

BAY AREA MEETING MINUTES

Saturday, December 7, 2024 | 4-5:25pm | Virtual Meeting

draft

OPENING

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

ROLL CALL (there are 13 BA Groups) 7 attendees; 6 voting; 1 non-voting (NV), *dual role

- | | |
|--|--|
| (1) Clearwater GSR, Sandy | (5) Tampa GSR, Tony (*BA Literature Rep) |
| (2) Crystal Beach GSR, Maureen | (6) Theresa (Secretary & Guidelines Chair) |
| (3) Holiday GSR, Dawn | (7) Marguerite, Bay Area Rep (Chair), (NV) |
| (4) Tarpon Springs GSR, Kevin (*Treasurer) | |

MINUTES

Motion to approve the November 2nd minutes as written was made by Sandy, seconded by Kevin. Motioned opened for discussion. Motion approved unanimously.

OFFICER REPORTS

- ASR Report – Marguerite submitted to Bonnie (FL Region Chair) her report for Sunday, December 8th Virtual Assembly.
- Treasurer Report – Kevin reviewed the November treasurer reports (attached). This month, the Bay Area must renew our Fictitious Name which is \$50.

REPORTS

- **Literature Rep** – Tony reported that he will need to order small Blue Books & Newcomer Packets, about 40 which will run about \$150. Groups are reminded to place literature orders by the 14th of the month.
- **Outreach**
 - ❖ **PAR Academy** – Sandy has not been contacted by PAR on opening date.
 - ❖ **BA Outreach Material/Equipment** –
 1. Kevin took photos of the Bay Area Outreach material he has. There are dozens of various pamphlets. The BA Guidelines outlines 13 specific pamphlets the BA will keep on hand for Outreach.
 2. Kevin has 3 items that need to be returned to the Region – a CAL Nar-Anon flyer displayed in a standing concave display, laminated FL Region QR display flyers in 8x11 and “tent” format.
 3. Yvette has the BA tent & Nar-Anon pamphlet rack. The rack will be donated to the Region. (NOTE: who has the BA Nar-Anon banner?)
 4. **MOTION: Theresa motioned to buy acrylic stands for BA Outreach not to exceed \$100 for pamphlet & flyer displays. Dawn seconded the motion. Motion carried unanimously.**
 5. Kevin suggested looking at the display angles, so they are uniform. Dawn suggested connecting displays. Theresa recommended some of the displays be single to place in various places on the Outreach table for ease of people picking up pamphlets. The Bay Area will buy 2 sets initially for displaying Nar-Anon literature at Outreach Events that are held simultaneously or proximity in time. Another set can be added in the future. This year, 3 NOPE events in 3 different counties were held the same day. (Note: There was no mention of the BA Nar-Anon banner).
 6. 4 pamphlets will be used for our Outreach Table. Sandy & Dawn will meet and recommend the pamphlets the BA may stock for Outreach. Members recommended that CAL that is free to print be used for cost reduction (i.e. the Hope pamphlet (O-406) and the Teen version (O-432) of the

Hope pamphlet). Theresa pointed out that once we decide on the core 4 pamphlets, we will need to make a motion so that the BA Guidelines can be changed to reflect the decision.

7. Sandy recommended a single point of contact for the BA Outreach material be determined at the January meeting to manage the inventory. Right now, Kevin has the Outreach material with the exception of the document stand (for the QR code flyer), the Nar-Anon banner and the tent & rack.

OLD BUSINESS

NEW BUSINESS

- **2025 BA Budget** – The Bay Area’s 2024 Year End Report will not be available until the end of December. Kevin went over the proposed 2025 BA budget. The members decided to defer the 2025 BA budget until the January meeting.
- **2025 BAM Schedule** – Theresa created a year calendar for the members to view. There will be no meeting in July and the September meeting will be determined at a later date. 2025 meetings: Jan 4, Feb 1, Mar 1, Apr 5, May 3, Jun 7, Aug 2, Sept TBD, Oct 4, Nov 1, and Dec 6.
- **BA Elections** – no letters of willingness have been submitted to fill the vacant positions within the Bay Area. We need an Outreach Chair and Alt-ASR.
- **January meeting agenda item** – a fellowship event will be discussed

CLOSING

- **Adjournment** – Theresa motioned to adjourn the meeting at 5:25pm which was seconded by Kevin. Motion carried unanimously. The meeting was adjourned at 5:25pm.

Submitted by
Theresa, BA Secretary
draft

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

November 2024

Cash Checking Account

CURRENT PERIOD - 11/1/2024-11/30/2024			
	Beg Bal	Change	Ending Bal
Prudent Reserve	\$600.00		\$600.00
Non Seventh Tradition Funds	\$376.68		\$376.68
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>-\$44.18</u>	\$749.00	\$704.82
Total	\$1,082.50	\$749.00	\$1,831.50

Year-To-Date: 1/01 to 11/30/2024			
	Beg Bal	Change	Ending bal
Prudent Reserve	\$600.00		\$600.00
Non Seventh Tradition Funds	\$702.00	-\$325.32	\$376.68
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	\$0.00	\$150.00
Donations to FL Region	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00
Available Balance	<u>\$1,653.70</u>	<u>-\$948.88</u>	\$704.82
Total	\$3,105.70	-\$1,274.20	\$1,831.50

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 11/1/2024-11/30/2024				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$500.00	\$249.00	\$0.00	\$749.00
Other				
Total	\$500.00	\$249.00	\$0.00	\$749.00
Disbursements				
Literature Purchases		\$0.00		\$0.00
Literature Shipping		\$0.00		\$0.00
Prudent Reserve				\$0.00
General Budget	\$0.00			\$0.00
Guidelines Budget				
Narateen Budget				
Outreach Budget	\$0.00	\$0.00		\$0.00
Donations to FL Region	\$0.00	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00	\$0.00
Subtotal Disbursements	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Net Change	\$500.00	\$249.00	\$0.00	\$749.00

Year-To-Date: (1/1-11/30/2024)				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$2,930.00	\$803.25	\$0.00	\$3,733.25
Other				
Total	\$2,930.00	\$803.25	\$0.00	\$3,733.25
Disbursements				
Literature Purchases		\$1,194.15		\$1,194.15
Literature Shipping		\$261.28		\$261.28
Prudent Reserve				
General Budget	\$199.00			\$199.00
Guidelines Budget				
Narateen Budget				
Outreach Budget	\$0.00	\$47.70		\$47.70
Donations to FL Region	\$2,980.00			\$2,980.00
Unbudgeted Expenditures	\$0.00		\$325.32	\$325.32
Subtotal Disbursements	<u>\$3,179.00</u>	<u>\$1,503.13</u>	<u>\$325.32</u>	<u>\$5,007.45</u>
Net Change	-\$249.00	-\$699.88	-\$325.32	-\$1,274.20

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

November 2024

Activity Dates: 11/1 -11/30/24

Beginning Balance	\$1,082.50
Net Increase/Decrease	\$749.00
Ending Balance	\$1,831.50

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)						\$1,082.50
11/18/24	Deposit	Clearwater Tuesday	Donation & Literature	\$200.00	\$78.00				\$1,360.50
11/18/24	Deposit	Lutz	Literature	\$0.00	\$53.00				\$1,413.50
11/18/24	Deposit	Tampa North	Donation & Literature	\$200.00	\$54.00				\$1,667.50
11/18/24	Deposit	Zephyrhills	Literature	\$0.00	\$64.00				\$1,731.50
11/24/24	Zelle	Tarpon Springs	Donation	\$100.00	\$0.00				\$1,831.50
		ENDING BALANCE	TOTALS	\$500.00	\$249.00	\$0.00	\$0.00	\$0.00	\$1,831.50

Balance Per Bank 11/30/2024	\$1,831.50
Add Outstanding deposit	\$0.00
less outstanding check	\$0.00
Bank account renconciled	\$1,831.50

2025

January						
S	M	T	W	T	F	S
			*1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	*20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16*	*17	18	19	20	21	22
23	24	25	26	27	28	

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
*20	21	22	23	24	25	26
27	28	29	30			

May						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	*26	27	28	29	30	31

June						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	*19	20	21
22	23	24	25	26	27	28
29	30					

July - NO MEETING						
S	M	T	W	T	F	S
		1	2	3	*4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September - TBD						
S	M	T	W	T	F	S
	*1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	*13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	*11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	*27	28	29
30						

December						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	*25	26	27
28	29	30	31			

*USA Holidays:	
Jan 01	New Year's Day
Jan 20	M L King Day
Feb 17	Presidents' Day
Apr 20	Easter (NA Federal Holiday)
May 26	Memorial Day
Jun 19	Juneteenth
Jul 04	Independence Day
Sep 01	Labor Day
Oct 13	Columbus Day
Nov 11	Veterans Day
Nov 27	Thanksgiving Day
Dec 25	Christmas
FL Region Events	
Mar 8	FL Region Assembly
June 8	Virtual Assembly
July 4-6	FRCNA (Convention)
Sept	TBD
DEC	TBD
Bay Area Meetings	
Jan 4	
Feb 1	
Mar 1	
Apr 5	
May 3	
June 7	
July	NO MEETING,, FRCNA
Aug 2	
Sept	TBD
Oct 4	
Nov 1	
Dec 6	