

GOASCNA MINUTES

11th JULY 2021

“Helping others is perhaps the highest aspiration of the human heart and something we have been entrusted with as a result of a Higher Power working in our lives. We would do well to remember to ask the God of our understanding to continue working through us in our efforts to carry the message.” Step Twelve, It Works How & Why



Next ASC will be held virtually on 8th August 2021

On the Zoom platform

Room opens at 12:00 pm

New Member Orientation is at 12:30 pm

ASC Meeting begins at 1:00 pm

*Please visit www.OrlandoNA.org for more information, past minutes, Opportunities for Service, Area Procedural Guidelines, Event Calendar, Flyers and more.

11 July 2021 ASC AGENDA

12pm-12:29pm	Zoom Room opens for Fellowshiping
12:30pm-12:55pm	New Member Orientation
1:00pm	ASC begins

Moment of Silence followed by Serenity Prayer

- ❖ Readings: GOASCNA Purpose - 12 Traditions - 12 Concepts - Service Worker's Prayer
- ❖ Roll Call by Chair - (Secretary & Alternate Secretary positions are vacant)
- ❖ Recognition of New Groups/GSRs/Alternates/Members at Large
- ❖ Overview of Virtual Meeting Protocols - Renaming procedure
- ❖ Admin Reports
 - Chair
 - Parliamentarian 2
 - Treasurer
 - Literature Distributor
 - RCM
- ❖ Subcommittee Reports
 - Activities
 - H&I
 - PR/Phone Line
 - Webpage
 - Ad Hoc
- ❖ Open Floor Topics - Sharing Session 30 minutes
- ❖ Old Business – Brief Overview of CBDM
- ❖ Nominations– 4th Concept – Elections – Close Nominations
- ❖ New Business – Proposals
- ❖ Group Reports – you may upload your group reports to www.OrlandoNA.org
- ❖ Announcements

* We break every 90 minutes *

GOASCNA ATTENDANCE - JULY

Groups	APR 2021 Roll Call	Vote / No Vote	MAY 2021 NO ASC MEETING	JUNE 2021 ROLL CALL	Vote / No Vote	JULY 2021 ROLL CALL	Vote / No Vote
Any Lengths	present	voting	NO ASC MEETING	present	voting	present	voting
A Train To Somewhere	present	voting		late	voting	absent	voting
Believing In Miracles	present	voting		present	voting	present	voting
Celebration of Recovery	absent	no vote		absent	no vote	present	no vote
Changing Through The Steps	present	voting		present	voting	present	voting
Eastside Recovery	present	voting		late	voting	present	voting
Eatonville Group	absent	voting		present	voting	absent	voting
Friday Night Live	absent	no vote		present	no vote	present	no vote
HOW To Live	present	voting		present	voting	present	voting
Just For Today	present	voting		present	voting	absent	voting
Mid-Week Groove	present	voting		absent	voting	present	voting
Miracle At Noon	present	voting		present	voting	present	voting
Miracles of Faith	absent	no vote		present	no vote	present	no vote
Never Ever	late	voting		late	voting	absent	voting
Rainbow Recovery	present	voting		present	voting	absent	voting
Recovery In The Upper Room	present	voting		present	voting	present	voting
Recovery Matters	present	voting		present	voting	present	voting
Sister Soul Sunday	present	no vote		present	no vote	present	voting
Still Working On It	present	voting		present	voting	present	voting
The Breakfast Club	present	voting		present	voting	present	voting
Un Nuevo Amanecer	present	voting	absent	voting	absent	voting	
TOTAL GROUPS PRESENT	18	17 voting		18	15 voting	15	12 voting

GOASCNA ATTENDANCE JULY

Admin & Sub Committees	JAN 2021 Roll Call	FEB 2021 Roll Call	MAR 2021 Roll Call	APR 2021 Roll Call	MAY 2021 Roll Call	JUNE 2021 Roll Call	JULY 2021 Roll Call
Chair	present	present	present	present	NO ASC MEETING	present	present
Vice Chair	present	present	present	present		present	present
Secretary	vacant	vacant	vacant	vacant		vacant	vacant
Alt. Secretary	absent	vacant	vacant	vacant		vacant	vacant
Treasurer	present	present	present	present		present	present
Alt. Treasurer	vacant	vacant	vacant	vacant		vacant	vacant
RCM 1	present	present	present	absent		present	present
RCM 2	present	present	present	present		present	present
Parliamentarian 1	vacant	vacant	vacant	vacant		vacant	vacant
Parliamentarian 2	excused	present	present	present		present	present
Literature Distributor	present	present	present	present		present	present
Alt. Literature Distributor	present	absent	late	present		present	present
Activities Chair	absent	present	present	present		late	absent
Activities Vice Chair	present	present	present	absent		absent	absent
H & I Chair	present	present	present	present		present	present
H & I Vice Chair	late	late	present	late		late	present
PR / Phoneline Chair	present	present	present	present		present	present
PR / Phoneline Vice Chair	present	present	present	present		present	present
Webpage Chair	present	present	present	present		present	present
Webpage Vice Chair	vacant	vacant	vacant	vacant		vacant	vacant
Ad Hoc Spiritual Inventory	present	present	present	present	present	absent	
GOASCNA Board Member: Member At Large	present	present	present	absent	present	absent	

July 11th, 2021

- ❖ Proposal #210701P – (Modified) To reinstate the Celebration of Unity Subcommittee as a bilingual Subcommittee and approve the attached Guidelines. Proposal sheet and Guidelines are attached. Outcome: TTG

Elections:

Lonnie C. for ASC Treasurer – passed unanimously

Orbit R. for RCM 2 – passed unanimously

Alyssa S. for H&I Vice Chair – passed unanimously

Eric R. for Webpage Chair – passed unanimously

Vacant ASC Positions:

- ASC Vice Chair
- Secretary
- Alternate Secretary
- Alternate Treasurer
- Alternate Literature Distributor
- Parliamentarian II
- Activities Chair
- Activities Vice Chair
- PR/PL Vice Chair
- Webpage Vice Chair

- ❖ For Subcommittee & Admin reports please visit our webpage at www.OrlandoNA.org

Greater Orlando Area Service Proposal Sheet

Date: 7/11/2021

Proposal #: #210701P

Maker: Changing Through The Steps

Supporter: Recovery Matters

Proposal: To reinstate the Celebration of Unity Subcommittee and approve the attached Guidelines.

Purpose: To provide a safe haven for addicts to celebrate recovery and encourage unity and fellowship.

Modifications: To reinstate Celebration of Unity as a Bilingual Subcommittee and approve the attached Guidelines.

Test for Consensus:

Assent: _____

Stand Aside: _____

Assent w/ Reservations: _____

Block: _____

Result:

Table to Groups √

Committed to _____

Passed _____

No Support _____

1st	2nd	3rd	4th	5th

Celebration of Unity Guidelines

Chairperson:

1. Secures meeting location
2. Organizes Subcommittees, delegates major tasks to specific Subcommittees
3. Stays informed of each Subcommittees' activities and provides help when needed.
4. Helps to resolve conflicts
5. Should have some experience in service with large events, the Subcommittees' functions and guidelines and have some understanding of budgets and contracts.
6. Monitors the fund flow, and overall Convention costs and helps organize the subcommittee budgets.
7. Signer on the Convention bank account. Co-signer on all check request forms.
8. Prepares a budget for the Executive Committee functions.
9. Prevents important questions from being decided prematurely, in order to foster understanding by the entire Convention Committee, prior to action.
10. Allows subcommittees to do their jobs while providing guidance and support. Subcommittees should be given trust and encouragement to use their own judgment.
11. Prepares the agenda for the Convention Committee Meeting and Administrative Meeting.
12. Votes only to break a tie
13. Chairs the Convention Committee Meetings, as well as Chair for the Sat night Main Speaker Meeting at the Convention.
14. Attends GOASCNA meetings and gives updated reports.
15. Co-signer on Convention Hotel Contract

Vice Chairperson:

1. Acts as Chairperson in the absence of the Chairperson, if the Chairperson is unavailable
2. Personable and familiar with all Committee members in order to serve as liaison between the Subcommittees and the Executive Committee.
3. Works closely with the Chairperson to help delegate responsibilities to subcommittee Chairpersons.
4. Co-signer on the Convention bank account.
5. Chairs the Sun morning Main Speaker Meeting at the Convention.

Secretary:

1. Have service experience and good typing skills
2. Keeps minutes of all Executive Committee meetings, Convention Committee meetings and subcommittee reports.

3. Ensure that accurate minutes are distributed to the committee members.
4. Maintains a list of names, addresses, phone numbers and email addresses of all committee members for committee use.
5. Minutes are mailed out ten days after Convention Committee Meetings. An agenda for the next meeting can be attached to the minutes if it will help the Convention Committee to function.
6. Keeps extra set of minutes, updated after each Convention Committee for members who request a complete set.
7. Minutes are to be provided to Executive Committee Members & Committee Chairs first.

Alternate Secretary:

1. Assists Secretary in all duties and fills in when the Secretary is absent
2. The duties of the Secretary also apply to the Alt Secretary

Treasurer:

1. Demonstrates stability in the local community, accounting skills, service experience with conventions or other large scale Fellowship activities. Is accessible to other committee members, especially the Registration Subcommittee.
2. Works with the Chairperson and Vice Chairperson to prepare a budget for the Convention, which is used for planning fund-raising activities. It is also based on the Subcommittees' recommendations as to the monies they will need to carry out their tasks. The budget may be amended if necessary within 3 months of the Convention date.
3. Opens a GOASCNA, INC bank account (in the event the account is not still active) The signature required for the convention bank account are any TWO of FIVE signatures; subcommittee chairperson, vice chairperson, treasurer, alt treasurer, the vice chairperson of area (GOASCNA Inc) or chairperson of area (GOASCNA).
4. Keeps accurate records of all financial transactions with regards to individual budgets and a general ledger.
5. Writes all checks and is responsible for collecting receipts from Subcommittees for monies paid out.
6. Receipts are required for all transactions that involve Convention funds.
7. Responsible for all monies including revenues from registration and banquet tickets; pays all bills; and advises the Chairperson on cash supply, income flow and rate of expenditures.
8. Treasurer will give a receipt for all cash monies received.
9. Reviews subcommittee reports for departure from the financial plan not mentioned in the original budget, so that an accurate budget can be maintained. This information is included in the Treasurer's report.
10. A complete Treasurer's Report shall be provided, within two months, after the Convention to GOASCNA. The Convention Committee will have the report audited as a further safeguard of Convention funds.

11. A periodic review of all financial records will be made by the corresponding service arm. The records should be reviewed at the time of the actual funds distribution in accordance with the Treasurer's financial statement requirements.

12. After any fund-raising event, all funds will be turned over to the Convention Treasurer once all funds have been verified by both the Fund-raising Subcommittee Chairperson and Treasurer. In the event that the Treasurer is not present, all funds will be turned over to the Convention Chair or Vice-Chair.

13. All funds should be counted by at least 2 members before being recorded.

14. The GOASCNA Treasurer may conduct a periodic review of all Convention Committee financial records. The records may be reviewed at random and without prior notification to the COU Treasurer.

Alternate Treasurer:

1. Assists Treasurer in all duties and acts in the capacity of the Treasurer when the Treasurer is absent.

2. The duties of the Treasurer also apply to the Alternate Treasurer.

EXECUTIVE COMMITTEE MEMBERS WILL HAVE:

1. Understanding of the 12 Steps, 12 Traditions and 12 Concepts of NA through application.

2. Five years clean time

3. Willingness, time and resources to serve

4. Ability to exercise patience and tolerance.

An Executive Committee Member will be automatically removed from their position for noncompliance, which includes:

A. Relapse

B. Non-fulfillment of duties i.e., 3 unexcused absences.

C. Misappropriation of (NA) Convention funds.

Fund-raising/Entertainment:

The purpose of this Subcommittee is to help raise funds necessary to finance the convention. In Narcotics Anonymous, whenever we do need to raise funds, we do so from our own membership, to follow our 7th Tradition. In conjunction with fund-raising, this committee also provides entertainment at the convention.

1. Must make sure that all events are done within the Twelve Traditions of NA

2. All events must be approved by the Convention Committee before being carried out. Events need to be planned far enough in advance to provide the fellowship with adequate information.

3. A list of all expenses must be presented for approval before each event. After the Convention Committee has approved the event, and the expenses, the Treasurer will issue the Fund-raising Chairperson with a check for the amount approved. Expenses will include: rent, refreshments, decorations, change, DJ, etc.

4. The Chairperson should stay in touch with the Area Activity Chairperson so as not to overlap activities.
5. Be responsible to deliver all money raised from the event to the Convention Treasurer within 72 hours after the event.
6. The Chair should attend all fund-raising events for support and for the collection of funds during the event.
7. In charge of planning and carrying out all entertainment events at the Convention.
8. All entertainment events should be planned, also taking into account the Programming and Hospitality committees, at the Convention.

Hotel and Hospitality:

The purpose of this Subcommittee is to secure a host hotel for the convention and to coordinate all hotel related functions of the Convention Committee. Coordinates with all other Subcommittees concerning the locations of meetings and other activities within the Convention hotel. This committee is also responsible for providing a warm welcome to all, while promoting a spirit of unity and celebration of recovery for the fellowship. This includes providing adequate meeting space to carry our message of recovery.

1. Using all information available, is responsible to project an estimated attendance figure for use by all other Subcommittees.
2. Submit three (3) possible Convention sites with dates to the Convention Committee.
3. Responsible for obtaining authorized signatures for any expenditures i.e., hotel services, coffee, rooms, etc. before and during the Convention.
4. Responsible for arranging and maintaining hospitality areas, to include beverages, snacks and fruits.
5. Secures door greeters, Serenity keepers, and any other hospitality-related service resources to provide hospitality during the Convention.

6. Works to continually ensure that all Convention needs are provided for by the Host facility.
7. Works with all Convention Subcommittees to ensure adequate meeting space is available during the convention.
8. Acts as the first point of contact for public relations issues during the convention.

Registration:

The purpose of this Subcommittee is to register people for the convention. They will also ensure the smooth, prompt, orderly and hospitable service for the distribution of the registration packages. The organization and planning of this committee is very important.

1. Secure a post office box for attendees to mail in their completed Pre-registration and Registration forms.
2. Creates and distributes flyers and registration forms but development of the form will be coordinated between Registration and Arts and Graphics.
3. Registration Chairperson maintains registration form records and all monies received are transferred to the Convention Committee Treasurer.
4. Registrations received either by mail or direct sale should be maintained in a log indicating information about the registrant and all monies received.
5. Assigns the contents to be included in the registration packet. Works closely with the Merchandise Subcommittee to ensure the assigned contents of the registration packets are included in the merchandise order.
6. Keep a record of all registrations, events, breakfast, lunch and banquet and activities ticket sales and comps.
7. Required to keep duplicate records of any and all items pertaining to registration.
8. The Subcommittee is responsible for preparing a complete registration package for the Convention.

Marathon:

The purpose of this Subcommittee is to offer any convention registrant an open meeting in which he/she may participate throughout the convention.

1. Holds a continuous meeting from the opening of the convention until the closing of the convention.
2. Secures people to chair the Marathon meetings.

Merchandise/ Arts and Graphics:

The purpose of this Subcommittee is to provide recovery related merchandise for sale and to work closely with all other Subcommittees to provide promotional material needed for events before and during the Convention.

1. Works closely with Arts and Graphics committee for the design of merchandise
2. Develops proposals for the type of merchandise to be sold at the convention.

3. Makes sure that all merchandise is sold by the Merchandise Subcommittee.
4. Be responsible for the “Merchandise Store” at the convention

5. Works closely with Registration and Programming Subcommittees for the purchase of merchandise for registration and programming gifts and literature.
6. Merchandise Chair should keep accurate records of sales and inventory throughout the sales period.
7. Responsible for the storage of all Convention merchandise items. Provide a secure place for storage and the delivery of all receipts
8. Responsible for submitting a statement of any remaining inventory and a complete set of records showing all merchandise ordered.
9. Coordinates with Fund-raising Chair in a timely manner to provide flyers and tickets for upcoming events.
10. Be in charge of introducing a new Convention theme and logo each Convention.
11. Presents a variety of designs to be approved by the Convention Committee to allow for a choice of selection.
12. Be responsible for designing & production of banners, programs, flyers, tickets, Convention posters and all Convention merchandise using the new Convention logo.

13. Be responsible for printing of all necessary Trusted Servant, Subcommittee and specialworker badges.

Programming:

The purpose of this Subcommittee is to plan all speakers and workshops, to also include chairs for the workshops and that the speakers promote a clean NA message of recovery. They must keep in mind the need for balance of workshops for newcomers, service minded persons and spiritual discussions.

1. Rent a P.O. Box in order to receive tapes
2. Responsible for selecting Chairpersons & Speakers for all meetings
3. In charge of all speaker meetings & workshops
4. Responsible for developing topics for the meetings & workshops. To also include creating a program.
5. Responsible for soliciting interpreters for the convention
6. Responsible for soliciting tapers for the convention
7. Responsible for making sure that all meetings start and end on time

ALL OF THE SUBCOMMITTEES CHAIRS MUST DO THE FOLLOWING:

- A. Submit an annual budget.
- B. Required clean time is 2 years.
- C. Attend Convention Committee meetings.
- D. Hold a monthly Subcommittee meeting. The meeting should encourage participation from the fellowship.
- E. Submit report at Convention Committee meeting.
- F. Cooperate with appropriate committees within the Convention Committee.
- G. Provide receipts for any and all reimbursed Convention expenses (NO RECEIPT - NO MONEY).

H. Must follow all transactional and financial procedures set by Treasurer and Executive Committee.

H. Receipts are required for all transactions that involve convention funds.

I. Willingness, time and resources to serve.

J. Understanding of the 12 Steps, 12 Traditions and 12 Concepts of N.A through application.

K. Check requests are to be submitted at least one month prior to when funds are needed.

All subcommittee Chairs and Vice Chair will be automatically removed from their position for non-compliance, which includes;

A. Relapse

B. Non fulfillment of duties – i.e., 3 unexcused absences.

C. Misappropriation of (NA) Convention funds

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

Description	Item #	Quantity	Price	Total
Hard Cover Books				
Basic Text English, Hard Cover 6th ed	EN-1101		\$12.15	\$ -
It Works How and Why, Hard Cover	EN-1140		\$9.55	\$ -
Guiding Principles:The Spirit of our Trac	EN-1201		\$11.65	\$ -
Living Clean: The Journey Continues	EN-1150		\$ 10.35	\$ -
Soft Cover Books				
Just For Today, soft cover	EN-1112		\$ 9.55	\$ -
Guiding Principles:The Spirit of our Trac	EN-1202		\$ 11.65	\$ -
NA Step Working Guide	EN-1400		\$ 9.00	\$ -
Pamphlets				
Who, What, How & Why	EN-3101		\$ 0.25	\$ -
Another Look	EN-3105		\$ 0.25	\$ -
Recovery, Relapse	EN-3106		\$ 0.25	\$ -
Am I an Addict?	EN-3107		\$ 0.25	\$ -
Just For Today	EN-3108		\$ 0.25	\$ -
Living the Program	EN-3109		\$ 0.25	\$ -
Sponsorship	EN-3111		\$ 0.25	\$ -
Triangle of Self-Obsession	EN-3112		\$ 0.25	\$ -
One Addict's Experience	EN-3114		\$ 0.25	\$ -
PI and the NA Member	EN-3115		\$ 0.25	\$ -
For the Newcomer	EN-3116		\$ 0.25	\$ -
Self-Acceptance	EN-3119		\$ 0.25	\$ -
H&I and the NA Member	EN-3120		\$ 0.25	\$ -
Welcome to NA	EN-3122		\$ 0.25	\$ -
Staying Clean on the Outside	EN-3123		\$ 0.25	\$ -
Money Matters Self -Support in NA #24 (New)	EN-3124		\$ 0.56	\$ -
Accessibility For Those w/Additional Needs	EN-3126		\$ 0.25	\$ -
Funding NA Services #28 (New)	EN-3128		\$ 0.37	\$ -
Introduction To NA Meetings	EN-2201		\$ 0.25	\$ -
Group Business Meetings	EN-2202		\$ 0.25	\$ -
Group Trusted Servants: Roles and Responsibilities	EN-2203		\$ 0.25	\$ -
Disruptive and Violent Behavior	EN-2204		\$ 0.25	\$ -
Booklets				
Twelve Concepts for NA Service	EN-1164		\$ 2.20	\$ -
Introductory Guide to NA	EN-1200		\$ 2.15	\$ -
White Booklet	EN-1500		\$ 0.80	\$ -
White Booklet for H&I, no staples	EN-1500H&I		\$ 0.80	\$ -
White Booklet, large print	LG-1500		\$ 0.80	\$ -
The Group Booklet	EN-1600		\$ 1.00	\$ -
Behind the Walls	EN-1601		\$ 1.00	\$ -
Behind the Walls for H&I, no staples	EN-1601H&I		\$ 1.00	\$ -
In Times of Illness (NEW)	EN-1603		\$ 3.40	\$ -
NA – A Resource in your community	EN-1604		\$ 0.42	\$ -
Information about NA	EN-2302		\$ 0.32	\$ -
The Group IP	EN-3102		\$ 0.33	\$ -
Working Step Four in NA	EN-3110		\$ 0.82	\$ -
By Young Addicts for Young Addicts	EN-3113		\$ 0.31	\$ -
For Those in Treatment	EN-3117		\$ 0.33	\$ -
The Loner	EN-3121		\$ 0.33	\$ -
For The Parents...Of Young People	EN-3127		\$ 0.33	\$ -
NA Groups and Medication	EN-2205		\$ 0.33	\$ -
Principles & Leadership in NA Service	EN-2206		\$ 0.33	\$ -
Social Media & Our Guiding Principles	EN-2207		\$ 0.33	\$ -
Total Column 1				\$ -

Description	Item #	Quantity	Price	Total
Keytags				
Welcome	EN-4100		\$ 0.56	\$ -
30 Days	EN-4101		\$ 0.56	\$ -
60 Days	EN-4102		\$ 0.56	\$ -
90 Days	EN-4103		\$ 0.56	\$ -
6 Months	EN-4104		\$ 0.56	\$ -
9 Months	EN-4105		\$ 0.56	\$ -
1 Year	EN-4106		\$ 0.56	\$ -
18 Months	EN-4107		\$ 0.56	\$ -
Multiple Years	EN-4108		\$ 0.56	\$ -
Bronze Medallions				
Year(s)				
1 year	EN-4301		\$ 3.40	\$ -
18 Months	EN-4300		\$ 3.40	\$ -
2 years	EN-4302		\$ 3.40	\$ -
	EN-43		\$ 3.40	\$ -
	EN-43		\$ 3.40	\$ -
	EN-43		\$ 3.40	\$ -
	EN-43		\$ 3.40	\$ -
	EN-43		\$ 3.40	\$ -
	EN-43		\$ 3.40	\$ -
	EN-43		\$ 3.40	\$ -
	EN-43		\$ 3.40	\$ -
	EN-43		\$ 3.40	\$ -
Total Column 2				\$ -

Total Column 1		\$ -
Total Column 2		\$ -
Totals from other pages		\$ -
Subtotal		\$ -
Tax Exempt		\$ -
Grand Total		\$ -

GROUP NAME	
NAME OF PERSON PICKING UP ORDER	
DATE	

GOASCNA QUICK ORDER FORM - PAGE 2

DESCRIPTION	ITEM #	QUANTITY	PRICE	TOTAL	
BOOKS					
Basic Text, English, soft cover - 6th Edition	EN-1102		\$11.55	\$ -	
Basic Text, Large Print	LG-1101		\$15.75	\$ -	
Basic Text, soft cover pocket-sized version - 6th Edition	EN-1106		\$11.55	\$ -	
Just For Today, soft cover - pocket-sized version	EN-1113		\$9.00	\$ -	
Sponsorship Book, soft cover	EN-1130		\$8.25	\$ -	
It Works, soft cover	EN-1143		\$9.00	\$ -	
It Works, hardcover - pocket-sized version	EN-1144		\$9.30	\$ -	
It Works, large print	LG-1139		\$12.75	\$ -	
Living Clean: The Journey Continues, Softcover	EN-1151		\$9.75	\$ -	
SERVICE HANDBOOKS & GUIDES			Book subtotal ->	\$ -	
H&I Handbook (with Audio CD)	EN-2101		\$9.65	\$ -	
H&I Basics	EN-2101G		\$0.60	\$ -	
Public Relations Handbook	EN-2102		\$9.85	\$ -	
PR Basics	EN-2102B		\$1.75	\$ -	
A Guide to World Service	EN-2104		\$4.30	\$ -	
Literature Committee Handbook	EN-2105		\$2.75	\$ -	
Handbook for NA Newsletters	EN-2106		\$1.90	\$ -	
A Guide to Phoneline Service	EN-2107		\$3.60	\$ -	
Treasurer's Handbook	EN-2109		\$2.10	\$ -	
Group Treasurer's Workbook	EN-2110		\$2.10	\$ -	
A Guide to Local Service	EN-2111		\$7.05	\$ -	
Outreach Resource Information	EN-2113		\$2.75	\$ -	
Additional Needs Resource Information	EN-2114		\$2.75	\$ -	
Institutional Group Guide	EN-2115		\$4.30	\$ -	
Planning Basics	EN-2116		\$2.05	\$ -	
ACCESSORIES			HandBook subtotal ->	\$ -	
Group Treasurer's Record Pad	EN-9001		\$0.75	\$ -	
Literature Rack (Wire, 8 Pocket)	EN-9053		\$20.80	\$ -	
Literature Rack (Wire, 16 Pocket)	EN-9054		\$26.15	\$ -	
Literature Rack (Wire, 20 Pocket)	EN-9055		\$38.10	\$ -	
NA Wallet Cards – 500 (Overdose/Jail)	EN-9060		\$7.05	\$ -	
NA Wallet Cards – 500 (Recovery is Possible)	EN-9061		\$7.05	\$ -	
NA Wallet Cards – 500 (3rd Step)	EN-9062		\$7.05	\$ -	
				\$ -	
NA Wallet Cards – 100 (Mixed)	EN-9064		\$2.50	\$ -	
NA Wallet Group Reading Cards - (Bundle of 15)	EN-9127		\$2.65	\$ -	
Poster Set	EN-9070		\$10.00	\$ -	
"My Gratitude Speaks" Poster	EN-9071		\$1.45	\$ -	
Serenity Prayer Poster	EN-9072		\$1.45	\$ -	
Twelve Steps Poster	EN-9073		\$3.30	\$ -	
Twelve Traditions Poster	EN-9074		\$3.30	\$ -	
Third Step Prayer Poster	EN-9075		\$1.45	\$ -	
Just For Today Poster	EN-9076		\$1.45	\$ -	
PR Folder	ZPR001005		\$0.60	\$ -	
Group Reading Cards	EN-9130		\$4.60	\$ -	
Basic Journal - (Gift Edition Basic Text design)	EN-9400		\$20.80	\$ -	
NA Medallion Journal Black	EN-9401		\$17.35	\$ -	
NA Medallion Journal Terra Cotta	EN-9402		\$17.35	\$ -	
"Basic" Mug - dark blue	EN-9415		\$6.40	\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
MEDALLIONS			Accessories Subtotal	\$ -	
Fill in year needed then quantity					
DESCRIPTION	YEARS	ITEM #	QUANTITY	PRICE	TOTAL
Bi-Plate		EN-53		\$12.36	\$ -
Bi-Plate		EN-53		\$12.36	\$ -
			Medallions subtotal ->	\$ -	
				PAGE 2 TOTAL	\$ -

GOASCNA QUICK ORDER FORM - PAGE 3

SPANISH BOOKS AND BOOKLETS

DESCRIPTION	ITEM #	QUANTITY	PRICE	TOTAL	
Basic Text, soft cover	CS-1102		\$ 11.00	\$ -	
Just For Today, soft cover	CS-1112		\$ 9.00	\$ -	
Sponsorship Book, soft cover	CS-1130		\$ 8.25	\$ -	
It Works, hardcover	CS-1140		\$ 9.00	\$ -	
Step Working Guide	CS-1400		\$ 8.50	\$ -	
Introductory Guide to NA	CS-1200		\$ 2.00	\$ -	
White Booklet	CS-1500		\$ 0.75	\$ -	
The Group Booklet	CS-1600		\$ 0.95	\$ -	
Behind the Walls	CS-1601		\$ 0.95	\$ -	
In Times of Illness	CS-1603		\$ 3.20	\$ -	
Working Step Four in NA #10	CS-3110		\$ 0.77	\$ -	
NA – A Resource in Your Community	CS-1604		\$ 0.40	\$ -	
Information About NA	CS-1604A		\$ 0.30	\$ -	
Twelve Concepts for NA Service	CS-1164		\$ 2.05	\$ -	
The Group IP #2	CS-3102		\$ 0.31	\$ -	
For Those in Treatment #17	CS-3117		\$ 0.31	\$ -	
The Loner #21	CS-3121		\$ 0.31	\$ -	
Self Support #25	CS-3125		\$ 0.31	\$ -	
A Guide To World Service	CS-2104		\$ 4.30	\$ -	
A Guide To Local Service	CS-2111		\$ 7.05	\$ -	
SPANISH PAMPHLETS			Books subtotal ->	\$ -	
IP DESCRIPTION & NUMBER (#)	ITEM #	QUANTITY	PRICE	TOTAL	
Who, What, How & Why # 1	CS-3101		\$ 0.24	\$ -	
Another Look # 5	CS-3105		\$ 0.24	\$ -	
Recovery, Relapse # 6	CS-3106		\$ 0.24	\$ -	
Am I an Addict? # 7	CS-3107		\$ 0.24	\$ -	
Just For Today # 8	CS-3108		\$ 0.24	\$ -	
Living the Program # 9	CS-3109		\$ 0.24	\$ -	
Sponsorship #11	CS-3111		\$ 0.24	\$ -	
Triangle of Self-Obsession # 12	CS-3112		\$ 0.24	\$ -	
By Young Addicts For Young Addicts #13	CS-3113		\$ 0.24	\$ -	
One Addict's Experience # 14	CS-3114		\$ 0.24	\$ -	
PI and the NA Member # 15	CS-3115		\$ 0.24	\$ -	
For the Newcomer #16	CS-3116		\$ 0.24	\$ -	
Self-Acceptance # 19	CS-3119		\$ 0.24	\$ -	
H&I and the NA Member # 20	CS-3120		\$ 0.24	\$ -	
Welcome to NA # 22	CS-3122		\$ 0.24	\$ -	
Staying Clean on the Outside # 23	CS-3123		\$ 0.24	\$ -	
Money Matters Self -Support in NA #24	CS-3124		\$ 0.53	\$ -	
Accessibility For Those W / Additional Needs #26	CS-3126		\$ 0.24	\$ -	
For The Parents...Of Young People #27	CS-3127		\$ 0.31	\$ -	
Funding NA Services #28	CS-3128		\$ 0.35	\$ -	
SPANISH KEY TAGS			Pamphlets subtotal ->	\$ -	
DESCRIPTION	ITEM #	QUANTITY	PRICE	TOTAL	
Welcome – White	CS-4100		\$ 0.53	\$ -	
30 Days – Orange	CS-4101		\$ 0.53	\$ -	
60 Days – Green	CS-4102		\$ 0.53	\$ -	
90 Days – Red	CS-4103		\$ 0.53	\$ -	
6 Months – Blue	CS-4104		\$ 0.53	\$ -	
9 Months – Yellow	CS-4105		\$ 0.53	\$ -	
1 Year – Moonglow	CS-4106		\$ 0.53	\$ -	
18 Months – Grey	CS-4107		\$ 0.53	\$ -	
Multiple Years – Black	CS-4108		\$ 0.53	\$ -	
SPANISH MEDALLIONS			Keytags subtotal ->	\$ -	
DESCRIPTION	YEARS	ITEM #	QUANTITY	PRICE	TOTAL
Fill in year needed example- Bronze (10 year) or => EN-4310 for example					
Bronze		CS-43		\$ 3.20	\$ -
Bronze		CS-43		\$ 3.20	\$ -
Bronze		CS-43		\$ 3.20	\$ -
Bronze		CS-43		\$ 3.20	\$ -
SPANISH POSTERS & READING CARDS			Key Tags subtotal ->	\$ -	
DESCRIPTION	ITEM #	QUANTITY	PRICE	TOTAL	
6 Poster Set	CS-9070		\$ 10.00	\$ -	
"My Gratitude Speaks" Poster	CS-9071		\$ 1.45	\$ -	
Serenity Prayer Poster	CS-9072		\$ 1.45	\$ -	
Twelve Steps Poster	CS-9073		\$ 3.30	\$ -	
Twelve Traditions Poster	CS-9074		\$ 3.30	\$ -	
Third Step Prayer Poster	CS-9075		\$ 1.45	\$ -	
Just For Today Poster	CS-9076		\$ 1.45	\$ -	
Group Reading Cards	CS-9130		\$ 4.60	\$ -	
			Posters subtotal ->	\$ -	
			PAGE 3 TOTAL:	\$ -	

GOASCNA QUICK ORDER FORM - PAGE 4

NON DISCOUNTABLE ITEMS SHEET				
BOOKS AND CD ROMS				
<i>DESCRIPTION</i>	<i>ITEM #</i>	<i>QUANTITY</i>	<i>PRICE*</i>	<i>TOTAL</i>
CD ROM - It Works (not audio)	EN-8910		\$ 19.80	\$ -
CD ROM - Step Working Guide (not audio)	EN-8911		\$ 19.80	\$ -
CD ROM - Just For Today (not audio)	EN-8912		\$ 19.80	\$ -
Southern Exposure FL History Book - soft cover	HISTORY		\$ 5.00	\$ -
Basic Text, Gift Edition	EN-1107		\$ 26.75	\$ -
Miracles Happen, Hardcover	EN-1120		\$ 28.85	\$ -
Miracles Happen, Softcover & Audio CD	EN-1121		\$ 11.00	\$ -
Just For Today, Gift Edition	EN-1114		\$ 17.40	\$ -
				\$ -
Sponsorship Book, Gift Edition	EN-1131		\$ 20.90	\$ -
Starter Kit	EN-9020		\$ 6.75	\$ -
			Books/CD ROM subtotal ->	\$ -
SPECIALTY ITEMS		QUANTITY		
Leather Flip Photo Album Black			\$ 6.00	\$ -
Leather Zippered CD Holder Variety of Brown			\$ 6.00	\$ -
Leather Key Tag Medallion Holder Variety of Brown or Black			\$ 8.00	\$ -
JIMMY K LOGO BLANKET			\$ 50.00	\$ -
FLAMELESS 6"VANILLA SENTED(with Jimmy K Logo)			\$ 8.00	\$ -
FLAMELESS 4" VANILLA SENTED(with Jimmy K Logo)			\$ 6.00	\$ -
Teddy Bear(with Jimmy K Logo)			\$ 15.00	\$ -
Spinner(with Jimmy K Logo)			\$ 30.00	\$ -
Floral Stained Glass Serenty Prayer			\$ 52.50	\$ -
NA Cotton Chenille Pillow			\$ 25.00	\$ -
			Specialty Items subtotals->	\$ -
VIDEO AND AUDIO TAPE LITERATURE		QUANTITY		
Just for Today Video tape (special order)	EN-8000		\$ 60.60	\$ -
Basic Text Audio CD Set (4)	EN-8811-ND		\$ 10.20	\$ -
It Works Audio CD	EN-8821-ND		\$ 19.40	\$ -
				\$ -
NA Audio Archive Sampler on CD	EN-8950			\$ -
			Video/Tape subtotal ->	\$ -
MEETING LISTS OR FLYERS		QUANTITY	PRICE*	
Get Your Meeting List or flyers Copied				
Single Side Black & white 8 1/2 x 11 (email your meeting list)			\$ 0.08	\$ -
Double Sided Black & white 8 1/2 x 11 (email your meeting list)			\$ 0.16	\$ -
Single Side Full Color 8 1/2 x 11 (email your meeting list)			\$ 0.36	\$ -
Double Sided Full Color 8 1/2 x 11 (email your meeting list)			\$ 0.72	\$ -
			Meeting List or Flyers subtotal ->	\$ -
MEDALLIONS				
<i>DESCRIPTION</i>	<i>YEARS</i>	<i>ITEM #</i>	<i>QUANTITY</i>	<i>PRICE*</i>
Fill in year needed example- Color (10 year) or =>		Blue 10 for example		
Tri Plate Purple		EN-62		\$ 23.45 \$ -
Tri Plate Blue		EN-63		\$ 23.45 \$ -
Tri Plate Burgundy		EN-64		\$ 23.45 \$ -
Tri Plate Black		EN-65		\$ 23.45 \$ -
Tri Plate Pink		EN-66		\$ 23.45 \$ -
Tri Plate Pearl		EN-67		\$ 23.45 \$ -
Tri Plate Violet		EN-68		\$ 23.45 \$ -
Tri Plate Orange & Black		EN-69		\$ 23.45 \$ -
GOLD		EN-73		\$ 11.23 \$ -
Tri Plate Green		ND-GREEN		\$ 23.45 \$ -
			Subtotal for Medallions ->	\$ -
			PAGE 4 TOTALS : NON-DISCOUNTABLE TOTAL *	\$ -



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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: _____