3107	Am I an Addict?		\$0.21	
EN-3108	Just For Today		\$0.21	
EN-3109	Living the Program		\$0.21	
EN-3111	Sponsorship		\$0.21	
EN-3112	Triangle of Self-Obsession		\$0.21	
EN-3114	One Addict's Experience		\$0.21	
EN-3115	PI and the NA Member		\$0.21	
EN-3116	For the Newcomer		\$0.21	
EN-3119	Self-Acceptance		\$0.21	
EN-3120	H&I and the NA Member		\$0.21	
EN-3122	Welcome to NA		\$0.21	
EN-3123	Staying Clean on the Outside		\$0.21	
EN-3124	Hey! Whats the Basket For?		\$0.21	
EN-3126	Accessibility For Those w/additional needs		\$0.21	
EN-2201	An Introduction to NA Meetings		\$0.21	
EN-2202	Group Business Meetings		\$0.21	
EN-2203	Group Trusted Servants: Roles and Responsibilities		\$0.21	
EN-2204	Disruptive and Violent Behavior		\$0.21	
Booklets				
EN-1164	Twelve Concepts for NA Service		\$1.75	
EN-1200	Introductory Guide to NA		\$1.70	
EN-1500	White Booklet		\$0.63	
EN-1500H&I	White Booklet for H&I		\$0.63	
LG-1500	White Booklet, large print		\$0.63	
EN-1600	The Group Booklet		\$0.81	
EN-1601	Behind the Walls		\$0.81	
EN-1601H&I	Behind the Walls for H&I		\$0.81	
EN-1603	In Times of Illness		\$0.81	
EN-1604	NA – A Resource in your community		\$0.32	
EN-1604A	Information about NA		\$0.25	
EN-3102	The Group IP		\$0.26	
EN-3110	Working Step Four in NA		\$0.65	
EN-3113	By young Addicts For Young Addicts		\$0.26	
EN-3117	For Those in Treatment		\$0.26	
EN-3121	The Loner		\$0.26	
EN-3125	Self-Support: Principle & Practice		\$0.48	
EN-3127	For The Parents...Of Young People		\$0.26	
EN-2205	NA Groups and Medication		\$0.26	
EN-2206	Principles & Leadership in NA Service		\$0.26	
Total Column 1				

Item #	Description	Quantity	Price	Total
Keytags				
EN-4100	Welcome		\$0.45	
EN-4101	30 Days		\$0.45	
Keytags				
EN-4100	Welcome		\$0.45	
EN-4101	30 Days		\$0.45	
EN-4102	60 Days		\$0.45	
EN-4103	90 Days		\$0.45	
EN-4104	6 Months		\$0.45	
EN-4105	9 Months		\$0.45	
EN-4106	1 Year		\$0.45	
EN-4107	18 Months		\$0.45	
EN-4108	Multiple Years		\$0.45	
Bronze Medallions				
Year(s)				
EN-4301	1 Year		\$2.75	
EN-43	18mo		\$2.75	
EN-4302	2 years		\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
EN-43			\$2.75	
Total Column 2				

Total Column 1	
Total Column 2	
Totals from other pages	
Subtotal	

add 6.5% sales tax (subtotal X .065)

Grand Total	
--------------------	--

GROUP NAME

NAME OF PERSON PICKING UP ORDER

DATE

DESCRIPTION	ITEM #	QUANTITY	PRICE	TOTAL	
BOOKS					
Basic Text 25th Anniversary Commemorative Edition (sold-out)	EN-1103		\$25.00		
Basic Text, English, large print - 5th Edition	LG-1101		\$15.00		
Basic Text, English, large print, lined - 5th Edition	LN-1101		\$9.89		
Basic Text, English, soft cover - 6th Edition	EN-1102		\$11.00		
Basic Text, hard cover pocket-sized version - 5th Edition	EN-1105		\$10.00		
Basic Text, soft cover pocket-sized version - 5th Edition	EN-1106		\$10.00		
Just For Today, soft cover - pocket-sized version	EN-1113		\$8.00		
Sponsorship Book, soft cover	EN-1130		\$7.00		
It Works, soft cover	EN-1143		\$7.38		
It Works, hardcover - pocket-sized version	EN-1144		\$8.00		
It Works, large print	LG-1140		\$11.00		
			Book subtotal ->		
SERVICE HANDBOOKS & GUIDES					
H&I Handbook (with Audio CD)	EN-2101		\$8.45		
Public Relations Handbook	EN-2102		\$8.50		
A Guide to World Service	EN-2104		\$3.74		
Literature Committee Handbook	EN-2105		\$2.46		
Handbook for NA Newsletters	EN-2106		\$1.81		
A Guide to Phoneline Service	EN-2107		\$3.10		
Treasurer's Handbook	EN-2109		\$1.81		
Group Treasurer's Workbook	EN-2110		\$1.81		
A Guide to Local Service	EN-2111		\$6.20		
Outreach Resource Information	EN-2113		\$2.35		
Additional Needs Resource Information	EN-2114		\$2.35		
Institutional Group Guide	EN-2115		\$3.70		
			HandBook subtotal ->		
ACCESSORIES					
Group Treasurer's Record Pad	EN-9001		\$0.65		
Literature Rack (Wire, 8 Pocket)	EN-9053		\$18.00		
Literature Rack (Wire, 16 Pocket)	EN-9054		\$25.00		
Literature Rack (Wire, 20 Pocket)	EN-9055		\$32.95		
NA Wallet Cards – 500 (Overdose/Jail)	EN-9060		\$6.20		
NA Wallet Cards – 500 (Recovery is Possible)	EN-9061		\$6.20		
NA Wallet Cards – 500 (3rd Step)	EN-9062		\$6.20		
NA Wallet Cards – 500 (Serenity Prayer)	EN-9063		\$6.20		
NA Wallet Cards – 100 (Mixed)	EN-9064		\$2.00		
NA Wallet Group Reading Cards - (Bundle of 15)	EN-9127		\$2.25		
6 Poster Set	EN-9070		\$8.60		
"My Gratitude Speaks" Poster	EN-9071		\$1.25		
Serenity Prayer Poster	EN-9072		\$1.25		
Twelve Steps Poster	EN-9073		\$2.85		
Twelve Traditions Poster	EN-9074		\$2.85		
Third Step Prayer Poster	EN-9075		\$1.25		
Just For Today Poster	EN-9076		\$1.25		
Twelve Concepts Poster	EN-9077		\$2.85		
3 Poster Color Set (Steps, Traditions, Concepts)	EN-9080		\$18.00		
Group Reading Cards	EN-9130		\$4.00		
NA Medallion Journal Black	EN-9401		\$15.00		
NA Medallion Journal Terra Cotta	EN-9402		\$15.00		
"Basic" Mug - dark blue	EN-9415		\$5.61		
The NA Way Mug	EN-9416		\$6.25		
			Accessories subtotal ->		
MEDALLIONS					
Fill in year needed example- Bronze (10 year) or => EN-4310 for example					
DESCRIPTION	YEARS	ITEM #	QUANTITY	PRICE	TOTAL
Bi-Plate		EN-53		\$12.36	
Bi-Plate		EN-53		\$12.36	
Bi-Plate		EN-53		\$12.36	
Gold		EN-73		\$11.23	
Gold		EN-73		\$11.23	
Gold		EN-73		\$11.23	
			Medallions subtotal ->		
			PAGE 1 TOTAL		

SPANISH BOOKS AND BOOKLETS					
<i>DESCRIPTION</i>		<i>ITEM #</i>	<i>QUANTITY</i>	<i>PRICE</i>	<i>TOTAL</i>
Basic Text, soft cover - 5th Edition		CS-1102		\$5.61	
Just For Today, soft cover		CS-1112		\$7.81	
Sponsorship Book, soft cover		CS-1130		\$7.00	
It Works, hardcover		CS-1140		\$7.81	
Step Working Guide		CS-1400		\$7.30	
Introductory Guide to NA		CS-1200		\$1.70	
White Booklet		CS-1500		\$0.63	
The Group Booklet		CS-1600		\$0.81	
Behind the Walls		CS-1601		\$0.81	
In Times of Illness		CS-1603		\$0.81	
Working Step Four in NA		CS-3110		\$0.65	
NA – A Resource in Your Community		CS-1604		\$0.32	
Information About NA		CS-1604A		\$0.25	
Twelve Concepts for NA Service		CS-1164		\$1.75	
The Group IP		CS-3102		\$0.26	
For Those in Treatment		CS-3117		\$0.26	
The Loner		CS-3121		\$0.26	
Self Support: Principle and Practice		CS-3125		\$0.48	
A Guide To World Service		CS-2104		\$3.74	
A Guide To Local Service		CS-2111		\$6.20	
SPANISH PAMPHLETS			Books subtotal ->		
<i>IP DESCRIPTION</i>		<i>ITEM #</i>	<i>QUANTITY</i>	<i>PRICE</i>	<i>TOTAL</i>
Who, What, How & Why		CS-3101		\$0.21	
Another Look		CS-3105		\$0.21	
Recovery, Relapse		CS-3106		\$0.21	
Am I an Addict?		CS-3107		\$0.21	
Just For Today		CS-3108		\$0.21	
Living the Program		CS-3109		\$0.21	
Sponsorship		CS-3111		\$0.21	
Triangle of Self-Obsession		CS-3112		\$0.21	
Youth and Recovery		CS-3113		\$0.21	
One Addict's Experience		CS-3114		\$0.21	
PI and the NA Member		CS-3115		\$0.21	
For the Newcomer		CS-3116		\$0.21	
Self-Acceptance		CS-3119		\$0.21	
H&I and the NA Member		CS-3120		\$0.21	
Welcome to NA		CS-3122		\$0.21	
Staying Clean on the Outside		CS-3123		\$0.21	
Hey! What's the Basket For?		CS-3124		\$0.21	
SPANISH KEY TAGS			Pamphlets subtotal ->		
<i>DESCRIPTION</i>		<i>ITEM #</i>	<i>QUANTITY</i>	<i>PRICE</i>	<i>TOTAL</i>
Welcome – White		CS-4100		\$0.45	
30 Days – Orange		CS-4101		\$0.45	
60 Days – Green		CS-4102		\$0.45	
90 Days – Red		CS-4103		\$0.45	
6 Months – Blue		CS-4104		\$0.45	
9 Months – Yellow		CS-4105		\$0.45	
1 Year – Moonglow		CS-4106		\$0.45	
18 Months – Grey		CS-4107		\$0.45	
Multiple Years – Black		CS-4108		\$0.45	
SPANISH MEDALLIONS			Keytags subtotal ->		
<i>DESCRIPTION</i>	<i>YEARS</i>	<i>ITEM #</i>	<i>QUANTITY</i>	<i>PRICE</i>	<i>TOTAL</i>
Fill in year needed example- Bronze (10 year) or => EN-4310 for example					
Bronze		CS-43		\$2.75	
Bronze		CS-43		\$2.75	
SPANISH POSTERS & READING CARDS			Key Tags subtotal ->		
<i>DESCRIPTION</i>		<i>ITEM #</i>	<i>QUANTITY</i>	<i>PRICE</i>	<i>TOTAL</i>
6 Poster Set		CS-9070		\$8.60	
"My Gratitude Speaks" Poster		CS-9071		\$1.25	
Serenity Prayer Poster		CS-9072		\$1.25	
Twelve Steps Poster		CS-9073		\$2.85	
Twelve Traditions Poster		CS-9074		\$2.85	
Third Step Prayer Poster		CS-9075		\$1.25	
Just For Today Poster		CS-9076		\$1.25	
Group Reading Cards		CS-9130		\$4.00	
			Posters subtotal ->		
			PAGE 2 TOTAL		

NOTE: THIS FORM IS INTENDED ONLY FOR USE IN THE GREATER ORLANDO AREA

NON DISCOUNTABLE ITEMS SHEET

BOOKS AND CD ROMS

DESCRIPTION	ITEM #	QUANTITY	PRICE *	TOTAL
CD ROM - Basic Text (not audio)	EN-8900		\$18.85	
CD ROM - It Works (not audio)	EN-8910		\$18.85	
CD ROM - Step Working Guide (not audio)	EN-8911		\$18.85	
CD ROM - Just For Today (not audio)	EN-8912		\$18.85	
Southern Exposure History Book - soft cover	HISTORY		\$15.00	
Miracles Happen	EN-1120		\$26.20	
Just For Today, Gift Edition	EN-1114		\$15.75	
It Works, Gift Edition	EN-1142		\$15.75	
Sponsorship Book, Gift Edition	EN-1131		\$19.00	
Starter Kit	EN-9020		\$5.80	
			Books/CD ROM subtotal ->	

SPECIALTY ITEMS

NA Golf Divot Tool			\$8.00	
NA Golf Hat Clip with Ball Marker			\$8.00	
Sticky Notes "Do The Next Right Thing..." (pads come in stacks of 25)			\$0.50	
Leather Flip Photo Album Black			\$12.00	
Leather Zippered CD Holder Variety of Brown or Black			\$12.00	
Leather Key Tag Medallion Holder - Brown or Black			\$8.00	
Leather JFT Bookcover Variety of Colors Velcro Closure			\$12.00	
Wooden Serenity Prayer Single Medallion Holder			\$10.00	
Wooden Just For Today 12 Medallion Holder			\$25.00	
Basic Text Blue NA T-Shirt (sizes Medium, Large and 2XL only)			\$12.00	
			Specialty Items subtotal ->	

VIDEO AND AUDIO TAPE LITERATURE

Just for Today Video tape (special order)	EN-8000		\$52.45	
Basic Text Plus audio tape – 6 tapes	EN-8800		\$13.65	
Basic Text audio tape – 3 tapes	EN-8801		\$9.89	
Spanish Basic Text audio tape – 4 tapes	CS-8801		\$9.89	
IP Tape One – IP's 1,5,6,7,8,9,11,12,13,14,16 & 19	EN-8802		\$2.40	
IP Tape Two – White Booklet & IP 24	EN-8803		\$2.40	
IP Tape Three – The Group Booklet & IP 22	EN-8804		\$2.40	
IP Tape Four-Staying Clean in Isolation, IP's 10&21	EN-8805		\$2.40	
IP Tape Five – Behind the Walls, IP's 20 & 23	EN-8806		\$2.40	
It Works Audio Tape	EN-8820		\$16.75	
Spanish - It Works Audio Tape	CS-8820		\$16.75	
Basic Text Audio CD Set (4)	EN-8811		\$9.89	
It Works Audio CD	EN-8821		\$16.75	
Step Working Guide - Audio CD's (6-cd set)	EN-8830		\$21.60	
NA Audio Archive Sampler on CD	EN-8950		\$15.00	

MEETING LISTS

Video/Tape subtotal ->

DESCRIPTION

	ITEM #	QUANTITY	PRICE*
South Atlantic Area Meeting List	SAAML		\$0.60

Meeting List subtotal ->

MEDALLIONS

DESCRIPTION	YEARS	ITEM #	QUANTITY	PRICE*
Fill in year needed example- Silver (10 year) or =>		EN-6310 for example		
Silver		EN-63		\$24.00
Silver		EN-63		\$24.00
Silver		EN-63		\$24.00
Silver		EN-63		\$24.00
Silver		EN-63		\$24.00
Fill in year needed example- Color (10 year) or =>		Blue 10 for example		
Blue	BLUE 1	B-		\$24.00
Blue		B-		\$24.00
Burgandy		BU-		\$24.00
Burgandy		BU-		\$24.00
Green		G-		\$24.00
Green		G-		\$24.00

Medallions subtotal ->

PAGE 3 TOTAL