



# SOUTH JERSEY AREA SERVICE CONFERENCE (SJASC)

January 9<sup>h</sup> 2022

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

**Readings:** Tradition 1, 12 Concepts, SJASC Purpose

**Quorum:** 14 = 2/3 of GSR's Present ( 22 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											
VICE CHAIRPERSON	Nikki D	X											
SECRETARY	Mike H	X											
VICE -SECRETARY	Vacant	VAC											
TREASURER	Lou P	X											
ASSISTANT TREASURER	Scott	ABS											
REGIONAL SERVICE MEMBER (RCM)	Vacant	X											
REGIONAL SERVICE MEMBER ALTERNATE (RCMA)	Michelle G	VAC											

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

## ANNIVERSARIES

## 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



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**TREASURER:** Gave Verbal

**RCM:** Vacant

**RCMA:** Gave Verbal

### SUBCOMMITTEE REPORTS

#### **HOSPITALS & INSTITUTIONS: H&I Subcommittee of South Jersey Area of NA is looking for new members to fill 2021**

**commitments.** We have 2 open woman's and one male commitment 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 28 active members Serving 6 facilities. Out of our 30 commitments we are only serving 11, 10 in-person and 1 virtually. Maryville who holds 16 commitments reached out to myself on 12/8/21 has a Covid-19 outbreak and is not allowing outside meetings until further notice. Pyramid who hold 4 commitments is allowing positive Covid-19 clients to remain in the building, we suspended this commitment until we can vote on ths at are upcoming subcommittee on 1/16/22. We will be having re-allocation at our next subcommittee meeting, we haven't had re-allocation since January 2021 due to the pandemic.

Thanks for allowing me to serve.

Mike G

**PUBLIC RELATIONS:** Absent

**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 2<sup>nd</sup> Sunday of every month at 3 pm on the Zoom Platform the meeting ID is 848-0773-7900. Like I reported the last time we meet World Service has released the approval draft for the SPAD book on PDF and the have printed draft copies available for \$10.00 through the na.org products store. Lit supply has informed me that they ordered in some copies for special purchase with your normal HG lit orders please see TJ R or Matt F for more info on ordering a copy through the SJASC. Last month at the committee meeting the committee split us the SPAD book into 3 sections for each of our members to review so that collectively we can come to a consensus on how the over all project turned out. As a committee we plan to continue that process and are looking to put together a joint event sometime in March around the SPAD project. Once planning for that comes together, we will have flyers sent over to the web page promptly. Lastly, we encourage all members to bring awareness to their respective groups as this book will be the only motion entertained at this year's interim virtual WSC. That is all I have to report at this time thank you for allowing me to serve.

**ACTIVITIES CHAIRPERSON:** Gave Verbal

**ACTIVITIES TREASURER:** Gave Verbal

**WEBSITE CHAIRPERSON:** Gave Verbal

**MEETING LIST CHAIRPERSON:** Vacant

### OLD BUSINESS

**Motion 12.21.01 – Motion:** To meet in January at the Gloucester City Facility and by hybrid online. **Intent:** To be able to have SJASC meet in person.

**Motion made by Melissa K GSR Get to the point. 2nd by Sam M GSR Take 5**



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**Result: Motion Passed**

**Motion 12.21.02 – Motion:** To put into effect the new updated lit review policy. **Intent:** To bring the subcommittee online with current policies **\*\*SEE ATTACHED\*\***

**Motion made by Jeff H Lit Review Chair 2<sup>nd</sup> by Melissa K GSR Get to the point**

**Result: Tabled to new business at February SJASC**

### NEW BUSINESS

**Motion 1.22.01 – Motion:** To meet in Febuary at the Gloucester City Facility and by hybrid online. **Intent:** To be able to have SJASC meet in person.

**Motion put on the floor.**

**Result: Motion Passed**

### ELECTIONS

#### Chairperson

Nikki D

#### Vice-Chairperson

Lou E

#### Secretary

Mike H

#### 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:

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.



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**Treasurer**

**Lou P**

**Area Assistant Treasurer**

**Scott**

**Regional Service Member (RCM)**

**Michelle G**

**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)

Duties:

1. Attend all Regional service conferences and Area conferences
2. Attend ASC monthly
3. Assist RCM in their duties
4. Serves on one Regional Committee
5. Trains to become RCM
6. 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

**Hospitals and Institutions Committee (H&I) Chairperson**

**Mike G**

**Public Information Committee (P.I.) Chairperson**

P.I. is informing the public about recovery through the Twelve Steps and Twelve Traditions of Narcotics Anonymous. The purpose of the P.I. Committee is to provide community awareness of what N.A. is, as well as how, when and where we are available. Within the bounds of our Twelve Traditions, the P.I. committee carries the message of recovery through billboards, bumper stickers, posters, radio and T.V., public service announcements (PSA). These, in most cases, carry the Regional help line phone number. Our attraction will not work if no one knows we exist. The P.I. Chairperson will also facilitate the SJASC's participation with the Regional help line.

Qualifications:

1. Willingness and desire to serve
2. Minimum 2 years continuous clean time
3. Prior service experience in N.A. (#12-16-01)
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. Carry the message of recovery through billboards, bumper stickers, posters, radio and T.V. PSA's.
2. To provide community awareness of what N.A. is, as well as how, when and where we are available.
3. Will also facilitate the SJASC's participation with the



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Regional help line.

4. To enforce Regional guidelines for removal of Help-line volunteers.
5. To send Greater Camden Area meeting lists with SJASC PI mailings.
6. To hold Regional Help-line workshops periodically, but no less than annually
7. Represents the SJASC to the Regional PI Committee Meeting
8. Hold key to SJASC post office box.
9. Presents a neatly written or typed report to the SJASC monthly
10. Must secure a public place to hold regularly scheduled subcommittee meetings.
11. Is responsible for the security and maintenance of the overhead projector. (#12-12-07)

Term:

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

### Policy Chairperson

Jason G

### 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
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.

Presents a neatly written or typed report to the SJASC monthly

### 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



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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.

### Literature Supply Committee Chairperson

TJ The Tiger

### Literature Supply Committee Vice Chairperson

Matt F

### Literature Review Committee Chairperson

Jeff H

### Activities Committee Chairperson

Andrew M

### Activities Vice Chair Person

Ray M

### Activities Treasurer

Raymond

### Website Subcommittee Chairperson

Davit M

### 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 the Website Chair so as to maintain the accuracy of the SJ website.
6. Presents a neatly written or typed report to the SJASC monthly

Term:

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### **\*\*South Jersey Area of Narcotics Anonymous Literature Review Policy\*\***

Written: November 2021

Approved by SJASC: ??

Chair Person requirements:

2 years Clean

Working knowledge of 12 steps, 12 traditions, and 12 concepts

Willingness to serve

Must be voted into this position at the SJASC through nomination and or volunteering.

Chair Person Duties:

Locate and secure a monthly meeting place to hold regular sub-committee meetings (either in person or online)

Research and bring any info for new literature projects that world services maybe working on at a given time to the regular sub-committee meeting.

Keep an archive book of all area writing submissions collected and worked on with the sub-committee to be passed down from chairperson to chairperson for a historical record.

All writing submission, review, and input submission should be coordinated by the chair and funneled through the given portals for any particular project to World Literature Committee on na.org.

Chairperson should plan and hold at least 1 yearly event tradiontaly co-hosted with the Activities Committee to help inform members about current fellowship literature projects. "Minimum 1 event annually but not limited"

During CAR cycle years where there is any new literature to be voted on the chairperson should organize a 2<sup>nd</sup> event geared towards information and awareness of any new literature to be voted on in a given Conference agenda report.

(Suggested ideas for events: Speaker Jams, Workshops either writing or reviewing new literature)

To hold an annual policy review during the month of June annually.

Expenditure Budget:

All funds that maybe required for this committee would need a motion and 2<sup>nd</sup> with a GSR approval to follow at the monthly ASC for the South Jersey Area of Narcotics Anonymous.

Sub-Committee position:

Secretary:

30 days clean

Willingness to serve

Duties:

To keep a written record of monthly sub-committee meetings

Assist the Chair in the collection and archiving of any area new literature submissions for archive book.



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