

BAY AREA SPECIAL MEETING MINUTES

Saturday, January 4, 2025 | 4-5:04pm | Virtual Meeting

draft

OPENING

Theresa opened the virtual BA meeting at 4:03pm with the Serenity Prayer. The 1st Tradition & Concept were read.

ROLL CALL

5 attendees; 5 voting; *dual role (note: there are 13 BA Groups)

- | | |
|---|---|
| (1) Clearwater GSR, Sandy | (4) Tarpon Springs GSR, Kevin, *BA Treasurer |
| (2) Crystal Beach GSR, Maureen | (5) Theresa, *BA Secretary & Guidelines Chair |
| (3) Tampa GSR, Tony, *BA Literature Rep | |

OFFICER REPORTS

- ASR – absent, no report
- Treasurer – Kevin reviewed the December Treasurer Report with the members.

REPORTS

- Literature Rep – Large Literature order went in and are awaiting shipment. It looks like the entire order will be filled. Order was \$1551.63. There was \$321.63 in shipping costs. SESH books currently sell for \$18 on WSO. Members discussed the pros and cons of adding shipping costs to each SESH book. Each SESH book, on average, costs \$3.50 for shipping. Members decided by consensus to put in the minutes and in an email to group GRSs that they might want to consider selling the SESH books for \$18 plus shipping or round off to \$20 or \$21. Theresa will notify the groups to stock up on literature.
- Outreach
 - ❖ PAR Academy – no activity.
 - ❖ BA Outreach
 - BA Outreach Inventory (banner, material, etc.) Kevin is working on getting the tent from Yvette. Kevin will contact Yvette or someone from the Region to officially donate the literature rack to the region.
 - The acrylic literature racks have not been ordered yet due to the large literature order and unknown shipping costs. Kevin will order the acrylic racks this month.
 - The Clearwater group has volunteered to share their 8x10 WSO Nar-Anon posters for the large literature/flyer holder for Bay Area Outreach.
 - Sandy & Dawn had met and have recommended the following pamphlets for the BA to stock (all are free to download and print)
 - O-406 Nar-Anon Offers Hope
 - O-407 What's Nar-Anon?
 - O-431 To the Concerned Teenaged Family Member
 - O-432 Narateen Outreach
 - S-322 New to Nar-Anon or Thinking About Attending a Meeting? (free to print)
 - Kevin will count how many of the above 5 pamphlets the BA currently has in the BA Outreach stock and report the numbers back to us at the February meeting.

NEW BUSINESS

- 2025 BA Budget – Kevin reviewed the proposed 2025 budget with members, Kevin motioned to approve the 2025 budget: seconded by Theresa. Motion carried unanimously.

OLD BUSINESS

OPEN AGENDA – To Be Put on February Agenda

- Fellowship Event – members decided on a potluck fellowship event vs picnic and decided on a potluck. Tony will check with the church for availability in March or April. The Fellowship event hopefully will attract members to service in the BA. Theresa will notify GSRs when the notice goes out to groups about the fellowship event, that there will be a donation basket which will go directly to WSO.
- **WSO Bulletin 005 – WSO financial status**– Groups are asked to either submit their thoughts for wording to be added to a letter that will be drafted at the February meeting to WSO. Send those suggested wording to the BA secretary, Theresa (ba.secretary@naranonfl.org). Please keep it to just a couple of sentences. The February meeting will be the drafting of the letter.

CLOSING

- Adjournment - Sandy motioned to adjourn the meeting at 5:04pm which was seconded by Kevin. Motion carried unanimously.

Submitted by
Theresa, BA Secretary
draft

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

December 2024

Cash Checking Account

CURRENT PERIOD - 12/1/2024-12/31/2024			
	Beg Bal	Change	Ending Bal
Prudent Reserve	\$600.00	-\$410.33	\$189.67
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	\$1,540.00	\$1,540.00
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>\$704.82</u>	-\$704.82	<u>\$0.00</u>
Total	\$1,831.50	\$424.85	\$2,256.35

Year-To-Date: 1/01 to 12/31/2024			
	Beg Bal	Change	Ending bal
Prudent Reserve	\$600.00	-\$410.33	\$189.67
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	\$1,540.00	\$1,540.00
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>	-\$1,653.70	<u>\$0.00</u>
Total	\$3,105.70	-\$849.35	\$2,256.35

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 12/1/2024-12/31/2024					
	Donations	Literature	Rummage Sale	Total	
Receipts					
Ongoing	\$244.35	\$230.50	\$0.00	\$474.85	
Other					
Total	\$244.35	\$230.50	\$0.00	\$474.85	
Disbursements					
Literature Purchases		\$0.00		\$0.00	
Literature Shipping		\$0.00		\$0.00	
Prudent Reserve				\$0.00	
General Budget	\$50.00			\$50.00	
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	\$50.00	\$0.00	\$0.00	\$50.00	
Net Change	\$194.35	\$230.50	\$0.00	\$424.85	

Year-To-Date: (1/1-12/31/2024)					
	Donations	Literature	Rummage Sale	Total	
Receipts					
Ongoing	\$3,174.35	\$1,033.75	\$0.00	\$4,208.10	
Other					
Total	\$3,174.35	\$1,033.75	\$0.00	\$4,208.10	
Disbursements					
Literature Purchases		\$1,194.15		\$1,194.15	
Literature Shipping		\$261.28		\$261.28	
Prudent Reserve					
General Budget	\$249.00			\$249.00	
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	\$3,229.00	\$1,503.13	\$325.32	\$5,057.45	
Net Change	-\$54.65	-\$469.38	-\$325.32	-\$849.35	

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

December 2024

Activity Dates: 12/1 -12/31/24

Beginning Balance	\$1,831.50
Net Increase/Decrease	\$424.85
Ending Balance	\$2,256.35

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)						\$1,831.50
12/17/24	Deposit	Clearwater Tuesday	Donation & Literature	\$44.35	\$108.00				\$1,983.85
12/17/24	Zelle	Lutz	Donation	\$100.00					\$2,083.85
12/17/24	Deposit	Zephyrhills	Literature		\$32.50				\$2,116.35
12/18/24	Check #1125	Florida Dept of State	Fictitious Name Renewal					-\$50.00	\$2,066.35
12/27/24	Zelle	Tarpon Springs	Literature	\$0.00	\$90.00				\$2,156.35
12/31/24	Zelle	Tarpon Springs	Donation	\$100.00	\$0.00				\$2,256.35
		ENDING BALANCE	TOTALS	\$244.35	\$230.50	\$0.00	\$0.00	-\$50.00	\$2,256.35

Balance Per Bank 12/31/2024	\$2,206.35
Add Outstanding deposit	\$100.00
less outstanding check	-\$50.00
Bank account reconciled	\$2,256.35

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

Cash Checking Account Proposed

Proposed 2025			
	01/01/25 Beg Bal	2025 Budget	Ending Bal
Prudent Reserve	\$190.00	\$410.00	\$600.00
Non Seventh Tradition Funds	\$376.00	-\$376.00	\$0.00
Convention Budget	\$0.00		\$0.00
General Budget	\$0.00		\$0.00
Guidelines Budget	\$0.00		\$0.00
Literature Budget	\$1,540.00	-\$1,540.00	\$0.00
Narateen Budget	\$0.00		\$0.00
Outreach Budget	\$150.00	\$150.00	\$300.00
Donations to FL Region	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00
Available Balance	\$0.00	\$1,389.00	\$1,389.00
Total	\$2,256.00	\$33.00	\$2,289.00

Receipts and Disbursements - Cash Basis

YTD 2024 Versus 2025 Budget									
		2024 Donations	2025 Donations	2024 Literature	2025 Literature	2024 Rummage Sale	2025 Rummage Sale	2024 Total	2025 Budget Total
Receipts									
	Ongoing	\$3,174.00	\$3,196.00	\$1,033.00	\$1,400.00	\$0.00	\$0.00	\$4,207.00	\$4,596.00
	Other								
	Total	\$3,174.00	\$3,196.00	\$1,033.00	\$1,400.00	\$0.00	\$0.00	\$4,207.00	\$4,596.00
Disbursements									
	Literature Purchases			\$1,194.00	\$1,400.00			\$1,194.00	\$1,400.00
	Literature Shipping			\$261.00	\$300.00			\$261.00	\$300.00
	Prudent Reserve							\$0.00	\$0.00
	General Budget	\$249.00	\$160.00					\$249.00	\$160.00
	Guidelines Budget								
	Narateen Budget								
	Outreach Budget	\$0.00	\$300.00	\$48.00	\$0.00			\$48.00	\$300.00
	Donations to FL Region	\$2,980.00	\$2,026.00	\$0.00	\$0.00			\$2,980.00	\$2,026.00
	Unbudgeted Expenditures	\$0.00	\$0.00			\$325.00	\$377.00	\$325.00	\$377.00
	Subtotal Disbursements	\$3,229.00	\$2,486.00	\$1,503.00	\$1,700.00	\$325.00	\$377.00	\$5,057.00	\$4,563.00
	Net Change	-\$55.00	\$710.00	-\$470.00	-\$300.00	-\$325.00	-\$377.00	-\$850.00	\$33.00



WORLD SERVICE BOARD BULLETIN

Bulletin 005

The Health and Future of Our Fellowship

We are reaching out to communicate an urgent financial situation within our fellowship.

The 2024 budget presented at the IWSC showed the monthly total income required to service the needs of the fellowship is \$35,000. This has only been met twice thus far, in January and again in September. Literature sales and contributions have not kept pace with what is required. The monthly financial statements posted reflect our current situation. **YTD our fellowship reflects a loss of \$44,197. January 2024 operating cash was \$54,012; November 2024 operating cash is \$2,296.**

We are taking the following steps to address this situation:

- A recent employee resignation created a vacancy in the production department. We will not fill this vacancy.
- All remaining employees have taken a 20% reduction in pay.
- We will not purchase any supplies needed to produce literature. We will only utilize our current paper inventory to fill orders.
- We will not produce any additional literature beyond the supplies currently on hand.
- We will continue to sell literature on hand.
- As literature inventory is depleted, we will indicate "SOLD OUT" on the website and will direct members to purchase e-book versions if available.
- We are reviewing all current contracts to determine how to cease our responsibility.

The World Service Office (WSO) provides vital services to the fellowship as a whole – not just to the United States, or the North American continent. For a sustainable future in Nar-Anon, we need income that keeps the focus on our mission of helping friends and families facing addiction. As a result of the above actions, the level of service that the WSO currently provides will decrease. Your patience is needed during this time.

We need always remember Concept Two: "The final responsibility and authority for Nar-Anon services rests with the Nar-Anon Family Groups." A contribution to your group is a contribution to the services of the entire fellowship – not just to the group, not just to the region, not just to the NSO. Some groups are not able to contribute beyond keeping meetings healthy and that is understandable.

We urge groups and regions with funds to do their part to ensure the services of the WSO can continue. Regular contributions of funds in excess of prudent reserves are needed at the World level to ensure the health and future of our fellowship.