



# **WEST SOUTHWEST AREA MINUTES**

**July 15<sup>th</sup>, 2023**

Chairperson:	Cynthia F.	215-421-4804
Co-Chair:	Eunid	215-303-3959
Secretary:	Danielle S.	609-892-4418
Co-Secretary:	Open	
Treasurer:	Steve S.	267-239-6449
Co-Treasurer:	Ron J.	215-681-0131

## WSW AREA EXECUTIVE COMMITTEE

Cynthia F.	Area Chair	215-421-4804
Eunid	Area Co-Chair	215-303-3959
Danielle S.	Area Secretary	609-892-4418
Open	Area Co-Secretary	
Melvin H.	Policy Chair	215-990-5254
Steve S.	Area Treasurer	267-239-6449
Ron J.	Area Co-Treasurer	215-681-0131
Ruth T.	Chair Literature Distribution	215-839-5899
Eleanor R.	Co-Chair Literature Distribution	267-391-7395
Tony F.	Regional Committee Member (RCM)	215-987-7821
Brenda P.	Regional Committee Member (Alt.)	267-584-9498
Keiv S.	Liaison / Steward	267-456-9041

## SUBCOMMITTEE CHAIRS / AREA SUB-COMMITTEE REPS

Shayla C.	Unity Chair	215-704-1349
Nicole E.	H&I Chair	215-906-8801
Warren R.	Public Relations Chair	267-994-9554
Melvin H.	Policy Chair	215-990-5254
Open	Phone Line Chair	
Open	Literature Review Chair	
Antonio C.	IT Chair	267-577-1493
Open	Convention Rep	
Open	Convention Rep Alt.	
Open	Meeting List Rep	
Leegrant	Clean Sheet Rep	267-276-8604

## GSRs (GROUP SERVICE REPRESENTATIVES)

Jeff	11 <sup>th</sup> Step and Then Some Group	610-348-1371
	38 <sup>th</sup> Street Group	
Keiv S.	38 <sup>th</sup> Street Group	267-456-9041
Kevin D.	A Gift of Surrender Group	215-783-7631
Kevin W.	A Gift of Surrender Group (Alt.)	267-357-7835
Ron J.	Another Chance at Life Group	215-681-0131
	Another Chance at Life Group (Alt.)	
Kevin B.	By the Grace of God We Live	
Eartha R.	Changing Lives	215-586-0001
Rhonda W.	Darby Hilltop Group	267-455-1386
Jamal H.	Enough Is Enough	215-954-9163
Willard W.	Freedom With No Limits Group	267-970-3075
Charles S.	Here's Faith Group	267-235-2213
Adrienne H.	Here's Hope Group	267-880-8389
Miranda M.	Here's Hope Group (Alt.)	267-618-3394
Darlene R.	I Can't We Can Group	267-634-1853
DeWayne T.	Keep Coming Back Clean Group	267-738-6813
Avery B.	Learning To Recover Group	267-934-4876
Courtney D.	Learning To Recover Group (Alt.)	215-375-5316
Scott D.	Let's Surrender by NA Means Necessary Group	215-500-4327
Anthony F.	Living Life on Life's Terms Group	267-968-6187
Tim R.	Message of Hope Group	215-789-8625
Leslie P.	No More Misery Group	856-631-7530
Roy H.	On the Right Track Group	267-379-6573
Antonio C	On the Right Track Group (Alt.)	267-577-1493
Roland	Recovery at 6901 Woodland Ave. Group	267-539-5220
Kyra W.	Recovery at 6901 Woodland Ave. (Alt.)	
Khalil A.	Recovery Down the Bottom Group	267-474-5132
Tony P.	Recovery in the Park Group	484-576-7230
Valerie H.	Recovery in the Park Group (Alt.)	267-978-8836
Evan J.	Recovery on Belmont Group	215-651-2858
Michael T.	Serenity on 63 <sup>rd</sup> Street Group	267-549-6107
Clarence A. / Sharon A.	Serenity on 63 <sup>rd</sup> Street Group (Alt.)	610-659-4304
Lovy W.	Shopping for Recovery Group	
Leroy N.	Sunday Night Alive Group	267-334-9851
Ivan B	Sunday Night Alive Group (Alt.)	267-250-2845
Reggie M.	Survival Group	215-601-0063
James R.	Time for Change Group	267-401-8503
Donna L.	TOUGH Group	215-868-8430
Bruce J.	TOUGH Group (Alt.)	215-880-8304
Janet L.	What Can I Do Group	609-933-0147
Robert R.	What Can I Do Group (Alt.)	215-630-9446

## **WSW AREA SERVICE MEETING**

The West Southwest Area met in person at the St. Joseph Baptist Church, 54<sup>th</sup> & Vine.

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 7 voting members present (GSRs and/or Alt. GSRs). Quorum is 10.

New Groups:           None  
New GSRs:           None

We read and discussed the 7<sup>th</sup> Concept: “All members of a service body bear substantial responsibility for that body's decisions and should be allowed to fully participate in its decision-making processes.”

Minutes were read from the June 17<sup>th</sup>, 2023, ASC meeting.

Minutes were read from the July 8<sup>th</sup>, 2023, emergency meeting. Amendments to the minutes: All chairs in attendance did confirm their willingness to stay until the end of the ARC meeting.

### **GROUP REPORTS:**

Another Chance at Life: The group having a marathon on Saturday, August 26<sup>th</sup>, 2023, immediately following their regularly scheduled meeting: 10:00 AM – 6:00 PM.

I Can't We Can: The group closed as of June 1<sup>st</sup>, 2023 and turned in \$194.40 to Area to be donated to Region.

Sunday Night Alive: The group did not move to Kirkbride and ask that flyers are removed from Homegroup announcements. They continue to meet at 39<sup>th</sup> and Mt Vernon on Sundays at 3:00 PM.

### **GROUP CONCERNS:**

NONE

### **AGENDA ITEMS:**

1. Literature Distribution (Moved to August Agenda Items)
2. The intent for adding ‘selfless service’ to the Agenda Items was discussed

At this time there were 11 voting members present (GSRs and/or Alt. GSRs).  
A quorum was established.

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

Meeting opened with a moment of silence followed by the serenity prayer.

In attendance:

Area Co-Chair: Eunid

IT Chair: Antonio

Policy Chair: Melvin

Area Secretary: Danielle

Literature Distribution Chair: Ruthie

Public Relations Chair: Warren

Clean Sheet Chair: Leegrant

Unity Chair: Shayla

Unity Co-Chair: Tee

RCM (Alt): Brenda P

H&I Secretary: Paul

Robert R – GSR for What Can I Do

Darlene – Changing Lanes

The Area Co-Chair referenced the subcommittee chairs attendance to the ASC meeting in its entirety.

The Policy Chair referenced Policy, page 25, D. Policies for Trusted Servants, #9, which states Sub-Committee chairs must remain until the end of the Area Service Meeting

Financial Proposals:

H&I requested \$60 for laminated literature

Unity requested \$200 for a banner

PR requested \$50 for a pamphlet rack stand

Clean Sheet requested \$60 - \$30 reimbursement for July and \$30 for August

Area Liaison requested \$330 - \$300 for tables and \$30 for supplies (trash bags, coffee cups & supplies, cleaning supplies for bathroom, paper towels)

Literature Distribution requested \$250 for reimbursement for the purchase of medallions

PROPOSAL: In the event the subcommittee chair is unavailable the co-chair or subcommittee designee can accept the responsibility of the chair at the ASM and must remain until the end of the ASC meeting.

The IT Chair requested clarification if a chair could also be a co-chair of another subcommittee.

Meeting closed with a moment of silence followed by the serenity prayer.

### **AREA SUBCOMMITTEE REPORTS:**

**Phone Line**

OPEN POSITION

**Literature Review**

OPEN POSITION

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

H&I Report June 17<sup>th</sup>, 2023

Open meeting with moment of silence and serenity prayer (OMWMSSP)

In Attendance: Carol G (rep) On the Right Track, Tracy (rep) Darby Hilltop, Scott (rep) Let's Surrender by NA Means Necessary, Christopher (PL), Galveston (PL), Michael T (rep) Serenity on 63rd St, Loretta (rep) Recovery In the Park, Johnny (PL), Joseph (PL), Nicole (chair), Paul (secretary)

Read 12 Traditions Read 12 Concepts

Read Minutes from 6/5 Monday mtg.

Old Business: Learning Day; we have an invitation to join I.T.'s Learning Day in the park 8/12/23 which includes a free fish fry; this would provide us with 1 hour for the presentation given to H&I. Public Relations has also requested to join our learning day that we discussed and approved for 8/26/23 with an alternate date of 9/23. After discussion the Subcommittee agreed to join the I.T. learning day to gather additional support members, then continue with our own Learning Day 8/24 with PR. Loretta will return with amount her Hm. Grp. facility will charge. (Located, 5359 Lebanon Av) We must discuss and assign speakers, topics, and team commitments, create flyer, food, fun, fellowship. Presby is now completely closed to any future meetings, in person or virtual. Discussion and questions to our Chair on book locations determine 1 Youth Study Ctr, 1 to Kirkbride, 2 HUP Cedar and 1 to be given to our Literature Rep.

New Business: Proposal was made and passed that all literature for H&I must go through our Literature Rep and be stamped before disbursement. It was suggested that all Reps return to their home groups to request a position need, for Co-Chair for our subcommittee. Our Literature Rep requested \$60. for additional literature and laminate suggestive reading for facilities.

Agenda: To review topics, details, and cost of our upcoming Learning Day.

To print additional copies of H&I policy, Michael T has volunteered to complete, we'll discuss date of completion. Any need for policy prior is available for download on NAworks.org. Also discussed was need for "Guide to Local Service" and "H&I handbook".

Emergency Meeting Held 6/22/23. OWMOSSP

Attendance: Nicole, Paul, Carol G, Geralyn, Monica, Johnny, Scott, Bruce, Jeff, Tracy, Loretta, Galveston

This meeting was called to order by our Chair Nicole. It concerns a request from Region, which seemed more of a demand to add an additional meeting at our HUP Cedar location on Fridays. The request went further to say consequences, "if no" they would come to location and hold the meeting from a different area, not WSW. It was explained after discussion by H&I members that the Region has no authority over our subcommittee choices to add or remove any facility meetings. Also, there is a further need to find out details of what type of meetings or group needs to be represented, and the need for urgency. This will be questioned by our Chair, at the next Regional meeting July 1st, then reported back to the subcommittee.

## **Unity**

NO WRITTEN REPORT SUBMITTED

## **Public Relations**

Meeting opened at 54th and Vine St at 10:30AM with a moment of silence followed by the Serenity Prayer.

## **Attendance**

Warren R (WSWA PR Chairperson) 38th and Chestnut Street Group;  
Keiv S (WSWA PR Co Chair) 38th and Chestnut Street Group;  
Vonnie (PR Subcommittee Rep) Darby Hilltop;  
Brother James (PR Regional Chair);  
Karen S.(Keep Coming Back Clean Group)  
Tanya W. (WSWA PR Secretary/Learning to Recover Group): (Excused)

- The 7th Tradition was read.
- The 7th Concept was read.
- The 2nd Tradition was read.
- The purpose of Public Relations subcommittee was read.
- The Secretary minutes from June 2023 were read.

## **Mock Presentations**

New Facilities Presentation:

Keiv S. -Presenter

Warren R.- Clarity Statement

Karen S.- PR Reading

Vonnie – Speaker

## **Open Discussion**

When being the presenter of an actual presentation it is very important to :

1. Make eye contact with your audience

2. Try not to read directly from the format and to add lib instead.
3. Remember, they're looking to hear your experience, strength and hope according to the info in the format.
4. When doing a *New Facilities Presentation*, you may not need to include the Clarity Statement due to who your audience is.

Volunteers for next month's PR Subcommittee New Facility Mock Presentation:

Warren R. – Presenter  
Keiv S. –Clarity Statement  
Vonnie -PR Reading  
Karen S. - Speaker

- If you are interested in volunteering for the Mock Presentation please call, or email the WSWA PR Chair at [warrenwalterroy@hotmail.com](mailto:warrenwalterroy@hotmail.com) or the WSWA PR Secretary at [relationsp53@gmail.com](mailto:relationsp53@gmail.com) stating what position you are volunteering for and which month(s) you are available.

PR Chairperson Report

- WSW Area PR Subcommittee Chair reported the Sunday Night Alive's Group may move back to Kirkbride's facility soon. The initial move did not take place as originally reported due to miscommunication where the facility believed it was a new H&I Mtg being held beginning on July 2, 2023. The home groups Liaison will reach out to speak with the Director but is hopeful that the meetings will begin soon.
- The WSW Area PR Subcommittee reported that the subcommittee is in need of new business cards and posters.
- They will make contact again with the West Philadelphia library contact person about donating literature.
- The Region will be reaching out to city council.

PR Co Chair Report

- The PR WSWA Co Chair reported that the Pastor of the church where ASC meets has given the okay for WSWA PR Subcommittee to host an information table outside the church on Saturday 7/15 between 1-3pm.
- They also reported they have soft back Basic Text and info packets that have been stamped and put together the libraries in the Area.

Old Business

The subcommittee discussed their participation in the Learning Day with a Twist.  
These are the members chosen to facilitate the meeting for PR's slot, 3-4pm.

Keiv S - Speaker  
Tanya W - Speaker  
Warren R. - Chair

These members will then facilitate a New Facilities Mock Presentation then open the floor for sharing & questions. Brother James will serve as "backup" and asking questions from the floor.

New Business



- The WSWA PR Chair will be asking the JAC for monies in the amount of \$50 to purchase literature racks to leave in libraries for IP Pamphlets.
- The H&I panel coordinator for the “Mommy & Me” program, Family House joined the meeting to ask for a PR Rep to attend a Presentation with them due to the facility changing Program Director and administration. The panel coordinator will reach out to WSWA PR Chair to communicate details. (The WSWA PR Chair urge members to read PR and the NA member to get clarity and understanding on our role and responsibilities in PR)
- The Regional PR Chair reported that the region is in need of someone who can redesign our PR Posters and business cards with QR Codes.
- The subcommittee setting up an information table at the WSWA Barbecue. Need George D to bring Sub Areas tent.

### Agenda For Next Meeting

- New Facility Mock Presentation
- Setting up tables during Community/NA Events.
- Discuss at WSWA meeting PR Subcommittee asking HG’s could we share on IP#15 (Item# 3115) Public Information and the NA Member and getting/being in Service at their meetings, anniversaries, marathons
- PR Chair will contact the Philadelphia Free Library at 52nd and Sansom Sts. concerning our donating literature (NA Books and/or Pamphlets) to them and other libraries in our area.
- Discuss WSW Area PR Learning Day/Workshop TBH on August 12, 2023, and whether or not we could support H&I’s proposed Learning Day/Workshop two weeks later on August 26, 2023

Meeting closed at 11:38 with a moment of silence followed by The Serenity Prayer.

Thank you All for your service.

The PR Subcommittee next scheduled meeting is 8/19/2023 @ 10:00AM. The PR subcommittee is now meeting in person at 54th and Vine St along with the ASC Meeting.

Much Love and Respect,  
 Warren R.  
 PR Subcommittee Chair  
 warrenwalterroy@hotmail.com

- Warren R. (WSWA PR Chairperson): warrenwalterroy@hotmail.com
- Keiv S. (WSWA PR Co Chair): ksimmmons763@gmail.com
- Bro James (Regional Chair) - PR@naworks.org
- WSWA PR Website: <https://wswana.naworks.org>

### Policy

July 15,2023            The meeting today was held at 10:00 AM in person.

Open meeting with Serenity Prayer

Read the Purpose of the Policy Committee “develop, interpret and maintain the WSW Area Policy.”  
Attending – Brenda P On the Right Track., and Melvin H. Policy Chair

Discussion:

How to approach Consensus Based Decision Making (CBD) Chair vs Facilitator by aligning the language in Policy that designates a “Chair” to reflect CBD more clearly by making that position a “Facilitator/Chair”.

7/1/23 Regional Policy Meeting

In attendance: Carlton C.- RSC Policy Chair, Curt- NA Member, Melvin- West Southwest Policy, James W- Inner City Policy Chair, Brenda- NA member, Lee- SVA Policy Chair, Mikel- South Philly Policy Chair.

Area Reports:

Mikel- South Philly Area

Lee- SVA Area

James- Inner City Area

Melvin – West Southwest Area

Montco area proposed “To direct the Policy Committee to create a new position of Co-Treasurer.”  
(Proposal passed without objection).

The committee had open discussion on this proposal:

1. The responsibilities of Co-Treasurer:

a. Learning the responsibilities of the chair as reflected in the regional policy (pg.5).

b. Adding specific language into the co-treasure responsibilities that this position is also a learning and grooming position in hopes of assuming the chair at the end of the term (if elected by RCMs per policy).

2. The committee suggested reaching out to the RSC Treasure for suggestions on Co-treasure responsibilities in hopes of better outlining the responsibilities. (Carlton will reach out to treasure)

3. The committee will be working on the wording and lay out of this new position

Melvin H WSW Policy Chair

## IT

The IT Subcommittee meets every second Monday of the month at 7:00 pm on the Area Zoom Platform and the 3rd Saturday at 10am at St. Joseph Baptist Church 54th Vine Street on the second-floor classroom. We need a Co. Chair or volunteers to help out and learn the WSW Web Page. <https://wswana.naworks.org> is up and running with no problem, we suggest that everyone in our area take a look at our area web page for review and tell us what you think so we can serve our area better. All home groups can send any group information or flyers you have text to 267-521-1825 or send it to the IT Subcommittee email: [wswaitc@gmail.com](mailto:wswaitc@gmail.com) so we can update the website events information. If you have any questions or difficulties don't hesitate to call 267-577-1493.

The H&I Area Zoom Account is up to date with no problem. Monthly Cost: \$17.27

The Area Zoom Account is up to date with no problem. Monthly Cost: \$27.80

On August 12, 2023, come and Join The West Southwest Area Subcommittee Learning Day with a Twist In the Park: Free Fish at 4100 South Concourse Drive (Near 41st Parkside Ave.) from 11am to 6pm.

In Loving Service,

IT Chair, Antonio C

### **AREA SUPPORT SERVICE MEMBER REPORTS:**

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

There was no Regional Meeting this month therefore the RCM had no report.

The RCM is to take back a vote of "Not Approved" from our Area on MOTION: To direct the World Board to create a project plan for the next World Service Conference (WSC) for the development of a new workbook for the group entitled "Our Fair Share." Maker: Greater Philadelphia Region

There was also discussion on the timing of the Regional Convention Committee (Workgroup) Meetings and the Area requests that the RCM advocate on behalf of our Area, explaining that these meetings coincide with many of our Area's events.

#### **Convention Rep**

No Convention Committee activity. No report.

#### **Liaison/Steward**

Our relationship with the church is good and rent is current.

The tables at the church in the basement are difficult to move and there are none available in the upstairs classroom. I will be asking for \$300.00 to purchase tables for our Area to use not just at the Area Service Committee meeting but also can be used at Area Events.

I will also be requesting \$30.00 for supplies (trash bags, coffee supplies, cleaning supplies).

Keiv S., Liaison/Steward

#### **Meeting List**

OPEN POSITION

## Literature Distribution Report

The beginning inventory of literature for the month of July is \$2,357.04

Literature sold for the month of July: \$510.00

This includes cash app total: \$0.00

The ending balance is \$2,867.04.

Trusted servant,  
Ruthie T.

## Clean Sheet Rep

Everything is going well with the monthly clean sheet, and it is on the Area website. I turned in receipts for June and July copying costs. I need to be reimbursed for July clean sheet and will be requesting funds for August clean sheet copying cost.

Trusted Servant,  
Leegrant, Clean sheet Rep  
267-276-8604

## Treasurer's Report

12 groups made Area donations: **\$533.66**

Additional group donations: \$234.40 to Region  
\$72.00 for insurance

Automatic disbursements:

Rent	\$ 80.00
Secretary	\$ 15.00
Area Zoom account	\$ 27.80
H&I Zoom account	<u>\$ 17.27</u>
	<b>\$140.07</b>

New balance after disbursements: **\$393.59**

Area Prudent Reserve	\$ 200.00
Unity Prudent Reserve	\$ 1,603.92

Literature Distribution (in bank)	\$ 2,357.04
Literature Distribution (sales this month)	<u>\$ 510.00</u>

Literature Distribution (total)	\$ 2,867.04
Total Area funds	\$4,670.96

The Cash App for the Area is \$westsouthwestarea

Steve S., Area Treasurer

### **Financial Proposals:**

PROPOSAL (Clean Sheet): \$60.00 - \$30.00 reimbursement for July/ \$30 printing for August.  
Proposal passed without objection.

PROPOSAL (H&I): \$60.00 to laminate suggested readings.  
Proposal passed without objection.

PROPOSAL (Liaison): \$330.00 tables and supplies (trash bags, coffee supply and cleaning supply)  
Proposal passed without objection.

After these proposals were passed, the remaining Area balance was \$0 and \$56.41 was used from the Area Prudent Reserve to fund the balance.

PROPOSAL (Literature Distribution): \$250.00 from Lit Dist. funds for reimbursement for medallions  
Proposal passed without objection.

PROPOSAL (Unity): \$200.00 from Unity Prudent Reserve for banner  
Proposal passed without objection.

### **OLD BUSINESS:**

#### **Elections**

Antonio C was elected at the Literature Distribution Co-Chair.

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.

### **NEW BUSINESS:**

Agenda Items for July ASC meeting: Literature Distribution Funds, Purpose of a Co-Chair

MOTION: In the event the subcommittee chair is unavailable, then the co-chair or subcommittee designee can accept the responsibility of the chair at the ASC meeting and must remain until the end of the ASC meeting.  
Proposal passed without objection.

MOTION: Orders for literature will be taken between the hours of 12:00PM and 3:00PM every third Saturday of the month.  
Proposal passed without objection.

MOTION: That the name of the position of the Area Chair be changed to the Area Facilitator to be more in line with Consensus Based Decision Making.  
Proposal passed without objection.

**OPEN FORUM:**

We have an opening at the Regional level for a Co-Treasurer. Our current Regional Treasurer has been in service for 10 years and, in the spirit of rotation, would like to have this time to train someone who will be able to step up next year to serve. Besides that, there are other positions on the regional level that we need trusted servants to step up. Please take this information back to your homegroups. The next RSC meeting will be held on Sunday, August 6<sup>th</sup>, 2023 at 10:00 AM in person at Roxborough Memorial Hospital Auditorium, Ridge Ave & Jamestown Street.

A unity representative requested that Area accept responsibility for any fines incurred due to the permit for the event on July 29<sup>th</sup>. After some discussion, Area will not be financially responsible - per the name on the permit and suggests the rep take this information back to the Unity sub-committee for discussion within the subcommittee.

**The next Area Service Meeting will be held on  
Saturday, August 19<sup>th</sup>, 2023, 1:00 PM.  
The meeting will be in person at:  
St. Joseph Baptist Church, 54<sup>th</sup> & Vine Streets**

## **West Southwest Area Open Positions**

*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 Co-Secretary**

**1-year clean time**

Steady job or source of income

### **Literature Review Chair**

**2 years clean time**

Ability to read and interpret literature

### **Meeting List Representative**

**1-year clean time**

### **Regional Convention Representative**

**3 years clean time**

### **Alternate Regional Convention Representative**

**2 years clean time**