

# BAY AREA MEETING MINUTES

Saturday, March 2, 2024 | 4-5:46pm | Virtual Meeting

APPROVED

## OPENING

Marguerite opened the virtual BA meeting at 4:03pm with the Serenity Prayer. The Twelve Traditions & Twelve Concepts were read.

**ROLL CALL** (14 registered BA Groups) 8 present; 6 voting; 2 non-voting (NV) (\*dual role)

- |                                                |                                          |
|------------------------------------------------|------------------------------------------|
| (1) Clearwater GSR, Sandy                      | (5) Zephyrhills GSR, Faye                |
| (2) Crystal Beach GSR, John                    | (6) Theresa (Guidelines Chair/Secretary) |
| (3) Tampa North GSR, Tony (*BA Literature Rep) | (7) Marguerite, ASR (NV)                 |
| (4) Tarpon Springs GSR, Kevin (*Treasurer)     | (8) Doug (Region Virtual Admin, NV)      |

## MINUTES

Motion to approve the February 3<sup>rd</sup>, 2024 minutes was made by John, seconded by Sandy; motion opened for discussion. One correction; on page 2, Outreach, the Catholic Men's Conference is one day, not 3 days. Motion to approve the February 3<sup>rd</sup> minutes with corrections was approved unanimously.

## OFFICER REPORTS

- **ASR Report** – The next assembly is Saturday, March 9 in Lakeland. Marguerite will not be able to attend; Theresa or Tony will represent the area if there are questions. Assembly agenda is found: <https://naranonfl.org/events.html>.
- **Treasurer Report** – Kevin reviewed (see attached) the February treasurer report.

## REPORTS

- **Guidelines** – Four motions for changes to the Guidelines were introduced last month. 3 motions were accepted. Motions went back to Groups for group conscience. Motions opened for discussion and final vote.
  - ❖ Motion to revise the BA Guidelines, Section 7.Subcommittees, Item 3.Outreach, was made by Theresa, seconded by Sandy on February 2<sup>nd</sup>. Motion opened for discussion. No changes were made. Motion carried unanimously.

BA Guidelines, Section 7.Subcommittees, Item 3.Outreach, now reads,  
*"Outreach Subcommittee complies with the Bay Area Guidelines (BAG) and may reference the GLS, GWS, the NFG Event Planning Handbook and the FL Region Guidelines (FLRG).*  
*1. The Outreach Chair facilitates participation in area outreach events (i.e. health, family support, recovery). They coordinate volunteers for those events and do not have to attend outreach events. Travel expenses for outreach events may be reimbursed. Outreach events help us to carry the message to others."*
  - ❖ Motion to revise the BA Guidelines, Section 7.Subcommittees, Item 1.Convention, was made by Sandy, seconded by Kevin on February 2<sup>nd</sup>. Motion opened for discussion. No changes were made. Motion carried unanimously.

BA Guidelines, Section 7.Subcommittees, Item 1.Convention now reads,  
*"The Bay Area Convention Subcommittee complies with the Bay Area Guidelines (BAG) and may reference the GLS, GWS, the NFG Event Planning Handbook and the FL Region Guidelines (FLRG). This subcommittee plans, organizes, and hosts area conventions.*  
*The Convention Chair will coordinate with the Treasurer to get approval before expending funds. The Convention Subcommittee will submit an annual budget request 60 days before the end of the Bay Area calendar year.*  
*Distribution of Proceeds Funds will be determined by the Bay ASC."*
  - ❖ Motion to revise BA Guidelines references was made by Theresa, seconded by Kevin on February 2<sup>nd</sup>. Motion opened for discussion. There were no concerns or changes. Motion carried unanimously.
    - Page 1, Reference Guides, added "*Bay Area Guidelines*"
    - Page 3, Section 3: replaced "*Area Groups*" with "*ASC meetings*" and
    - Page 11, Section 8, the first sentence is replaced with "*The Bay Area shall comply with the Bay Area Guidelines and may reference the GLS, GWS, and the FLRG.*"
    - Page 11, Section 8, Item 2, Compliance, replaced "*will refer to*" to "*references*"
  - ❖ **Literature Rep** – Tony reported the BA is in good shape and may not need to order literature in March, possibly April too.

- **Outreach**

- ❖ **Operational PAR Academy** – Sandy gave an overview of the progress. Sandy encouraged members to attend the informational meetings at the Academy on the 2<sup>nd</sup> & 4<sup>th</sup> Sundays of the month (they need volunteers). They (BA Nar-Anon members, volunteers) have pamphlets for the family members to pick up (HOPE pamphlet, the BA contact card, 20 Questions, Narateen Outreach, To the Concerned Family and Open Letter to My Family).
- ❖ **Catholic Men's Conference** – John reported that 3 members of the Crystal Beach group staffed the table for the event. About 500 attended the conference. There was a lot of interest in Nar-Anon. John will hold onto the Outreach supplies for the Bay Area.

## OLD BUSINESS

- **BA ZOOM** – A Bay Area ZOOM account would cost \$15.99 per month; 1 year is \$149.90. The Bay Area would need a region forwarded email address that is forwarded to several BA members. The Zoom account would be used for Bay ASC meetings, workshops, or possibly group meetings. Screen Sharing must be always available for meetings. Payment for the Zoom account will be made through the BA bank account for continuity. A dedicated BA email address from the Region would also ensure continuity and ability to administer the account. Theresa, Kevin and Doug will work out the details.
  - ❖ *Theresa motioned to start a Bay Area BA Zoom account; Faye seconded. Motion carried unanimously.*
- **Donation Position Statement** – (see attached memo to WSB entitled, "Financial Position Statement") Members received a copy of the draft memo in the meeting packet. The date of the memo and a few words were changed in discussion. A Balance Sheet has a date of December 31<sup>st</sup>. A Motion to accept and send the memo to WSB was made by Sandy, seconded by Theresa. The motion carried unanimously. A copy of the memo, along with a cover letter, to the Region Chair and our Delegate and Alternate Delegate, respectfully. Marguerite will send the memo out.
- **Reaching In** – The date is secure – May 18<sup>th</sup>. Tony secured we will have the church hall from 11am to 4pm. The title of the event is "Reaching In", and the subtitle will reflect the program details (National Drug Trends & Education & Training). Theresa will draft a flyer. Setup: we will need to set up at 11, lunch at 1pm, speaker from 1-3, followed by cleanup. The event will be hosted by "friends and families" using non 7<sup>th</sup> tradition funds and is not a Bay Area Nar-Anon event. The Bay Area registered groups and the PAR Academy would be invited. The Bay Area has \$627 to spend. We will need to pay rent to the church, water, ice, chips, cookies, etc. and we have. Tony and Kevin checked pricing for having BBQ at the event; pricing (50 people \$600-\$800, \$16 per person, etc.) precludes this avenue. We discussed using Publix sandwiches for fruit/veggie trays. This will be revisited in the future.

## NEW BUSINESS

- **Email Assessment** – there have been no issues this month with email; we can revisit if this becomes an issue again.
- **Church Rent** – Tony will check with the Church. With the Bay Area holding Zoom meetings, instead of in-person meetings, we are hoping that the church will be open to the possibility of holding events at the church hall for \$100 (or another sum) for each event. The \$20 per month Church hall rent could be used to offset Zoom meeting expenses.

## OPEN AGENDA

- **Helpline Call** – Faye had an unusual Helpline Call from a man offering free military-grade drug test cups. The company had an overrun of these drug tests. Discussion. Drug tests are a method of control over the addict, which is not our business. Suggestions were to steer the man to the Recovery Round Table or halfway houses.

## CLOSING

- **Adjournment** – Next BAM will be a virtual meeting on April 6<sup>th</sup> @ 4pm. Theresa motioned to adjourn the meeting; seconded by Kevin. Motion carried unanimously. The meeting was adjourned at 5:46pm.

Submitted by  
Theresa, BA Secretary  
Approved 4/6/24

Bay Area of FL Nar-Anon, Treasurer's Report

February 2024

Cash Checking Account

CURRENT PERIOD - 2/1/2024-2/29/2024			
	Beg Bal	Change	Ending Bal
Prudent Reserve	\$600.00		\$600.00
Non Seventh Tradition Funds	\$627.51		\$627.51
Convention Budget	\$0.00		\$0.00
General Budget	\$0.00		\$0.00
Guidelines Budget	\$0.00		\$0.00
Literature Budget	\$0.00		\$0.00
Narateen Budget	\$0.00		\$0.00
Outreach Budget	\$150.00		\$150.00
Donations to FL Region	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00
Available Balance	<u>\$154.03</u>	\$64.20	\$218.23
<b>Total</b>	<b>\$1,531.54</b>	<b>\$64.20</b>	<b>\$1,595.74</b>

Year-To-Date: 1/01 to 2/29/2024			
	Beg Bal	Change	Ending bal
Prudent Reserve	\$600.00		\$600.00
Non Seventh Tradition Funds	\$702.00	-\$74.49	\$627.51
Convention Budget	\$0.00		\$0.00
General Budget	\$0.00		\$0.00
Guidelines Budget	\$0.00		\$0.00
Literature Budget	\$0.00		\$0.00
Narateen Budget	\$0.00		\$0.00
Outreach Budget	\$150.00		\$150.00
Donations to FL Region	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00
Available Balance	<u>\$1,653.70</u>	-\$1,435.27	\$218.43
<b>Total</b>	<b>\$3,105.70</b>	<b>-\$1,509.76</b>	<b>\$1,595.94</b>

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 2/1/2024-2/29/2024					
	Donations	Literature	Rummage Sale	Total	
<b>Receipts</b>					
Ongoing	\$95.00	\$140.90	\$0.00	\$235.90	
Other					
<b>Total</b>	<b>\$95.00</b>	<b>\$140.90</b>	<b>\$0.00</b>	<b>\$235.90</b>	
<b>Disbursements</b>					
Literature Purchases		\$135.20		\$135.20	
Literature Shipping		\$16.50		\$16.50	
Prudent Reserve				\$0.00	
General Budget	\$20.00			\$20.00	
Guidelines Budget					
Narateen Budget					
Outreach Budget				\$0.00	
Donations to FL Region				\$0.00	
Unbudgeted Expenditures				\$0.00	
Subtotal Disbursements	<u>\$20.00</u>	<u>\$151.70</u>	<u>\$0.00</u>	<u>\$171.70</u>	
<b>Net Change</b>	<b>\$75.00</b>	<b>-\$10.80</b>	<b>\$0.00</b>	<b>\$64.20</b>	

Year-To-Date: (1/01-2/29/2024)					
	Donations	Literature	Rummage Sale	Total	
<b>Receipts</b>					
Ongoing	\$95.00	\$253.40	\$0.00	\$348.40	
Other					
<b>Total</b>	<b>\$95.00</b>	<b>\$253.40</b>	<b>\$0.00</b>	<b>\$348.40</b>	
<b>Disbursements</b>					
Literature Purchases		\$537.65		\$537.65	
Literature Shipping		\$106.02		\$106.02	
Prudent Reserve				\$0.00	
General Budget	\$40.00			\$40.00	
Guidelines Budget					
Narateen Budget					
Outreach Budget				\$0.00	
Donations to FL Region	\$1,100.00			\$1,100.00	
Unbudgeted Expenditures			\$74.49	\$74.49	
Subtotal Disbursements	<u>\$1,140.00</u>	<u>\$643.67</u>	<u>\$74.49</u>	<u>\$1,858.16</u>	
<b>Net Change</b>	<b>-\$1,045.00</b>	<b>-\$390.27</b>	<b>-\$74.49</b>	<b>-\$1,509.76</b>	

## Bay Area of FL Nar-Anon, Treasurer's Ledger

### February 2024

Activity Dates: 2/1 -2/29/24

Beginning Balance	\$1,531.74
Net Increase/Decrease	\$64.20
Ending Balance	\$1,595.94

Date	Num	Payee/Description	Category	Incoming Donations (+)	Literature Sale Incoming (+)	Rummage Sale Incoming (+/-)	Literature Purchases (-)	Expenses (-)	Balance
d/m/yyyy	DEP/CK#/Debit CD	Group Name, Payee name etc...	(ie. Donation & Literature)						<b>\$1,531.74</b>
2/21/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase				-\$135.20		\$1,396.54
2/21/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase Shipping				-\$16.50		\$1,380.04
2/28/24	Deposit	Clearwater Tuesday	Donation and Literature Purchase	\$25.00	\$82.40				\$1,487.44
2/28/24	Deposit	Zephyrhills	Literature Purchase		\$6.00				\$1,493.44
2/28/24	Deposit	Tarpon Springs	Donation and Literature Purchase	\$70.00	\$52.50				\$1,615.94
2/29/24	1251	United Methodist Church	Rent					-\$20.00	\$1,595.94
		<b>ENDING BALANCE</b>	<b>TOTALS</b>	<b>\$95.00</b>	<b>\$140.90</b>	<b>\$0.00</b>	<b>-\$151.70</b>	<b>-\$20.00</b>	<b>\$1,595.94</b>

TO: NFGH World Service Board  
FROM: Bay Area of FL Nar-Anon  
DATE: March 2, 2024

RE: Financial Position Statement

On September 30, 2022 the Bay Area received a memo titled "2022 Nar-Anon State of Affairs". Since that time, the Bay Area has discussed and monitored the financial health of NFGH. The Bay Area acknowledges the difficulty and complexity of the financial problems facing the WSB. The Bay Area recognizes the steps taken to help increase the profitability of NFGH, taking on the duties of the accountant, looking for new places to rent, and other cost saving measures. Thank you all for your time and efforts; we do appreciate all that the Board does for the fellowship.

In the "State of Affairs" memo, the members were asked to contribute more to NFGH. The November 2023 Financial Snapshot shows a substantial increase in donations from our members (almost double the donations of 2021). However, NFGH is still operating in the red. It would seem we need a new approach to bringing NFGH back into financial health. This trend is the basis of our "financial position statement."

Concept Two, "The final responsibility and authority for Nar-Anon services rests with the Nar-Anon Family Groups." In order for the Nar-Anon Family Groups to bear this responsibility, the Bay Area of Florida is requesting:

1. the WSB plan to turn NFGH finances into a positive cash flow
2. the 2024 Budget
3. the December 31, 2022 Balance Sheet
4. the Annual 2022 Profit & Loss Statement
5. the Annual 2021 Profit & Loss Statement

These documents may help us understand the total picture of NFGH finances. The WSB business plan (statement) will help the Bay Area understand how WSB will bring NFGH to financial stability.

Thank you for your service and consideration,  
[Bay Area of Florida Nar-Anon](#)

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Kevin, Bay ASC Treasurer, [ba.treasurer@naranonfl.org](mailto:ba.treasurer@naranonfl.org)

Cc  
Bonnie, FL Region Chair  
Donna, FL Region Delegate  
Yvette, FL Region Alt-Delegate