



# **WEST SOUTHWEST AREA MINUTES**

**May 15, 2021**

Chairperson:	Ruth T.
Co-Chair:	Kevin W.
Secretary:	Open
Co-Secretary:	Open
Treasurer:	Loretta L.
Co-Treasurer:	Donna V.

## WSW AREA EXECUTIVE COMMITTEE

Ruth T.	Area Chair
Kevin W.	Area Co-Chair
Open	Area Secretary
Open	Area Co-Secretary
Brenda P.	Policy Chair
Loretta L.	Area Treasurer
Donna V.	Area Co-Treasurer
Cynthia F.	Chair Literature Distribution
Open	Co-Chair Literature Distribution
Tony F.	Regional Committee Member (RCM)
Cammy C.	Regional Committee Member (Alt.)
Michael T.	Liaison / Steward

## SUBCOMMITTEE CHAIRS / AREA SUB-COMMITTEE REPS

Joe A.	Unity Chair
Monica M.	H&I Chair
Bro. James	Public Relations Chair
Brenda P.	Policy Chair
Open	Phone Line Chair
Eunid M.	Literature Review Chair
Tony P.	Convention Rep
Open	Convention Rep Alt.
Leegrant	Meeting List Rep
Open	Clean Sheet Rep

## GSRs (GROUP SERVICE REPRESENTATIVES)

Jeff	11 <sup>th</sup> Step and Then Some Group
Keiv S.	38 <sup>th</sup> & Chestnut Street Group
James C.	A Gift of Surrender Group
Tom L.	A Gift of Surrender Group (Alt.)
Ron J.	Another Chance at Life Group
Dorothy H.	Another Chance at Life Group (Alt.)
Kevin B.	By the Grace of God We Live
Ava B.	Changing Lives Group
Jon S.	Darby Hilltop Group
Jamal H.	Enough Is Enough
Willard W.	Freedom With No Limits Group
Charles S.	Freedom With No Limits Group (Alt.)
Yvonne M.	Here's Faith Group
Adrienne	Here's Hope Group
Miranda M.	Here's Hope Group (Alt.)
Joe A.	I Can't We Can Group
Levi G.	Keep Coming Back Group
DeWayne T.	Keep Coming Back Group (Alt.)
Angus J.	Learning To Recover Group
Orlando	Learning To Recover Group (Alt.)
Scott D.	Let's Surrender by NA Means Necessary Group
Anthony F.	Living Life on Life's Terms Group
Tim R.	Message of Hope Group
Paul D.	No More Misery Group
Brenda P.	On the Right Track Group
Shawnie	On the Right Track Group (Alt.)
Torry	Our Common Welfare Group
Roland	Recovery at 6901 Woodland Ave. Group
Kyra W.	Recovery at 6901 Woodland Ave. (Alt.)
Khalil A.	Recovery Down the Bottom Group
Tony P.	Recovery in the Park Group
Valerie H.	Recovery in the Park Group (Alt.)
Evan J.	Recovery on Belmont Group
Clarence A.	Serenity on 63 <sup>rd</sup> Street Group
Meredith G.	Shopping for Recovery Group
Andre W.	Sunday Night Alive Group
Lyvonja C.	Surrender Around the Way Group
Reggie M.	Survival Group
James R.	Time for Change Group
Donna L.	TOUGH Group
Leslie C.	What Can I Do Group
Eric F.	Why Are We Here Group
Bruce J.	Why Are We Here Group (Alt.)

## **WSW AREA SERVICE MEETING**

The West Southwest Area held a virtual Service Committee Meeting on the Zoom platform.

We opened with a moment of silence followed by the Serenity Prayer. The 12 Traditions, 12 Concepts, and Purpose of Area were read.

*The WSW Area conducts business using the CBDM (Consensus Based Decision Making) process and not by motions.*

Group Roll Call: There were only 6 voting members present (GSRs and/or Alt. GSRs).

New Groups:           None

New GSRs:             None

We read and discussed the 5<sup>th</sup> Concept: “For each responsibility assigned to the service structure, a single point of decision and accountability should be clearly defined.”

[It was noted that, per policy, discussion is limited to 15 minutes.]

At this point in the meeting, a quorum was established with 10 GSRs and/or Alt. GSRs in attendance.

Minutes were read from the April 17, 2021, ASC meeting.

### **GROUP REPORTS:**

Here’s Hope: The GSR, Adrienne, reported that this group had stopped meeting in April 2020 and never established a Zoom meeting. For that reason, she hasn’t been logging on for the ASC meetings. She is still holding funds for the group (7<sup>th</sup> Tradition, prudent reserve, and for literature sold). She is currently the only active group member. She has been talking to the pastor of another church about the possibility of holding their meetings there. She is seeking guidance from the Area going forward, including what to do with the funds.

Discussion: She was first encouraged to continue coming to the ASC meetings, so that we can help with any further questions or issues that arise. It was suggested that the Area can assist the group if they want to start a Zoom meeting. If the group decides to go to a new meeting place, a PR presentation would be needed before making that move.

In terms of the disbursement of funds, it was noted that insurance donations are still expected, even for meetings that are not currently being held in person. It is important for the viability of the Region as a whole (our common welfare) that we continue to maintain our insurance coverage.

It was strongly suggested that Adrienne try to contact other members of the home group to get their input before making any decisions about disbursement of the group funds.

### **GROUP CONCERNS:**

NONE

## **JAC (Joint Administrative Committee) REPORT:**

In the absence of the Area Co-Chair, today's meeting was chaired by Brenda P., the Area Policy Chair. Five subcommittee chairs were in attendance: Brenda P., Policy; Bro. James, PR; Joe A., Unity; Monica M., H&I; and Eunid M., Literature Review.

PR was the only committee requesting funds. They will need \$50 to purchase refreshments for the event on June 5, 2021, at Malcolm X Park.

Brenda P.  
WSW Area Policy Chair

## **AREA SUBCOMMITTEE REPORTS:**

### **Phone Line**

OPEN POSITION

### **Literature Review**

The Literature Review Subcommittee met this morning. In attendance were the Chair and Shawnie, from the On the Right Track Group.

We reviewed batch #5 of the Spiritual Principle A Day (SPAD) book on the following topics:

- Accountability (2 entries)
- Authenticity (2 entries)
- Awareness (1 entry)
- Commitment (3 entries)

Our input was submitted by e-form.

This committee is still in need of support. A flyer about our next meeting is attached to the minutes.

Eunid M.  
Literature Review Chair

### **Hospitals & Institutions (H&I)**

[No written report submitted. The following is from the Secretary's notes.]

There were no misses this month.

The H&I Chair, Monica M., and Co-Chair, Carol G., attended this month's Regional H&I Subcommittee meeting, where policy was reviewed.

We have selected Steve as the chairperson for the H&I slot (3 pm) during the roundtable at the WSW Unity event on May 29.

Panel coordinators will give their reports at our meetings on the 1<sup>st</sup> Monday of the month. At those meetings, we will also be going over the do's and don'ts of H&I service (see attached flyer). Please make announcements about these training sessions at your home groups.

In Loving Service,  
Carol G.  
H&I Co-Chair

### **Unity**

[No written report submitted. The following is from the Secretary's notes.]

The Unity Subcommittee met this morning.

We are continuing to prepare for the Roundtable and Marathon planned for Saturday, May 29, 2021. (See flyer attached to the minutes.)

We are also preparing for the Area Celebration, which will be held on Saturday, July 3, 2021, at N. George's Hill. We will accept donations from home groups for that event. We will check to see whether we can have the game bus again at the Celebration, like we did 2 years ago. At the time we received our permits, this was not allowed, but with the recent lifting of some COVID restrictions, that may have changed.

Our Area has a 4 pm commitment at the Regional Unity Subcommittee Marathon on Sunday, June 13, 2021. We need to select a chairperson and speaker. We can pick our own topic for the meeting.

We would like to know whether the same 4 home groups would like to participate in the group swap next month. Any new groups that would like to get involved can put their information in the chat.

We still need more support at our subcommittee meetings. There are currently only about 6 active members. We also would welcome any ideas for other activities or events. We are thinking about possibly hosting a bowling party or karaoke.

Unity meets on the 1<sup>st</sup> Monday of the month at 7 pm, and on the 3<sup>rd</sup> Saturday of the month at 10 am.

In Loving Service,  
Joe W.  
Unity Chair

### **Meeting List**

OPEN POSITION

## Public Relations

### Attendance:

Bro. James	On the Right Track
Robert R.	What Can I Do
Keiv	38 <sup>th</sup> Street Group
Warren	38 <sup>th</sup> Street Group
Tayna	Learning to Recover
Leegrant	On the Right Track
Janet L.	Changing Lives
Anthony	Keep Coming Back

### Mock Presentation

A Mock Presentation was conducted today by Leegrant and Keiv. We will be practicing this task every month until each member becomes proficient in performing a PR presentation.

### Public Relations Week

We want to inform everyone that our Public Relations Week will be held the first week in June. We are targeting Saturday, June 5<sup>th</sup>, for an activity for the West Southwest Area PR Subcommittee. Our location will be Malcolm X Park, 52<sup>nd</sup> & Pine Streets. The event will be from 12 noon – 4 pm. We are requesting \$50 for refreshments for the event. We may have a rain date if needed. We would like to use the Area Zoom platform for an additional planning subcommittee meeting prior to that date.

Our WSW Public Relations Team would like to remind everyone that “We All Are PR.” So please join our Autonomy Zonal Forum (AZF) for a 2-day virtual event. Friday, June, 11, 2021, 9 am – 12 noon, “A Workshop for Professionals by Professionals.” Saturday, June 12, 2021, 9 am – 4 pm, “Building Bridges for Recovery.” Fellowship development (both internal and external) will be discussed. (See flyer attached to these minutes for further information, including Zoom codes.)

### Poster Drive

We received posters from the Regional PR Subcommittee. The Poster Drive is still moving in the right direction. We will be working with the H&I Subcommittee to distribute the “Are You Leaving An Institution?” posters to facilities where they will get the most attention.

The other poster, “Do You Have a Drug Problem?”, will be placed in designated locations, such as councilman’s office, state representative office, police stations, pizza parlor, and restaurants. We have a tracking form to identify where these posters are being placed.

Thank you for allowing me to be in service.

Bro. James  
Public Relations Chair

Discussion: A question was asked about the purpose of the June 5 event and why refreshments were needed. Bro. James said that we would be giving out literature about NA. Refreshments (water, snacks, etc.) would be an attraction for people to come up to the table and get the information. He stressed that the committee is staying within the parameters of our 11<sup>th</sup> Tradition, that this is informational and not promotional, just as public service announcements (PSAs) are not advertisements.

There was also discussion about the role of professionals in fellowship development. We rely on the cooperation of professionals, such as judges and treatment facility staff, who refer those they come in contact with to NA for additional help.

## **Policy**

The Policy Subcommittee met at 10 am today with one GSR in attendance, Clarence A., from Serenity on 63<sup>rd</sup> Street Group. Together we began to review some of the Area Policy.

Under "Money Matters and Disbursements," policy #19 "That the \$120.00 for the storage locker be an automatic disbursement" should be taken out because we no longer have a storage locker.

Under "Motions Affecting Area Sub-Committees," policy #8 "That we form an Outreach subcommittee that serves NA members that are sick, shut in, or unable to attend regular meetings due to disabilities. They would have a monthly budget of \$100," be taken out because of lack of participation in the last 2 years. Policy #9, "That we have a storage locker for the WSW Area," also be removed because we no longer have a storage locker.

Tim R. and I were not able to meet to create policy for the position of Webmaster due to his traveling for his job. Clarence and I will read the guidelines on Webmaster from the Greater Philadelphia Regional Service Committee Policy to get some ideas.

Attached to the minutes are three (3) financial proposals approved within the past year (6/20/20, 8/15/20, and 4/17/21). These policies will be incorporated in the Area Policy once the revision is completed.

Brenda P.  
Policy Chair

Discussion: There was a question whether removing policies had to go back to the home groups for approval. The Policy Subcommittee can delete policies that are no longer relevant (such as the ones relating to the storage locker). It was suggested that the policy concerning the Outreach Subcommittee also did not have to go to the groups, because the creation of that subcommittee did not go to the home groups. Tony F., RCM, offered his help to the Policy Subcommittee. One GSR said that he needs to get a copy of Area Policy and asked whether the policy can be posted on our Area website.



### **Regional Committee Member (RCM)**

[No written report submitted. The following is from the Secretary's notes.]

The Region did not meet in May.

We are still need suggestions from GSRs for topics for the upcoming GSR Workshop.

In Loving Service,  
Tony F., RCM  
Cammy C., RCM Alt.

Discussion: When will the workshop be held? There is no date yet for the workshop.

### **Convention Rep**

No activity. Nothing to report.

### **Cleansheet**

OPEN POSITION

### **Literature Distribution Report**

[No written report submitted. The following is from the Secretary's notes.]

The following information was received from Kevin W., Area Co-Chair.

A deposit was made on 4/19/21 of \$478. He deposited more money than he should have and is requesting reimbursement of \$56.

A deposit was made on 5/14/21 of \$317.50.

The new balance for Literature Distribution is now \$918.50.

There has been poor communication lately and no accountability. I feel like I am just holding a title and not doing anything. Because of this, I will be resigning from the position of Literature Distribution.

Cynthia F.  
WSW Area Literature Distribution Chair

Discussion: Several members of the Area thanked Cynthia for her service. It was noted again that Kevin W. should be contacted for any future literature orders. Cynthia was asked whether Kevin gave her any specific breakdown of literature sales this past month. She only received information about one home group purchase, which was for \$186.50.

## **Treasurer's Report**

4 groups made Area donations: **\$263.64\***  
There was also a \$60 donation to Region

[\**Note*: This is a corrected figure from the amount reported at the ASC (\$207.64). The Treasurer had inadvertently deducted the \$56 reimbursement requested by the Area Co-Chair from the total donations. The remainder of the report is based on the \$207.64 reported at the ASC. The \$56 will be reflected in next month's report.]

### Automatic disbursements:

Rent	\$ 80.00
Secretary	\$ 15.00
Zoom account	\$ 17.00
	<b>\$112.00</b>

New balance after disbursements: **\$ 95.64**

Area Prudent Reserve	\$ 100.00
Unity Prudent Reserve	\$1740.00
Literature Distribution (cash on hand)	\$ 917.50

Please remember that the new Cash App account for the Area is \$westsouthwestarea. Loretta is also available to meet with anyone who wants to make their donation in person. She can be reached at 267-592-0583.

## **Financial Proposals:**

Proposal (PR): To disburse \$50 for refreshments for the PR Day event on June 5.  
Proposal passed without objection.

Proposal: To donate \$45.64 to Region.  
Proposal passed without objection.

*Note*: The GSRs determined that because the Area Co-Chair, Kevin W., was not in attendance and could not answer questions concerning his request for a reimbursement of \$56, that request would have to be handled at next month's ASC meeting.

## **OLD BUSINESS:**

### **Elections**

Liaison/Steward: Michael T. was nominated and elected as Liaison/Steward.

Note: During questioning of the nominee, Michael was asked about his accountability to this position and respect for the Area. He expressed his commitment to attend all future ASC meetings, bringing back accurate information about the meeting facility, and to conduct himself appropriately.

Meeting List Rep: Leegrant was nominated and elected as Meeting List Rep.

Note: Leegrant explained that medical issues had prevented him from fully serving in this position last year, and pledged that since these issues were now resolved, he was committed to fulfilling the responsibilities of the position.

Cynthia F. announced to the body that she has now reconsidered her previous decision and is willing to continue to serve as Literature Distribution Person.

There were no further nominations or elections.

A complete list of open positions along with their qualifications is included at the end of these minutes. Please take this information back to your home groups.

### **Liaison Report**

[Michael T. gave the following update on the Liaison position.]

The church where Area was meeting is now open. They are discussing when we will be allowed to meet again in the basement. Their custodian needs to clean up the area. I don't expect us to be able to meet in person in June, but that may be possible in July.

Discussion: Someone asked whether we could have a hybrid ASC meeting for those who may still be apprehensive about attending an in-person meeting. (A hybrid meeting is a combination of an in-person and virtual meeting.) That may be difficult to manage. Do we have anyone in the Area who has experience with conducting a hybrid meeting? These questions need to be considered going forward.

### **NEW BUSINESS:**

#### **Regional Forum Addressing 7<sup>th</sup> Tradition**

The RCM presented the following proposal from Melvin H.:

Proposal: That the Greater Philadelphia Region establish a Forum for discussion aimed at addressing the decreasing funds flow (7<sup>th</sup> Tradition) because of the Covid-19 pandemic.

Rationale: The past year has made it abundantly clear that the understanding of "fully self-supporting" through our members' contributions is not well understood by our members. The dramatic decline in our funds flow for our groups, areas, and region has reached crisis proportion. What we are asking of the Region is to bring together a Forum of members to address this by discussion and input about best practices throughout our Region. The goal is to increase awareness and understanding of the importance of our "contributions" in support of our Primary Purpose.

Discussion: Because the proposal was presented by the RCM, there was initially some confusion about the maker of the proposal. The question was asked, “Who is the “we” referred to in the proposal?” (“What we are asking ...”) Tony referred the question to Melvin H., who originally made the proposal. Melvin explained that if we passed the proposal, it would be presented at Region on behalf of our Area. He also stated that the language could be changed if we felt that was necessary.

Following discussion, Melvin decided to withdraw the proposal. However, it was immediately made again on behalf of the Serenity on 63<sup>rd</sup> Street Group.

The proposal was passed by a vote of 6-0-1. It will go to the Region.

### **Outreach Committee**

Proposal: That the Outreach Subcommittee for WSW Area be removed due to lack of participation for the last 3 years.

[Note: Regional H&I has an Outreach Committee.]

Discussion: It was originally suggested that this proposal should go out to the home groups. Then it was stated that because the groups did not vote when Outreach was added as a subcommittee, it might not have to go back now. The final determination was that this proposal does not need to go to the groups and that the Policy Subcommittee can make this change without an Area vote. However, we do need to notify the groups that we no longer have an Outreach Committee in the Area.

### **PR Presentation**

There was discussion of whether we need to revise Area Policy concerning public relations presentations. Our current policy reads: “In accordance with established Public Relations Guidelines, new groups and groups that are moving locations should have a Public Relations presentation. Intent: To inform the facility about the Traditions and policies of NA.” The question was asked whether this constituted the Area dictating to the groups. The PR Chair explained that some groups that did not initially have a PR presentation had issues later with the facilities where they met and then wanted PR to come in. The process of having a presentation prior to starting the meeting follows PR guidelines. Presentations for new groups or groups that move are for the protection of our groups and the Fellowship as a whole.

Proposal: That any group that wants to be a member of the WSW Area have a PR presentation at the facility.

A vote of 5-2-0 was taken. However, we then realized that, per our Area Policy, this proposal would have to go out to the home groups. (“Those motions presented on the Area floor that affect the groups go back to the groups to be voted on.”) After additional discussion, it was decided that it would be best to come up with a new proposal with wording that combined the existing policy to ensure that the final language would be as accurate as possible.

## **Time For Change**

James R. announced that the Time for Change Group had celebrated its 33 Year Anniversary on May 9.

Mercy Hospital is now part of the University of Pennsylvania. Original PR presentations were done with the staff of Mercy. For the home groups that had been meeting there, a PR presentation will be needed for the new administration before the groups restart their in-person meetings.

## **OPEN FORUM:**

No Discussion

**The next Area Service Meeting will be held on Saturday, June 19<sup>th</sup>, 2021, 1:00 p.m. It will be held on the Zoom platform. Meeting id is 222 673 8711. Password is 052607.**

## **West Southwest Area Open Positions**

**Area Secretary**

**Area Co-Secretary**

**Phone Line Chair**

**Alternate Regional Convention Rep**

**Co-Literature Distribution Person**

**Clean Sheet Rep**

*Concept 4: Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.*

**All WSW Area Service positions require:**

- **Home group in the WSW Area**
- **NA Sponsor**
- **Knowledge of the 12 Steps, 12 Traditions, and 12 Concepts**
- **Time and resources to fulfill the commitment**
- **Required to attend the monthly Area Service Meeting**

**Area Secretary**

**1 year clean time**

Steady job or source of income

**Area Co-Secretary**

**1 year clean time**

Steady job or source of income

**Phone Line Chair**

**2 years clean time**

Working knowledge of the Phone Line Handbook

Previous experience as a group Phone Line representative

**Alternate Regional Convention Rep**

**2 years clean time**

**Co-Literature Distribution Person**

**2 years clean time**

Steady job or source of income

**Clean Sheet Rep**

**2 years clean time**