



**SOUTH JERSEY AREA SERVICE CONFERENCE (SJASC)
MAY 15TH, 2021**

Opening: 1:00 pm -Meeting was called to order by the Chairperson and opened with the Serenity Prayer

Readings: Tradition 5, 12 Concepts, SJASC Purpose

Quorum: 11 = 2/3 of GSR's Present (16 GSRs Present)

SJASC -TRUSTED SERVANT ATTENDANCE (SJASC-South Jersey Area Service Conference)

ADMINISTRATIVE OFFICER POSITIONS	NAME	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
CHAIRPERSON	Jason G	X	X	X	X	X							
VICE-CHAIRPERSON	Nikki D	X	X	X	X	X							
SECRETARY	Mike H	X	X	X	ABS	X							
VICE –SECRETARY	Vacant	VAC	VAC	VAC	VAC	VAC							
TREASURER	Mike T	X	ABS	X	X	ABS							
ASSISTANT TREASURER	Vacant	VAC	VAC	VAC	VAC	VAC							
REGIONAL SERVICE MEMBER (RCM)	Debbie	X	X	X	ABS	X							
REGIONAL SERVICE MEMBER ALTERNATE (RCMA)	Vacant	VAC	VAC	VAC	VAC	VAC							

SUBCOMMITTEE OFFICER POSITIONS	NAME	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
HOSPITALS & INSTITUTIONS (H&I)	Mike G	X	X	X	X	X							
PUBLIC RELATIONS (PR)	Denise H	X	X	X	X	X							
POLICY CHAIRPERSON	Jen T	X	X	ABS	ABS	ABS							
ASSISTANT POLICY CHAIRPERSON	Vacant	VAC	VAC	VAC	VAC	VAC							
LITERATURE SUPPLY CHAIRPERSON	TJ The Tiger	X	X	X	X	X							
LITERATURE SUPPLY VICE-CHAIRPERSON	Vacant	VAC	VAC	VAC	VAC	VAC							
LITERATURE REVIEW CHAIRPERSON	Jeff H	X	X	X	X	X							
ACTIVITIES COMMITTEE CHAIRPERSON	Sierra T	X	ABS	ABS	ABS	VAC							
ACTIVITIES VICE-CHAIRPERSON	Sean B	X	X	ABS	ABS	VAC							
ACTIVITIES TREASURER		VAC	VAC	VAC	VAC	VAC							
WEBSITE CHAIRPERSON	Davit M	VAC	VAC	X	X	X							
MEETING LIST CHAIRPERSON	Vacant	VAC	VAC	VAC	VAC	VAC							

ANNIVERSARIES

**Please help us in congratulating our celebrants! **

Matt F – 3 Years

NA RELATED ANNOUNCEMENTS / HOMEGROUP REPORTS

ADMINISTRATIVE REPORTS

**Select reports were submitted and posted below for review.*

CHAIRPERSON: Gave Verbal.

VICE CHAIRPERSON: Gave Verbal.

SECRETARY: Gave Verbal

LITERATURE SUPPLY: Gave Verbal

TREASURER: SJASC – See Attached*

RCM: See Attached*

RCMA: Vacant.



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SUBCOMMITTEE REPORTS

HOSPITALS & INSTITUTIONS: H&I Subcommittee of South Jersey Area of NA is looking for new members to fill 2021 commitments. We have 5 open commitments to fill immediately! The minimum clean time requirement is six months clean. Must have an NA sponsor, NA Home Group, and must be off all drug replacement therapies, including the Vivitrol shot. We currently have 26 active members Serving 7 facilities. Out of our 31 commitments we are only serving 12, 10 in-person and 2 virtually. Maryville who holds 16 commitments reported that we are not to return for two weeks and may begin returning on 5/20/21. H&I subcommittee voted on the policy changes all changes passed and it was brought to area today. Thanks for allowing me to serve.

PUBLIC RELATIONS: Verbal given.

POLICY CHAIRPERSONV: Vacant

LIT REVIEW: Hello everyone I am a grateful recovering addict my name is Jeff. South Jersey Area Lit Review Sub Committee meets the 2nd Sunday of every month at 3 pm on the Zoom Platform the meeting ID is 848-0773-7900. Due to last week being Mother's Day we will be holding our meeting on the 3rd Sunday today may 16th at 3pm. I will also share that info in the chat. At this time review and input on batch 5 is available on na.org/spad there are drafts up for review and input on 22 principle. The committee has been working on them over the last month and will be finishing putting in our input by the May 31st deadline. The committee would like to encourage anyone interested in reviewing that same material either individually or with a group please go to NA.org and search SPAD project and please reach out with any questions you may have. That is all I have to report at this time thank you for allowing me to serve.

ACTIVITIES CHAIRPERSON: Andrew M was elected! Congrats Andrew!

ACTIVITIES TREASURER: Absent.

WEBSITE CHAIRPERSON: Good Afternoon Davit addict, web chair report for May, 2021 I'm glad to report that more meetings are opening up, for in person . I've updated all of the homegroups that reached out to area. I'm planning to meet with Jason so we can add a link with each meeting directions(maps).

Thanks you for letting me serve
Davit M

MEETING LIST CHAIRPERSON: Vacant.

OLD BUSINESS

NEW BUSINESS

Motion 5.21.01 – Maker of the Motion Mike G H&I Chair, 2nd by Matt F. **Motion:** To update policy as per the changes made at the H&I Ad-hoc policy review held on 3/28 and then brought back to the H&I subcommittee to vote on the changes, this passed on 4/18.
Intent: To Change H&I subcommittee policy. **RESULT: Motion Passes**

ELECTIONS

Vice Secretary

The Vice Secretary works closely with the Secretary sharing many responsibilities. The duties shall include attendance at all Area Services and other various duties shared with the Secretary.

Qualifications:



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1. Willingness to serve
2. Minimum 6 months continuous clean-time
3. Prior service experience in NA
4. A working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA
5. General office or secretarial skills and access to a computer.
6. Must have a Home Group within the South Jersey Area (# 03-11-01)

Duties:

1. Assist the Secretary in keeping accurate minutes of each ASC meeting.
2. Assist the Secretary in typing and distributing minutes as well as an agenda for the next conference to all ASC participants within ten days following each meeting of the SJASC.
3. Assist the secretary in taking roll at each meeting.
4. Shall perform the duties of the Secretary in the absence of the Secretary
5. Trains to become the Secretary

Term:

This is a one (1) year commitment with a two (2) term limit.

Treasurer: Elected Lou P.

Area Assistant Treasurer

The Assistant Treasurer shall attend area services each month. He/She shall assist the Treasurer in making an itemized statement/report of all contributions and expenditures at every regular meeting of the SJASC, as well as an annual report at the end of each calendar year.

Qualifications:

1. Willingness to serve
2. Minimum 2 years clean time
3. Prior service experience as a Group Treasurer.
4. A working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of NA
5. Personal financial stability
6. Bookkeeping or accounting experience, including balancing own personal checking account
7. Have means to deposit at a TD bank, the monies (donations and literature purchases) collected at the Area Service Conference
8. Must have a Home Group within the South Jersey Area (# 03-11-01)

Duties

1. Assist the Treasurer in making an itemized statement/report of all contributions and expenditures at every regular meeting of the SJASC.
2. Assist the Treasurer in making an annual report at the end of each calendar year.
3. Train to become Treasurer when term is completed and approved by GSRs

Term:

This is a one (1) year commitment with a two (2) term limit.

Regional Service Member Alternate

The RCM Alternate works closely with the RCM sharing many responsibilities.

Qualifications:

1. Willingness to give time and resources to the job
2. Minimum 2 years continuous clean time
3. Prior service experience in a home group or at Area level.
4. A working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of N.A.
5. Must have a Home Group within the South Jersey Area (# 03-11-01)



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Duties:

1. Attend all Regional service conferences and Area conferences
2. Attend ASC monthly
3. Maintain the integrity of the Regional meeting lists.
4. Assist RCM in their duties
5. Serves on one Regional Committee
6. Trains to become RCM
7. In the absence of the RCM, the alternate RCM shall perform the duties of the RCM

Term:

This is a one (1) year commitment with a two (2) term limit.

Policy Chairperson

The Policy Chair does not make policy for the Area. The duties of this position are to record and keep accurate records of all Area policy, including that of all standing committees. The Policy Chair should be viewed as a trusted servant as opposed to an actual subcommittee.

Qualifications:

1. Willingness and desire to serve.
2. Minimum 2 years continuous clean time
3. Prior service experience at Area, Region or World
4. A working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of N.A. 5. An understanding of Roberts Rules of Order.
6. Should have general clerical skills and have access to a computer
7. For the purpose of this committee a clear knowledge of NA Traditions is essential.
8. Must have a Home Group within the South Jersey Area. (# 03-11-01)

Duties:

1. Oversees the maintenance of operating guidelines for the ASC
2. Generate an updated, computerized copy of the SJASC policy reference guide
3. Provide clarification of current policy at ASC and serve as a resource to the area body in this regard 4. Identify areas where policy is in conflict or where conflicts are present due to the absence of policy and report findings to ASC
5. Attends ASC on a monthly basis and present a neatly written or typed report
6. Assist subcommittees in development and maintenance of their policy when needed
7. Record and keep accurate records of all Area policy, including that of all standing committees.
8. Distribute print copies of Area Guidelines, Area Policy and Sub-committee guidelines upon request. It is also available on the web. (# 04-11-06)
9. Forward all revised versions of the SJASC Policy to the Website Chair so updated ` Policy can be maintained on the Website.
10. Maintains, updates, makes and delivers copies of the GSR Welcome Packet at every ASC. (#12-12-10)

Term:

This is a one (1) year commitment with a two (2) term limit

Assistant Policy Chairperson

The Assistant Policy Chairperson works closely with the Policy Chair, assisting in their duties and learning the responsibilities of that commitment.

Qualifications:

1. Willingness to serve
2. Minimum one year continuous clean time



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3. Prior service experience in NA
4. A working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of N.A
5. Leadership qualities as defined in the fourth concept
6. General office and clerical skills
7. Must have a Home Group within the South Jersey Area (# 03-11-01)

Duties:

1. Assists the Policy Chair in the maintenance of the operating guidelines as well as the subcommittee guidelines
2. Attends ASC in its entirety each month
3. Acts as Policy Chair in the absence of the Policy Chair

Term:

This is a one (1) year commitment with a two (2) term limit.

Literature Supply Committee Vice Chairperson

The purpose of this committee is to carry the written message of recovery to the addict who still suffers, through the purchase and supply of literature from the World Service Office (W.S.O.) to member groups at the regular SJASC meetings. This committee is responsible to keep accurate records of all transactions and is directly responsible, as with any standing committee, to the SJASC.

Qualifications:

1. Willingness and desire to serve.
2. Minimum 1 years continuous clean time.
3. Prior service experience in N.A., including Lit Supply.
4. A working knowledge of the Twelve Steps, Twelve Traditions and Twelve Concepts of N.A.
5. Must have a Home Group within the South Jersey Area (# 03-11-01)

Duties:

1. Assist the Literature Supply Chairperson to carry the written message of recovery to the addict who still suffers, through the purchase and supply of literature from the World Service Office (W.S.O.) to member groups at the regular SJASC meetings.
 2. Assist the Literature Supply Chairperson to keep accurate records of all transactions and be directly responsible, as with any standing committee, to the SJASC.
 3. Assist the Literature Supply Chairperson to fill the monthly H&I literature order if requested by H&I.
 4. Assist the Literature Supply Chairperson to give starter kits to new groups
- Presents a neatly written or typed report to the SJASC monthly

Term:

This is a one (1) year commitment with a two (2) term limit.

Activities Vice Chair Person

The Activities Vice-Chair works closely with the Chair and Activities Treasurer assisting in their duties and learning the responsibilities of that commitment.

Qualifications:

1. Willingness and desire to serve.
2. Minimum 1-year continuous clean time.
3. Prior service experience in NA.
4. Working knowledge of the twelve steps, Twelve Traditions and Twelve concepts.
5. Must have a Home Group within the South Jersey Area (# 03-11-01)

Duties:

1. Assist to organize learning days, workshops, dances and other functions to promote unity within the south jersey area of NA.
2. May have to attend each event in its entirety. (#08-10-04)

Term:

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Activities Treasurer

South Jersey Area Service Activities Treasurer be elected at Area and be an Area trusted servant, be required to attend the ASC, JAC, make a monthly accounting of Activities funds to the ASC, and "be accountable to those they serve.

Qualifications:

1. Willingness to serve
2. Minimum 2 years continuous abstinence from all drugs
3. Prior experience as a Group Treasurer.
4. A working knowledge of the Twelve Steps and Twelve Traditions of N.A.
5. Financial stability
6. Bookkeeping or accounting experience
7. Prior service experience in N.A., including Activities.
8. Must have a Home Group within the South Jersey Area (# 03-11-01)

Duties:

1. Required to attend the ASC, JAC
2. Make a monthly accounting of Activities funds to the ASC in a neatly written or typed report
3. And be accountable to those they serve.
4. Will produce the subcommittee checkbook at all SJASC meetings.

Term:

This is a one (1) year commitment with a two (2) term limit.

Meeting List Chairperson

Qualifications:

1. Willingness and desire to serve
2. Minimum one year continuous clean time
3. Working knowledge of the 12 Steps, 12 Traditions and 12 Concepts of NA
4. Leadership qualities as defined in the fourth Concept
5. Must have a Home Group within the South Jersey Area (# 03-11-01)

Duties:

1. Update and print new meeting lists every two months, as many as needed
2. Present quarterly budget to the ASC as to the cost (i.e., proofing, printing) of next update
3. Present a written and oral report at each ASC
4. Pick up meeting lists and deliver them to Literature Supply Chairperson after each printing and prior to the next ASC
5. On a monthly basis, coordinate meeting list updates with both the RCMA and Website Chair so as to maintain the accuracy of both the SJ website and the Regional Meeting List
6. Presents a neatly written or typed report to the SJASC monthly

Term: This is a one (1) year commitment with a two (2) term limit.

SJASC- TREASURERS REPORT

May 2021

The bank statement for April reconciles to the penny. Donations are

“carring the message 100.00 , JFT Monday 25.00 , Recovery for today 25.00 ,spiritual princ 101.00

Steps to freedom 61.00 Surrender on sat 20.00 Take five 21.60 , Willing on Wed 270.40

Checks were mailed for Our regional Insurance 130.00 and Regional Phonenumber 100.00

And Monthly Storage for 128.09

- Group donations were \$ 624.00
- Literature purchases were \$ 242.50
- Area expenses were \$350.09
- Literature expenses were \$0.00
- We are \$Under Cap -3,054.41

ASC checking account balance is \$2,504.72

I am attaching documents to back up above report, sincerely Lou P

**SJ AREA SERVICE CONFERENCE
RCM REPORT – May 16, 2021**

I attended the RSC meeting yesterday. Overview of pertinent items discussed:

- RDA (Regional Delegate Alternate) attended World Conference participant Webinar where NAWS reports that efforts are still underway to move the fellowship from a model of funding from lit sales to a model base donations. The goal is to get to a 70/30 split. NAWS is asking members to set up recurring monthly donations which can be done on the na.org website. NAWS reported that there are currently 750 members setup for monthly donations totaling approximately \$20,000
- The World Convention that was planned for Australia last year and postponed to this year has been canceled due to continuing pandemic restrictions. Further details regarding revised plans for the World Convention will be forthcoming
- The World Service Conference scheduled for Spring 2022 will be held virtually and not in person
- The Chair of the Fellowship Development subcommittee of the NEZF gave a short presentation to give us an overview of what that committee does. The primary purpose of this group is to provide a HRP – Human Resource Pool for all members of the Zone. An HRP is basically a group of experienced members that are available to help Areas in service related issues. The group is currently working on putting together a few different types of training programs – 1 to train RD's (Regional Delegates) and another is to train for RCM's
- PI Subcommittee is very active – recently participated in the NJPN virtually conference where they manned a virtual exhibit for 3 days. They had a good number of visitors to the exhibit and made lots of contacts. The committee is now working on touching base with all visitors. The committee has a presentation scheduled with the Burlington County Prosecutor's Office in June. Also working on a plan to participate in International Overdose Awareness Day in Trenton on August. Group is also working with Area PI committee's to try to get PSA's out to the public. A motion was made and passed to have a link to the 2 PSA's posted on the Regional website
- The working capital balance for the Region is \$18,638.34 – this is the amount of money the Region has available to spend after accounting for all fixed costs – one of our monthly fixed costs is a \$500 donation to NAWS. A motion was made and passed to give another \$2,000 for a total donation of \$2,500
- GRS's – please be sure to check the meeting list information on the Regional website – nanj.org. If changes are needed, please let the Regional meeting list chair know by updating directly on the website or sending an email to meetinglist@nanj.org.
- Open positions
 - Policy Chair
 - Asst Policy Chair
 - Liter Review Chair
 - Insurance Chair
 - Meeting Directory Chair
 - Newsletter Chair
 - BOT members – 4 openings

Our next meeting is scheduled for Sat July 17 and will be a hybrid meeting. I am looking forward to seeing people again

In loving service,
Debbie B