

The regional service committee met on Saturday April 15<sup>th</sup> 2012 at 30 Bickford Street  
Boston Ma.

**Announcements**

1. Next New England Regional Service Committee Weekend will be  
Subcommittees: June 9<sup>th</sup> 2012, 12:00PM - 5:00PM at the Christian Fellowship 822  
Church Street New Bedford MA.  
RSC: June 10<sup>th</sup> 2012, at the Christian Fellowship 822 Church Street New Bedford MA.  
**\*IMPORTANT\*12:30PM - 6:30 PM**
2. WSR is seeking male and female step guides to help incarcerated addicts within the  
New England Region. Please contact Andy from Central Mass.
3. GPA and FSA is hosting a Unity Learning Day on Saturday April 28<sup>th</sup>, 2012 1-5pm at  
Anchor Recovery Center on 249 Main Street Pawtucket, RI 02960.
4. South shore Area H&I :Learning Day will be held May 12<sup>th</sup> 2012 9am-3pm at the  
North Congregational Church 39 Plymouth St. N. Middleborough Ma. Contact person is  
Angelo S. 617 894 0993
5. SEMA NA IV F&E Subcommittee Presents “outta tha gutta”. Date: Saturday 4/21/12.  
Time: 7-10pm. Location: Holiday Lanes 236 State Road Westport MA. Tickets for sale  
for \$15.00.
6. Event: ‘Man Up’ group of NA: We made a decision. Speaker Jam and Dinner. Date  
May 12<sup>th</sup> 2012 12-7pm at Fort Tabor 1000c south Rodney French blvd, New Bedford  
Ma. \$5.00 donation, tickets available.
7. Friday Nite Delight speaker Jam 5-12pm West Springfield, MA. 4/20/12 214 Elm  
Street W. Springfield MA. Registration for W. Mass Convention \$55.00 at event.
8. Western Mass area convention 12, August 3,4&5 at the Sheraton Springfield 1  
monarch place, Springfield ma 01144.
9. A Summer Celebration. June 23<sup>rd</sup> 2012 12-9pm at PACC 170 school street Taunton  
MA. Tickets are \$15.00. Featuring meat on a stick, DJ, speaker jam. Fundraiser for  
NERCXV.
10. Central Mass Narcathon Committee Pancake Breakfast Fundraiser. Greendale  
People’s Church 25 Francis Street Worcester Ma. May 19<sup>th</sup>, 2012 9am-1pm. \$7 kids  
under 8 are free. Speakers and fun!
11. NERC Regional Convention Hotel Flyer to reserve hotel rooms at the Hyatt Regency  
Newport in Newport RI. Either by phone or on our regional website.

Open Positions: Assistant Secretary, Activities Committee Chair

Noel opened the meeting at 11:15 with a moment of silence and a collaborative reading of the 12 traditions and 12 concepts of NA.

10 areas were present at the opening of business: Boston, Cape Cod, Central Mass, Greater Providence, Metro West, NEMA, Pioneer Valley, SEMA, Western Mass and South Shore.

The minutes from February 2012 were accepted.

### **SUBCOMITTEE REPORTS**

**Chair:** no report

**Vice Chair:** no report

**Secretary :** contact sheet was sent around for updating.

#### **Opening Balance and Treasurer's Report:**

##### **Treasurer's Report**

The finance committee met in Jamaica Plain, MA on April 15, 2012. Thank you to Sal S. for his assistance in preparing this report

We started the meeting at 1pm. Present were:

- Rocco – Subcommittee Chair
- James P – Regional Treasurer
- Karrie – Assistant Regional Treasurer
- Sal S – Subcommittee Secretary

#### **Revised Insurance Breakout with One Area Self-Insuring**

SEMA has informed the region that they are retaining their own insurance policy and will not participate or contribute to the Region's insurance policy. As such, we have removed the 48 SEMA meetings from the regional breakdown of the total cost. The revised percentages are listed below. The Finance committee requests that SEMA produce letter to the Region stating that they are fully covered under their own insurance policy and agree to hold the region harmless for any liability.

#### **Breakout of insurance bill with the removal of SEMA.**

<b>Region</b>	<b>Number of Meetings</b>	<b>% Breakout</b>
Boston	66	13.72%
Cape Cod	32	6.65%
Central Mass	79	16.42%
Free Spirit	21	4.37%
Greater Providence	50	10.40%
Martha's Vineyard	6	1.25%
Metro West	39	8.11%
Nantucket	5	1.04%
North East Mass	92	19.13%
Pioneer Valley	11	2.29%
South East Mass		0.00%
South Shore	49	10.19%
Western Mass	31	6.44%
<b>Total</b>		

### Income Verses Expenses

We commend the subcommittees on working with the finance committee over the past year to rein-in spending. Thanks to some hard work by our Assistant Treasurer Carrie B. we were able to analyze our income v expenditures. Spending levels in FY 09 and FY10 were extremely high. With the reduction in Area donations, we need to continue to be prudent with our spending. We are also pleased to see that the budgets that have been submitted so far this year are either at or under last year levels. Thank you to all. Anyone who would like to examine the analysis charts please let us know.

### Taxes, Customary Expenses – Post Office Box & Storage Space

We will make a check out to “Postmaster” for PO Box 690437 (Mail check to: Postmaster, 47 Washington Street, Quincy, MA 02169.)

We are proposing to reduce our storage costs significantly. Our storage is currently at “Extra Space Storage” 122 Allied Dr, Dedham, MA 02026. 781-329-6435. The New England Region Service Committee has storage unit # C-29, which is paid thru June 30<sup>th</sup>. Our new storage facility will be in Somerville at the cost of \$1 per year. We need to move things to our new storage facility in Somerville before June 30<sup>th</sup> 2012.

After we vacate the storage unit, we need to let Express Space Storage let them know we are out of the unit.

I will make payment for the 1<sup>st</sup> quarter MA sales tax, which is due by April 20<sup>th</sup>. He will also file RI taxes.

### Money Matters

- The treasurer’s beginning balance for our meeting today was \$8.20.
- Prudent reserve is at \$1,138.48 --which is below the set amount of \$1,552.50 or 414.02 below where it should be.
- RD/RDA set-aside beginning balance is \$-36.53

### Policy Matters

The following items will be updates in the Treasurer’s responsibility document:

- Update the storage information and location
- Under the April duties, change the passage “Collect all budget proposals to determine the prudent reserve for Aug RSC and for pass on to new Treasurer.” to “Collect budgets and set Prudent Reserve prior to the June RSC.
- Remove item 16 of the treasures duties, where it states that the treasurer will send the general ledger to secretary.

### Other

The finance committee will meet on Saturday May 19<sup>th</sup> do a year end reconciliation of our banking statement and to correct accounting errors in the books from prior trusted servants

Meeting was closed at 4:25pm

In Loving Service, James P.

617-314-4048

### **Convention Committee:**

**H&I:** no report

**Literature:** Literature Committee

Brenda V.--Chair

The literature committee met yesterday with 4 members attending. We reviewed the following agenda items:

- Web page
  - Links to frequently utilized NAWs resources were reviewed.
  - We are utilizing our link on [www.nera.org](http://www.nera.org) for locally developed resources submitted to the literature committee. Please let your areas know we are looking for addict input.
  - We continue to have the Literature Committee survey posted.
    - Input by individual NA members, groups, and our member areas is requested and will be accepted and compiled on an ongoing basis.
    - We will be updating the survey to reflect current NAWs project i.e., The Traditions Workbook (assuming that goes forward).
- Regional Committee Member Orientation Packet
  - At the request of the RD, we reviewed and edited this packet.
- We are hopeful that we will have the opportunity in the next year to work on the Traditions Workbook. We will continue to update you on this process.
- Mission and vision statements are under ongoing development.
- We submitted our budget of \$300 for the June 2012-April 2013 (up to the Saturday of the June 2013 RSC).
- I will not be at the Saturday or Sunday RSC in June due to 2 family obligations. The vice-chair may be able to attend
  - I would like to thank this body for the honor of serving this region. It has truly enhanced my recovery process.

Once again, we continue to seek input from Areas of the New England Region. Input including completed surveys may be submitted via the Literature Committee email: [Literature@newenglandna.org](mailto:Literature@newenglandna.org). We continue to welcome any and all addict/group participation in this process.

In Loving Service,  
The Literature Committee

**Policy:**

**Phone Line:**

The regional phone line subcommittee met Saturday March 14, 2012, 12:00pm at the Anna Cole Community Center, 10 Lamartine Street, Jamaica Plain, MA a/k/a Bromley Health Community Center.

We opened with the serenity prayer.

The chair, treasurer, and secretary were in attendance along with representatives from Boston; Free Spirit ; Greater Providence Area; and Southeast Mass Area.

Chairperson gave his report from February 27<sup>th</sup>, 2012 Regional Meeting.

Secretary gave her report from February 26<sup>th</sup>, 2012 Regional Subcommittee meeting.

Treasurer's reported expenses for March and April 2012 which totaled \$1,182.95. Expenses of Diamond Voice, Century Link, Fair Point and Verizon were read. Treasurer

explained Phonenumber bill and which areas were in arrears. Presently, prudent reserve is at \$2,120.86. All areas have been paying their bills.

Within the last 2 months, the Phonenumber received an increase/decrease of 116 calls since February 2012.

Literature reported 29 calls received within the last 2 months and purchase of Regional Meeting Directories.

Professional Contact: no report (open position)

Non-urgent call back reported 29 calls within the past 2 months.

Urgent call back reports received within the last 2 months.

-Boston 7 calls	-Metro West
- Cape Cod	- Nantucket
-Central Mass	-NEMA 1 call
-Free spirit	-SEMA 0 calls
-Greater Providence	South Shore 3 calls
-Martha's Vineyard	

Meeting list update coordinator reported there has been no updates since February. He was able to complete these updates with updated software. He recently has been working on how to do single updates and insert as they come versus updating and having to go through the entire meeting list.

Old Business:

Open positions within the regional phone line subcommittee are: vice chair and professional contact person.

New Business:

Discussion of Free Spirit and Greater Providence areas separating their phone lines. Free Spirit wishes to maintain their local line and Greater Providence wants to join NE Regional. Greater Providence wants to know the costs of such a change. The chair will inquire as to the costs of this separation, a new prompt and setup of urgent callback for Greater Providence. Greater Providence will maintain their present setup with Free Spirit for approximately another month in which free spirit should have reached a decision as to their intentions.

The Chair desired a copy of list of guidelines regarding referrals for the Boston area. Will provide a copy to Treasurer who will add to our Phone line.

The subcommittee closed with the serenity prayer.  
In loving service,  
Carolyn R., Phone line Secretary

### **Public Information:**

This month there were 5 areas in attendance to start the meeting South Shore, Greater Providence, SEMA, Boston and Central Mass. The meeting opened with the serenity prayer followed by introductions and then we had area reports listed below.

GPANA John N

These past few months we haven't had a lot going on mainly website updates. We have one presentation coming up with RICARES at the Rhode Island state house on April 24<sup>th</sup> from 1-5pm.

"Public information Subcommittee of Central Mass Area , Report

We met @ the N.E. Dream Center @ 5:30 April 2, '12 . Subcommittee elections were held .

Sean B. - Vice Chair

Sierra D.- Secretary

Bob S.- Treasure

Up coming events were discussed . A Flyer for the flyer hanging day was discussed . Each member of the committee had some input on how they wanted the flyer to be . Proper logo , numbers, website and etc. No clean time requirement to participate in the event . Area that we will be targeting will be athol Gardner Orange Fitchburg . North Central Area . The month after we will target other area's with in the CMA . Actual Flyer Hanging Day will be on the 28th @ 1pm . Meeting @ Cogshell Park in Fitchburg ,mass . Also we are still doing the health fairs @ the schools in the CMA area . We were ask to go back to Westboro high school open assembly on the 26th of april . Also this past month presentations were done for facilities requesting H+I commitments . "Our Fathers House " of Fitchburg closed shelter program is requesting a commitment on a wednesday evening . More facilities also requesting .

Our Next meeting will be on May 7th @ 5:30 N.E Dream Center 5 chestnut St. Worcester ,Ma. More will be revealed !

In loving Service ,

Teri T (CMA- PI-Chair)"

### **Presentations:**

#### **Bob R Events Coordinator**

Harvard Medical School Symposium Treating the Addictions

Boston Park Plaza Hotel

March 9th and 10th 7am to 4pm

Gary N, James P, Terry C, Katie, Alex, Bob,

Went well big turnout.

April 3<sup>rd</sup> Cambridge Housing Authority Workforce

40 10<sup>th</sup> Grader's

Bob, Melissa, Ali, Dan, Leah,

Lots of questions

April 12<sup>th</sup> South Shore PR

Middleboro High Health Fair

Lent Display

Had to turn down Reading High Health Fair

They gave us less than a weeks notice

And turned Mass General Adolecant program less than a weeks notice will try to re-schedule

Request for May 25<sup>th</sup> East Boston High School need Volunteers

Lit request for \$85.91 for East Boston

Request for \$20.00 RMD

In our old business we addressed the questions the RSC had for the committee and here are the findings

Inventory of Items and their locations

Laptop and Projector RD and RDA

Small Table Top Display John N GPANA

Large Display Sarah O.

Large literature rack qty 2 one is with Bob R the other is with Sarah O

Table Top Cover qty 2 missing 1 given to Central MA and the other last NERC South Shore and North Shore we given a table cover that disappeared. As well as the qty 1 hand truck

Central MA lost the folding table at an event as well as a table top cover

Bob R has the literature for events in a tub (single)

I will be contacting the Central MA PI chair to confirm the items are actually lost .

Our yearly budget was also done and passed into the Treasurer we were \$1,000.00 less than the previous years budget.

New Business

2 request for a copy of policy for the Regional PI subcommittee by Jonathan and Francis from South Shore

Open Forum

Boston Area wants the Regional committee to help them do a learning day more will be revealed.....

Motion to close and ended with the serenity prayer

**RMD:**

**Website:**

## Website Committee Report

Over the last two months the website committee has been rather busy. In February we completed the hosting switch from our current provider to Sainly Solutions. There was a credit for \$84.97 from Linode which was applied to our current hosting plan. Our hosting is now paid for and current through November 2012.

Here are some statistics from the website over the last two months:

- Over 39,000 Pageviews
- Over 5,700 Unique Visitors
- Approximately 40 informational emails answered

Andrew L. brought up the issue of updating the NAWS database and it was determined that this had not been done for quite some time. As of today the updates have been completed and have been submitted to NAWS.

Thank you for letting me be of service,  
Brandon H.

**RD/RDA:**

*A rough tally was done of votes received for the CAR and all conscious's are in favor except for proposal E, which is opposed.*

ew England Regional Alternate Delegate's Report – April 2012

## **RD Report April, 2012**

Thank you for allowing me to serve you. Thank you Boston Area for hosting us today.

**GSR Notes-** These notes are vital for GSR's to have for their groups. Please report this information to your area and groups.  
Thank you for your time and efforts. Please cut and paste the links into your browser for best results.

Our New Vision Statement-

[http://www.na.org/admin/include/spaw2/uploads/pdf/servsys/Vision\\_for\\_NA%20Service.pdf](http://www.na.org/admin/include/spaw2/uploads/pdf/servsys/Vision_for_NA%20Service.pdf)

### **A Vision for NA Service**

All of the efforts of Narcotics Anonymous are inspired by the primary purpose of our groups. Upon this common ground we stand committed.

Our vision is that one-day:

- Every addict in the world has the chance to experience our message in his or her own language and culture and find the opportunity for a new way of life;
- Every member, inspired by the gift of recovery, experiences spiritual growth and fulfillment through service;
- NA service body's worldwide work together in a spirit of unity and cooperation to support the groups in carrying our message of recovery;
- Narcotics Anonymous has universal recognition and respect as a viable program of recovery. Honesty, trust, and goodwill are the foundation of our service efforts, all of which rely upon the guidance of a loving Higher Power.

Group meeting information updates- For the regional database updates go to [www.nerna.org](http://www.nerna.org) - create an account, find the meeting you want to update, click on group name and submit the updated info. The moderator will take it from there.

Then update your information on the NAWS database by following this link-  
<http://www.na.org/?ID=updateforms-newregfm>

Building Strong Home groups:

[http://www.na.org/admin/include/spaw2/uploads/pdf/IDT\\_Frame\\_27Feb07.pdf](http://www.na.org/admin/include/spaw2/uploads/pdf/IDT_Frame_27Feb07.pdf)

C.A.R / C.A.T. <http://www.na.org/?ID=conference-index>

Service system project information-  
Second Draft

[http://www.na.org/admin/include/spaw2/uploads/pdf/servsys/Service\\_System\\_Proposals\\_Report](http://www.na.org/admin/include/spaw2/uploads/pdf/servsys/Service_System_Proposals_Report)



March2011.pdf

Please feel to contact me with any questions. [rd@newenglandna.org](mailto:rd@newenglandna.org)

New info regarding Third draft is available please visit <http://www.na.org/?ID=servsys> Please contact Your RCM or RD with any questions. Updates continue to be added so please check regularly.

We have also added them to the Regional website:

[http://www.nerna.org/Service\\_Structure\\_Project%20](http://www.nerna.org/Service_Structure_Project%20)

Would you like to sign up for the Just For Today and other NA Periodicals e-mail list? Click here

<http://www.na.org/?ID=subscribe>

Service Handbooks - <http://www.na.org/?ID=handbooks-handbook-index>

Free NA Literature- <http://www.na.org/?ID=ips-eng-index>

Regional events, meeting information and [www.nerna.org](http://www.nerna.org)

North East Zonal Forum: [www.nezf.org](http://www.nezf.org)

NAWS NEWS- <http://www.na.org/?ID=reports-nawsnews-nawsmain>

PR Basics- [http://www.na.org/admin/include/spaw2/uploads/pdf/PR/PR\\_Basics.pdf](http://www.na.org/admin/include/spaw2/uploads/pdf/PR/PR_Basics.pdf)

H&I Basics- [http://www.na.org/admin/include/spaw2/uploads/pdf/PR/PR\\_H\\_I\\_Packet.pdf](http://www.na.org/admin/include/spaw2/uploads/pdf/PR/PR_H_I_Packet.pdf)

NAWS annual report - <http://www.na.org/?ID=reports-ar-2010-TOC>

### **RCM Notes = All GSR Notes and the following information**

Please submit your local Area Meeting directories to us. We will cross-reference them to the NAWS and Regional databases. You can also mail your local Area meeting directories to the NERSC mailbox at PO Box 437 Quincy, MA 02132

Trusted Servant Update Forms for NAWS-

[http://www.na.org/admin/include/spaw2/uploads/pdf/ASC-Reg\\_Form2010.pdf](http://www.na.org/admin/include/spaw2/uploads/pdf/ASC-Reg_Form2010.pdf)

Bulletins- <http://www.na.org/?ID=bulletins-bulletins>

Handbooks- <http://www.na.org/?ID=handbooks-handbook-index>

Local Recourses page: [http://www.na.org/?ID=local\\_resource\\_area\\_resources](http://www.na.org/?ID=local_resource_area_resources)

Service pamphlets- <http://web.na.org/?ID=servicemat-svc-pamphlets>

Click a Link Below to visit the NEZF Member Region Web Sites:

[ABCD](#)

[Buckeye](#)

[Connecticut](#)

[Eastern New York Region](#)

[Greater New York](#)

[Mid-Atlantic](#)

[New England](#)

[New Jersey](#)

Northern New England = [www.namaine.org](http://www.namaine.org) and [www.gsana.org](http://www.gsana.org) , <http://www.cvana.org/>

[Northern New Jersey](#)

[Northern New York](#)

[Western New York](#)

[Tri-State Region of Narcotics Anonymous](#)

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Hello fellow NERSCNA members,

For those of you who have completed in your area mailing address forms as well as trusted servant update forms please turn them in to me. We have received some forms today, thank you.

We would like to hear feedback after the reports or in open forum about what your needs are as areas and if you would like to see us do anything specific to meet your goals as Area Service Committees. We are planning workshops with the Fellowship Development committee and are asking for direction.

I have worked with the website committee to update the regional and NAWS databases. We have found that the NAWS database wasn't being updated regularly. I added/updated the Western Mass and Pioneer Valley meeting information directly to the NAWS database from their updated Area meeting list. Aaron and Brandon worked on a method to export the regional database file to NAWS; the file has been forwarded to NAWS. Lori at NA World Services is currently matching up information and updating as she sees necessary. Please continue to give me your updated Area meeting lists so we can keep up with the constant changes.

I've picked up the Regional mail and distributed it to the proper committees. If anyone would like to take on the task of picking up the mail in Quincy, MA please step forward.

The next NEZF (Northeast Zonal Forum) will be Hosted by the Northern New Jersey Region Original Area. June 15-17,2012 Holiday Inn 195 Davidson Avenue Somerset NJ, 08873 (732) 356-1700 We will be submitting a motion in the amount of \$1230.00 for costs associated with participation in this event at the June RSC. We plan on driving so we can carpool with the Chair and Vice Chair of the NEZF who reside in the New England Region. This keeps overall costs down for the fellowship and the non-funded trusted servants of the NEZF.

Jaime and I are submitting motions for travel reimbursement for some of the Conference Agenda Report workshops we facilitated.

RD - \$197.59 Western Mass. 238 miles, \$5.40 tolls, 22.19 photo copies

RDA - \$105.00 Regional / Brockton – Area / Cape Cod = 204 miles \$3.00 tolls

I am submitting a motion for reimbursement in the amount of \$9.00 for the purchase a regional mailbox key.

We have produced the RD/RDA budget for the upcoming year and forwarded it to the Finance committee.

Due to the intense discussion we had at the RSC meeting I have included the policy we have been using for fulfilling our regional service commitments. This is copied from the 2010-2012 Guide to World Services. The updated guide will be coming out in the next few months. Adjustments will be made accordingly.

Addendum A – Travel Reimbursement Policy 46

TRAVEL REIMBURSEMENT POLICY

CONFERENCE CYCLE 2010–2012

This package will attempt to answer most questions you may have concerning reimbursement and advances for expenses you may incur while fulfilling your world service commitment.

Enclosed you will find a copy of the World Services Travel Guidelines. You should attempt to familiarize yourself with this document. The most commonly asked questions

are addressed here.

#### Seven Basic Rules to Keep in Mind

1. All requests for funds must be submitted on a Reimbursement Request. A copy is included.
2. All reimbursement requests must be submitted no later than sixty days after the last travel day of a trip or event. Submissions after ninety days will be automatically denied. Any advances not accounted for within this time period must be returned. Please note that any advances not accounted for will become accounts receivable and reported to the conference.
3. You will only be reimbursed for travel on the days you were scheduled to travel or attend an event. International travelers will frequently need an extra day on either end of an event. This is anticipated. All other extensions must receive prior approval on a case-by-case basis or they will not be reimbursed.
4. All requests must include a receipt for each reimbursable item, with the exception of meals.
5. Send all original documents (including receipts) to the WSO.
6. Travel expenses are typically reimbursable for portal-to-portal expenses.
7. The Internal Revenue Service does not allow for personal phone calls as a reimbursable expense.

#### MEALS

Maximum meal and tip allowance is \$55 US per day (including travel days). If you are traveling outside the US, you will be notified prior to departure of the approved Daily Meal and Tip Allowance for the particular country to which you are traveling. This is the maximum you will be advanced/reimbursed for meals and tips. It is not necessary to save or turn in your meal receipts.

#### TRAVEL

You must turn in receipts for all travel expenses; airfare, cab fare, shuttle service, mileage, or other ground transportation, parking, and tolls are reimbursable. If normal receipts are unavailable, a hand-written, signed receipt must be included. It is generally expected that the most economical means of transportation safely available will be used. Occasionally, travelers may wish to pool their resources and rent a car. This can frequently save money; however, in most cases this must receive prior approval. Please note that when using your own car, you must include your odometer reading from the point of origin to the point of destination and the purpose of the trip on the reimbursement request. This reimbursement request will serve as the necessary receipt for mileage reimbursement. The reimbursable mileage rate for 2010 is \$0.50 per mile. These rates change each year and are established by the IRS.

#### Addendum A – Travel Reimbursement Policy 47

For meetings held at the WSO-Chatsworth, ground transportation, including car rentals, do not require prior approval. The maximum allowable ground transportation from Los Angeles area airports is \$35.00 per person each way, including tips. Any ground transportation that exceeds this amount requires prior approval.

#### Travel Reservations Procedure

Air transportation will be reserved through the WSO or its agent whenever possible. Travelers making reservations through their own travel agents must fax or email a copy of their itinerary to the WSO at the time the ticket is booked. All travelers are required to make their travel arrangements at least twenty-one days prior to the scheduled travel. In cases when this is not possible, travelers must request special consideration for their travel by notifying the WSO prior to the twenty-one day deadline. The WSO will then ask for a decision from the designated member of the World Board. Their decision may be any of the following:

1. To approve the travel request
2. To ask the traveler to pay the difference between the ticket price and the twenty-one day advance purchase price
3. To offer an alternative mode of travel including but not limited to the use of other airlines, or air travel certificates

#### 4. To reject the travel request

##### SAMPLE REIMBURSEMENT REQUEST

The following scenario is examined: Sam (could be Samantha) Service is funded to attend a workshop at a zonal forum meeting in Dallas for three days. Sam lives in Wisconsin. Sam purchases airline tickets (after checking with the WSO travel agent for a quoted rate) from a local travel agent. Note: In most cases, the WSO travel agent will be the least expensive. However, occasionally, a local agent may be able to save money. A local agent should only be utilized as a means to secure a lower fare, never as a convenience. Remember to always purchase your tickets a minimum of twenty-one days prior to departure in order to qualify for the lowest fare. Sam then drives to the airport (twenty-seven miles from home) and parks at the economy parking lot. Usually, the hotel room is booked by the WSO; however, that was not possible on this occasion. The shuttle to the hotel costs \$14.00, and Sam tips the driver \$2.00. Sam attends the event, imparting great wisdom to the local fellowship, returns by shuttle (\$16 with tip) to the airport and flies home. The parking bill is \$21. Sam saves all receipts. An advance of \$165 was requested and granted. The meal allowance is \$55/day. What is reimbursable, and how does Sam fill out a request?

Refer to the sample request attached.

- Airfare—yes, with receipt and itinerary faxed to the WSO.
- Drive to airport—yes; the beginning and ending odometer readings and the purpose of the trip must be provided. Compute mileage at \$0.50 per mile (27 X \$0.50 = \$13.50).
- Shuttle (with tip)—yes, with receipt.
- Meals—Maximum meal and tip allowance is \$55 per day (includes travel days); no receipts needed.
- Hotel—yes, with receipt. Note: Only room rate and tax is reimbursable; anything else charged to your room (meals, movies, phone calls, etc.) is your responsibility. Single accommodations may be planned to accommodate travelers from different time zones and/or individual personal habits like smoking, etc. This is arranged in the 48 A Guide to World Services in NA meeting planning and may not be done by the individual traveler. Any travelers with other special requests for single accommodations or plans to stay with a non world service traveler will be expected to pay for one half of the room. The WSO staff will let travelers know how to arrange payment.

- Parking—yes, with receipt.

Fill out the Reimbursement Request as shown and mail the signed original to the WSO. You may fax a copy to the WSO to help expedite your approval, but all originals must go to the office.

After approval, the balance of Sam's request (after deducting the \$165 advance) is mailed in the form of a check on the next weekly run. Because Sam filled out the request correctly and included the proper documentation (receipts), within a week (two at the most) Sam has been reimbursed for the above expenses.

##### ADVANCES

If you receive an advance, you MUST submit a reimbursement request, even if no money is due you. This is done to account for the funds. Include any unused funds (by check). No funds will be advanced or reimbursed to you until any previous advances that are outstanding for sixty days or more have been accounted for. Again, please note that any advances not accounted for will become an account receivable and will be reported to the conference.

##### A WORD TO THE WISE

If, after reading the World Service Travel Guidelines and this package, you are uncertain about some particular item and whether or not it is or would be reimbursable, please contact the WSO for clarification. A good rule of thumb to use is this: if something is not addressed clearly in the World Service Travel Guidelines, it most likely will require prior approval if you plan on requesting reimbursement. As with all policies, there are times when travelers may need to seek an exception. The World Board Executive

Committee has the ability to consider these requests on a case-by-case basis. We hope this has been helpful. Again, please submit your requests as soon as possible. It will help you be reimbursed more quickly and greatly aid in the administration of our travel budget.

You can buy the entire WCNA speakers @ <http://www.na.org/?ID=wcna-index> .

We made mention of the interest of discussing the formation of the New England region into the 6 states but was unable to discuss with NNER and CTR due to time restraints. We will continue dialog and keep you posted of our discussions.

Jaime and I are all set with travel arrangements to the WSC. It is an honor and a privilege to have been chosen by you to serve in this capacity. I will forever be grateful to you for this opportunity. From the bottom of my heart I give the warmest THANK YOU possible.

ILS,  
Andrew L.

NE-RD Greetings Region. It has been a busy couple of months, as usual, as we gear up for the 2012 WSC in just 12 days. Andrew & I have been experiencing a rather accelerated pace having completed CAR workshops to 6 Areas as well as the Regional Assembly held in Central Mass and 9 Groups by request combined. Additionally, we have fielded dozens of phone calls, responded to no less than 30 emails, begun collecting "tally sheets" and participated in online discussion forums with NA Members & other Conference Participants regarding the material contained in the CAR, the CAT, the Conference Report and, of course, the SSP Project. All told, these documents are comprised of approximately 1,000 pages total and we intend to review the roughly 150 pages of Candidate Profiles (nominees for the WB, etc) this coming Tuesday.

We took a somewhat different approach to these workshops than we have in the past, having learned the hard way with expenses incurred during SSP Workshops, which were poorly attended. Rather than set unique dates, times and places for workshops & assemblies, we held them during each Regional Weekend since MRLE, and also served member Areas who requested presentations at their own expense. This seems to have worked well and I believe we will look to duplicate this effort in the next Conference Cycle so long as this Body concurs that would be most prudent. We have however, still included the standard number of Regional Workshops & Assemblies in our 2012/13 budget, just in case, as we do still expect to incur some expenses with said efforts albeit hopefully, far less than in previous years. We have also included events which we see merit in attending, and would like to prudently plan on them, although want to emphasize that we would reevaluate the value of said events at the pertinent times to do so.

We also have some ideas on what types of workshops to have throughout the Conference Cycle, CAR Season, and "off years" regarding Fellowship Development efforts at the Regional Level. More will be revealed.

We have straw polled each body we have done presentations for simply to have some additional sense of the Regional Conscience as we move forward to the discussions

which will inevitably occur on the floor of the WSC. I mention this here as some members have expressed concerns that we intend to incorporate the results of said counts as part the actual “votes” however, this is not the case. Groups vote. Period.

That said, we have already received roughly 31 hardcopy Tally Sheets from Groups, and another 5 electronically to date.

I would like to ask this Body for permission to bring along the Region’s laptop to the WSC in order to take and send raw notes daily from the floor of the Conference. If this is okay, I will send around a sheet to collect email addresses for any member wishing to be included in those “eblasts” and intend as well to submit those same reports to our website. I will ask the Web Chair to work with Andrew & I to ensure they are posted online in a timely fashion.

Lastly, Andrew & I would like to take a few moments of this body’s time today to discuss the 7 items in the Conference Approval Track. The purpose of this endeavor is to get a straw poll sense of the Region’s Conscience on new business, which is likely to change to some degree during business at the WSC depending on how the Fellowship lands on the Proposals, Straw Polls, Motions & Resolutions in the CAR.

This report will be electronically submitted to our secretary no later than tomorrow evening.

As always, I remain available by phone & email to discuss any concerns and/or answer any questions from Members, and am deeply grateful for being allowed to serve. Thank you, Jaime V. NERDA

Greeting NERSC – NA Members,

We are finally here. The World Service Conference (WSC) aka the World Business meeting. What you do monthly at groups your trusted servants do every other year.

April 28 – Notes

Open Forum where any member could ask the board anything.

There were discussions on

-Keeping the NAWS database updated. The WB sighted te fact that they direct any visitors to the website to local webpages to ensure the likelihood of receiving correct meeting info.

-WB qualifications? 10 years clean and prior World service experience along with longterm local involvement / service

-Motions? ...more on Sunday in the Business session

-more specifications on WB Qualificationds? WB scans current members skillsets and locality. Then researched the World Pool database to fill in deficient areas.

-WCNA hosting? Look for cities that can handle a convention that size. Safety and cost.

-Selection of workgroups? Look at World Pool resumes

-Translating literature? Local communities struggle with finding member who can translate properly. IE. Only pamphlets 1, 7 and 16 are translated to Chinese.

-RD sights lack of knowledge in local areas and members being upset because they didn't get the info when it became available.

-Funding the " Ranch" on Wednesday? Could we cancel that to save monies? We can bring that up during new business.

-People needed to be brought up to speed with the differences between Straw Polls and Resolutions.

-Snail mailing over 1000 pages of materials to 115 Regions all over the globe.

-Much needed and has been reduced to its minimum. Profiles need to be handled carefully.

-Communicating with NAWS/World Board

-NAWS News / e-mail

Discussion Boards are under-utilized

Is Facebook more convenient? Or a better place to flood negativity without accountability?

National Service Body issue was brought up. NAWS is a Globally focused fellowship. They support the idea of the US having its own Delegates meeting.

Regions are states or countries with some notable differences. It's time to beef that up.

Sunday April 29

First things First

We sat in roundtables for Brainstorming.

I sat with the RD and RDA from Iran. RD from Ireland. Ron H. from the world board and several other Conference Participants (CP) from the US.

115 currently seated regions of them 112 are present at the WSC. 83 RDA's are present.

Iran has 21 areas, 3913 groups, 18,000 weekly meetings. 17,692 trusted servants.

They are a member of the Asia Pacific Forum (APF) [add link](#)

Nepal had 8 areas, 75 groups and 86 meetings. Established 1999

Nepal has translated Book 1 of the Basic text in their local language. It's headed into a Review and Input process.

Sweden – 25<sup>th</sup> year anniversary this year. 14 Areas, 700 groups, 400 meetings

Largest Farsi speaking community outside of Iran.

Brazil Region has begun GSU/LSU development.

Ended morning session with a Previous WSC attendance countdown.

WSC 31 Session

We introduced ourselves to the others at the table. Wrote out and shared our hopes and fears for the week of the conference.

We then work shopped the 5<sup>th</sup> traditions core principals, Integrity, responsibility, unity and anonymity. We were asked on how these principles would inspire our work at the WSC.

Next was the Navigating the WSC session-2-3:30pm

Pete had to resign from the Board leaving a total of 11 out of 18 seats up for election. The HRP Chair helps explain the election process to us.

Out of around 100 submissions 18 are on the ballot for us to vote on. Each candidate needs 60% of the body to vote for them in order to be elected. We can vote for as many of the candidates as we want.

WSC Business Session 4-5:30

Jack and Matt the Co-Facilitators help explain the process.

Motion #7 has been reworded

Please remove the bulletpoint that reads

“ The only motions that will be made in the formal business sessions are”

And remove

“ A: The only motions that will be made in the formal new business session are those related to items sent out in the Conference Approval Track material:”

And replace them both with the following

“ A: Main motions (GWSNA, page 57G) or amendments (GWSNA, page 57B) to main motions will be limited to the following:”

Old Business will start with motion 7.

Our current conscience is overwhelming support for all items in the CAR except the regional proposals. The regional proposals are split favored “ For” with the exception of “ E” which has is slightly favored “ against” .

Thanks for your trust and Faith in your Delegate Team

ILS,

Andrew L.

More to follow when we get a chance to catch up on reporting.

: )

**Finance:**

**BOD/Convention Corporation:**

Angelo was nominated for present board member and nomination was accepted.

**Insurance Liability Ad-hoc:**



# Insurance Report

## April 2012

### Region

Good afternoon Region. Thank you Boston for hosting.

I met with Pat (vice chair – Region), Dave (policy chair), and Chris (RMD) to work out details to see if and how to make available a request for certificates online. We came up with an agenda on how to retrieve this information via NERNA. We need to speak with Brandon about getting the appropriate links on the website.

Agenda:

#### How to Receive Certificate of Liability

1. Send email to [insurance@newenglandna.org](mailto:insurance@newenglandna.org)
2. Provide an email address or physical address for the facility where the certificate has been requested. **(Certificates will only be issued if the facility makes the request.)**
3. Include:
  - a. Name of meeting
  - b. Time
  - c. Location
  - d. Area
  - e. Contact person

I received a request for a certificate from the Western Mass area to provide proof of insurance for their upcoming convention in August. This request was sent via US mail on April 2<sup>nd</sup>. If I receive an email address I will follow up with an electronic copy to their facility.

I will be sending out bills for the upcoming fiscal year (April 2012 – April 2013):

Apr-12	# of Meetings	Percentage	Expenses	Bill to Area
Boston	66	13.72%	\$2,318.00	\$318.03
Cape Cod	32	6.65%	\$2,318.00	\$154.15
Central Mass	79	16.42%	\$2,318.00	\$380.62
Free Spirit	21	4.37%	\$2,318.00	\$101.30
GPA	50	10.40%	\$2,318.00	\$241.07
MV A	6	1.25%	\$2,318.00	\$28.98
Metro West	39	8.11%	\$2,318.00	\$187.99
Nantucket	5	1.04%	\$2,318.00	\$24.11
NEMA	92	19.13%	\$2,318.00	\$443.20
Pioneer Valley	11	2.29%	\$2,318.00	\$53.08
SEMA	48	0.00%	\$2,318.00	\$-
South Shore	49	10.19%	\$2,318.00	\$236.20

Western Mass	31	6.44%	\$2,318.00	\$149.28
TOTAL	529	100%	\$2,318.00	\$2,318.00

**\*\*\* Areas should be receiving bills before June's Region.**

I spoke with Lynn Lehto, Senior Claim Examiner from the Philadelphia Insurance Co. She expressed the need to speak to any individuals who may have been at the meeting where there was a slip and fall accident regarding one of our members. I have reached out to other members and did not receive any input on the incident. I told her I would keep trying.

(MORE WILL BE REVEALED)

ILS JOHN I

**Fellowship Development:**

The Fellowship Development Committee met on Saturday. There were 4 addicts in attendance. We discussed the pros and cons of using Consensus Based Decision Making versus Robert's Rules of Order in various levels of service. A member shared their experience using CBDM in their Area Service Meeting. We discussed the benefits and challenges of CBDM. Per our RSC chairperson, we discussed using CBDM at the RSM and that brought out some robust discussion. A full report will be given on Sunday which will go into great detail about CBDM vs. RRoO. Any addicts that have interest in join the Fellowship Development committee can contact Joe V. via email at [joevcma@gmail.com](mailto:joevcma@gmail.com). We will meet on the Saturday of regional weekend in June at 12:30 P.M.

In Loving Service,

Joe V.

*BREAK FOR LUNCH*

**AREA REPORTS:**

**Boston:**

**Cape Cod:**

Cape Cod area has met two times since the last time we did, with an average of 13 GSR's in attendance. Cape Cod currently has 31 meetings per week. H&I is looking to combine w/ PI for a learning day in late May - early June. Activities hosted a spaghetti dinner fundraiser for our upcoming annual campout, Fun in the Sun. PI made final plans for the flyer hanging day, it will be in the Falmouth area and will meet at Dunkin Donuts on 151 at noon on April 21<sup>st</sup> to spread NA and have some fun. Cape Cod area would like to thank Jaime V. for coming down and having a CAR workshop it was very helpful. WE also have a 500 dollar donation. ILS, Adam G

**Central Mass:**

We, the Central Mass Area might twice since last region. We had a H&I/PI Learning day with about 15 addicts in attendance. It was fun and informative. We also had a CAR workshop with alot of robust conversation. We had a finance AD HOC which brought back a list of motions to increase our fiscal prudence. We as an area are still in the process of paying back the Free State Regional Office for the misappropriated funds. The total was 1078.00 and we payed back 500.00 so far. We had our elections and all positions are filled except Narcathon Chair and Campout Chair. People did qualify for both positions but weren't present for voting in. Other than that things are well.

In loving service,  
Dan H CMA RCM

**Free Spirit:**

**Greater Providence:**

Hi everyone. The GPA met twice since the RSC meeting. There were 17 groups in Febuary attending and 18 groups attending in March. There are 50 meetings in the Gpa at this time. The Gpa and the Fsa are having a unity learning day. Saturday, April 28, 2012 1-5 pm, Anchor recovery center, 249 Main st., Pawtucket, R.I.. We have 1 open postion on area level. That is alt. secretary. The convention committee has 4 open positions. Chair, vice-chair, treasurer, and secretary. All subcommittees are doing the best they canbut are always looking for support. The Gpa gave a donation today and is starting to practice fund flow again. I.L.S. John D. and Ned L.

**Martha's Vineyard:**

**Metro West:**

Good afternoon Mr. Chair and all those present at Region. The metro West Area is operating above prudent reserve. We've had a gradual rise in group representation, since this body last met. Most of our bills are paid, or will be at the end of this month. We continue to operate without the use of a vice chair, and look forward to electing new members to our current body this summer. We look forward to attending activities put on by other areas of the region and thank you for allowing me to be of service. -Kevin H.

**Nantucket:**

**NEMA:**

**SEMA:**

Good afternoon to all,

SEMA ASC has met twice since our last RSC meeting we operated in regular business format in February and in our GSU-LSU hybrid in march. We are finding it very beneficial to the groups when we alternate every other month from our hybrid model of the GSU-LSU and then to the regular business formats. It has been decided to continue doing this indefinitely. We are currently operating above prudent reserve. Open positions within our area at this time are; activities committee, literature chair and outreach chair. Other than that all is well. We have numerous events coming up, but they should all be on the NERNA website. H&I and P&I have been operating efficiently. We are finding our GSU-LSU hybrid format beneficial and are learning through trial and error the most appropriate and efficieant way to utilize this format . If anyother Area's have any questions in regards to our GSU-LSU hybrid format please feel free to contact me via phone or e-mail greggfaria3310@gmail.com.

Thank you, in loving service

Gregg F SEMA RCM

**South Shore:**

**Pioneer Valley:**

**Pioneer Valley Area of Narcotics Anonymous**

**April 14, 2012**

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The members of the Pioneer Valley Area would like to thank Andrew and Jamie for their attendance and presentation at the CAR workshop that was held on March 17, 2012.

The PVASC met most recently on April 2, 2012. The PVASC meeting location has changed, the new meeting location is at Wing Memorial Hospital located at 40 Wright Street Palmer, Ma. 2<sup>nd</sup> floor in the Snow Conference Room. 8 out of 12 groups were in attendance. All positions are full with the exception of Alternate Secretary and Alternate Treasurer. Nominations will be taken in May for elections in June.

### *Meeting Changes*

**Saturday Night Live Group** had changed its meeting location from Church Street in Ware, Ma to Second Congregational Church 1080 Pleasant St, Palmer, MA 01069 day and time has not changed.

**Indian Orchard New Beginnings Group** is changing their meeting time. As of May 2, 2012 the group is eliminating the break and will meet from 7:30-8:45p.m.

### *Announcements*

**Meeting of the Waters Group** is celebrating their 5 year anniversary on April 24. Food, Fun, and Fellowship from 6:30-7:30 and a speaker meeting to follow from 7:30-9:00 p.m.

The next PVASC meeting will be on May 7, 2012 at Wing Memorial Hospital.

## **AREA CONCERNS/ OPEN FORUM:**

**Quorum:**      *Voting Members:*    11      *Simple Majority:*    6      *2/3:* 7

### **OLD BUSINESS:**

#### *Elections:*

1. Activities chairperson
2. Assistant Secretary

**A request has been made that all Area Activities Chair people come to the next regional Saturday meeting.**

3. Fellowship development Chair - Joe V. voted in

### **NEW BUSINESS:**

#### **Money Motions**

1. Motion made by John N (Regional PI), seconded by John D. Motion reads "Request \$20.00 for RMD's for the East Boston High Event". Make check payable to New England Region.

*In favor - 11                      Opposed-0                      Abstention-0                      Motion passes*

2. Motion made by John N (Regional PI), seconded by John D. Motion reads "to purchase literature for the East Boston High School event May 25<sup>th</sup>. The total is \$85.91. Make check payable to Bob R.

*In favor - 11                      Opposed- 0                      Abstention- 0                      Motion passes*

3. Motion made by RDA. Motion reads "to make check payable to the RDA in the

amount of \$105.00 for expenses associated with facilitations, CAR workshops in Brockton and Hyannis.”. Make check payable to Jaime V.

*In favor - 9                      Opposed-1                      Abstention-0                      Motion passes*

4. Motion made by RD, motion reads “to make check payable to the RD in the amount of \$197.59 for expenses associated with facilitations of CAR workshop in Western Mass. Make check payable to Andrew L.

*In favor - 11                      Opposed-0                      Abstention-0                      Motion passes*

### **Non Money Motions**

*Finance Committee and Policy Committee were directed by chair to look into and formulate suggested motions as to who will be reimbursed and in what amount they will be reimbursed and to return in June with a recommendation.*

It was suggested that we hold off on making any NAWS donations until June regional service committee due to recent financial difficulties region has recently been having and upcoming budget proposals. The motion did not pass. A donation of \$1598.07 was made to NAWS.