

Outreach Committee Meeting Notes

October 1, 2018: 6:00 – 7:00 p.m. (EST)

Discussion Topics:

1. Previous Outreach Committee members who may want to continue participating?
No current members know of previous members, not currently participating, who would like to participate.
2. WSO Outreach Committee
Review information on World website
3. Suggestions for Outreach Opportunities
 - Rehab Centers
 - NA Meeting Locations
 - Health Fairs
 - Health and Social Service Agencies
 - Health and Social Service Departments at Local Colleges/Universities
 - Probation Offices
 - Vet Centers (Not at VA but at Vet Centers)
 - Bulletin boards at work
 - Bulletin boards at libraries
 - Public Service Announcements on college/local radio stations
 - Drug Courts
 - Veteran Courts
4. Outreach to Individual Groups in our Region
 - Many groups not participating beyond the group level
 - Hope to reach out and improve cohesiveness among groups and between groups and RSC (Regional Service Committee) through phone calls.
 - Mark requests Outreach Packet. Naples meeting is at its 3rd location in past year and attendance is not growing.
 - “Outreach Challenge” by Rosemary (per Belle) – emailed monthly or bi-monthly to group representative, then printed out and read during group meeting
 - Do larger groups have an Outreach Coordinator?
 - Small groups cannot afford to purchase Outreach Packets
 - Visitors from larger groups can offer to attend smaller meetings
5. Outreach Activities within Individual Groups
 - See “Action Items – TBD” below
6. Signs Displayed During Events
 - Large retractable Nar-Anon pull-down sign is not “eye-catching”
 - I recognize it, but I would not stop to look at it

- Make large, colorful, welcoming poster-board signs and use simple, retractable, tri-pod stand
 - What is the cost for a sign and tri-pod stand?
7. Nar-Anon Posters available on Website
 - Where to display?
 - Which design(s) are most effective / best to purchase?
 - See “Action Items – TBD” below
 8. Info that we should know from Rosemary – past Chair ☺
 - Kim to contact
 9. Budget Allotted for 2018 and Budget Line Items
 - Per Jim, Outreach Committee has a yearly budget of \$2500
 - Budget was increased from previous year to provide travel budget (airfare/hotel) for Kim to attend the bi-yearly F2F (Face-to-Face) RSC meetings held in Central FL
 - Budget also includes a \$300 (maximum) for Outreach Packets (Outreach Packet = \$28 + shipping)
 - White Literature
 - Signage
 - Travel Reimbursement
 - Will be discussed on an individual basis within Committee if requested for mileage
 - Others
 10. Literature Racks with colored pamphlets, as well as white, literature
 - See “Action Items – TBD” below
 11. Outreach Packets from Nar-Anon website
 - View contents on World website - select “Members” then “Outreach”
 12. Are we participating at all nearby NA conventions?
 - See “Action Items – TBD” below
 13. Your suggestions/wants for Committee’s focus
 - Need help to increase meeting attendance

Round Table Discussion:

Please follow order in Table above :-)

Belle:

- Create (or find existing) list of facilities in State of FL, send Outreach Letter from World website, then have a local group member personally follow-up with facility Outreach information, including previous Committee meeting notes, can be found on Florida Nar-Anon website (naranon.fl.org)
- Contact webmaster to add Outreach Committee meeting day/time to FL Nar-Anon website
- Any volunteers to be Secretary for Outreach Committee - to take and distribute meeting notes?
- Remainder of Attendees: “Just trying to get our bearings since so much information to start to digest.” :-)

Action Items:

Belle:

Locate FL facility list, if existing

Kim:

Begin phone calls to each group to establish contact and to offer Outreach Support if needed

Determine cost of printed foam-board sign (24 x 36) and tri-pod stand

Contact Rosemary (previous Chairman) regarding previous outreach work and "Outreach Challenge"

Contact webmaster to add Outreach Committee meeting day/time to FL Nar-Anon website

Jim:

Comment on whether there are any restrictions to giving out Business Cards

Send Outreach Packet to Mark (Naples mtg)

Contact Bob (Crestview mtg) – Meeting has low attendance, but Bob may already have Outreach Packet info

All:

- Please review Outreach Info on World Nar-Anon website under Members then Outreach
<https://www.nar-anon.org/outreach/>
- Please review Outreach Info on Florida Nar-Anon website under Members then Outreach
<https://naranonfl.org/outreach.html>

TBD (To Be Discussed):

- Do larger groups have Outreach Coordinators?
- List of facilities in L.A. (Lower Alabama ;-)
- List of NA Conventions in FL and L.A. (to ensure that nearby groups are aware and participating if possible)
- Literature Racks with colored pamphlets would be helpful/cost effective for display during Health Fairs, etc.?
- Review previous committee meeting notes on Florida Nar-Anon website (nar-anon.fl.org)
- Create separate group contact lists (approximately 10 groups per contact list) for each Outreach Committee member and ask each Committee member to call and offer Outreach Support if needed - and to call periodically to maintain a connection for support/inclusion.
- Make contact with World Outreach Committee through committee member Bonnie N.
- Where to post 8 ½ x 11 posters and which design(s) is most effective for purchase?
- Outreach activities being done in individual groups?

Thank-you All

Next Meeting: November 5, 2018 - 6:00 p.m. EST (5:00 p.m. CST)

Submitted by: Kim F

Outreach Committee Meeting Notes

November 5, 2018: 6:00 – 7:00 p.m. (EST)

(605) 468-8018 Pin 368151

Discussion Topics:

1. Funding for North Lakeland Group to air PSA as per description emailed on Oct. 30th.

Kim talked with Mary C. from North Lakeland Group on Nov. 2nd and learned that, according to Cathy at the WSO, paid advertising may violate Tradition 6 and providing Outreach Funding to an individual group may violate Tradition 7.

Tradition 6: Our Family Groups ought never to endorse, finance or lend our name to any outside enterprise, lest problems of money, property and prestige divert us from our primary spiritual aim; but although a separate entity, we should always cooperate with Narcotics Anonymous.

Tradition 7: Every group ought to be fully self-supporting, declining outside contributions.

2. Rosemary H. gave an overview of the previous Outreach Committee's activities which included compiling a list of facilities in FL, providing Nar-Anon outreach tables at various events, e-mailing a monthly "Outreach Challenge", and providing outreach guidance to groups in the Region. September is Recovery Month. Archived Outreach MoM's are posted on the FL Nar-Anon website.
3. Phyllis S. (a long-time Nar-Anon member who has been active in Outreach and who is soon moving to Arizona) shared that she takes copies of the Outreach information from the Nar-Anon website to her group, includes "Outreach" in the group's Business Meetings, displays the Nar-Anon banner (pull-down sign) at Outreach events, and provided a Nar-Anon Meeting List to a local facility. She provided the link to SAMHSA's list of Opioid Treatment Facilities:
<https://dpt2.samhsa.gov/treatment/directory.aspx>
She also suggested that it would be very helpful for one or more members of the Outreach Committee to participate in the WSO Outreach Roundtable Discussion. (Kim will present the Outreach Roundtable information, sent by Phyllis, at the next Outreach Committee meeting.)
4. Previous Action Items:

Belle: There is a facilities list for FL but it probably requires updating.

Jim: Outreach Packets were sent to Mark (Naples mtg) and Bob (Ft. Walton).
There are no restrictions on giving out the Business Cards. Each person giving out a card decides if he/she wants to include their phone number on the card.

Kim: The Outreach Committee meeting information is posted on the FL Nar-Anon website and the monthly Meeting Notes will be sent to the Webmaster for posting also.

Action Items:

- ❖ Belle and Rosemary will work to create a seasonal Outreach Challenge Flyer based on the monthly challenge published on the Nar-Anon website. The wording on the flyer will be reviewed by the RSC before the flyer is mass distributed. A copy of the Outreach Cover Letter(s) from the Nar-Anon website will be attached to the mass e-mail also.
- ❖ Kim and Karen will begin calling each group to establish contact, to learn about outreach activities being done in individual groups, and to offer outreach support if needed. During the phone call they will ask if the group has an Outreach Coordinator.
- ❖ Kevin will contact the WSO to learn how he can obtain a 501(c)3 letter for Alabama. Jim has a copy of the 501(c)3 letter for Florida.
- ❖ Viviane will confirm the meeting location(s) in Birmingham via the Nar-Anon website and contact Rand M. to ask if the entire state of Alabama is included in the FL Region.
- ❖ Karen will begin to compile a list of facilities in L.A. (Lower Alabama).
- ❖ Kim will call Bonnie N. (World Outreach Committee) and Sheryl H. (Nar-Anon Board Member) for guidance regarding the use of Regional Outreach Funds to support individual groups and to pay for PSA's in print (signage), video (t.v.) and audio (radio). Kim will also ask about raising funds through garage sales, bake sales, etc.
- ❖ All of us please review Outreach Info on World Nar-Anon and Florida Nar-Anon websites

<https://www.nar-anon.org/outreach/>

<https://naranonfl.org/outreach.html>

Topics for Continued Discussion:

1. Suggestions for Outreach Opportunities
 - * Rehab Centers
 - * NA Meeting Locations
 - * Health Fairs
 - * Health and Social Service Agencies
 - * Health and Social Service Departments at Local Colleges/Universities
 - * Probation Offices
 - * Vet Centers (Not at VA but at Vet Centers)
 - * Bulletin boards at work
 - * Bulletin boards at libraries
 - * Public Service Announcements on college/local radio stations
 - * Drug Courts
 - * Veteran Courts
(Poster choice will be left up to the person volunteering to request display of the poster.)
 - * **Medical Conferences**
 - * **Medical Personnel**
 - * **SAMSHA (Substance Abuse and Mental Health Services Administration)**
2. Create list of recovery/rehab facilities in FL
Create list of recovery/rehab facilities in L.A. (Lower Alabama)
Create list of NA conventions in FL and Alabama
3. Send Outreach Letter to recovery/rehab facilities from lists above and follow-up with a phone call.
4. **Send facilities list to groups and ask, as an "Outreach Challenge", that local groups follow up with a phone call or visit.**
5. Literature Racks with colored pamphlets would be helpful/cost effective for display during Health Fairs, etc.?
6. Colorful signs in addition to large retractable Nar-Anon pull-down sign?
The cost for a portable tri-pod stand and a 24 x 36 color sign are approximately \$30 each at Staples.
7. **As an "Outreach Challenge", ask groups to make a list of nearby NA groups and place Nar-Anon pamphlets (with permission) at those meetings.**

Thank-you All ☺

Next Meeting: December 3, 2018 - 6:00 p.m. EST (5:00 p.m. CST)
Next RSC Meeting – Sunday, December 16th, 7:30 pm EST (6:30 CST)

Outreach Committee Meeting Notes

December 3, 2018: 6:00 – 7:00 p.m. (EST)

(605) 468-8018 Pin 368151

Discussion Topics:

1. Information in the GSL provided clarification on Nar-Anon's position regarding "paid advertising" and "outside contributions"
 - ❖ Per Page 10-1 in the GSL (2016), groups are allowed to pay for an ad to make the community aware of Nar-Anon.
 - ❖ Per Page 8-2 of the GSL, Outside Contributions are from sources outside of the Nar-Anon fellowship.
2. A request was made to consider reimbursement for literature purchased for Nar-Anon's participation (Dec. 22 – 30) in the South Dade Area of NA's 24 hour meetings "Coming Out of the Dark". The request was approved unanimously by the Committee.
2. After the November meeting, Phyllis emailed Kim a summary of the NA conventions held in South Florida. Florida NA convention dates are available on the NA.org website. (During the January meeting, Kim will ask if there is willingness from a committee member to take responsibility for monitoring upcoming NA conventions and contacting Nar-Anon groups in the vicinity to learn if Nar-Anon is planning to participate.)
3. The quarterly, one-hour, WSO Outreach Roundtable Meetings will begin on January 27th, 2019 at 4:00 pm EST (3:00 CST). The meetings will be held via Skype. If you want to join the roundtable, please send your Skype contact name and your Region or Area, if applicable, to outreach@nar-anon.org

Agenda:

- Share recent outreach activity
- Highlight a best practice or success story
- Raise a question
- Brainstorm about future projects

Action Items:

1. Belle and Rosemary are working to create an Outreach Challenge Flyer based on the monthly challenge published on the Nar-Anon website. The Flyer, and a copy of the Nar-Anon Outreach Cover Letter, will be e-mailed to each contact in the Group List.
2. After the holidays, Kim will send an e-mail to each contact in the Group List with the goal of:
 - ❖ Establishing contact with individual groups
 - ❖ Offering Outreach Support
 - ❖ Learning about the outreach activities being done by individual groups
 - ❖ Providing Outreach Committee meeting details.

The Group List will be divided into three (3) sections and Kim, Karen, and Kevin will each be responsible for following-up with their section of contacts. (The suggested e-mail was read aloud and commented on by the committee members.)

3. Rosemary will forward the latest copy of previous Outreach Committee's budget/expenses to Kim.
4. Kevin will talk with Jim to learn how he can obtain a 501(c)3 letter for Alabama. (Jim has a copy of the 501(c)3 letter for Florida.)
5. Viviane will confirm the meeting location(s) in Birmingham via the Nar-Anon website and contact Rand M. to ask if the entire state of Alabama is included in the FL Region.
6. Karen is working to compile a list of facilities in L.A. (Lower Alabama). She has left a message with the Executive Director of the Medical Society of Mobile.
7. Kim will submit a question to the WSO Outreach Roundtable about raising funds through bake sales, garage sales, etc. and anonymity.

Thank-you All ☺

Next Meeting: January 7, 2019 - 6:00 p.m. EST (5:00 p.m. CST)