Bay Area Meeting Minutes

Sunday, May 3, 2026 | 4-5pm | Virtual Meeting

accepted 8/2/26

OPENING

Tony opened the virtual BA meeting at 4pm with the Serenity Prayer. The 2nd Tradition and 2nd Concept of the month were read.

ROLL CALL: 8 attendees: 8 voting

*KEY: *Dual Role*

Clearwater ALT GSR, Sandy	BA ALT-ASR, Marguerite BA	*BA ASR, Lit Rep, Tampa Contact, Tony
Tarpon Springs GSR, Anna	BA Treasurer, Rae	*BA Secretary & Guidelines Chair, Theresa
Crystal Beach GSR, Maureen	BA Outreach Chair, Donna	

MINUTES

Marguerite motioned to accept the Feb 1st BA Minutes; seconded by Donna. Motion opened for discussion. Motion to accept the February 1st minutes carried unanimously.

OFFICER REPORTS

- ASR Report - Tony, ASR, will be addressing issues throughout the agenda.

- Treasurer Report

  Rae, BA Treasurer, reviewed with the members the Bay Area Income and Expense Tracker 2026. The report is attached. There was a double entry for "Unbudgeted Expenditures" which was corrected to just one instance. Under 'Transactions" page, the words "Palm Harbor" in Crystal Beach/Palm Harbor was removed; It is just Crystal Beach.

  Some Transaction descriptions were changed and will remain as future descriptions.

  a) Literature & literature shipping transactions description will indicate "NFG Store". Tony, as Literature Rep, makes the purchases from NFG Webstore using the BA debit card.

  b) Members agreed that Group donations or purchases will include the city of the group, Group ID# and method of transaction (Zelle, Venmo, Money Order, etc.), in that order.

  c) On the Monthly Overview, there will be a section that will reflect the information below (bank balance, Prudent Reserve, Outreach reserve, non-seventh Tradition funds, and available balance.

  d) The BA has a bank balance of $1680.04 of which $600 is set aside for Prudent Reserve, $150 for Outreach reserve and $228.24 for Non-7th Tradition reserve; totaling $978.24. The amount available for donation is $701.80 ($1680.04 minus $978.24 equals $701.80)

  e) MOTION: Donna motioned to donate $701.80 to the Florida Region. Sandy seconded. Motion carried unanimously.

- Secretary Report

  a) Contact List: There was a correction to Rae's phone number. ACTION: Theresa will send out the updated Contact List to the Bay Area and ask GSRs to review their information for accuracy.

  b) Donna has not received any email as BA.Outreach@naranonfl.org. Theresa will set up a dedicated email address for Donna.

COMMITTEE REPORTS

- Guidelines Report

  Theresa added the old (2018-2025) Treasurer Report template to the archive section of the BA website and included the new Treasurer Template to the BA Guidelines. The revised BA Guidelines is up on the BA webpage.

- Literature Report

a) BA Inventory (current inventory vs February 1st inventory):
(22 vs 36) SESH books; (2 vs 16) Nar-Anon 36 Workbooks, (45 vs 80) small Blue Booklets, (80 vs 100) large Blue Booklets, (20 vs 50) Newcomer Packets, (2 vs 3) Guide to Local Services, (1 vs 3) Fourth-Step Workbook; (1) Secretary's Books.

b) Tony may restock on other items for ECC8, BA Literature for sale table. Donna recommended adjusting the pricing higher to include shipping for the BA. Tony will attend ECC8 and bring the BA literature stock.
ACTION: Tony, Literature Rep, will order more Nar-Anon 36 Workbooks.

- Outreach Report

a) Donna, our BA Outreach Chair, attended "Spring Into Hope" Recovery Walk on Saturday in Zephyrhills. Donna brought her own tent, the BA Outreach materials which include table, Nar-Anon banner, literature stands and Outreach materials (see photo to right that Donna shared with us). At this event, Donna used her personal tent (which was damaged in the winds that kicked up prior to the storm). The BA tent is old and no longer usable (it's 8 years old).
Single person setups are difficult. Donna had help from other vendors to set up but the reliance on others for help in setup is not sustainable. Donna needs more support from the BA members in Outreach events.



Donna was joined by Bonnie (FL Region Chair), and they were able to make many contacts at the event. Donna followed up with sending Dade City police captain Outreach pamphlets in PDF format for printing and distribution by officers as needed.
MOTION: Theresa motioned, Rae seconded, for the BA Outreach Chair to purchase up to $150 for a tent for the Bay Area.

NEW BUSINESS

- ECC8

The hotel has worked with ECC committee, releasing the room quota contract item. If a member wants to reserve a room, they must call the hotel to secure the room under the ECC rate if available. There will be a reception on Friday from 5-6:30 with hors d'oeuvres. Dinner on Saturday will feature a speaker. About 58 are registered to date. Tony volunteered to be the Sunday morning Speaker. Registration is $90 for all 3 days (also $90 @ the door).

OLD BUSINESS

- Events for 2026. Tony will send out an email to groups with questions to be sent back by June 1. Questions will center on what the Groups would be interested in attending (picnic, speaker meeting, etc.)

OPEN AGENDA

- Donna asked for Bay Area support for the new meeting in New Port Richey on Wednesday night. Please encourage members to try to attend this new meeting.

ADJOURNMENT

The next BAM is Sunday, August 2nd at 4pm via ZOOM. Motion to adjourn was made by Theresa, seconded by Donna. Motion carried unanimously. The meeting adjourned at 5pm.

Submitted by
Theresa, BA Secretary
Photo by Donna C, used with permission
accepted August 2, 2026

TRANSACTIONS

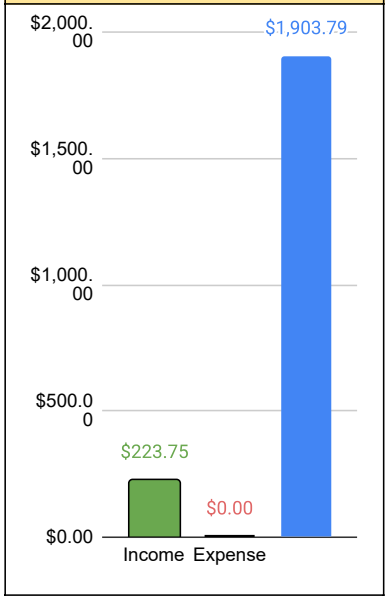
DATE	TYPE	CATEGORY	AMOUNT	DESCRIPTION
1/1/2026	Income	Balance Forward	$1,112.72	balance forward
1/5/2026	Income	Donations income	$50.00	Spring Hill Group #127-085
1/13/26	Income	Donations income	*$129.75*	Clearwater Group #127-005 - Money order
1/19/26	Expense	Outreach Expense	$70.25	Reimburse Outreach chair for Nar-Anon Banner
1/20/26	Expense	Literature Purchased	$16.20	Purchase Literature -NFG STORE- Debit card
1/20/26	Expense	Literature Shipping	$4.90	Literature shipping - NFG STORE- Debit card
1/27/26	Income	Donations income	$100.00	Zelle -Lutz Group #127-025
2/2/26	Income	Donations income	$150.00	Clearwater Group #127-005- Money order
2/6/26	Expense	Donations to FL Region	$322.88	Zelle Payment #4857201977
2/11/26	Income	Literature Sales Income	$37.80	Literature for Clearwater Group #127-005
2/16/26	Expense	Literature Purchased	$31.00	Purchase Literature - NFG STORE- Debit card
2/16/26	Expense	Literature Shipping	$11.10	Literature shipping - NFG STORE- Debit card
2/25/26	Income	Literature Sales Income	$171.50	Literature for Tarpon Springs Group # 127-052
3/2/26	Income	Donations income	$100.00	Clearwater Group #127-005 - Money order
3/3/26	Income	Donations income	$100.00	Zelle - Lutz Group #127-025
3/15/26	Income	Donations income	$75.00	Crystal Beach #127-010
3/15/26	Income	Donations income	$112.50	New Port Richey - Group #127-130
3/24/26	Income	Literature Purchased	$43.00	Crystal Beach #127-010
4/7/26	Income	Literature Sales Income	$9.00	Literature for Oldsmar Group #127-034
4/13/26	Expense	General Expense	$169.90	Zoom
4/28/26	Income	Literature Sales Income	$115.00	Literature for Crystal Beach Group #127-010
5/3/26	Income	Literature Sales Income	$77.75	Literature for Crystal Beach Group #127-010
5/3/26	Income	Donations income	$146.00	Clearwater Group #127-005 - Money order

May

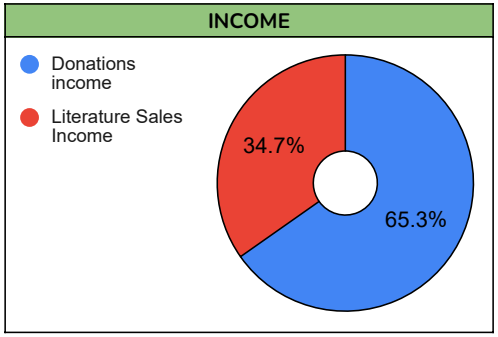
Select the Month and Year	
Month:	May
Year:	2026

Income	$223.75
Expense	$0.00
Bank Balance	$1,903.79

CASH FLOW



INCOME



EXPENSE

Notes to me:

The "available balance" is always calculated as follows:

Cash at the end of the period	$1,680.04
Less Prudent Reserve	-$600.00
Less outreach Budget	-$150.00
Less Non Seventh Traditions Funds	-$228.24
Less any other budget	
Equals the available balance for the donation to region	

Donation to Fl Region 3 may meeting $701.80

INCOME

Category	Amount
Donations income	$146.00
Literature Sales Income	$77.75
Non 7th Tradition ($228.24)	$0.00
Outreach Reserve ($150)	$0.00
Prudent Reserve ($600)	$0.00

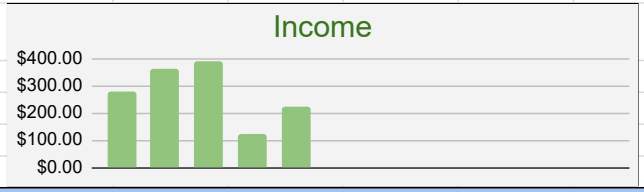
EXPENSE

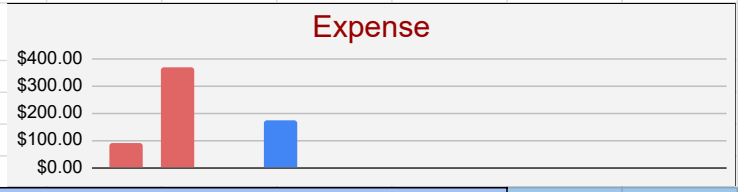
Category	Amount
Literature Purchased	$0.00
Literature Shipping	$0.00
General Expense	$0.00
Outreach Expense	$0.00
Donations to WSO	$0.00
Donations to FL Region	$0.00
Unbudgeted Expenditures	$0.00
Non 7th Tradition Expense	$0.00
Prudent Reserve Expense	$0.00

279

Income and Expense Overview

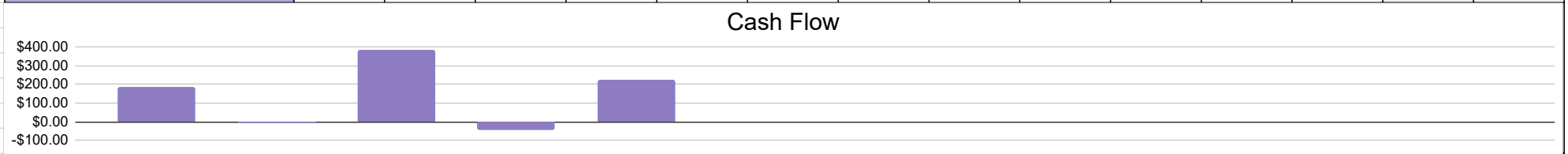
Start Month:	January
Start Year:	2026





OVERVIEW

Category	January	February	March	April	May	June	July	August	September	October	November	December	Total	Average
Income	$279.75	$359.30	$387.50	$124.00	$223.75	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,374.30	$114.53
Expense	$91.35	$364.98	$0.00	$169.90	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$626.23	$52.19
Cash Flow	$188.40	-$5.68	$387.50	-$45.90	$223.75	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$748.07	$62.34



MONTHLY INCOME BREAKDOWN

Cateorgy	January	February	March	April	May	June	July	August	September	October	November	December	Total	Average
Donations income	$279.75	$150.00	$387.50	$0.00	$146.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$963.25	$80.27
Literature Sales Income	$0.00	$209.30	$0.00	$124.00	$77.75	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$411.05	$34.25
Non 7th Tradition ($228.24)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Outreach Reserve ($150)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Prudent Reserve ($600)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Balance Forward	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

MONTHLY EXPENSE BREAKDOWN

Cateorgy	January	February	March	April	May	June	July	August	September	October	November	December	Total	Average
Literature Purchased	$16.20	$31.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$47.20	$3.93
Literature Shipping	$4.90	$11.10	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$16.00	$1.33
General Expense	$0.00	$0.00	$0.00	$169.90	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$169.90	$14.16
Outreach Expense	$70.25	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$70.25	$5.85
Donations to WSO	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Donations to FL Region	$0.00	$322.88	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$322.88	$26.91
Unbudgeted Expenditures	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Non 7th Tradition Expense	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Prudent Reserve Expense	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00