

Regional Minutes October 2022

December Regional weekend will be hosted virtually.

Subcommittees meet Saturday Dec 10th – see nerna.org for meeting times.
RSC meets Sunday Dec 11th at 11:00 am.

RCMs: Please let groups know that they need a Rider Binder for special events coverage!!!

Table of Contents	
Area Reports - p. 1	Addendum - Treasurer - p. 17
Committee Reports - p. 4	Addendum – PR/Phone Line - p. 20
Open Forum - p. 11	Addendum - RD - p. 22
Old Business - p. 12	Addendum - AD - p. 48
New Business - p. 12	Appendix A - RSC Attendance - p. 13
	Appendix B - Motions - p. 14

ATTENDANCE – See Appendix A

Motion to accept August RSC minutes – approved

AREA REPORTS

BOSTON -

BASC got a number of Positions open:

Secretary, Assistant Secretary, RCM, Alt. RCM, GSR Chair, Literature Chair, Policy Chair.

Boston is still in the Process of Moving to Our New location: address is on mtg list Region Website

BASC Convention XX is in January, information on Website. Ty Carrie for much support !!
ILS, Mary C Vice Chair

CAPE COD - No report submitted.

CENTRAL MASS - No report submitted.

GREATER PROVIDENCE -

GPANA RCM Report

Marissa J.

MIj.uconn@gmail.com

GPANA ASC NOTES

At the August ASC there were discussions on if the conscience of the area has changed regarding our previous belief that sending trusted servants from the region to travel to attend events in person. Previously the area believed that these travel arrangements were not a prudent use of NA funds but in recent years post COVID, the members in GPA have pushed for in person services. A consensus was reached at the ASC that if the region has the funds the area believes in the benefit of in person participation where possible.

The September ASC was sparsely attended by both GSRs and Main body trusted servants. This led to most of the ASC time being used to discuss the trend of lagging attendance and ideas on how to get better feedback from the groups as opposed to continuing with what has always been done. Some of the ideas discussed were: electronic survey to the groups, breaking up the "ASC day", more learning days, group outreach campaign. No ideas were settled on but it was a good beginning discussion of how the area might better serve the groups instead of assuming everything we already have/do is what the groups want.

Next area will be elections for GPA.

Subcommittees

H&I continuing service to the current 3 facilities. Looking to host a learning day in December.

PR attended 2 of the annual Rally for Recovery in the stated handing out literature and meeting lists.

Website creating centralized emails for all the main body and subcommittee chairs to be administrated by the ASC.

Feedback Needed

I had requested for other areas to send me their GSR orientation presentations in the Slack channel but have not received any yet if RC-Ms could send those to me.

The area loved the new RC-M report format, thanks NESSNA and the region for the great ideas.



UPCOMING EVENTS

Next ASC October 23rd 3:30pm,
300 Weybosset St, Providence, RI

Learning Day TBD December 22

Open Positions

1. Activities Chair
2. All main body alternates, except secretary and chair

Motions:

- 1) No money sent out due to the treasurer being absent at the September ASC.

MARTHA'S VINEYARD - No report submitted.

METRO WEST-

Metro West ASC meets the first Tuesday every month, we had 8 GSRs present in September; we have 22 meetings in our area. 2 new in person meetings have begun in Dedham and Waltham.

We now have all trusted service positions filled on the administration and all subcommittees.

We are actively seeking a new meeting facility as our current building is going on the market in January.

H&I has picked up 4 in-person commitments in Belmont and Weston. Gavin House in Quincy has been picked up by the South shore Area.

Public Relations has a new chairperson. Congratulations Brandan.

Outreach has a new chairperson. Congratulations Robert. The committee plans to begin attending meetings that have been inactive at the ASC to explain the importance of participation and communication.

Treasurer: No donation to Region this month as we meet on Tuesday for our October ASC

Christopher M
RCM Metro west Area

NEMA (Northeast Mass Area) - No report submitted.

SEMA (Southeast Mass Area) -

Hi everybody,

SEMA has met two times since our last RSC. At our last Asc our previous RCM had to step down so I am here today as the alternate RCM.

At our last Asc, we had 15 groups present out of a total number of 34 groups in our area which puts us just below 50% GSR attendance.

- We wrapped up a camp out, which was wonderfully successful, and a great time to many.
- We decided to send to members of our area fellowship services committee to attend MRLE in December and are looking forward to this event
- We also started planning our winter holiday meetings

Are starting balance was \$8859.76 keeping in line with our regular practice of 15% of group contributions we contributed \$369.90. Leaving us with a current balance of \$4910.37.

For open positions we currently have RCM, alternate web servant, alternate secretary and two finance committee members.

At our next ASC on Sunday Oct 16th, we will be conducting a GSF going over the results of our area inventory if anybody would like to join us, we would always love to have people. The more minds that can collaborate the more solutions we can create!

Thank you everybody for allowing me to serve. ILS,Laura G

SOUTH SHORE - No report submitted.

WESTERN MASS –

Hello New England Region from Western MA. Before I begin my report, I want to let you know that this is my last RSC as RCM from my area. I am grateful to have been available to represent my area during the last three years and serve with all of you for a fellowship I love that has saved my life.

The area has met twice since the last RSC and the number of groups attending the ASC is increasing as we have had up to 18 groups present with our 2-month average at 16. We are currently in the middle of our 2-month nomination process for all positions and will have elections at our December ASC which is the first Monday of that month.

PR has remained our busiest subcommittee at this time having executed a flyer hanging day, adding 2 new literature rack locations, 1 facility presentation and 2 overdose awareness table events.

Our H & I Chair has stepped down and the committee has struggled to retain panel leaders for outstanding commitments. We have had nominations for a new chairperson, so we are hopeful for the committee's return to full strength.

Our other subcommittees are doing well, although individual addict support is still challenging which was a concern brought to the ASC as it related to the PR flyer hanging day which only had a 7 person turnout, much smaller than in the recent past. Even the number of addicts in meetings has been less post intensity of Covid with most groups averaging 10-12 for attendance except for 3 or 4 groups.

The area BOR is considering taking on the task of doing an area inventory and the current executive committee have discussed ways to engage the area fellowship as a whole as we continue to try to bridge the divides created by our area geography. More will be revealed.

I GLS,
Katrina S.
RCM WMANA

COMMITTEE REPORTS

CHAIR - No report submitted.

VICE CHAIR - No report submitted.

SECRETARY - No report submitted.

TREASURER/FINANCE -

Finance/Treasurer's Report
October 9, 2022

Saturday Sub-committee meeting

There was no sub-committee meeting. All positions are vacant: treasurer, asst. treasurer, finance committee chair, and (3) finance committee members at large.

When making an electronic donation, please remember to note if it is individual, group, or area. It would be helpful if you could email the treasurer anytime you make an electronic contribution (or make a deposit at a local branch).

- If there are questions regarding donations, please email the treasurer at treasurer@newenglandna.org.
- August and September statements have been reconciled.
- The scheduled transfers into set-aside accounts were made (FD, Insurance, PR, RD/AD, and Website).
- When submitting future spending plans please include the “ask date” (when you will need the money) as well as the actual event date.
- Documented the physical deposit and the PayPal donations transfer.

Sunday RSCM

- We had a starting balance of \$4854.34
- Check 1488 to James D. (\$1259.04) to fund Delegate team to MRLE.
- Check 1489 to D'Lanor H. (\$918.76) to fund two members of FD to MRLE.
- Check 1490 to NAWS (\$305.20) to purchase literature for PR.
- Check 1491 to NAWS (\$4178.78) for regional contribution.
- Ending balance \$0.00
- Along with this report, you should receive three (3) attachments:
 - Balance Sheet (shows the amount in our account and each set-aside)
 - Deposit Detail (shows all donations since last RSC)
 - Balance Sheet Detailed (shows all transactions since last RSC)

ILS,
Noel D.

Please see Addendum for the remainder of the treasurer’s report.

CONVENTION –

Chairperson position was put out there. If nobody is going for the position tomorrow, then Dave will go for Chair in December and the the Vice Chair position will be vacant.

Open positions:
Convention Information
Assistant Secretary

Convention Committee will be meeting at the hotel on November 5th.

Current registrations – 111
Banquets – 24
Breakfast - 23

The Board will be presenting a money motion to region in December for funding from the set-aside. Convention might be presenting a money motion in December for funding from the set-aside. That will be determined at our November meeting at the hotel.

Convention Treasurer Report 10/08/22

Hello Everyone,

Set asides for Banquet and Breakfast purchased are fully funded, and not included in the operating funds balance.

The bank account has been reconciled through September 30, 2022.

Beginning Balance: 09/21/22	\$5,979.40
Add:	

Early Bird Banquet/Breakfast add-on	130.00	
Early Bird Full Package	80.00	
Early-bird registrations	15.00	
Pre-Registration full Package	270.00	
Saturday Entertainment	15.00	
Fundraising event	7.20	
Newcomer donations (8/20 event)	48.00	565.20

Less:		
Square Fees	13.24	
Banquet set-aside	270.00	
Breakfast set-aside	<u>150.00</u>	
Sat Ent set-aside	15.00	
Newcomer donations set-aside	48.00	496.24

Ending Balance Convention Operating 10/08/22 \$6,048.36
Newcomer Donations set aside balance is \$452.13. In Gratitude, Susan

FELLOWSHIP DEVELOPMENT (FD) –

New England Regional
Fellowship Development Report – Oct 9th, 2022

Hello NERNA!

FD met yesterday at 12:30p and ended at 2:00p. We met at ID: 916-0314-0581. Thank you, John, for hosting. We appreciate you.

At our meeting we had 10 addicts in attendance and had members from 6 areas. There were no Area concerns. As far as our topics for consideration we started with discussion of supporting the Northeast Zonal Forum (NEZF). The consensus was that while we would love to start by seeing more people attending the NEZF meetings, we are asking our delegate team to gather more specific objectives and ways in which members could support these goals. There is a survey that the NEZF would like to invite all members to participate in. It can be found here – [Zonal Survey](#). Next, The NESSSNA workgroup has put together a [survey](#) to get input and direction regarding the next steps for NESSSNA. They are asking for 1 vote per region. I have spoken to the chair, and we decided to conduct it at the conclusion of our report. (Its quick don't worry)

Finally, we discussed the upcoming event – The Multi – Regional Learning Event (MRLE). We would like to put in a motion to send 2 members of FD (The Chair and Vice Chair) to this event. The money has been allocated in our spending plan and as far as I know - this event does not have an online option.

In Open Forum we discussed a few different things. One, the Central Mass Area (CMA) shared great thanks to our Delegate team for their recent workshop and shared how it sparked interest for more! Also, we discussed our role in helping our member areas. We have heard from a few areas that they are struggling, and we wanted to take a minute and remind areas that FD is here to help support any area who feels they may benefit from our participation. Specifically, we have heard concerns from NEMA over the last few months about apathy and lack of participation. We wanted to ask if there was anything that we could do to help. Would you like us to attend your ASC or are you in need of any services from us?

Finally, Katie and I are very excited about attending the upcoming WSLD and we wanted to ask the Region and our members areas if they had any specific workshops that they would like us to attend to bring back info about. If you would like to take a look at the list of workshops, they are listed on WSLD s website, I will put that in the chat and in open forum. Perhaps we can discuss this further. We held elections, and we elected Katie S as our Vice Chair. However, we are still looking for a secretary if anyone is interested in joining us.

Thank you everyone!

ILS – your Fellowship Development team

HOSPITALS & INSTITUTIONS (H&I) - No report submitted.

INSURANCE – OPEN POSITION

LITERATURE -

Lit committee report

10/2022

The Literature Development Committee met on the 8th with 3 members present.

Discussion topics:

1. What do the member areas really want the Lit committee to do
 - a. Create, review, educate
2. Would it be prudent to have the committee function under the FD committee much like Phone line functions under PR on a regional level?
3. If the yr. hold on books passes in this years WSC should the Lit committee take on the task of reviewing every IP and workshopping or surveying the member areas for proposed updates and changes in order for the New England Region to consider submitting our own upcoming CAR motions?
4. Reminder the DRT/MAT survey will end in November so if addicts or areas would like to give input, please go to NA.org to complete it or would like a workshop, please let us know and we will work together to make those happen.

IGLS,

Lit Dev. Committee

POLICY - No report submitted.

PUBLIC RELATIONS (PR) –

PR Report

10/09/2022

The subcommittee met on 10/08/22 with 2 areas in attendance and 6 subcommittee members.

Upcoming Events

1. New England Association of Recovery Court Professionals November 16th-18th
 - a. We are looking for interested participants to help us table at this event, in Danvers MA

Money Motions

There is 1 money motion from PR, I believe last region we had released all our set aside except for the \$600 for literature for our March event so this money would need to come from today's operating balance. This is because we gave away more literature than expected at the Cape Cod Symposium in September which dipped into our previous order for the recovery court event, and we are adding the new Spiritual Principles a Day book along with the new White Book to our literature display.

1. New England Association of Recovery court professionals - \$305.20 literature

Subcommittee updates

- Trainings- There was a training in Central Mass on September 10th at a camp out event and there will be an upcoming training on October 15th at 12pm via Zoom for the Cape Cod area as well as Metro West. Boston has also expressed interest in trusted servant PR trainings and we will look to get that coordinated with the area in the coming month.
- Phoneline- The detailed phone line reports have been added to the addendum of the minutes thanks to Gail! Each area seems to get one or two calls a month. Calls are mostly looking for meetings / how to find meetings. Noteworthy that we received multiple calls from P-Town on the Cape looking for a meeting in that area but there is currently not a fellowship in that specific area.
- Discussed putting on a presentation at NERC, are looking to coordinate with however is voted in today as the new convention chair.
- Cape Cod Symposium was a great event this year, the busiest we have seen since COVID if not busier than pre COVID. We still have a lot of people looking to come by and talk to us and ask about our literature. There seems to have been somewhat of a disconnect in the treatment community and the 12 step model growing over the past decade but many, many people in the room still come by to tell us that 12 step saved their lives OR were coming by because someone close to them in their lives was struggling which tells me how much trust and belief is still out there for NA even if they aren't sending all their clients our way.

In Loving Service,
Marissa J.

See Addendum Phone Line Report

REGIONAL DELEGATE (RD) –

Greetings New England Region!

NEZF Meeting (in Person) – October 28-30, 2022 Stamford, CT (CT region)

There are exciting things happening at the Northeast Zonal Forum. We need your help to fulfill on the promise of our strategic plan!

All interested members are encouraged to attend either in person or virtually.

Zoom ID : 859 5086 2091

Password : NEZF

Friday : 7PM - 10PM Business, Regional Reports

Saturday: 9AM - 6PM Strategic Planning

Sunday : 9AM - 1PM Elections, Business

Open Forum @ 11AM

“It is very important that the [Fellowship Survey for October's Strategic Planning](#) get out to the fellowship as a whole - all members in the northeast are invited and encouraged to answer the survey with as much or as little as they feel like. Every bit of input will help us more effectively plan our services as a zone in October.”

https://docs.google.com/forms/d/e/1FAIpQLSftC3MiMv6P23tFXNEqW10O9fwrNnZqo9eD3_oePp3yiKR9aA/viewform

QR Code – Attached

Guidelines Workgroup

Attached to my report are the draft – guidelines for NEZF. Major functional changes:

- Meeting quarterly instead of bi-monthly
- 2 year election terms for all positions
- Replace Webservant with IT Services Chair and IT Services Committee
- Strategic Planning now included in guidelines

Jim & myself are asking for a vote of confidence to accept the revised guidelines. The Guidelines Workgroup is also proposing to renew the workgroup for one more year.

Elections

I will be wrapping up my term as NEZF Treasurer and seeking the Vice Chair position. We would love for an interested member to attend and step-up for Treasurer. I will be available to train and develop anyone with the willingness to serve.

Collaboration of US Zones – Open Forum – THIS EVENING

October 9th 5:00 - 8:00PM EDT

Zoom ID: 892 0412 4463

Password : 12345

North Eastern States Service Symposium (NESSSNA)

Next Steps – NESSSNA 2?

The next workgroup meeting is scheduled for Sunday, November 6 at 9am via zoom. All are welcome.

WSC and cycle dates

The next World Service Conference will take place 30 April-6 May 2023 in Woodland Hills, California. That means the *Conference Agenda Report* will be available no later than 30 November 2022 in English, 30 December for translated versions. The Conference Approval Track Material will be available no later than 30 January 2023.

NAWS posted a revised version of *A Guide to World Services in NA* on the conference page (www.na.org/conference) reflecting the new dates for the cycle and including the WSC 2022 decisions in the Significant WSC Actions list.

WE WILL BE PROPOSING OPTIONS FOR WORKSHOPPING THE CAR AT THE DECEMBER RSC

CP web meetings and open webinars, including Unity Day

NAWS has also set dates for Conference participant web meetings for the rest of 2022. All CP web meetings are 11am-1pm, Pacific Time:

- 22 October 2022
- 10 December 2022
- 2023 dates to be determined

DRT/MAT survey

There is a survey posted at www.na.org/survey to gather the Fellowship's thoughts and ideas for what to include in a piece of NA recovery literature about DRT/MAT as it relates to NA. Please fill out the survey, and help us spread the word. The survey will be posted through the end of November.

Jim's, the AD will be detailing:

- CP call August
- 22nd Oct- next CP Call
- Worcester Workshpp
- MRLE and a Money motion for MRLE

Thank you for allowing me to serve,
James P., Regional Delegate, New England Regional Service Committee
jqpbos@me.com 617-314-4048

See Addendum to RD Report

ALTERNATE DELEGATE (AD) –

Alternate Delegate Report October 9, 2022

DRT/MAT Workshop in Central Mass

James and I facilitated a workshop in Worcester on September 24th at the request of members of the Central Mass area. The Issue Discussion Topic from the 2018 conference cycle was used. It was a hybrid event with 27 people attending in person and another 7 online. It was very well received with lots of enthusiasm and fresh ideas. Once the final report is completed the results will be forwarded to the world board as they are always looking for member input on these topics. It's important to note that this request was made by individual addicts, not the Central Mass area itself.....we're here for everyone, not just areas!

Conference Participants Call

A Conference Participants Call was held on Saturday, August 20th with 165 addicts in attendance. Anthony E reported that individual member contributions reached \$2.2 million for which NAWS is very grateful yet still says we have a long way to go before becoming "fully self-supporting through member contributions". He mentioned that hotel rooms for participants at the WSC hotel will cost \$183.88/night or \$91.94 for half a room. Visa help is available for those who may require it. Info posted at www.na.org/conference They touched briefly on the situation in Iran and how there is still a great deal of uncertainty and will wait until the Iran Region next meets until more information is provided. You can see a bit more on this in my raw notes which will be attached to my report. The WB mentioned some of the motions they will be including in the 2023 Conference Agenda Report (CAR). One motion will be to make the "Vision for NA Service" gender neutral by changing the wording from "in his or her own language" to "in their own language". This question was sent out in an epoll to the CPs- We agreed with the change. There will be motions relating to World Board terms, recognizing virtual meetings and setting aside the schedule for WCNA depending on how the WSC 2- or 3-year cycle works out. Motions will also be included relating to the Fellowship Intellectual Property Trust (FIPT)- making zonal delegates voting participants and setting a threshold for an inspection request. Currently one region can request an inspection they are asking that be changed to a 2/3 or simple majority of regions be required to request an inspection..... This was also epolled and had to be resent as there was no consensus on either threshold. We wrote in 5% on the second poll. It was mentioned that there will be less than 14 regional motions in the CAR in addition to the multiple motions from the world board. They used a randomizer to select speakers for questions rather than just a show of hands.....worked pretty well. As mentioned I'll be including my notes from the call.....there were a few fireworks.

The CAR will be released on November 30 in English and translated versions a month later. The next Conference Participants Call will be on October 22 at 2:00 Eastern time. The WSC will be held in person (hopefully) from **30 April - 6 May 2023**.

James and I will be attending the Multi Regional Learning Event (MRLE) in Portland, Maine from December 16-18. This is the first event workshopping the CAR and all interested members are encouraged to attend. It will be held at the Portland Sheraton at Sable Oaks and registration is available at www.nnerna.org/mrle A money motion has been submitted which would come out of the RD/AD set aside.

With gratitude,

Jim D- AD

See Addendum to AD Report

REGIONAL MEETING DIRECTORIES (RMD) - Position vacant

WEBSITE –

Website report for October 2022 - Unfortunately I will not be able to attend the meeting today. Not much to report on, the website is running smoothly. At the last regional meeting it was reported that the RMDs were difficult to read. We changed them to a larger font which also meant going from a quad fold document to a booklet style. This is a heavier printing burden for those areas that may print them. Feedback would be appreciated please send any comments or questions to info@newenglandna.org Carrie B on behalf of the website committee

BOARD OF DIRECTORS (BOD) – No report submitted.

AREA CONCERNS / OPEN FORUM

- South Shore Area addressed RSC meeting in person. Is there a value in meeting in person as opposed to cost? \$600 paid to areas to host in person not counting area travel costs. RSC hybrid? Outreach for struggling areas?
- FD
 - Western States Learning Day WSLD? Wsld.org
 - Approach groups in region going completely online only. Any such areas? Chicagoland
 - NEMA – How can FD better serve the areas? NEMA is struggling, how can we help? i.e. attend their ASC
- NESSNA – No opposing NESSNA voice (negative) from body
 - NESSNA login to the next NEZF meeting or attend in person
- Noel – We really need a Treasurer please take this information to your areas/groups. It only takes about 1 hour to do the report in quickbooks online. I have available to train and help.

OLD BUSINESS

Need motion to disband RMD or make it standing committee.

Elections

- Convention Chair – Dave A.
- Hospitals & Institutions (H&I) – Shaun

OPEN POSITIONS

Board of Directors (BOD) Clerk – **OPEN**

2 BOD Director Positions – **OPEN**

Asst. Secretary – **OPEN**

Treasurer – **OPEN**

Asst. Treasurer – **OPEN**

Subcommittee Chairs

Finance Chair – **OPEN**

3 Finance Members at Large (MAL) - **OPEN**

Insurance – **OPEN**

THERE ARE MANY OPEN POSITIONS – PLEASE BRING THESE BACK TO YOUR AREAS!!!

NEW BUSINESS

10 VOTING RCMs PRESEN

MOTIONS

See Appendix

OCTOBER 2022 REGIONAL MEETING ATTENDANCE

Position	Present
Chair	X
Vice Chair	X
Secretary	X
Asst Secretary	Open
Treasurer	Open
Asst Treasurer	Open
Finance	Open
BOD	X
RD	X
RDA	X
Convention	X
H&I	X
PR/Phoneline	X
Policy	X
Website	
FD	X
Literature	X
RMD	Open
Insurance	Open

Areas	
Boston	X
Cape Cod	X
Central Mass	X
Greater Providence	X
Martha's Vineyard	X
Metro West	X
Nantucket	
North East Mass	X
South East Mass	X
South Shore	X
Western Mass	X



Money Motion Form

Date: 10/9/2022 Total: \$ 1,259.04

Maker Name: Jim D. 2nd: JAMES P.

Check Payable To: JAMES DALY

Mailing Address: 500 ANGELL ST #719
PROVIDENCE, RI 02906

Motion: TO FUND THE DELEGATE TEAM TO ATTEND
THE MULTI REGIONAL LEARNING EVENT (MRL E) IN PORTLAND, ME

HOTEL → \$ 736.84

REGISTRATION → \$ 50.00

MILEAGE → \$ 172.20

PER DIEM → \$ 300.00

\$ 1,259.04

Intent: TO PREPARE THE DELEGATE TEAM FOR
WORKSHOPPING THE CONFERENCE AGENDA REPORT (CAR)
LEADING UP TO THE 2023 WORLD SERVICE CONFERENCE (WSC)

Set Policy: _____ Amend Policy: _____

Replace Policy: _____ Delete Policy: _____

Vote: PASSED

In Favor: 10 Opposed: _____ Abstained: _____

Tabled: _____ Committed to: _____

Notes: _____



Money Motion Form

Date: 10/09/22 Total: 305.20

Maker Name: Marissa J 2nd: PR Subcommittee

Check Payable To: NAWS

Mailing Address: 33 Juniper St

Boston, MA 02119

Motion: Get \$305.20 worth of literature from NAWS to hand out at the NEARCP

(New England Association of Recovery Court Professionals) event in Novemeber as well as

add the new SPAD and White Book to our literature display.

Intent: Replenish literature for the event since the committee handed out more than

expected at the Cape Cod event which dipped into the literature we had ordered for the

NEARCP convention.

Set Policy: _____ Amend Policy: _____

Replace Policy: _____ Delete Policy: _____

Vote: PASSED

In Favor: 10 Opposed: _____ Abstained: _____

Tabled: _____ Committed to: _____

Notes: _____



Money Motion Form

Date: _____ Total: _____

Maker Name: _____ 2nd: _____

Check Payable To: _____

Mailing Address: _____

Motion: _____

Intent: _____

Set Policy: _____ Amend Policy: _____

Replace Policy: _____ Delete Policy: _____

Vote: PASSED

In Favor: **9** Opposed: **1** Abstained: _____

Tabled: _____ Committed to: _____

Notes: _____

New England Regional Service Committee of NA
Balance Sheet Detail
As of October 9, 2022

	Date	Transacti on Type	Num	Name	Debit	Credit	Amount	Balance
ASSETS								
Checking								
		Beginning Balance						795.90
	10/08/2022	Transfer				300.00	-300.00	495.90
	10/08/2022	Transfer				520.00	-520.00	-24.10
	10/08/2022	Deposit			1,820.02		1,820.02	1,795.92
	10/08/2022	Transfer				52.50	-52.50	1,743.42
	10/08/2022	Transfer				1,090.00	-1,090.00	653.42
	10/08/2022	Transfer				612.70	-612.70	40.72
	10/08/2022	Deposit			4,813.62		4,813.62	4,854.34
	10/09/2022	Check	1491	NAWS		4,178.78	-4,178.78	675.56
	10/09/2022	Check	1490	NAWS		305.20	-305.20	370.36
	10/09/2022	Transfer				195.60	-195.60	174.76
	10/09/2022	Transfer				174.76	-174.76	0.00
							-\$ 795.90	
Convention								
		Beginning Balance						5,500.00
Total								
FD								
		Beginning Balance						224.00
	10/08/2022	Transfer			520.00		520.00	744.00
	10/09/2022	Check	1489	D'Lanor H.		918.76	-918.76	-174.76
	10/09/2022	Transfer			174.76		174.76	0.00
Total							-\$ 224.00	
Insurance								
		Beginning Balance						612.70
	10/08/2022	Transfer			612.70		612.70	1,225.40
Total							\$ 612.70	
PR								
		Beginning Balance						300.00
	10/08/2022	Transfer			300.00		300.00	600.00
Total							\$ 300.00	
Prudent								
		Beginning Balance						3,950.13
Total								
RD / AD								
		Beginning Balance						-26.56
	10/08/2022	Transfer			1,090.00		1,090.00	1,063.44
	10/09/2022	Transfer			195.60		195.60	1,259.04
	10/09/2022	Check	1488	James D.		1,259.04	-1,259.04	0.00

Total				<u>\$</u>	26.56	
Travel						
	Beginning Balance					500.00
Total						
Website						
	Beginning Balance					-26.56
	10/08/2022	Transfer	52.50		52.50	25.94
Total				<u>\$</u>	52.50	
				<u>-\$</u>	28.14	
TOTAL ASSETS				<u>-\$</u>	28.14	<u>\$ 11,801.47</u>

New England Regional Service Committee of NA

Deposit Detail

August 15 - October 9, 2022

DATE	TRANSACTION TYPE	NUM	CUSTOMER	VENDOR	MEMO/DESCRIPTION	CLR	AMOUNT
Checking at Citizens Bank - Ne							
10/08/2022	Deposit						1,820.02
				Clean, Cool and Free			21.07
				SEMA			260.40
				Anonymous	David E.		29.89
			Spill the Tea				28.91
				Anonymous	Michael O.		24.30
				NEMA			1,463.78
				How it Works - Dorc			4.41
				Zoom	Zoom account fee		12.74
10/08/2022	Deposit						4,813.62
		3523		Greater Providence Area			4,000.00
		001412		Western MA			750.15
		1136		South Shore Area			38.47
		19-415778485		How it Works - Dorc			25.00

Addendum Public Relations Report Phone Line Call Log

MARTHA'S VINEYARD - Bill H. , back up is Amanda , is the back up , it has already been confirmed all who do the phone line are trained and they meet the policy. NERNA PR spoke with MV representative to get a better understanding of how the MV ASC operates in order to work together to create a reporting system between the ASC and the regional phoneline policy that fits everyone's needs. I am so very glad it has all worked out and there is a better understanding and communication that has been had to resolve any concern or confusion.

Nantucket - Beth G. - No phone calls for either month

Cape Cod - Harold - 2 phone calls asking for meetings in P-Town, he mentioned that there are no meetings in P-Town at this time

Western MASS - Stacy F, Melissa S. - Stacy went on vacation so we put Melissa in the phone line system as the primary as well as she was not in the system yet , Melissa S. is trained as well as Stacy F. , so they both meet policy, thank you Patrick for helping us get Melissa in the phone line system, while Melissa answered the phone line she did not receive any calls (as stated earlier Stacy went on vacation). Cailey is trained but she will help as a back up if Stacy no longer or Melissa no longer answers the phone because it is not needed without a lot of calls at this time. No phone calls in August and 2 phone calls came in September looking for meetings. The flyer hanging day that was held on September 10th with about close to 80 flyers being hung up. They also have had a few table set up events.

METRWOWEST - Mike S. - 2 phone calls about meeting information

BOSTON - Mike S. - 2 Phone calls about meeting information

NEMA- Mike S. -4 phone calls about meeting information

SOUTH SHORE - Hilary , back up David D. - No calls in August , 2 Calls in September. September 3rd at 12:54 pm a call was made she was not able to get it and David clarified he did not get it so likely went to another area? Hilary is getting better and new phone this weekend so that kind of thing does not happen. September 19th at 3:38 pm a call was made for a meeting in Plymouth

SEMA - Ruthanne - In the beginning of September she received three calls from the same gentleman over a 3 day span. She chatted up about NA , she gave the zoom information for meetings, he said he went. No phone calls since. She asked Christina , the chair to include the zoom information in her report

CMANA -Meredith, back up is Krist - There were 5 calls and one email that was responded in the month of September.

RHODE ISLAND - STEPHANIE C.- AUGUST 22nd , A woman called from the VA in Providence regarding a box of keychains left behind from a group that was held there prior to COVID, Stephanie called back and left a message , Stephanie went to the VA to pick up the box and returned it to the area

September 10th , A member from Ohio called , she will be in town Monday and Tuesday in Seekonk and was looking for meetings, she needed help navigating the website , Stephanie sent her photos of meetings in the area

September 15th , A woman called looking for a name and days for a noon time meeting(s) in the Providence area

September 30th , A woman called looking for a link to a noon time meeting , Stephanie gave her the information of our website

October 1 st, A man called looking for meetings , Stephanie gave him our website information for the Greater Providence Area

I.L.S.

Cathie L. , PR Sub Committee Phone Line Chair/ Coordinator

**Addendum Regional Delegate
NESSNA Straw Poll to Allow RD/AD to vote on NEZF - Unanimous**

12:52 docs.google.com

Should another NESSNA be held?

- Yes
- No
- Not Sure

What service body should be responsible for the next NESSNA?

- Multiple Regions (repeat of NESSNA 1)
- The Northeast Zonal Forum
- A Single Region
- Other (please describe below)

How should the next NESSNA location be determined?

- Same Place (Boston, MA)
- Rotating through NEZF member regions
- Determined by hosting region
- Other (please describe below)

When should the next NESSNA be held?

- 2024
- 2025
- 2026
- Other (please describe below)

12:53 docs.google.com

- Multiple Regions (repeat of NESSNA 1)
- The Northeast Zonal Forum
- A Single Region
- Other (please describe below)

How should the next NESSNA location be determined?

- Same Place (Boston, MA)
- Rotating through NEZF member regions
- Determined by hosting region
- Other (please describe below)

When should the next NESSNA be held?

- 2024
- 2025
- 2026
- Other (please describe below)

If you answered 'other' to any of the questions above or have any additional

Northeast Zonal Forum

of Narcotics Anonymous.



~~Approved~~ **Draft** Guidelines

~~Includes additions approved in all NEZF minutes through December 2020~~

Section 1 Vision and Mission Statements

Our Vision

In the discussion of our Fifth Tradition in our Basic Text, on page 65 we read:

“The message is that an addict, any addict, can stop using drugs, lose the desire to use, and find a new way to live. Our message is hope and the promise of freedom... Our primary purpose can only be to carry the message to the addict who still suffers because that is all that we have to give.”

Our primary purpose serves as a catalyst to all our service endeavors in the NEZF through the application of spiritual principles. We work for the joy of selfless service and with the knowledge that our efforts make a difference to the addict who still suffers. We are connected through cooperation fostered by unity, honesty, trust, and goodwill.

The NEZF stands unified with the will of the fellowship as expressed through the World Service Conference and will endeavor to keep all our efforts in line with that unity and with the Vision for NA Service

Our Mission

The mission of the NEZF is to provide a regularly scheduled time and place in which representatives of our member regions can come together to help further our primary purpose - “to carry the message of recovery to the still suffering addict.” As a unified body of NA service representatives, we have the potential to accomplish together much more than what we can accomplish individually.

It is our intention to help make recovery available to those in the regions we serve, to strengthen NA in our communities, and to reach out to other NA communities, bringing good will, recovery, conscience and our message of hope and the promise of freedom from active addiction.

Accountability

The Northeast Zonal Forum is accountable to its member Regions and ultimately to the final authority within our service structure as stated by our Second Concept – the groups, who retains the final responsibility and authority for all NA services. The Twelve Traditions and Twelve Concepts of Narcotics Anonymous spiritually guide the forum.

Section 2 Purpose

We, the NA Regions of the Northeastern states, have joined together to discuss issues of mutual concern, address common needs, exchange ideas, and share experiences, in order to further our primary purpose. As a clearinghouse for the discussion of common problems and their solutions, we complement the existing service structure of NA by addressing our own specific needs through unity, cooperation, and communication. We identify our member Region’s common needs, and work with member Regions and their respective subcommittees, to plan and facilitate multi-regional service efforts that address those needs.

Section 3 NEZF Composition

The NEZF service body is comprised of member regions and NEZF trusted servants. NEZF meetings are open for all to attend.

Member Regions are those regions who choose to be part of the NEZF.

- **Current Member Regions:** ABCD, Connecticut, Eastern New York, Greater New York, Mid-Atlantic, New England, New Jersey, Northern New England, Northern New Jersey, Northern New York, Western New York.

NEZF Trusted Servants are those individuals elected by the NEZF to serve the body by fulfilling the duties associated with their positions.

Section 4 Trusted Servants

The NEZF will elect trusted servants who will assume responsibility for the tasks associated with their commitments. Any NA member may volunteer or be nominated for election. Trusted servants will serve for a period of 2 years, or the remainder of the term. Each term concludes at the end of the October NEZF meeting of every even year. An individual may serve two consecutive terms in any one trusted servant position.

I. General (for all)

A. Requirements

1. At least five years of continuous clean time.
2. Have access to appropriate technology to fulfill their commitment (email, internet, etc.)
3. Familiarity with and commitment to the NEZF vision, mission, purpose, and guidelines.
4. Familiarity with the common needs and culture of the NEZF fellowship as demonstrated by participation in a member region or NEZF service body.
5. Experience with the delegated responsibilities of the position applying for.
6. History of both completing work independently and working well within a group.
7. Ability to donate sufficient time to attend meetings, travel, and to fulfill any additional commitments associated with the position.

B. Responsibilities

1. Attend all NEZF meetings.
2. Submit a report to each NEZF meeting that updates the NEZF on all activities related to their position and/or subcommittee/task team.
3. Will be a member of the Steering Committee.

II. Chair

A. Requirements

1. Has experience facilitating an Area, Region, or Zone.
2. Has at least two years' experience participating in the NEZF.

B. Responsibilities

1. Facilitates the NEZF meetings.
2. Serves as co-liaison for the NEZF.
3. Will be a signatory on the bank account.
4. Will be a holder of NEZF technology related passwords.
5. Written communications to NEZF participants, except for meeting minutes, will come from the chair. Such communications include agendas for upcoming meetings, reports from committees and workgroups, and internal and external correspondences meant for zonal distribution.

III. Vice-Chair

A. Requirements

1. Has experience facilitating an Area, Region, or Zone.
2. Suggested experience participating in the NEZF.

B. Responsibilities

1. Serves as co-liaison for the NEZF.
2. Will be a signatory on the bank account.
3. Will maintain and update the NEZF guidelines document.
4. Assumes the duties of Chair, Treasurer, or Secretary in their absence.

IV. Treasurer

A. Requirements

1. Previous experience as a Treasurer at an Area, Regional, or Zonal level.
2. Shall have a verifiable, legal source of income.

B. Responsibilities

1. Will produce an annual NEZF budget (see [Section 8 – Budget](#) for details).
2. Will be the main signatory on the bank account.
3. Will make all bank statements available upon request.
4. Will provide receipts to regions who have given contributions.
5. Will deposit all income within one week.
6. Will pay all approved expenses from the checking account.
7. May have additional financial responsibilities as outlined in [Section 8 - Financial](#).

V. Secretary

A. Requirements

There are no additional requirements specific to the Secretary. See [General Responsibilities](#) for all trusted servants above.

B. Responsibilities

1. Will maintain and update a contact list of NEZF participants and other interested members, to be shared with NEZF participants upon request.
2. Will prepare the minutes of the NEZF (per addendum) and distribute them to all members of the contact list.
3. Will email an approved copy of the NEZF minutes to NAWS.
4. Will maintain an archive of NEZF materials, which includes, but is not limited to, meeting minutes, reports (from trusted servants, committees, and workgroups), proposal forms, and agendas.
5. Will bring the NEZF's 12 Steps, 12 Traditions and 12 Concepts posters to each NEZF meeting and handle storing them between meetings.

VI. Subcommittee Chairs/Task Team Facilitators General

A. Requirements

1. Time and ability to fulfill the tasks that fall within their responsibilities
2. Practical application of the 12, 12 & 12, NEZF Guidelines, A Guide to Local Services in NA, and any relevant NA service handbooks.
3. Ability to delegate, organize, motivate, and give the committee direction.
4. A willingness to take or receive direction.

B. Responsibilities

1. Prepare an agenda for the subcommittee/task team meeting and facilitate consensus building.
2. Coordinate the functions and responsibilities of the subcommittee/task team.

VII. Fellowship Development (FD) Chair

There is nothing additional specific to the FD Chair. See [Subcommittee Chairs General](#) above for applicable Requirements and Responsibilities.

VIII. IT Services Chair

There is nothing additional specific to the IT Services Chair. See [Subcommittee Chairs General](#) above for applicable Requirements and Responsibilities.

IX. Public Relations (PR) Chair

A. Requirements

1. Previous PR/PI experience at an Area, Regional, or Zonal level.

B. Responsibilities

1. Act as a liaison and cooperates with PR Subcommittees in other Regions, Zones and World Services; seek current best practices and efforts in Public Relations.
2. Attend and report on NAWS PR webinars and NAWS PR Intra-zonal webinars

Section 5 Committees/Workgroups

I. General (for ALL Subcommittees)

- A. Approved internal committee guidelines, when applicable, are considered an addendum. In case of contradiction, NEZF guidelines will supersede.
- B. All committees will collaborate with a service body of the member regions should a request be received either electronically or at their subcommittee meeting.
- C. May be responsible for workshops at the NEZF weekend meetings.
- D. All committees have the discretion to respond to requests from outside of the zone, provided they do not interfere with projects/task from within the NEZF.

II. Steering Committee

- A. **Members:** All NEZF Trusted Servants and the RD Team of the next hosting region.
- B. Meetings are open to observers, but decisions will be made by the steering committee members.
- C. **Responsibilities:**
 - 1. Plans the agenda for NEZF meetings.
 - a. The agenda is a loose framework of all sessions.
 - b. The agenda shall be distributed to all Zonal participants and posted on the NEZF website approximately 30 days prior to the NEZF.
 - c. The agenda will include time for discussion, development, and prioritization of projects and goals of the NEZF.
 - 2. Hosting Responsibilities for in-person sessions:
 - a. Maintains contact with the host region as identified by the rotation schedule (see [Section 6: Hosting](#)).
 - d. Assists the Host Region in the facilitation of the meeting.
 - e. Absorbs responsibilities from trusted servants when a void exists
 - f. Operational Procedures (**see best practices**)
 - Preparations and needs for in-person meetings
 - Hosting basics for the host region
 - Hosting basics for Steering committee
 - g. Allocates communication responsibilities / tasks
 - h. Oversee the actions of the Treasurer, including facilitation of an annual audit of the NEZF treasury.

III. Public Relations (PR) Subcommittee:

- A. Chairperson elected by the NEZF
- B. Acts as the resource and coordinating body for the NEZF's Public Relations efforts.
- C. Maintains a working relationship with RD's, the steering committee, and the host Region for upcoming NEZF weekends to assist/facilitate presentations.

IV. Fellowship Development (FD) Subcommittee

- A. Chairperson elected by the NEZF
- B. Acts as the resource and coordinating body for the NEZF's Fellowship Development efforts.
- C. Maintains database of service volunteers
- D. Maintains a working relationship with RD's, the steering committee, and the host Region for upcoming NEZF weekends to assist/facilitate presentations.

V. IT Services Subcommittee

- A. Chairperson elected by the NEZF
- B. Acts as the resource and coordinating body for the NEZF's Technology efforts, including but not limited to the website, Zoom, Slack, and Facebook.
 - 1. The Administrator(s) of the Facebook groups should be a volunteer(s) from the member regions that is approved by the NEZF. This is not a trusted servant position of the NEZF, and attendance at and reporting to the full NEZF body is not required.
 - 2. The Zonal IT Services subcommittee will support and assist the Regions and Areas within the NEZF with their information technology needs as time and resources allow.

VI. Workgroups

- A. Formed by the NEZF to perform a specific task. Facilitator is confirmed by the NEZF.
- B. The NEZF will provide, in its minutes, the duties and expectations of the Workgroup.
- C. The NEZF will provide a timeline for completion of its task, and how the information will be presented to the NEZF.

Section 6 Meetings/Hosting

I. The NEZF meets quarterly; twice in-person (April and October) and twice virtually (January and July).

- A. The in-person meetings take place on the weekend with the 4th Saturday, except when circumstances prevent the hosting region from securing a facility on that weekend.
- B. The virtual meetings take place on the 4th Sunday at 3:00 pm. The virtual meetings shall be no longer than 2 hours in duration.
- C. The NEZF will also meet at the WSC when it meets in-person for purposes of WSC specific discussion. We shall not do NEZF business/discussion at the WSC.

II. Establishing Hosting Region Schedule

We adopt the following alphabetical rotational hosting schedule:

- A. ABCD (October 2028)
- B. Connecticut (October 2022)
- C. Eastern New York (October 2023)
- D. Greater New York (April 2024)
- E. Mid-Atlantic (October 2024)
- F. New England (April 2025)
- G. New Jersey (October 2025)
- H. Northern New England (October 2026)
 - I. Northern New Jersey (April 2027)
- J. Northern New York (October 2027)
- K. Western New York (April 2028)

III. Timeline for Securing Hosting Arrangements

- A. One year out – A proposed Host Region should come to the NEZF prepared to express a willingness to host.
- B. Nine months out – Hosting region will let NEZF know if everything is on schedule.
- C. Six months out – Hosting arrangements are secured and reported to the NEZF.
- D. In the event a Region is not willing or able to host, we will go to the next Region in the Hosting Region Schedule.

IV. Other Responsibilities of Host Regions

- A. With or without the financial assistance of other Regions, Host Region will provide the NEZF with the following:
 - 1. Meeting space from 6pm Friday – 2pm Sunday
 - 2. Adequate Wi-Fi
 - 3. Equipment necessary for hybrid meeting.

Section 7 Sessions

NEZF meetings will open 1 hour early for informal orientation session.

Each day shall begin with a reading of the NEZF Purpose ([Section 2 of the approved Guidelines](#)) and "A Vision for NA Service" ([attached to the approved Guidelines](#)) to remind us of who we serve here, why we are here and why we serve here.

I. **Basic Elements of NEZF Meetings** (*these are not in order of how they may be structured in an agenda*)

A. Full Weekend Meetings

1. Reports
 - a. Regional Reports
 - i. Trusted Servant Reports
 - j. Workgroup Reports
2. Business
 - a. Proposals
 - b. Elections, as needed
 - c. Hosting
3. Workshops/Planning
 - a. Workshops – typically 3 or 4 during Saturday
 - b. Strategic Planning – takes a whole Saturday
4. Discussions

B. Virtual Meetings

1. Reports
 - a. Trusted Servant Reports
 - k. Workgroup Reports
2. Business
 - a. Proposals
 - l. Elections, as needed
 - m. Hosting
3. Discussions

II. **Descriptions of Elements of NEZF Meetings**

A. Proposals

1. Proposals should be submitted using the NEZF Proposal Form (see attached – or web form) at least 30 days prior to the Zonal Forum meeting to allow for scheduling, understanding, and coherent presentation. The steering committee will work with the proposal maker to ensure the proposal is clear and concise before it's introduced to the entire NEZF.

2. Proposals submitted after the agenda has been established will be discussed if time allows. When time sensitive proposals are brought forth, the chairperson will ask the NEZF if they have any objections to addressing them out of order.
- B. Elections – An election is essentially a proposal to elect somebody. Therefore, affirmative votes from 2/3 of Participants present is needed to elect any candidate.
1. Qualify and Q&A: For all trusted servant elections, candidates will be asked to qualify and then NEZF participants will have an opportunity to ask questions of the candidates or state concerns they have with the candidate(s). This time is not a time for open debate.... It is a Q&A, or simply stating a concern. The concern could be considered a question of a candidate and the candidate will be offered an opportunity to speak to the concern. But again, this is not time for a debate.
 2. Discussion: Once all questions have been asked (and answered) and concerns stated (and spoken to), the candidates will be asked to leave the room. Discussion while candidates are not in the room should be based in principles and not personalities. This is not a time to gossip about someone or attack someone's character. We must remember our 4th Concept and ask necessary and sometimes difficult questions, or make our concerns known, while the candidates are in the room and can answer our questions or speak to our concerns. If further questions arise while the candidates are out of the room, they will be brought back in and the chairperson will ask the question(s).
 3. Voting:
Then we will take a vote. If any candidate gets the required 2/3 then that candidate is elected.
 - a. If we don't get 2/3 for any candidate, and there is only one (1) candidate, we will see if more discussion is needed (see discussion section).
 - b. If more Q&A is needed, we will ask the candidate back in the room (see Q&A section). Then we will vote again. If we still can't reach 2/3, and there's no more discussion or Q&A, we will consider that the candidate was not elected and move on.
 - c. If we don't get 2/3 for any candidate, and there is more than one (1) candidate, we will see if we are willing to remove the candidate with the lowest votes. Regardless of whether we remove a candidate from the process or not, we will then see if more discussion is needed or more Q&A needed. And then vote again. We will repeat the process until we either get 2/3 for a candidate (thus electing someone) or there is only one candidate left and we fail to get 2/3 (not electing anyone).
 - d. Flowchart of election procedures can be found in addendum III

- C. Hosting discussions are when we get a report from the current hosting region(s) and check in with the next hosting region(s) to make sure everything is on schedule and discuss any issues.
- D. Report Sessions are when we actively listen to reports from trusted servants and workgroups. The vice-chair (or another trusted servant in the absence of the vice-chair) will facilitate the meeting while the chairperson gives any report.
- E. Workshop/Planning Sessions are those sessions when we dedicate time to either present/facilitate a workshop on a specific topic or have our annual planning session.
- F. Discussion Sessions are where we discuss any topic arising from reports or individual members.
 - 1. Open Forum is a time when we focus on topics raised by individual members before moving on to topics arising from reports or Zonal business.

Section 8 Financial

I. Reporting

- A. The Treasurer will produce and distribute a financial report for each NEZF meeting detailing all income and expenses, as well as progress against the budget.

II. Budgeting

- A. The treasurer shall prepare an annual budget to be reviewed and approved by the NEZF body each year at the October in-person meeting for the subsequent calendar year.
- B. The budget shall include all proposed expenses as well as any anticipated income.

III. Income

- A. The NEZF has no mechanism for fund flow to world services. However, any Region or interested member that wishes to contribute funds should turn in those funds (or mail them) to the treasurer. Any checks should be made payable to the NEZF. The treasurer will document these funds NEZF Treasurer Spreadsheet – Balance Sheet Tab, and Check Register

IV. Expenses

- A. **Prioritization of expenses** – Spending of available funds shall be prioritized based on the following list.
 - 1. Fixed Operational Expenses – The member Regions agreed to funding equally the cost of the technical expenses for the NEZF.
 - a. NEZF Zoom Account
 - b. Website Hosting/Domain Name Registration

2. Variable Operational Expenses
 - a. Administrative Costs Related to In-Person Meetings (i.e., copies, workshop supplies, etc.)
 - b. Non-Funded Trusted Servants
 - (i) All non-funded trusted servants may submit for reimbursement of expenses related to food, travel, and lodging for in-person NEZF meetings. However, only travel expenses incurred within the geographic boundaries of the zone may be covered.
 - (ii) Each non-funded trusted servant shall receive a pro-rata share of the contributions based on their total expenses (i.e., If TS1 needs \$100, TS2 needs \$150 and \$150 is contributed, then TS1 would get \$60 and TS2 would get \$90).
 3. Discretionary Expenses
- B. **Funding of Non-Funded Trusted Servants** - Contributions are disbursed to help defray non-funded Trusted Servants' expenses.
1. Each non-funded trusted servant shall receive a pro-rata share of the contributions based on their total expenses (ie. If TS1 needs \$100, TS2 needs \$150 and \$150 is contributed, then TS1 would get \$60 and TS2 would get \$90)
- C. **General Financial Responsibilities** – from time to time a spending proposal may be made to disburse funds for expenses as detailed in the proposal. Proposals in these categories will only be considered if the balance after disbursement of #1 and #2 is sufficient to cover the amount being sought.

Section 9 Strategic Planning

To serve our vision, purpose, and message most effectively, the NEZF engages in Strategic Planning. Strategic planning helps focus our service efforts through identification and prioritization of issues, opportunities, goals, approaches, and development of project plans.

Our Steering Committee will be responsible for the preparation and monitoring of our strategic planning process. We will keep a current outline, set of best practices, and timeline as a flexible addendum to these guidelines that lay out the process in more detail. We will remain open and flexible to grow and evolve how we engage in strategic planning as a zone.

[See addendum IV for Strategic Planning Basics](#)

Section 10 Decision Making

I. Consensus Based Decision Making (CBDM) Basics

The NEZF uses a process called Consensus Based Decision Making. CBDM is a process used to build decisions together, not simply compete for a pass or fail. As such, when working through proposals, we will always be focusing on how a proposal can be made better by listening for suggestions, ideas, and options. In some cases, a proposal serves its purpose simply by bringing about useful or needed discussion.

A. Participation

1. Any member may participate in discussion
2. Only members selected by regions to represent those regions may participate in polls – typically Regional Delegate teams

B. With the consent of the NEZF body, the Facilitator can institute time limits on discussion

1. On each member sharing
2. On total time spent on each proposal
3. On a maximum number of people in the queue between polls

C. Polls are a tool used by the Facilitator to gauge the level of consensus within the body.

1. At any point the Facilitator can ask if the body is willing to accept the most recent Poll as the final decision on a proposal
2. Polls are sometimes referred to as 'Straw Polls'
3. Only 1 representative per region may participate at a time in polls

D. Types of Votes used in polls:

1. Yes - The participant agrees with the idea of proposal
2. No - The participant disagrees with the idea of the proposal
3. Abstain - The participant has a question, concern, or feels the proposal needs more discussion or time before a decision can be made
4. Present not Voting (PNV)- The participant is not for or against but is unwilling to slow the process or stand in the way, PNV removes the participant from the total count of votes.

E. Decision Making Threshold:

1. For any decision to pass, 2/3rds of the votes must be a 'yes'
 - a. No poll can be taken as a final decision unless the number of present and voting participants is equal to or greater than 2/3^{rds} of the member regions
2. 80% of the votes being yes or no in a poll is considered 'consensus'
3. If there are a significant number of abstentions in a 'final decision' poll, the facilitator may take that as a signal to postpone the decision or assign it to a committee or workgroup.

F. Consensus Based Decision Making (CBDM) Process ([see Addendum for flowchart](#))

◆ **Proposal Presented**

- Chair reads proposal
- Proposal maker may share on the proposal

◆ **Poll**

- Consensus?
 - ⓪ No
 - * Is this the first poll?
 - ⓪ Yes - Move on to open discussion
 - ⓪ No - Has there been a change?
 - ◇ Yes or no, evaluate if more discussion is needed
 - Yes – Move to **Open Discussion**
 - No – Move to **Final Decisions**
 - ⓪ Yes
 - * Hear from 2 in the minority view (any not of the majority)
 - ⓪ Minority voice may suggest changes
 - ◇ Poll the body for accepting suggested changes
 - * Poll again
 - ⓪ No change – Move to **Final Decisions**
 - ⓪ Change – Move to **Open Discussion**

◆ **Open Discussion**

- Questions, input, discussion, suggestions
 - ⓪ Can this proposal be made better?
 - ⓪ Do we agree with any suggestions?
 - ⓪ Poll the body or check for objections when working on the proposal to improve
 - ⓪ Focus on capturing the intent of the proposal, don't get hung up in wording
- **Poll** after queue is done for the round of **Open Discussion**

◆ **Final Decisions**

- Proposal Passed
 - ⓪ 2/3rd of all present and voting participants voted YES
- Postpone or Assign Proposal
 - ⓪ If over 1/3rd of all present participants voted Abstention and/or Present not voting, then the facilitator may suggest the following options:
 - * Postpone decision to next meeting
 - * Assign to a committee, workgroup, or trusted servant(s) to work on
- Proposal Fails
 - ⓪ If a proposal does not get 2/3rd of all present and voting participants casting a YES vote and it does not get postponed or assigned, it fails.

Addendum I - Sample Template for Regional Reports

To be read during the NEZF meeting:

1. The geographic location of your region (General Landmarks/Boundaries i.e. “Central and eastern Pennsylvania”)
2. What is new in your region since you last reported?
 - a. New successes
 - b. New challenges you are facing
3. Are the number of meetings in your region growing, shrinking, or staying the same?
4. Is there a topic or question your region would like to propose for the discussion session?

Options to be included in the written report, but not read aloud during the NEZF meetings.

1. How often does your region meet?
2. Number of areas in your region
3. Number of meetings in your region
4. Committees / services provided by your region
 - a. How many H&I commitments go in each week?
 - b. How many PR presentations do you do each month?
5. Do you have insurance?
 - a. Who is the insurance company?
 - b. Does your insurance company cover events?
6. Do you have a regional convention?
 - a. Do you have area conventions?
 - b. How many?

Addendum II - Northeast Zonal Forum Proposal

DATE _____

PROPOSAL # _____

MAKER(S) _____

POSITION/FROM _____

INTENT (GOAL)

What is the goal of this proposal?

RATIONALE (ISSUE or OPPORTUNITY)

What issue or opportunity does this proposal address?

I PROPOSE THAT : (SUGGESTED APPROACH - OPTIONAL)

To accomplish the goal of the proposal, I propose that...

FINANCIAL IMPACT (If known)

POLICY AFFECTED (If known)

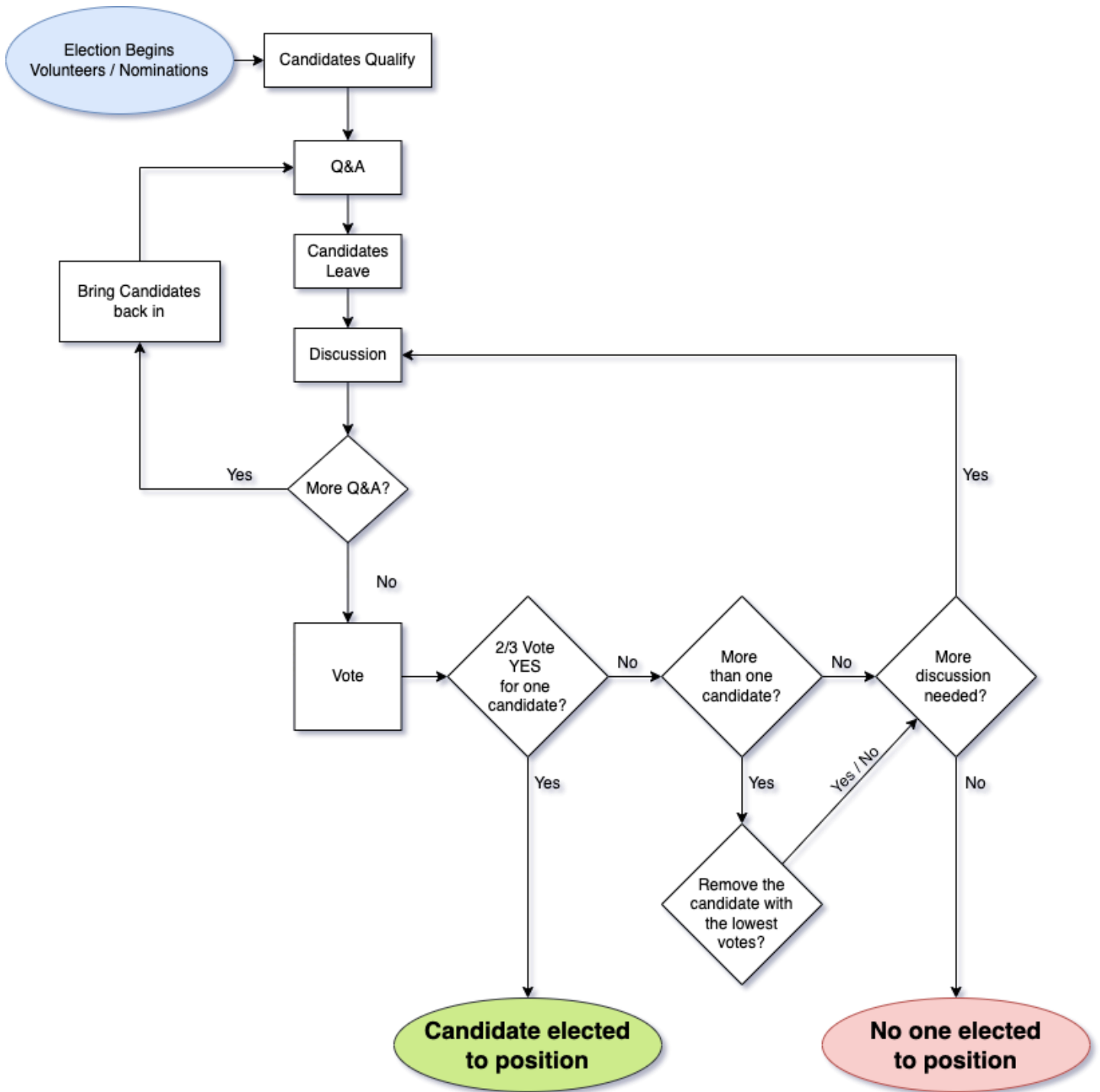
A suggested approach may be simply what we decide on, but typically it will not be where decision making starts.

First is the goal – Do we feel we wish to accomplish that goal? Does it address the issue or opportunity?

After we decide we are on for the goal, if there's a suggested approach proposed it is just that, a suggestion.

In the end, the "how" something is accomplished we figure out together.

Addendum III – Election Procedures Flowchart



NEZF Strategic Planning Basics

Annual Planning Cycle

The NEZF engages in an annual planning cycle. This allows us to be flexible with responding to our needs, to projects and updates from the WSC, and collaborating with other NA service bodies.

- July – Review / Prepare
 - Active projects give updates, and take direction from the body
 - Steering begins to prepare for the October Planning Day by drafting a survey and selecting planning facilitators
- October – Annual Planning Day
 - Review the previous plan
 - Any incomplete projects can be renewed
 - They may also be given direction during planning
 - Identify and prioritize issues/opportunities, goals and approaches – using the survey as input
 - Steering creates project plans to be sent out for approval within 30-60 days
- January – Approve / Review
 - Regions approve new projects and assign project leads
 - Project leads provide regular meeting times within 30 days
 - Any active / renewed projects report on progress and take direction from the body
- April (except during WSC) – Review
 - Projects give reports and take direction from the body

This annual cycle allows projects to be flexible – to not force shorter projects into a longer cycle and to allow longer projects the room to renew and take the time needed to be complete. This also allows a more effective change in direction if it is discovered a project is no longer needed after a year.

Strategic Planning : What makes planning strategic are the processes of identification, prioritization, and evaluation that focus our service efforts. It is a disciplined effort that produces decisions, actions, and projects that shape who we are, what we do, and why we do it – always guided by our vision and the message we serve. Effective strategic planning articulates not only where we are going and the actions needed to make progress, but also how we will know if our planning is successful.

For more information about planning in NA, see "Planning Basics" and the "Area Planning Tool" on na.org



Best Practices

- The NEZF engages in an annual planning cycle that allows us to be flexible with responding to our needs, to the WSC, and collaborating with other NA service bodies.
- When possible, the planning committee will get members from outside of the NEZF participants to facilitate the annual day of planning in October
- Except for approval of new projects, everything else is open participation to ALL members
- Remaining open-minded and flexible throughout the process is essential!

NEZF

Strategic Planning Basics

Typical Annual Planning Cycle



July NEZF

Review / Prepare

- Review progress of projects
- Body gives direction as needed
- Steering committee prepares for the next planning day, creating a survey and selecting planning facilitators
- Survey is sent out within 30-60 days and provides input into the issues and opportunities of the day



October NEZF

Strategic Planning Day

- Open Participation
- Review previous plan
- Renew incomplete projects if desired
- Spend full day identifying and prioritizing issues, opportunities, goals, and approaches
- Steering committee creates project plans for approval
- Project plans sent out within 30-60 days



January NEZF

Approve Project Plans

- Regions approve any new project plans
- New Project plans are assigned point people or to committees
- New Project plan meeting times and venue sent out within 30-60 days
- Progress of active (renewed) projects is reviewed and those projects are given direction as needed



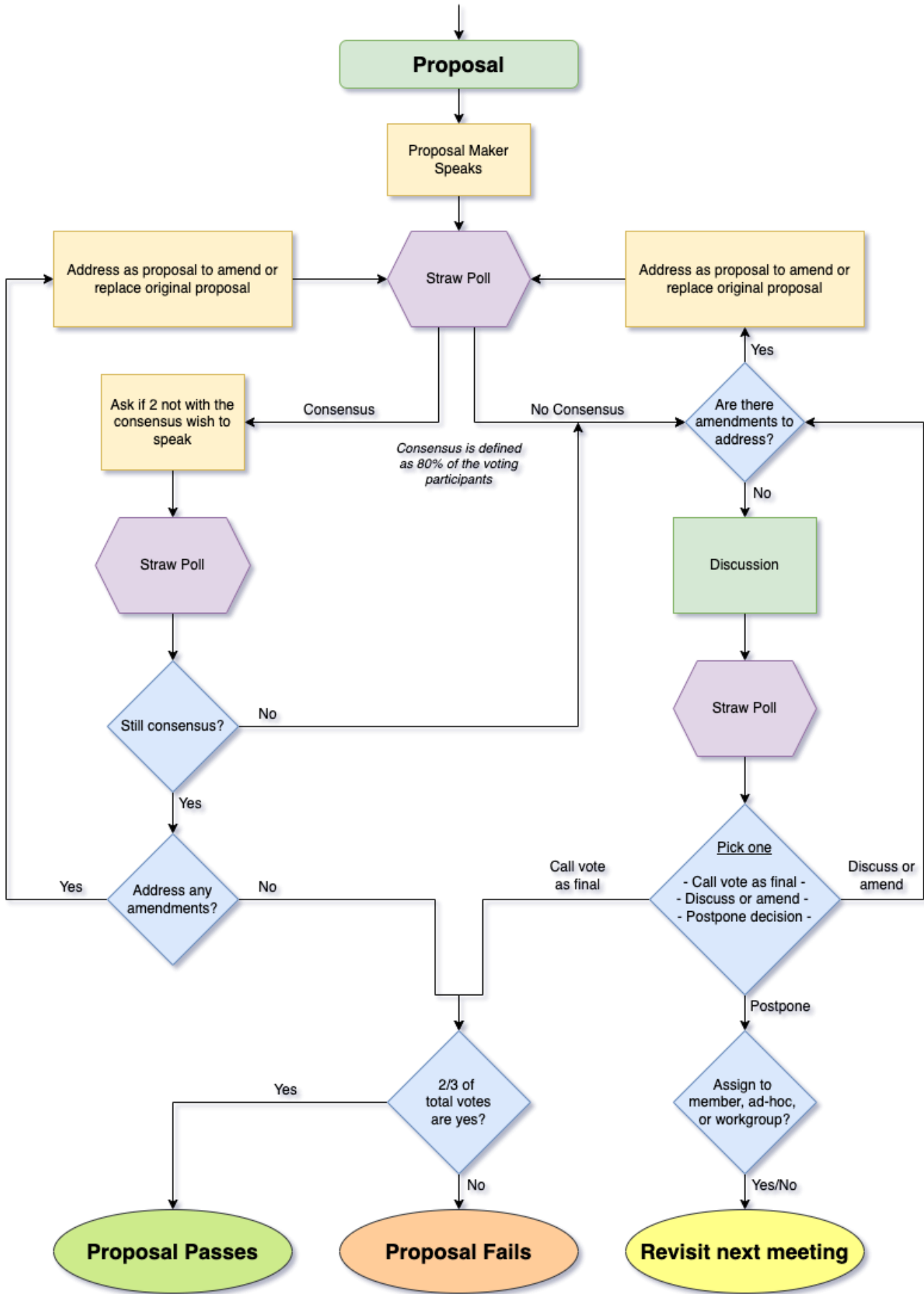
April

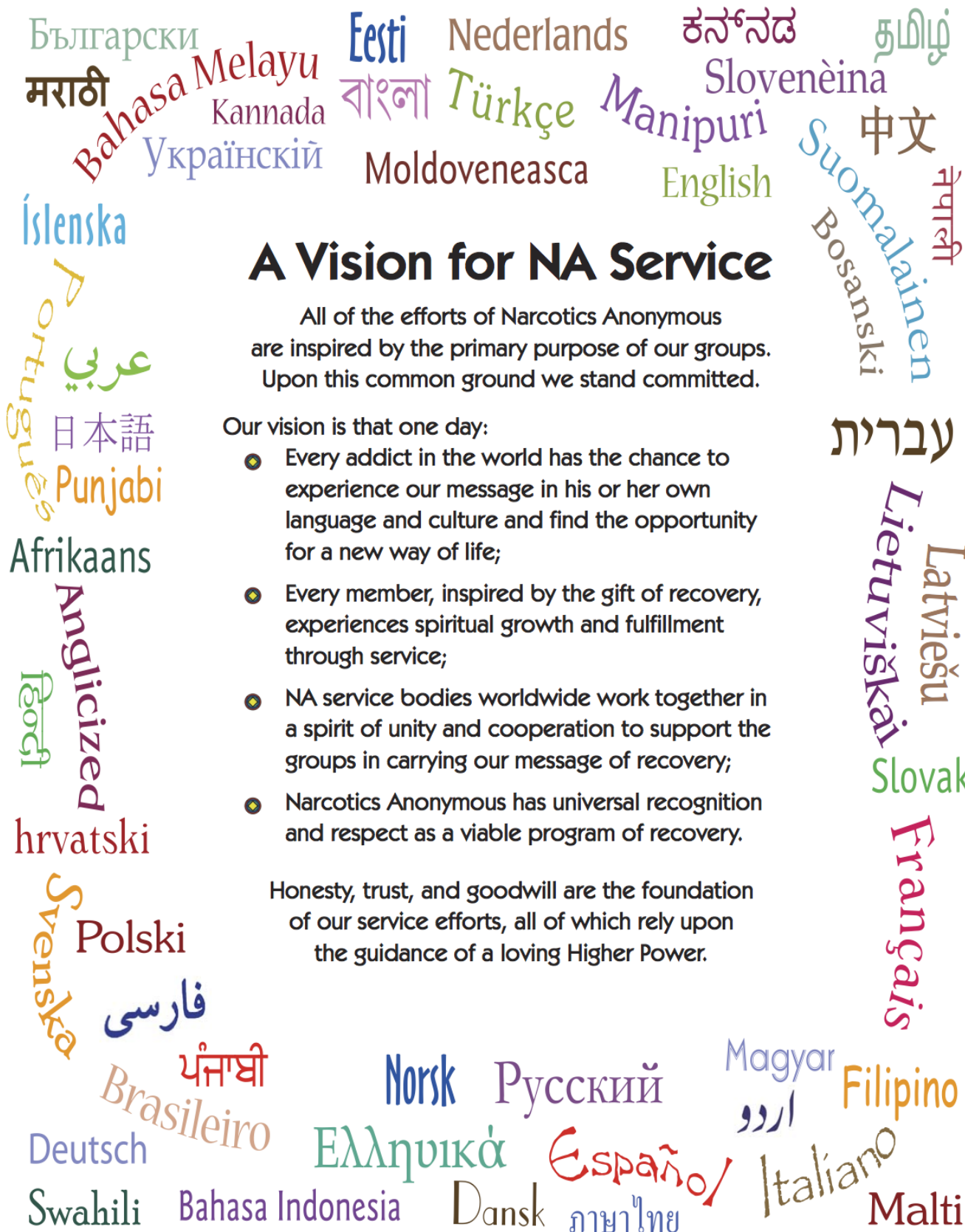
Except during WSC

Review / Oversight

- Review progress of projects
- Help give direction as needed

Addendum V – CBDM Flowchart





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 bodies 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.

Guidelines proposed August 28th, 2022 for approval October 29th, 2022

If regions are not ready to approve the guidelines in October, the question will be:

- Can we begin operating on 3 major functional changes : Meet Quarterly, 2 Year Terms, Replace Webservant with IT Services Committee?

Guidelines Workgroup also proposing to renew the workgroup for another year to continue the work we see as unfinished – including a best practices guide, a secretary/minutes addendum, and more. We especially hope to receive input from regions on what can change or improve.

See below for a summary of the general summary of changes to the guidelines

Major functional changes

- *Meeting quarterly instead of bi-monthly*
- *2 year election terms for all positions*
- *Replace Webservant with IT Services Chair and IT Services Committee*
- Strategic Planning now included in guidelines

Other general changes or updates

- **Section 3 – Representation** -> **renamed to “NEZF Composition”**
 - Repurposed the section to simply be who comprises the NEZF
- **Section 4 – Trusted Servants**
 - Added General (for all) requirements and responsibilities
 - Simplified requirements and responsibilities for all positions
 - Replaced Webservant with IT Services Subcommittee Chair
- **Section 5 – Committees**
 - Added General (for ALL Subcommittees)
 - Replaced Administrative Committee with Steering Committee
 - Simplified language and brought it in line with current practices
 - Added IT Services Subcommittee
 - Replaced Ad-hoc with Workgroup
- **Section 6 – Meetings / Hosting**
 - Clearly identified meeting schedule for in-person and virtual meetings
 - Changed meeting frequency to quarterly
 - Updated hosting arrangements and responsibilities to current needs and practices
- **Section 7 – Discussions** -> **renamed to “Sessions”**
 - Brought the sessions up to current practices
 - Clearly defined the components that make up NEZF meetings
 - Added elections process
- **Section 8 – Financial**
 - Reorganized into Reporting, Budgeting, Income, Expenses
 - Added simplified language for basic reporting, budgeting, income, and expenses
 - Added a limitation to travel funding to only cover travel within the geographic boundaries of the zone

- **Section 9 – Miscellaneous** -> **renamed to “Strategic Planning”**
 - The content that was under Miscellaneous now would fall under the proposed IT Services committee – so replaced this section with the new Strategic Planning section that simply states the NEZF engages in Strategic Planning.
- **Section 10 – Decision Making**
 - Removed all GTWS language and replaced it with a simple set of definitions and a flow for business
 - Added language calling out the ability to postpone decisions if the body wills it
 - Added having the proposal maker speak to the proposal first
 - Added allowing the minority voice in consensus to offer suggestions
- **Addendum I – Sample Template for Regional Reports**
 - Broke it into 2 sections – what is to be read during NEZF meeting, and what is to be included in written report
- **Addendum II – NEZF Proposal form**
 - No changes
- **Addendum III – Election Procedures Flowchart** **(new)**
 - Added flowchart for the elections process
- **Addendum IV – Strategic Planning** **(new)**
 - Added guide and flowchart for a simple strategic planning process / cycle
- **Addendum V – CBDM Flowchart** **(new)**
 - Added flowchart for our decision-making process

Further work in progress

- Adding process for recommending members to world services
- Completing a “Best Practices Guide” that includes Hosting How-To, Facilitation Basics, and other useful best practices that aren’t formally part of the guidelines
- Further refining the guidelines, especially based on regional input

MRLE XVII

MULTI REGIONAL LEARNING EVENT OF NARCOTICS ANONYMOUS



Northern New England Region
South Portland, ME



December 16-18, 2022

Portland Sheraton at Sable Oaks

200 Sable Oaks Drive South Portland, Maine 04106

Reserve room at group rate at nnerna.org/mrle

Friday 7-10 pm
Saturday 9 am - 9 pm
Sunday 9 am - 1 pm
Come join us!



Conference Agenda
Report facilitated
remotely by NA World
Services

Register online (\$25.00) at nnerna.org/mrle

Contacts: Sam L (RD) 207-485-3133

Alison S (Treasurer) 802-522-4325

Chris R (Web) 603-674-5041

With participation from the Regions of the Northeast Zonal Forum

NEZF PLANNING QR CODE



Addendum AD Report

CP Call August 20, 2022

Saturday, August 20, 2022 1:56 PM

(Voting for New England Region)

Welcome from WB Chair Tim interpretation feed intro

Jose Luis WB reads today's SPAD "Practicing Service in all our Affairs"

165 in attendance

Anthony update- Memo in Dropbox covers all the info will not repeat here.
Not making any more videos, not enough views, just reads published memo really

Member contributions \$2.2 million!! Thank you!! Still have a long way to go.
Rereads is sure about WSC costing over \$500,000 saying it does not equate to the new hires at NAWA. Fellowship, conference and fellowship support
\$183.88/room \$91.94 for half of a room
Visa help info posted on conference page

Iran situation- ever developing situation
Learned in June that Iran region had decided to disassociate and print their own literature. There are one of two regions. They have been in communications with them. The decision was made by the RSC without consulting the groups. That are meeting at the end of the month and hopefully this will be reversed. Attempting to spread disunity in Iran. Took advantage of a price increase there do to production. Had a stockpile of paper, now out of paper, costs more money, needed to raise prices. Plan to remain solvent in Iran. Use excess resources in Iran for fellowship development. Will continue to uphold our fellowship, we all need to participate.

Back to Tim

Irene to present WB motions for the 2023 CAR

Vision statement can be changed to be "gender neutral" without going into all the literature. Should we change "his or her" to "their"? Will use simply voting epoll- not a decision.
Please submit ideas for the upcoming survey

Extending WB terms

Recognizing virtual meetings

WCNA 38 Washington, DC 8/29/2024-9/1/2024
Ask conference to set aside the WCNA schedule due to uncertainty' Not offering a strategic plan in the 2023 CAT
Goals in the CAR

Recommending that communities be allowed up to 6 stories in their locally translated sixth edition basic texts. Came from the German Speaking Region....."in their own language...."

Jack

Zonal delegates as voting members of the FIPT

What should be the threshold for requesting an inspection. Will be thru an epoll. Just a poll, not a decision
Report is posted at na.org/conference
Trusted servant term lengths for regions and zones
Hope for more collaboration between zones.

Randomizing who can ask questions last 20 minutes for raising hands

Lithuanian - Not preset Pacific cascade-no question Mid Atlantic- no response Mississippi- not present

California inland- Can we go back to hand raising?

Egypt- How will WB motions be integrated with the hold over motions? They have been working with motion makers to assist in this process (Tim) Connecticut- No questions from Troy or Elise

Upper Rocky Mountain Question of opt out- putting money aside to do this' APF- nothing''

Rio Grande- Could better be used by raising hands
Wanted to be more inclusive (Tim)

C&P- no questions
AD had question about assisting with WCNA when local. Set up a workgroup with local area region

Uruguay- Introduced thru interpreter Good opportunity for those of us with out courage to raise hands. Their region is convinced the more time they have in service the better for mentorship. We need to be willing to change, as in recovery.

New Jersey- Nancy introduces Lou. Said she had nothing but then asked about the 3 year cycle. Would it/ could it be for the NEXT cycle..... After 2025 would allow areas/ regions to be more proactive than reactive. Question about the WB term limits. Don't recall talking about it. Irene claims it has been discussed so that gaps aren't present. Tim said it was reported in 2022. lou says Hello.....here to observe and learn.

Australia- Will there be collaboration between the WB and the motion maker of the gender neutral motion? He speaks against the motion in that it needs to be more inclusive..... Should be with the larger motion. Tim says yes there has been will be collaboration. Just looking for guidance. Have not discussed it with the board. It's just a beginning with the vision statement. The motion is about fellowship approved literature.....that's a much bigger project then the Vision statement (Irene)
Elliott feels very unease about their motion. Why aren't you including us if this is on behalf of the fellowship. Tim said we are, right now.. Elliott -F*** off? Tim ended the convo and went to the next person

Eastern NY- why did you include the 3 letters form Iran for publication?
Tim- Not sure how to respond. Some CP's received them, some didn't, wanted to be inclusive by showing them to all CPs

Poland- No question, nice to say hi and hear all the news. South Dakota- No question. Glad to be here.

Venezuela- nothing to share

Wisconsin- Promo for CP forum as we met today. Question about communication. We're told we can email wb@na.org. What is the expectation about hearing back. Tim said as far as he's aware all get responded to. Tim gets cc'd on all responses to all CPs. How many emails are received ? Anthony said all emails need to get an acknowledgement. Standard replies that have been asked before. It goes to specialized WB members according to their knowledge scope

HOW Brazil- Thru translator- Says Hello. We need to think of what is being said and of the consequences. Was best for NA is the group conscience. Three years is too much time.

Utah- Human Resources are a problem. Would it be more difficult in a 3 year cycle. Now hands raised-

Nebraska- Is there an available date for SPAD? No date yet due to deliver yet. Hoping for end of October. supply chain issues, as with the little white books.

How many motions received? Jack- still in process, deadline is August 31st. Less than 14 according to Irene. Some motions were combined. Some put in survey. Will be less than 14.

UK- only extending the CAR release by only a month. How was this decision made? Logistically, that is what worked according to Tim. Danny said there needed to be a balance. Referred to the latest WSC of the future as a "canvas".

Reza from Iran. Wants 4 minutes to speak uninterrupted. We decided as a region, not as Mr. Anthony said it was a 10 years process of this decision. Got many problems in NAWs office in Iran. There to do the commands of the fellowship. NAWs sued 2 of their members over there because they printed their own books. Iranians have to pay taxes or go to jail.

Anthony responds- laws in Iran are different there. NAWs didn't sue the individuals, it was the certified printer who sued them. 17 of 31 areas have said they were not consulted. Will wait till after the next Iranian regional meeting.

Central Atlantic- Sherry. At 2022 the terms were extended only to 2023?? Is this a new motion about term limits? Yes according to Tim

Denmark- Who decides which motions are more important? 14 regional motions.

Chicagoland- Charles. Old motion about step working guide where translation was difficult. Is this being re- addressed? WB currently working with Baja Sun to get it CAR ready.

Amy- NorCal- Will there be an extension to the release of the CAT? Wording changes are consulted with the makers and co makers by August 1st. WB has one point of contact. No change in intent or rationale. Just tweaking the wording. (Irene). Not discussed the CAT deadline extension at this time. Try to be "nimble" with that.

No price yet on SPAD. Waiting for the final cost. Will be between \$12-\$13. (Anthony) Next 10/22/2022 same time. Should have board motions finalized.

3 questions in straw poll

-WB gender neutral vision for NA service

-WB intends to revise operational rules what percentage 2/3 or a simple majority

-if upgraded to user friendly platform, would you use it? Amy leads us out with mos and serenity prayer.

Ends 1617