

BALTIMORE AREA SERVICE

JULY 3, 2021

BASCNA MEETING

Baltimore Area Service Committee of Narcotics Anonymous

Free State Regional Service Center

217 N. Warwick Avenue

Baltimore, MD. 21223

Phone: 410-566-4022

Hotline: 1-800-317-3222

Katrina W.-CHAIR

VICE CHAIR-Shelia S.

SECRETARY-Doris D.

Saturday, July 3, 2021

BASC AGENDA

Order Of Business

Please review the reports when shared on the screen

Our 7th Step states: "We humbly ask God to remove our shortcomings".

- 1. Serenity Prayer (*We Version*)**
- 2. Reading of 12 Concepts**
- 3. Housekeeping Rules**
- 4. Roll Call**
- 5. Welcome to All New Groups, New GSR's, and Alternate GSR's**
- 6. Secretary report and review/approval of last month minutes**
- 7. Treasure and/or Vice Treasure Update/Report**
- 8. Special Events Sub-committee report**
- 9. Old Business**
- 10. New Business**
- Circle of Sisters Report**
- 11. RCM/RCM Alternate report(s)**
- 12. Public Relations/Information (PR/PI) committee report**

13. **Literature** Report
14. **Hospitals & Institutions (H&I)** Committee Reports and Updates
15. **Phoneline/Hotline** Committee Report
16. **Policy** Committee report—(VACANT)
17. **Web Servant** Report/**Alternate Web Servant** Report(s)
18. **BACNA Liaison** report Update
19. **FSRNA** and/or **FSRCNA** report
20. **Vice Chairperson** report
21. **Chairperson** report
22. **Open Discussions of issues, thoughts, and concerns in our BASC Area**

Closing with the "We" version of Serenity Prayer

Thank you to all GSRs for stepping up and staying until the meeting close.

This demonstrates how your Home Group presents itself to the Area, Region, and the World!

July 3, 2021 Agenda/Reports

BASCNA MEETING

Baltimore Area Service Committee of Narcotics Anonymous

Free State Regional Service Center

217 N. Warwick Avenue

Baltimore, MD. 21223

Phone: 410-566-4022

1-800-317-3222

Hotline:

Katrina W.-CHAIR
D.

VICE CHAIR-Shelia S.

SECRETARY-Doris

Saturday, July 3, 2021

Respectful Housekeeping Rules

We the BASC Executive Body Respectfully

Request your help and assistance by:

**Please keep your microphones on mute, unless you are sharing.*

**Please be mindful of background noise, when sharing.*

**Please turn your video off, if you want to smoke, no nudity, unpleasant scenery, or disrespectful behavior allowed.*

**Please allow the chair of each sub-committee to give their full report, before presenting/asking questions.*

**Please when you need to submit (i.e. nominations or motions, etc) put in the chat room and allow a BASC Executive body member to acknowledge.*

**Please no cross sharing or talking (direct all questions and/or comments to the Executive Body).*

Please for all **GSR counts, raise your hand in the participate area and keep hand raised until count it complete and confirmed.*

**Please stay focused on business currently on the floor to be discussed and possibly voted on.*

Please remember to keep **Principles before Personalities. Group conscience is the spiritual means, by which we invite a loving God to influence our decisions (**6th Concept**).*

**Please remember that motions and nominations are conducted during new business.*

**Please be respectful at all times.*

July 3, 2021 Agenda/Reports

BASC MEETING MINUTES



> OPENING

- We version of “The Serenity Prayer”
- The reading of “The 12 Concepts”
- Housekeeping Rules

> ROLL CALL

○ BASC Chair	<i>Katrina W.</i>	○ Phone Line Chair	<i>Kia B</i>
○ BASC Vice-Chair	<i>Sheila S.</i>	○ Hospitals & Institutions Chair	<i>Charvette B.</i>
○ Secretary	<i>Doris D.</i>	○ RCM	<i>Mario A.</i>
○ Alternate Secretary	<i>Vacant</i>	○ Alternate RCM	<i>Vacant</i>
○ Treasurer	<i>Milton W.</i>	○ Public Relations Chair	<i>Antonio S.</i>
○ Alternate Treasurer	<i>Verlie H.</i>	○ BACNA/Convention Liaison	<i>Stephanie G.</i>
○ Literature Chair	<i>Nichole R.</i>	○ BACNA/Region	<i>Vacant</i>
○ Policy Chair	<i>Vacant</i>	○ FSRCA and / or FSRNA	<i>Mark A.</i>
○ Special Events Chair	<i>Excused</i>		
○ Web-Servant	<i>Amy B.</i>	○ Sargent at Arms #1	<i>Vacant</i>
○ Alternate Web-Servant	<i>Vacant</i>	○ Sargent at Arms #2	<i>Vacant</i>

➤ **WELCOME** of “New Groups and/or GSR/Alt GSRs

Home Group Name	Address	Representative	Meeting Information
 Courage to Change  Promise to Freeman		James M-New GSR Robin D-New Alt GSR	

	•	OD – Open Discussio n	
	•	Basic Text	
	•	JFT – Just For Today	
	•	ST – STEP	
	•	TR – TRADITI ONS	
	•	L – LITERAT URE	
	•	TO – TOPIC	
	•	GP- Guiding Principles	

1st GSR count @ 11:12am 14 GSR

- **SECRETARY Update:** Review of last Month's minutes – Alan J.Motion, Nita S. 2nd **(Majority)**
Alt. Secretary Attended 1st Saturday and 1st Thursday Executive Body Meeting.
- ◆ If you know of any open in-person meetings, please verify and report to Web-Servant.
- ◆ All BASC Reports are posted on **www.baltoareana.org**
- **SPECIAL EVENTS (see report)**
- Virtual marathon on Zoom. Marathons will be every 2nd Saturday of the month.
 - **Special Event Report** was motioned by Mark A, Sheila S. 2nd **(13, 0,0)** **(Approved)**
- **TREASURER/VICE TREASURES: (See Report)**
17 homegroups donated
\$571.46 above operating cost – Sent to Region
 - **(13, 0, 0)** Alan J. Motioned and Nita S. 2nd **(Approved)**
- **OLD BUSINESS (See Report)**
 - **Open positions: (9, 0, 0) Approved**

Policy Chair I & II	Alt. Secretary	Special Events	Sargent Arms
------------------------	----------------	----------------	--------------

- **Alt. RCM** **H&I Vice Chair**
- **NEW BUSINESS (See Report) –None**
- **RCM Update (See Report)** Alan J. Motioned, Nita S. 2nd **(11/0/0) (Majority)**
Approved
- **PUBLIC RELATIONS Update** (See Report) Chair Absent – Miles gave PR Report –
Mark A Motioned, Nita S. 2nd **(Majority)**
- **LITERATURE Update** (See Report) Earlene Motioned, Terri B 2nd **(Majority)**
Approved

2nd GSR count @ 12:02 pm 12 GSRs

- **(H&I) HOSPITALS and INSTITUTIONS** -(See Report) Alan Motioned, Nita S. 2nd
(Majority)
- **PHONE LINE Update** (See Report) Frank Motioned, Alan 2nd **(Majority)**
- **WEB SERVANT / ALTERNATE WEB SERVANT** (See Report) - **Budget was**
given of 207.00 Terri Motioned, Alan 2nd **(13,0,0) Accepted**
- **POLICY Subcommittee Report** **(Vacant)**
- **BACNA Liaison (See Report)** Excused (See Report) **(Majority)**
- **FSRCNA and / or FSRNA** (See Report) Mark A. Motioned, Wayne 2nd **(Majority)**
- **BASC VICE CHAIR Update** (See Report) Alan J. Motioned, Nita S. 2nd **(Majority)**
- **BASC CHAIR Update (See Report)** Alan J. Motioned, Nita 2nd **(Majority)**
- **OPEN GROUP DISCUSSION**

Question was asked regarding the BACNA Rep. and when was the convention rescheduled. Date was given for August 19-21, 2022

3rd GSR Count 10 at 1:01pm

- **CLOSING – Nita S. Motioned, Mark A. 2nd (Majority)**
 - The We version of the “Serenity Prayer”

Thank you for allowing me to serve!!!

***Truly Grateful,
Doris D.***

BASC Secretary / BASC Vice Secretary
BASCSecretary@yahoo.com

Baltimore Area Service Committee of Narcotics Anonymous										Treasurers Report	
JUNE 2021 MONTHLY REPORT- ZOOM MEETING (JULY 3, 2021)											
Balance from Statement 5/31/2021				\$ 3,600.00							
				BASC		Special Event Marathon				Special Event	
				Month of June		June 12th				Six Flags Collections	
Currency (Cash App)				\$ 1,480.00		\$ 999.45				Month of June	
										\$ 1,380.00	
Checks / Money Orders / Cash App				1							
				2							
				3				Public Relations		# of TICKETS SOLD	
				4				Marathon June 6th		23	
				5				\$ 15.00			
Area Basket				\$ -							
May Donations (H.G & S.E)				\$ 2,494.45							
Deposit + Balance				\$ 6,094.45							
Debts / Expenses											
CHECK	4809	1	\$ 400.00	FACILITY (SPECIAL EVENTS JUNE MARATHON 2021)							
CHECK	4810	2	\$ 100.00	BEVERAGES (SPECIAL EVENTS JUNE MARATHON 2021)							
CHECK	4811	3	\$ 125.00	DEPOSIT TO FACILITY (SPECIAL EVENTS JULY MARATHON 2021)							
CHECK	4812	4	\$ 52.00	REINBURSEMENT (TREASURE) BASC / GSR HYBRID EQUIPMENT							
CHECK	4813	5	\$ 390.00	FOOD AND BEVERAGES (SPECIAL EVENTS JULY MARATHON 2021)							
CHECK	4814	6	\$ 275.00	REMAINDER TO FACILTY (SPECIAL EVENTS JULY MARATHON 2021)							
CASHAPP		7	\$ 350.00	DJ (SPECIAL EVENTS JUNE MARATHON)							
CASHAPP		8	\$ 140.00	REINBURSEMENT (TREASURE) BASC WALKIE TALKIES (6)							
CASHAPP		9	\$ 14.99	REINBURSEMENT (TREASURE) ZOOM ACCOUNT							
CASHAPP		10	\$ 185.00	WAYNE MADDOX (SPECIAL EVENTS, H&I, P.R)							
CASHAPP		11	\$ 571.46	FREE STATE REGION DONATION							
Total Debts / Expenses			\$2,603.45								
Ending Balance				\$ 3,491.00							
Prudent Reserve				\$ 1,000.00							
Operating Expense				\$ 2,600.00		UNDER					
Go To The Region				\$ 100.00							
*100 minimum established By BASC Motion 4-093412											
Please Make Checks or Money Orders to Baltimore Area											
MAR/CNA (RCM / ALT. RCM) Once a Year (FEBRUARY)											
TRIP INCLUDING REGISTRATION / HOTEL ROOM / GAS											
RCM		\$ 250.00									
ALT. RCM		\$ 250.00									
BASC- Chair		\$ 250.00									

Home Group Donations – June 2021

JOURNEY CONTINUES	HAMILTON NOON	1000 MILE WALK
MANIC SUNDAY / MONDAY	PROMISE IS FREEDOM	NO LONGER BOUND
DOING IT AGAIN ON GREENMOUNT	VILLAGE VOICE	VILLAGE VOICE
LIVING LIFE A NEW WAY	RECOVERY AT THE CENTER	LITTLE ITALY
FREEDOM GROUP		

Baltimore Area Special Events July 3rd, 2021

Report Good morning, executive body and GSRs,

- The June event went very well, we brought back total \$955.00.
- Meeting envelopes \$90.00.
- Comedy show and dance \$565.00
- Kitchen bided out to Darcelle Smith for \$300.00
- \$30.00 from the cash app
- Todays event “hot fun in the summertime” marathon karaoke/DJ battle where Darrel James VS Damond Ramsey on July, 3rd, 2012
 - Marathon: 12:00pm-6:00pm
 - Karaoke/DJ battle: 6:00pm-10:00pm
 - Karaoke/DJ battle admission: \$10.00

Gwynn Oak UMC

5020 Gwynn Oak Ave

Gwynn Oak, MD 21207

- Six flag tickets turn in as of July 2nd is \$2340.00

- Tickets will be sold at the event

In loving service,

Larry T

Greetings:

Circle of Sister XXV Baltimore Area Monthly Report July 3, 2021

- Circle of Sisters XXV want to thank the Baltimore Area for allowing us to attend the monthly Area meeting and provide updates and information regarding upcoming fundraisers.
- We have signed a contract with the Hilton Hotel at the Inner Harbor to bring the Circle of Sisters Convention to Baltimore in March of 2023.
- We have a Facebook page for women who are interested in joining and following us.
- We are in need of members for all Sub-Committees. Sub-committee meeting information is posted on the Facebook page for women who are interested in joining a committee and helping us bring COS XXV to Baltimore.

- COSXXV is hosting a popcorn fundraiser this month from July 15th to July 19th. The links to buy popcorn and support our fundraiser will be sent out between the 15th and the 19th.
- I will be taking the Special Events information back to our committee meeting and COS XXV will do our best to collaborate with Special Events so that we do not have conflicting events whenever possible.
In Loving Service,
Rhonda C. Vice Chair COS XXV

Rhonda C

*Baltimore Area Service Committee of Narcotics Anonymous
Free State Regional Service Center
217 N. Warwick Avenue*

July 3, 2021 RCM Report

Good morning

The On-month Regional meeting was held on ZOOM on June 12, 2021. Seven (7) areas were in attendance.

The following were discussed during the meeting:

- 1) **Free State: Wayne-**
 - a) There has been some personal changes to the board. Martin C resigned, and was replaced by Jack M.
 - b) Convention Registration on-line is now available in the web page: FSRCNA.org.
 - c) Registration package is now being finalized.
 - d) The proposal of adding 3.5% credit card fee was rejected by the board; so adjustment were instead made in packages.
- 2) **Chair-:** Absent
- 3) **Vice Chair- Kellie:** No report
- 4) **Secretary- Howard:** Absent
- 5) **Policy Facilitator:** Absent

- **6) RD Report: Chris:** Absent

[This Photo](#) by

*Baltimore Area Service Committee of Narcotics Anonymous
Free State Regional Service Center
217 N. Warwick Avenue*

7) RD Alternate Report: John-

- a) **Webnards**
- b) **Discussions regarding tasking** There are two separate tasks in discussion: Service and Communication tasks
- c) There will be a meeting to address overlap between tasks forces
- d) The RDA also requested permission to allow a member from an home group in Baltimore, Shelley P, to submit a proposal. She asked the Region to consider liability Insurance for all the Areas in the Region. However, it was revealed that a few areas already have liabilities insurance, Susquehanna, Bay, Delmarva and Small Wonder areas. An had hoc committee is proposed to study the proposal.
- **8) Service Center Representative- Martin**
 - a) Service Center is open for business on Mondays and Saturday for 10-4. Wednesday is on-call only

- b) The office is still searching for a special worker
- c) The board meets every last Thursday of the month.
- **9) Phone line- Michael**
 The Committee is moving to the new phone line system “YAP” software. As a reminder it is a software specifically built to target NA phone lines and built by addicts. It will also allow a more efficient integration with BMLT. It will have also the ability to send text messages. There are three available options when someone calls:
 - a) Pressing 1 will direct to volunteer queue
 - b) Pressing 2 will open meetings list
 - c) Pressing 3 will offer the reading of the day for Just for Today.

10) Literature- Alissa C

The newest publication at the World, Spiritual Principles a Day book is at the 6th drafts. The deadline to submit input is September 13. We, at the Baltimore area also announced that the Newsletter was up and running. The chair will contact Milton for info. She also requested more participations for the areas to attend the meetings of the sub-committee.

11) PR

a) Request areas interested in participating in the Tuerk conference
 National Council on Alcohol and Drug Dependence is an organization for professionals involved in addiction treatment.

*Baltimore Area Service Committee of Narcotics Anonymous
 Free State Regional Service Center
 217 N. Warwick Avenue*

- b) Wish to start again with the Billboard Project Initiative. Will contact the areas next on list and address the aftermath.
- c) FreeState zone was having a PR event on the day of the meeting

12) H&I Chair is vacant. The Baltimore chair for H&I, Charvette asked if there is a mechanism for the committee to meet in the absence of the chair. The Vice-Chair for the Region Kellie will make some research and set up arrangements for the committee to meet.

13) Treasurer: April- \$2498.80 money available **Report pending**

7) Old Business:

- a) Motion to direct NA World Services to remove the Hospitals and Institutions

Handbook from the inventory. Motion passed 5 for, 2 against. RDA also cautions that the World requested not to send new inquires because of reduced staffing due to COVID.

8) New Business:

- a) Motion 1 submitted by Baltimore to have all excess monies to be automatically send to the World was tabled until August 14th meeting. RCMs requested to consult their areas

- b) Motion 2: To tabled previous policy motion until August 14 to allow areas and groups time to vote.
- c) Motion 3: To create Ad hoc Committee to explore liability insurance option for the Region. The treasurer, April will lead the committee. The intent is to have the best insurance coverage for all the Free State Region. The financial impact is also to be determined.

- d) Motion 4: To have the PR chair to register for Tuerk Conference up to \$1000. Intent is to carry the message to NA. Motion passed 6-1
- e) Motion 5 to allocate the resources necessary for the RD and RDA to attend a service symposium in San Antonio up to \$1000. The Intent is to gather information and to bring back resources to help our region. Motion passed 5-0
- f) Motion 6 to reinstate Billboard was previously approved. Motion passed 7-0
- g) Next month, at off-month meeting, we will discuss how and when region can start

.
meeting in persons.

*Baltimore Area Service Committee of Narcotics Anonymous
Free State Regional Service Center
217 N. Warwick Avenue*

Open Positions:

- 1) H&I Chair
- 2) Special Events Chair 3) Vice Treasurer
- 4) Alternate Secretary

In Loving services, Mario A



Narcotic Anonymous
Free State Region



Baltimore Public Relations
Public Relations Subcommittee
bascpr@yahoo.com

217 N. Warwick Avenue
Baltimore, MD 21223

1-800-317-3222

BASC Public Relations Subcommittee Report

July 3, 2021

The Public Relations Subcommittee met on the 4th Saturday of June (June 26, 2021) at 10:00 am via the virtual meeting app (Zoom). The meeting opened and closed with the “We” version of the Serenity Prayer.

- **Members Present:**

○ Antonio S. (Chair)	○ Miles
○ Ivis	

1. **PR Week 2021.** The June 6, 2021 PR Day Virtual Marathon – “PR in the NA Fellowship” was a success, from 12:00 to 4:15 pm, with four topics (4) and eight (8) speakers, each topic followed by a question and answer segment. Attendance for each hour ranged from 18 to 25 participants. Using the BASC cash app, the event collected \$15 in donations for the Area.
2. **2021 Tuerk Conference.** This year’s Tuerk Conference is scheduled for Sep. 23, 2021. Registration is in May. FSRNA is paying the registration for Baltimore Area PR
3. i (Antonio S.) meet with Monica Church Of the Guardian Angel on 2631 Huntingdon Avenue at 11am on 7/1/2021. To issue a voucher for the new meeting and check out the facility, also meet with Mr. Steve.

Gratefully–In Service,

Antonio S.
Chair, BASC Public Relations Subcommittee



July 3, 2021

Baltimore Area of Narcotics Anonymous Literature Sub-Committee

Area Chair: Katrina W.

Literature Chair: Nichole R.

Vice Literature Chair: Milton W.

Committee Members: Curtis C., Kim H., James A., Erica R., & Jonelle L.

“Written by members, our literature offers identification and a message of hope to the still-suffering addict. Recovery literature is an invaluable source of help for members, potential members, and those who want to help addicts.” <https://na.org/?ID=ips-index>

UPDATE:

The **“Together We Can”** newsletter has finally re-launched. The current June/July edition is now posted to the Baltimore area’s website @ <https://www.baltoareana.org/>. I would like to thank all the trusted servants who contributed efforts in getting the newsletter organized, as well as thanking the Baltimore area members for your continued patience throughout this process.

Also, the last batch of review and input material for the **“Spiritual Principle a Day”** project has been posted to www.na.org/spad and the world services says they are still on target to publish the approval draft in the 2022 Conference Agenda Report.

NEWS YOU CAN USE

This year marks the 60th anniversary of the Little White Book (LWB). Over the past 20 years, communities have been publishing local stories in the LWB, in accordance with the policy described in **“A Guide to World Services in Narcotics Anonymous.”** In addition to the eight stories in the English-language version, 85 more stories are published or forthcoming in 13 other language versions of the LWB. To celebrate the Little White Book’s diamond jubilee, world services intends to collect all 93 of these stories in one special edition Little White Book.

The Fellowship Intellectual Property Trust allows the World Board to bundle, excerpt, and/or repackage NA literature as long as 120-day notice is provided. The world service has posted a notice titled **“June 2021 Notice for LWB”** at www.na.org/fipt. (Copy of notice attached)

Anyone needing to purchase literature please go on line to <http://www.baltoareana.org> or contact the Free State Regional Service Center of Narcotics Anonymous, located at 217 N. Warwick Avenue Baltimore, Maryland 21223, phone# 410-566-4022, for hours of operation, for pick up or go to <http://www.freestatena.org>. For free downloading of booklets, informational pamphlets & group readings, please visit <https://na.org/?ID=ips-eng-index>

Finally, anyone wanting to join or attend the Literature Sub-Committee meetings, please feel free to contact the Literature Chair, Nichole R., via email, @ bascliterature@yahoo.com or via text @ 443-722-2865 for more information.

Thank you for allowing me to serve,

Nichole R. 😊

Date: 25June2021

To: Conference Participants

From: WorldBoard

RE: Notice of intent to publish a version of the Little White Book with all stories

Dear Conference participants,

Originally published in 1961, the White Booklet or the Little White Book (LWB), as it has come to be known, celebrates its 60th anniversary this year. This booklet is currently published in 30 languages. Thirteen of the translated versions include local personal stories. To celebrate this milestone, we propose publishing a special edition LWB that includes the English LWB with eight personal stories, as well as all 85 stories from the 13 language versions spanning five continents. We would add a brief description before the title page explaining what this special edition contains and would like to publish this anniversary edition in English by the end of 2021.

Those languages include Afrikaans, Anglicized English, Filipino, French, Italian, Lithuanian, Norwegian, Portuguese Brazilian, Russian, Spanish, Swedish, Ukrainian, and Zulu. Ukrainian and Zulu are still in production and will be published soon.

The World Services Translations Policy, as described in *A Guide to World Services in NA (GWSNA)*, allows for the development of local personal stories for the LWB, and delegates the approval to the World Board to *ensure that translations of NA Fellowship–approved literature maintain the spirit of the NA message as well as the integrity of the Twelve Steps and Twelve Traditions.*

The following policy called out in the *Fellowship Intellectual Property Trust (FIPT)* appeared in the 2012 *Conference Agenda Report* and was approved at the WSC: Where an alteration consists of a non-substantive correction, bundling,

excerpting or repackaging, or an enhanced electronic version of Trust Properties, the Trustee shall provide not less than 120 days prior written notice to the Trustor of its intent to publish that product.

In keeping that policy, we are providing 120 days notice before we will proceed. Any comments can be sent to wb@na.org by **31 October 2021**.

Yours in Service, World Board

July 3, 2021

Greetings BASC (Baltimore Area Service Committee) from the H & I (Hospitals & Institutions) Subcommittee ~

We participated in the Baltimore Area Public Relation Subcommittee PR Day/ week with our version of “Hollywood Squares” on the topic, “How PR works Side by Side with Other NA Subcommittees”, BASC Executive meetings, Freestate Region meeting, H&I Virtual meeting, communicated with all incoming calls, emails, text from various sources.

At our **June subcommittee meeting** we’ve discussed the following: status of virtual H&I Friday and Saturday, returning to Face to Face meetings, Member Speaker list, Coordinator/Alternate Coordinator roles & responsibilities, PR/HI Cooperation through Outreach, H&I website tab entries, literature report and open discussion which included suggestions, support and items for July subcommittee meeting.

We're excited about the growth being shown within the subcommittee as several essential service commitments are being filled aligned with our primary purpose and the H&I purpose, "to carry the NA message to addicts who don't have full access to regular NA meetings (see IP#20, H&I Service and the NA Member).

Vacant service positions available Vice Chair (2 years), Alternate Literature coordinator (1 year), Panel Coordinators and Alternate Coordinators (1 year) Panel Leaders (90 days).

Next H & I Subcommittee meets on July 24th (this is a reoccurring meeting every 4th Saturday) 12:30 p.m.

Join the meeting through H&I Zoom: Meeting ID#87963813021
Password: HIMEETING Dial by phone info 301-7158592 Meeting
ID#87963813021 Password: 842827276

Feel free to contact the Subcommittee also through the

BASChandi@yahoo.com

Thank you for allowing me to serve.

Charvette B. (H&I Chair)

Attachments:

Questions suggested for H & I Service Responsibilities of Area H & I Officers

Approved Questions to ask of nominees or respective
position servers in Hospitals and Institutions service

1. Do you have the clean time required- at least the minimum amount? (90 days- PL 6 mos- Alt Coord 1 year – Panel Coordinator)
2. Are you willing to deliver, or bring in a speaker delivering, a clear and precise message of NA recovery, using only NA-approved literature?
3. Are you willing to follow the H&I policies and guidelines, and abide by the suggested “do”s and “don’t”s, as were read here already?
4. Are you willing to take in only NA speakers with the proper clean time (6 mos minimum for speaker)?
5. As a coordinator, are you willing to accept the responsibility of contacting the facility once a month and reporting to the monthly subcommittee mtg., or sending your alternate coordinator in your stead, as well as staying in touch with your panel leaders?



BALTIMORE AREA SERVICE COMMITTEE OF N.A.
HOSPITALS AND INSTITUTIONS SUBCOMMITTEE
217 N. WARWICK AVENUE
BALTIMORE, MD. 21223



RESPONSIBILITIES OF AREA H&I OFFICERS

The responsibilities of the subcommittee officers are shown below, but the list is only a summary. Officers will often do a lot more than this outline describes. The success of subcommittees depends upon the dedication and leadership of good officers.

A. Chairperson

1. Minimum clean time requirement is two (2) years.
2. Keeps order in the meeting.
3. Keeps discussion on the topic.
4. Prepares an agenda for each subcommittee meeting.
5. Ensures that the traditions are upheld in all matters.
6. Maintains a link of communication between the H&I subcommittee and the area service committee, including giving a monthly report to the ASC.
7. Attends each meeting of the regional H&I subcommittee and brings a report of its activities back to the area H&I subcommittee.
8. Works with the panel coordinator(s) to draft all correspondence to facilities served by the subcommittee.
9. Maintains meeting referral information about the fellowship so that panel leaders can refer those leaving an H&I setting for another area, to a meeting or helpline number.
10. May have other responsibilities, depending on the local H&I guidelines.

B. Vice Chairperson

1. Minimum clean time requirement is one (1) year.
2. Helps chairperson keep proceedings orderly.
3. Acts as chairperson in the case of chairperson's absence.
4. If the office of chairperson becomes vacant, serves as the chair until confirmed by the ASC or until a new chair is elected.
5. May have other responsibilities depending on the local H&I guidelines.

C. Secretary

1. Minimum clean time requirement is one (1) year.
 2. Takes an accurate set of minutes at each monthly meeting, and distributes them to subcommittee members prior to the next meeting.
 3. Keeps an updated volunteer list of members who would like to go to H&I meetings.
 4. Maintains an ongoing file of all correspondence and minutes.
 5. May have other responsibilities depending on the local H&I guidelines.
- There are other responsibilities of the H&I subcommittee that could fall under the job descriptions of the above officers, or could become positions of their own. How many different positions you have will depend on the number of members you have available to your subcommittee who can serve, and how the subcommittee decides to structure itself. Flowcharts illustrating the basic structures an area may choose are included in the "Resource" section.

D. Literature Coordinator

1. One year clean time required. Term is one (1) year.
2. It is the responsibility of the literature coordinator to distribute NA conference-approved literature and any other items the subcommittee uses in carrying the message, such as copies of Reaching Out and The NA Way, to the panel leaders. To assure accountability, a complete record of all transactions must be kept, and a report given at the regular subcommittee meetings. This person should always be aware of the amount of literature being distributed so the panel leaders' literature requests remain prudent and the subcommittee can fairly distribute the literature without exceeding its budget. Regular audits should be done to ensure that the literature outlays are reasonable and accounted for.

The Panel

Gathering all the people needed to conduct the H&I meeting is the responsibility of the panel leader who puts together several members (a panel) to go and put on an H&I meeting/presentation at the facility. Here is a description of these positions:

A. Panel Coordinator

1. One (1) year clean time required. Term is one (1) year.
2. It is the panel coordinator's responsibility to see that the meetings/presentations are conducted in accordance with the policies of the H&I subcommittee and the rules of the facility. This person acts as the liaison between the H&I subcommittee and a given facility. A panel coordinator may be responsible for only one facility, several, or all the facilities that the subcommittee is working with. This will depend on the needs and conscience of the H&I subcommittee. In some areas the responsibilities the panel coordinator falls under the job description of one of the other officers, such as chairperson or vice chairperson. This would work in a smaller area but as the number of facilities you are dealing with grows, you may want to elect one or more panel coordinators to handle the job.

B. Panel Leader

1. 90 day clean time required. Term is six (6) months.
2. Panel leaders should be selected by the H&I subcommittee at its regular subcommittee meetings. The term should be six (6) months. The panel leader can decide what type of meeting to have by using one of the meeting formats.
3. The panel leader selects members of the fellowship to be panel members usually from the panel member list. The panel leader is responsible to insure that the meeting starts and ends on time. Any problems should be reported to the panel coordinator and then included in the regular report to the H&I subcommittee.

C. Panel Member

1. Six (6) months clean time, and a willingness to share their experience, strength and hope.
2. This is the essential element of H&I work—the member who goes to share his or her experience, strength and hope at the H&I meeting. Without these people, our H&I work would be completely impersonal at best.
3. Areas should develop some basic requirements for members who are to carry the message in H&I. A good understanding of the fellowship and the policies relevant to this H&I meeting is essential. A packet may be developed that will outline what is expected of panel members (see sample in Appendix A, page 101.) Orientation of inexperienced

members is a good idea. Have a new panel member attend the meeting to listen and observe the panel the first time or two. This will make them more aware of what their role on the panel will be.

4. A clean time requirement is important to ensure it is truly a message of recovery we are carrying and not just the disease. Although some areas will have to be more flexible with clean time, six (6) months continuous abstinence is a good minimum requirement. Some facilities will not have any clean time requirements, but we should still place this standard upon ourselves to ensure consistency of the recovery message. Some facilities will require more clean time than six (6) months, and we should try to work with them too, if the area has a sufficient number of members with the clean time who are willing to make the commitment.



BASC PHONELINE MONTHLY REPORT



July 3, 2021

Greeting Executive body members,

I would first like to thank all members for allowing me to be of service. We are moving forward, addressing all questions and concerns. Feel free to contact me via email baltimorephoneline@yahoo.com. The phoneline is currently having monthly meetings via zoom:

every 4th Sat. @ 10am.

ID: 865 0142 5264

Password: PHONELINE

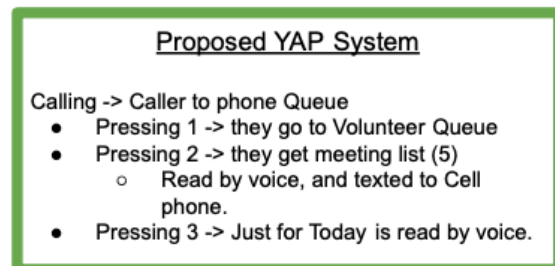
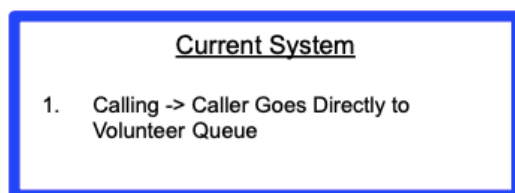
Thanks again for the opportunity to serve.

On June 26, 2021, BASC Phoneline had its monthly meeting. The phoneline would like to welcome our two new members (Miles & John). Welcome and we thank you in advance for your service. Our area/region is currently transitioning into another type of service/software.

Our System Now Using OneBox

- OneBox Owns our phone number
(We can make a request to have OneBox relinquish our number...)
- OneBox gives us a clunky system that, administers volunteer scheduling
- Handles Voicemail
- Costs \$300.93 ~ 316.92
- Current OneBox Recording

Comparing YAP to our Current System



<u>May 2021</u>	<u>Feb. 2017</u>
<u>Calls: 105</u>	<u>Calls: 105</u>
<u>Missed calls: 11</u>	<u>Missed calls:11</u>
<u>Voicemails: 8</u>	<u>Voicemails: 8</u>
<u>PERCENTAGE: 10%</u>	<u>PERCENTAGE: 10%</u>

Thanks, in advance,
Kia B, Phoneline Chair
baltimorephoneline@yahoo.com

July 3, 2021

Greetings BASC,

The website is updated, I have been working on confirming subcommittee meeting times, virtual meeting sign-ons, and contact information.

We are currently at **724,627** views.

I added the meeting minutes and all committee reports from the June meeting and flyers.

Please feel free to send me any information to be posted on the website.

Please have your reports sent to me no later than the Thursday before the first Saturday meeting. Email it to me at bascwebservant@yahoo.com

Please reach out to me if you would like to make any changes to your section of the website.

If you have any amendments to the reports you already sent me, please send a corrected version so I can post the minutes to the website.

Kind Regards,

Amy B.

WebServant

Greetings Executive Body, GSR'S & Alt GSR'S

I attended the 3rd Thursday meeting. As well as Special Events. The trip for Six Flags is August 14, 2021. We are half way there on ticket sales. Our flyer is also on other area website so we can get more participation.

We as a committee decided to have a marathon, as well as a karaoke/dance event on July 3rd. We will also selling tickets at this event. For more information about tickets you can reach myself or Larry T. 443-208-6649 Sheila or 410-500-0266 Larry T.

Thanks for allowing me to serve

Yours Truly

Sheila S.

Vice Chair

BASCNA MEETING

Baltimore Area Service Committee of Narcotics Anonymous
Free State Regional Service Center
217 N. Warwick Avenue
Baltimore, MD. 21223
Phone: 410-566-4022

Hotline: 1-800-317-3222

CHAIR | Katrina W.

VICE CHAIR | Shelia S.

SECRETARY | Doris D.

Saturday, July 3, 2021
BASC Chair Report

Good Day Executive Body, GSR'S & Alt GSR's...It's a great day to be clean!

Our 7th Concept states: "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."

I gratefully attended and participated in the:

- ◆ *The 3rd Thursday Executive Body meeting Thursday, June 17th*
- ◆ *Saturday, June 26th—H&I Sub-Committee meeting, I participated in the H & I virtual facility meetings Friday, June 4th, 18th, and 25th.*
- We gratefully and humbly made it six months into the year 2021. The mask mandate has been lifted, and places are beginning to reopen. If your home group or you know of any home groups that has reopened for in-person meetings, please inform the web-servant via email so that the on-line meeting schedule can be updated and show current meeting information. We ask our Higher Power to continue to lead and guide us in all our affairs, so we can make sound decisions on what's best for the group.

We have 7 open positions (Special Events Chair, Policy Chair, Alt. Secretary, Alt. Web-Servant, SAR II, Alt. RCM, and BACNA), visit baltoareana.org for clean time requirements and duties/responsibilities.

Our 1st Tradition: “Our common welfare should come first, personal recovery depends on NA unity”

Grateful Servant

Katrina W.

basccchair@yahoo.com