

BAY AREA MEETING MINUTES

Saturday, January 6, 2024 | 4-5:31pm | Virtual Meeting

approved 2/3/2024

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; 5 voting; 3 non-voting (*dual role)

- | | |
|--|--|
| (1) Clearwater GSR, Sandy | (2) Crystal Beach GSR, John |
| (3) St Pete Monday GSR, Theresa (*Secretary) | (4) Tarpon Springs GSR, Kevin (*Treasurer) |
| (5) Tampa North GSR, Tony (*BA Literature Rep) | (6) Marguerite, ASR (non-voting) |
| (7) Doug, member (Virtual Admin) (non-voting) | (8) Kathy A, Crystal Beach member (non-voting) |

MINUTES

Motion to approve the December 2, 2023 minutes was made by Kevin, seconded by John; motion opened for discussion with no corrections or changes. Motion to approve the December 2 minutes as written was carried unanimously.

OFFICER REPORTS

- **ASR Report** – Marguerite will continue as BA ASR until someone volunteers for the service position. Marguerite announced the Region scheduled assembly meetings on Mar 9 (in-person) & June 9 (virtual). RSC meetings are virtual - Feb 4, Apr 28 & July 28.
- **Treasurer Report** – Kevin reviewed the December treasurer reports; there were some small fund amount changes in categories (not in total funds). Out of the rummage sale proceeds (now under “Non 7th Tradition Funds”). Corrected Treasurer Report attached to these minutes.
- **Secretary Report** – Theresa sent out December contact list. The Region contact list is no longer shared with groups in the region. BA members decided that the contact list include Region delegates so groups could contact the region as needed and that the BA Contact List would continue to be distributed to BA Groups.

REPORTS

- **Guidelines** –The committee will meet in January to update the BA Guidelines to reflect Outreach Chair responsibilities as coordinator for Bay Area events (the chair does not have to attend all events).
- **Literature Rep** – Tony will buy a case of SESH groups and pamphlets this month.
- **Outreach**
 - **Operational PAR Academy** – The Academy counselors sit in on the Nar-Anon informational meetings and Sandy has received positive feedback. The meetings are for the families of the clients at the PAR Academy.
 - **Catholic Men’s Conference** - John will coordinate with Donna & Kevin for Outreach materials. The conference is Saturday, February 10th, 2024 at St. Lawrence Catholic Church (Higgins Hall), 5225 N Himes Ave, Tampa, 6:30am-3pm. The conference is a 3-day event with thousands of participants from the Tampa Bay area, Florida, and other states. John will receive contact information from Theresa for Donna.
 - **Outreach Chair** – may have interest in filling the position. Changing the expectations of the chair in the BA Guidelines may help in filling the position. (the chair coordinates, not necessarily attends events).
 - **Outreach Historical Timeline** – A Outreach historical timeline document was developed by Theresa and was shared with members. This will be adapted/amended as events occur to help plan out volunteers for the various events throughout the Bay Area.

OLD BUSINESS

- **BA Open Service Positions** - unfilled positions: ASR, Alt-ASR, Outreach, Convention and Literature Rep.
- **2024 Bay Area Meeting Schedule** – Feb 3, Mar 2, Apr 6, May 4, Jun 1, Aug 3, Sept TBD, Oct 5, Nov 2 and Dec 7.

NEW BUSINESS

- BA spring fellowship event – Kevin will look into prices/availability for pavilion rental at A.L. Anderson Park in Tarpon Springs. Past picnic locations: John Phillippe Park in Tarpon Springs & Lettuce Lake Park in eastern Hillsborough County.
- Donation to the Region – Theresa motioned to send \$1100 to the FL Region; seconded by Kevin. Motion carried unanimously.

- Bay Area Financial Position letter to WSO & the Region – Doug drafted a letter for the Bay Area a few months ago. Since then, the region now votes on how much to send to WSO. Discussion. Doug & Theresa will amend the letter and present the letter at the February meeting. Members are concerned that there has been no action from the World Board of Trustees WSO finances. WSO continues to operate in the red with no changes, with the exception of asking for more donations. Bay Area hopes for a yearly budget for WSO.
- Bay Area ZOOM – Members are asked to think about and discuss with their groups about the Bay Area having its own ZOOM account. Benefits are control of screen sharing, recording for Bay Area meetings, committee meetings and for BA registered groups to use the BA ZOOM account for their meetings.

OPEN AGENDA

- Bay Area webpage – The Bay Area (Theresa as BA secretary) will ask the Region Website Committee for permission to edit the Bay Area webpage and files on the region website. This will help the region in workload and help the Bay Area will up-to-date information (especially meeting packets). There are many updates to the Bay Area webpage with meeting calendar, archiving 2023 minutes, removal of files and update with meeting minutes both draft and approved.

CLOSING

- **Adjournment** – Theresa motioned to adjourn the meeting; seconded by Sandy. Motion carried unanimously. The meeting was adjourned at 5:31pm.

Submitted by
Theresa, BA Secretary
Approved 2/3/2024

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

December 2023

Cash Checking Account

CURRENT PERIOD - 12/1/2023-12/31/2023			
	Beg Bal	Change	Ending Bal
Prudent Reserve	\$600.00		\$600.00
Rummage Proceeds	\$802.00	-\$100.00	\$702.00
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>\$774.20</u>	\$879.30	\$1,653.50
Total	\$2,326.20	\$779.30	\$3,105.50

Year-To-Date: 1/01 to 12/31/2023			
	Beg Bal	Change	Ending bal
Prudent Reserve	\$600.00		\$600.00
Rummage Proceeds	\$0.00	\$702.00	\$702.00
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>\$390.36</u>	<u>\$1,263.34</u>	<u>\$1,653.70</u>
Total	\$1,140.36	\$1,965.34	\$3,105.70

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 12/1/2023-12/31/2023				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$480.00	\$419.50	\$0.00	\$899.50
Other				
Total	\$480.00	\$419.50	\$0.00	\$899.50
Disbursements				
Literature Purchases		\$0.00		\$0.00
Literature Shipping		\$0.00		\$0.00
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			\$100.00	\$100.00
Subtotal Disbursements	<u>\$20.00</u>	<u>\$0.00</u>	<u>\$100.00</u>	<u>\$120.00</u>
Net Change	\$460.00	\$419.50	-\$100.00	\$779.50

Year-To-Date: (1/1-12/31/2023)				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$2,994.00	\$1,222.50	\$1,002.00	\$5,218.50
Other				
Total	\$2,994.00	\$1,222.50	\$1,002.00	\$5,218.50
Disbursements				
Literature Purchases		\$759.55		\$759.55
Literature Shipping		\$113.06		\$113.06
Prudent Reserve				
General Budget	\$240.00			\$240.00
Guidelines Budget				
Narateen Budget				
Outreach Budget	\$195.65			\$195.65
Donations to FL Region	\$1,500.00			\$1,500.00
Unbudgeted Expenditures	\$144.90		\$300.00	\$444.90
Subtotal Disbursements	<u>\$2,080.55</u>	<u>\$872.61</u>	<u>\$300.00</u>	<u>\$3,253.16</u>
Net Change	\$913.45	\$349.89	\$702.00	\$1,965.34

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

December 2023

Activity Dates: 12/1 -12/31/23

Beginning Balance	\$2,326.20
Net Increase/Decrease	\$779.50
Ending Balance	\$3,105.70

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)						\$2,326.20
12/4/23	Zelle	Lutz Tuesday	Donation	\$100.00					\$2,426.20
12/4/23	Zelle	North Tampa	Donation	\$205.00					\$2,631.20
12/6/23	Deposit	Unknown	Literature		\$151.00				\$2,782.20
12/6/23	Deposit	Crystal Beach	Literture Purchase		\$113.25				\$2,895.45
12/6/23	Deposit	Tarpon Springs	Literature Purchase		\$65.00				\$2,960.45
12/26/23	Zelle	Zephyrhills	Dontion	\$50.00					\$3,010.45
12/26/23	1248	United Methodist Church	Donation for Use of Room Potluck					-\$100.00	\$2,910.45
12/29/23	Deposit	Tarpon Springs	Donation	\$75.00					\$2,985.45
12/29/23	Deposit	St Pete Wednesday	Donation	\$50.00					\$3,035.45
12/29/23	Deposir	Zephyrhills	Literature Purchase		\$90.25				\$3,125.70
12/31/23	1249	United Methodist Church	Rent					-\$20.00	\$3,105.70
		ENDING BALANCE	TOTALS	\$480.00	\$419.50	\$0.00	\$0.00	-\$120.00	\$3,105.70

BAY AREA MEETING MINUTES

Saturday, February 3, 2024 | 4-6:03pm | Virtual Meeting

approved 3/2/2024 with corrections

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) 10 present; 5 voting; 5 non-voting (NV) (*dual role)

- | | |
|--|---|
| (1) Clearwater GSR, Sandy | (6) Marguerite, ASR (NV) |
| (2) Holiday Sec/Treasurer, Dawn | (7) Gerri (NV member) |
| (3) Tampa North GSR, Tony (*BA Literature Rep) | (8) Doug (Region Virtual Admin, NV - left around 5pm) |
| (4) Tarpon Springs GSR, Kevin (*Treasurer) | (9) Donna (Region Delegate, NV - left meeting @ 5:16pm) |
| (5) Theresa (Guidelines Chair/Secretary) | (10) Yvette (Region Alt-Del, NV, left @ 5:33pm) |

MINUTES

Motion to approve the January 6th, 2024 minutes was made by Sandy, seconded by Kevin; motion opened for discussion with no corrections or changes. Motion to approve the January 6th minutes as written was approved unanimously.

OFFICER REPORTS

- **ASR Report** – The next RSC meeting is Sunday, February 4th. Meeting agenda is found: <https://naranonfl.org/events.html>. Marguerite welcomed a new group to the Bay Area – Holiday. Dawn is the Secretary Treasurer of the Holiday Group.
- **Delegate Address** – Donna & Yvette discussed upcoming IWSC (Interim World Service Conference) <https://www.nar-anon.org/world-service-conference> (this is the NFG webpage containing conference information/reports both past and future). Donna asked us to review the CWT 2024 PowerPoint that the region sent out via email a day or so ago. Some members did not receive the PowerPoint and there is no link to the PowerPoint on the Region website, nor on the NFG IWSC webpage.
 - ❖ The Common Welfare Topics (CWT) poll is open: [IWSC 2024 Letter for CWT Poll](#) (PDF) & the Poll: [IWSC 2024 CWT Poll](#) (PDF) - poll results are due by March 20th.
 - ❖ [IWSC 2024 Best Practices Report](#) An Ad-Hoc committee tasked with researching five 12 -Step Programs: Al-Anon/Alateen, Alcoholics Anonymous (AA), NFG International, Narcotics Anonymous (NA), and Overeaters Anonymous (OA) for best practices.
 - ❖ [IWSC 2024 Transition Report](#) (PDF) Ad-Hoc committee tasked with researching the possibility of a no cost or lower cost conference.
 - ❖ Donna reminded the BA that NFG is a non-profit organization and is supported by members through donations and sale of CAL (literature). Members were invited to ask questions; and it was shared the frustration over the management of group donations at World level. BA members are concerned with the viability of NFG if change is not made.
 - ❖ Donna urged members to participate in World committees.
 - ❖ Discussion was ended due to time (time to address BA agenda items).
- **Treasurer Report** – Kevin reviewed the January treasurer report. There were no donations in the month of January which has (to memory) never occurred before. Donations to the Region will be moved from literature to donations column; Kevin will correct. (the treasurer report attached to these minutes is the corrected version)
- **Secretary Report** – Theresa sent out the BA Contact List in January; shortly later, a new group, Holiday, joined the Bay Area. The BA Groups will receive an updated contact list with the next email.

REPORTS

- **Guidelines** –The committee met in January to update the BA Guidelines. The Guidelines Committee created 4 motions that coordinate with the parts of the BA Guidelines that are to be revised. The draft proposed Guidelines was sent out January 24th. The coordinating motions were sent out on Thursday along with the February Treasurer report to BA Groups. Marguerite & Sandy did not receive the email. Theresa read the proposed changes and briefly went over the reasoning behind the changes. Once Motions are made, seconded, then the motions are open for discussion. Discussion and vote will resume at the March BA meeting when groups have had a chance to discuss the motions with their Groups and bring back the Group decisions.
 - ❖ Motion to accept the motion to revise Outreach in BA Guidelines was made by Theresa, seconded by Sandy. Motion lies until March BAM.
 - ❖ Motion to accept the Guidelines Committee motion to revise Convention duties in BA Guidelines was made by Sandy, seconded by Kevin. Motion lies until March BAM.

- ❖ Motion to accept the motion to revise BA Guidelines references was made by Theresa, seconded by Kevin. Motion lies until March BAM.
- ❖ The motion to revise the finances part of the BA Guidelines was not made, nor seconded. Motion dies.
- **Literature Rep** – Tony informed the BA that we are in good shape with our literature. We have plenty of SESH books, large and small blue booklets. Discussion: 2 orders were made with WSO; groups are advised to get literature orders in by the 14th for delivery in the subsequent month.
- **Outreach**
 - ❖ **Operational PAR Academy** – On average there are 6-8 family members at the informational meetings. Some are 2nd and 3rd generation. One set of parents are now attending in-person Nar-Anon meetings
 - ❖ **Catholic Men’s Conference** – Yvette delivered to John (Crystal Beach) materials that he and his wife will need for the event. There is another group member that will help. The conference is Saturday, February 10th, 2024 at St. Lawrence Catholic Church (Higgins Hall), 5225 N Himes Ave, Tampa, 6:30am-3pm. The conference is a ~~one~~ → 3 day event with thousands of participants from the Tampa Bay area, Florida, and other states.
 - ❖ **Narcan** – Members discussed the email GSR Jon (St Petersburg) shared with our secretary (forwarded to all BA Groups). There are other county resources (Hillsborough, Pasco, Pinellas, Hernando) that distribute Narcan. (Discussion continued in New Business).

OLD BUSINESS

- **BA ZOOM** – The Bay Area is using the Region’s Zoom account (BA meetings, committee meetings). The need for screen sharing requires the virtual administrator or our Region’s Chair to allow. BA virtual meetings require screen sharing. Topic tabled until March BAM.
- **Donation Position Statement** – Doug rewrote his initial letter that was created a few months ago and sent it to Theresa on Friday. He invited BA members to edit the letter. The letter had some statements that are no longer the case and need to have a little rewording. The BA Guidelines Committee was asked to revise the letter. Theresa will reach out to Doug and the members attending today to participate in the position letter. Re-address at March BAM. Members are concerned that there has been no action from the World Board of Trustees WSO finances. WSO continues to operate in the red with no changes, with the exception of asking for more donations.

NEW BUSINESS

- **BA Spring Picnic** – with the discussion of Narcan distribution and education, the members decided to do a Potluck Speaker meeting in April instead of a Picnic and feature County Resources and Narcan. Sandy volunteered to reach out to the person Jon mentioned and a person that Gerri suggested to be guest speakers. Tony will reach out to the church to retain the hall for an extended period of time on April 6th. Theresa will contact Faye and/or Bonnie for their contact in Pasco re: Narcan.

OPEN AGENDA

- **Next BAM add email service** to the agenda (re: some members not receiving email from the Bay Area)
- **ZOOM meeting ID & passcode** – Gerri said it is hard for members to find out how to join the virtual meeting. Virtual meeting details are in the header of the agenda and may not be placed on the website as wording. Theresa will add wording (ask the region) to include wording to see the meeting packet, agenda heading for virtual meeting details.

CLOSING

- **Adjournment** – Next BAM will be a virtual meeting on March 2nd @ 4pm. Theresa motioned to adjourn the meeting; seconded by Sandy. Motion carried unanimously. The meeting was adjourned at 6:03pm.

Submitted by
Theresa, BA Secretary
approved 3/2/2024

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

January 2024

Cash Checking Account

CURRENT PERIOD - 1/1/2024-1/31/2024			
	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	\$1,653.50	-\$1,499.47	\$154.03
Total	\$3,105.50	-\$1,573.96	\$1,531.54

Year-To-Date: 1/01 to 1/31/2024			
	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	\$1,653.70	-\$1,499.47	\$154.23
Total	\$3,105.70	-\$1,573.96	\$1,531.74

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 1/1/2024-1/31/2024				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$0.00	\$112.50	\$0.00	\$112.50
Other				
Total	\$0.00	\$112.50	\$0.00	\$112.50
Disbursements				
Literature Purchases		\$402.45		\$402.45
Literature Shipping		\$89.52		\$89.52
Prudent Reserve				\$0.00
General Budget	\$20.00			\$20.00
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	\$1,120.00	\$491.97	\$74.49	\$1,686.46
Net Change	-\$1,120.00	-\$379.47	-\$74.49	-\$1,573.96

Year-To-Date: (1/1-1/31/2024)				
	Donations	Literature	Rummge Sale	Total
Receipts				
Ongoing	\$0.00	\$112.50	\$0.00	\$112.50
Other				
Total	\$0.00	\$112.50	\$0.00	\$112.50
Disbursements				
Literature Purchases		\$402.45		\$402.45
Literature Shipping		\$89.52		\$89.52
Prudent Reserve				\$0.00
General Budget	\$20.00			\$20.00
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	\$1,120.00	\$491.97	\$74.49	\$1,686.46
Net Change	-\$1,120.00	-\$379.47	-\$74.49	-\$1,573.96

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

January 2024

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

Beginning Balance	\$3,105.70
Net Increase/Decrease	-\$1,573.96
Ending Balance	\$1,531.74

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)						\$3,105.70
1/16/24	Zelle	Theresa M	Reimbursement of Supplies Potluck					-\$74.49	\$3,031.21
1/16/24	Zelle	Florida Region	Donation					-\$1,100.00	\$1,931.21
1/17/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase				-\$396.95		\$1,534.26
1/17/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase Shipping				-\$87.77		\$1,446.49
1/22/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase				-\$5.50		\$1,440.99
1/22/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase Shipping				-\$1.75		\$1,439.24
1/30/24	Deposit	Crystal Beach	Literature Purchase		\$90.00				\$1,529.24
1/30/24	Deposir	Lutz	Literature Purchase		\$22.50				\$1,551.74
1/31/24	1250	United Methodist Church	Rent					-\$20.00	\$1,531.74
		ENDING BALANCE	TOTALS	\$0.00	\$112.50	\$0.00	-\$491.97	-\$1,194.49	\$1,531.74

2. Bay Area: Motion Form



Motion Title: Motion to revise Guidelines Outreach Subcommittee duties & responsibilities

Motion Maker: BA Guidelines Subcommittee

Please place an X in the box next to the area(s) to which the motion applies:

Literature

Outreach

Narateen

Policy & Guidelines

Website

Other _____

Motion (What is the action being requested?):

Revise Section 7. Subcommittees, Item 3 Outreach to read,

Outreach Subcommittee ~~refers to the guidelines in the GLS, GWS, Nar Anon Outreach Handbook and webpage, the FL Region Guidelines (FLRG) and the Bay Area Guidelines (BAG).~~ **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. 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.**

Intent (What will this action accomplish?):

Defines the service position – the BA has been without an Outreach Chair for 2 years. The BA discussed why we had no one to volunteer for the position. By clarifying that the Chair did not have to attend all the outreach events or shoulder the expenses may help fill the position.

Rationale (Why is this desirable?) (Limited to 150 words):

The Guidelines Subcommittee We added (as asked by BA members at the December and January meeting) to define Outreach Chair duties, responsibilities and any expenses that may occur.

Reflects WSC motion (CAR motions 8 & 62, "Change wording in GLS to reflect that GLS are guidelines only and not governing documents." The BA Guidelines Subcommittee proposed wording changes, reorganizes how the committee refers to guidance; reordering the guidance to show the BA Guidelines are the priority guidance and we refer to GLS, FLRG, etc...

Financial Impact (What will this cost or what income will it generate?): None

Date motion approved by Bay Area: / /

Officer Initials _____

2. Bay Area: Motion Form



Motion Title: Motion to revise Guidelines Convention Subcommittee duties & responsibilities

Motion Maker: BA Guidelines Subcommittee

Please place an X in the box next to the area(s) to which the motion applies:

Literature

Outreach

Narateen

Policy & Guidelines

Website

Other _____

Motion (What is the action being requested?): Revise Section 7. Subcommittees, Item 1 Convention to read,

The Bay Area Convention Subcommittee references the guidelines in the NFG Event Planning Handbook, the GLS, GWS, the FL Region Guidelines (FLRG) and the Bay Area Guidelines (BAG). "This subcommittee plans, organizes, and hosts area conventions and events."

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.** ~~derived from conventions or other events are contributed to the region or area treasury, as appropriate. The region or area may set aside a reasonable sum to seed the next convention or event.~~

Intent (What will this action accomplish?):

The BA Guidelines are our policy and guidelines. Removing parts of the last sentence was redundant as the Bay Area determines the proceeds of funds from Convention.

Rationale (Why is this desirable?) (Limited to 150 words):

Reflects WSC motion (CAR motions 8 & 62, "Change wording in GLS to reflect that GLS are guidelines only and not governing documents."

Financial Impact (What will this cost or what income will it generate?): None

Date motion approved by Bay Area: / /

Officer Initials _____

2. Bay Area: Motion Form



Motion Title: Motion to revise BA Guidelines references

Motion Maker: BA Guidelines Subcommittee

Please place an X in the box next to the area(s) to which the motion applies:

Literature

Outreach

Narateen

Policy & Guidelines

Website

Other _____

Motion (What is the action being requested?):

To make the following changes in the BA Guidelines:

1. Page 1, Reference Guides, added **Bay Area Guidelines**.
2. Page 3, Section 3: Bay ~~Area Groups~~ **ASC meetings**
3. Page 11, Section 8, first sentence replaced: ~~The Bay Area shall refer to the GLS, GWS, the FLRG and the Bay Area Guidelines for guidance for the Bay Area.~~ **The Bay Area shall comply with the Bay Area Guidelines and may reference the GLS, GWS, and the FLRG.**
4. **Page 11, Section 8, Item 2, Compliance, replaced:** The Area ~~will refer to~~ **references** the NFG Guides to Local and World Services, Narateen Safety Policy & Guidelines, and other CAL Guidelines (Handbooks, Booklets etc.), the Florida Region Guidelines (FLRG), and Robert's Rules of Order.

Intent (What will this action accomplish?):

To unify wording of the BA Guidelines that were missed in August, 2023 to reflect that the BA Guidelines are our policy and guidelines and grammatical or wording errors.

Rationale (Why is this desirable?) (Limited to 150 words):

Reflects WSC motion (CAR motions 8 & 62, "Change wording in GLS to reflect that GLS are guidelines only and not governing documents."

Financial Impact (What will this cost or what income will it generate?): None

Date motion approved by Bay Area: / /

Officer Initials _____

BA Financial Position Committee notes

Friday, February 16th, 2024 @ 3pm – 5pm via Region ZOOM

Present: Theresa, Doug, Sandy, Kevin

MEETING PREP: Theresa sent out (Tues 2/13/23) email to Ad-Hoc volunteers with attachments:

1. PDF of The Serenity Connection Newsletters financials (open using bookmarks to navigate)
2. PDF of an Excel Worksheet using Newsletter data into a "Income-Expense" report
3. A PowerPoint Theresa made to show statistics in a Chart/Graph to show the gravity of our concerns.
4. 2023-24 NFGH Financial Snapshots (taken from WSO Budget Cmte and combined the snapshots)
5. 2013-2023 WS BoT minutes & bulletins
6. Doug's earlier drafts of BA donation position statements in Word

HIGHLIGHT OF DISCUSSION ON VARIOUS ISSUES & CHALLENGES

1. **GROUPS** – After Covid-19 (2020), Nar-Anon did not return to "normal." Many groups closed, some groups chose virtual meetings, and many in-person meetings have less members. Passing the basket is different.
2. **DONATIONS** -- Data shows that in 2022 and 2023 we historically the largest in Nar-Anon history, yet we still run at a deficit each year; over \$26k for 2023.
3. **TRENDS** -- **NFG P&L Statements and Balance Sheets indicate a long troubling financial trend (years)** Nar-Anon must evolve.
4. **REQUEST FOR DOCUMENTS**
 - a) 2021 P&L Statements
 - b) 2022 P&L Statement & Balance Sheet
 - c) 2023 P&L Stmt & Balance Sheet
 - d) Post yearly budgets
 - e) Update GLS to reflect motions passed in 2023
5. **TRANSPARENCY**
 - a) **NFG Committees** – Our delegate has shared that committees need more members to serve. Description of what each committee does is insufficient to attract service. How many are serving on the committee? How often do they meet? How long are the meetings? Are they virtual? Post committee minutes so members can read and possibly decide to join the committees. As an Area and part of the FL Region, we have fewer members willing to step into service positions. This may not be unique to our region; it may be more worldwide.
 - b) **WSB** - We have no connection to WSO Why are not first names used in roll call? WSB minutes roll call – "5 members" gives no information. "5 of 10 members" gives us information. Post By-Laws. WSB meetings should be posted and open for members to "listen only". WSB members could be the BEST Nar-Anon members, practicing our principles – it does not make experts in business.
6. **WSO INCOME & EXPENSES**
 - a) Literature is the main source of income. BOT Minutes of June 26, 2022 indicate that not all CAL is copyrighted. Are all CAL copyrighted? Which ones are not? Why are we approving and producing CAL that is not copyrighted? That is the cost of doing business to protect intellectual rights of our fellowship and be part of motions as a cost to the membership. **Many Groups buy pamphlets that are given away to newcomers. Pamphlets generate no income to the groups and use Groups funds that could be used as a donation to WSO.** We have too many choices for pamphlets that do not have a high return rate – could we combine pamphlets and create booklets?
 - b) **Royalty** – Royalty can be a larger part of NFG income. Data fluctuates wildly. October 2022 shows \$398 in Royalty, August 2021 shows \$4932. Why?
 - c) **Costs of Goods Sold (COGS)** - producing our own literature has a high Cost of Goods Sold (COGS). COGS will always increase (paper, ink, staff, shipping all has increased and will continue to increase). Are we a printing company or a clearinghouse? If we outsource CAL, we will reduce COGS and have a better product for purchase. Does NFG have an agreement with FEDEX or UPS for deliveries (lower shipping costs).
 - d) **Payroll Expenses** - NFG WSO office needs staff to provide support for Nar-Anon where in the past, we had more volunteers supporting the office. Minimum wages have increased which will increase payroll expenses significantly.

- e) Operating Costs – Operating costs will continue to increase (rent, electric, etc). California has a high cost for businesses. When NFG prints our own literature (exception of SESH book), our office footprint is larger than if we were just the shipper. Are we a printing organization or a clearinghouse?
- f) WSO Conference Expenses – conferences should not be income or expense. Conference expenses should be reviewed. Is travel necessary? If a motion passes to eliminate conference expenses, NFG will incur even more loss of revenue: possibly closing the doors.

NEXT MEETING – Monday, February 19 at 3pm via ZOOM

Theresa M

BA Financial Position Committee notes

Monday, February 19th, 2024 @ 4pm – 5pm via Region ZOOM

Present: Theresa, Doug, Sandy, Kevin

Draft the letter/memo/statement. Send statement to WSO. Copy to Donna & Yvette (delegates). Start positive note - thanks for service. Date of "State of Affairs". Short, Concise, no adjectives or wording to be perceived negatively. We have reviewed WSB minutes and the Budget & Finance Committee financial documents. We can see that there have been changes to be more transparent. Acknowledge WSB and Finance Cmte's steps to lower costs – letting the accountant go and the board take over those responsibilities. (Feb 18, 2023 minutes indicate not using "Suzie" for accounting - saving \$12,000. Board members (Mary, Trudi, Phyllis) are doing data entry from Stripe (Shopify), PayPal, checks, bank reconciliation, quarterly sales tax returns & yearly tax returns. No Suggestions, just state what we are requesting. Committee drafted following letter (shown in italics). The completed letter will be sent to cmte members and once approved, sent to Marguerite and presented to Bay Area.

Bay Area of FL Nar-Anon - 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 2021 P& L Statement*
4. *the 2022 P&L Statement*
5. *the 2022 Balance Sheet*

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

Marguerite, Bay ASC, ba.asr@naranonfl.org

Theresa M, Bay Area Secretary, ba.secretary@naranonfl.org

Kevin, Bay Area Treasurer, ba.treasurer@naranonfl.org

Bay Area webpage: <https://naranonfl.org/bayarea.html>

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 3rd, 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 3rd 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 2nd. 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 2nd. 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 2nd. 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 2nd & 4th 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 31st. 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 18th. 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 7th 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 6th @ 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
Total	\$1,531.54	\$64.20	\$1,595.74

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
Total	\$3,105.70	-\$1,509.76	\$1,595.94

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 2/1/2024-2/29/2024					
	Donations	Literature	Rummage Sale	Total	
Receipts					
Ongoing	\$95.00	\$140.90	\$0.00	\$235.90	
Other					
Total	\$95.00	\$140.90	\$0.00	\$235.90	
Disbursements					
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>	
Net Change	\$75.00	-\$10.80	\$0.00	\$64.20	

Year-To-Date: (1/01-2/29/2024)					
	Donations	Literature	Rummage Sale	Total	
Receipts					
Ongoing	\$95.00	\$253.40	\$0.00	\$348.40	
Other					
Total	\$95.00	\$253.40	\$0.00	\$348.40	
Disbursements					
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>	
Net Change	-\$1,045.00	-\$390.27	-\$74.49	-\$1,509.76	

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)						\$1,531.74
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
		ENDING BALANCE	TOTALS	\$95.00	\$140.90	\$0.00	-\$151.70	-\$20.00	\$1,595.94

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](#)

Marguerite, Bay ASC, ba.asr@naranonfl.org
Theresa, Bay ASC Secretary, ba.secretary@naranonfl.org
Kevin, Bay ASC Treasurer, ba.treasurer@naranonfl.org

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

BAY AREA MEETING MINUTES

Saturday, April 6, 2024 | 4-5:31pm | Virtual Meeting

Approved 4/28/2024

OPENING

Marguerite opened the virtual BA meeting at 4:08pm with the Serenity Prayer. The Twelve Traditions & Twelve Concepts were read.

ROLL CALL (13 registered BA Groups) 6 present; 5 voting; 1 non-voting (NV) (*dual role)

(1) Clearwater GSR, Sandy

(5) Theresa (Guidelines Chair/Secretary)

(2) Crystal Beach GSR, John

(6) Marguerite, ASR (NV)

(3) Tampa North GSR, Tony (*BA Literature Rep)

(4) Tarpon Springs GSR, Kevin (*Treasurer)

MINUTES

Motion to approve the March 2nd, 2024 minutes was made by Theresa, seconded by John; discussion. No changes. Motion to approve March 2nd minutes as written was approved unanimously.

OFFICER REPORTS

- **ASR Report** – no report
- **Treasurer Report** – Kevin was absent (logged in at 5:15pm). Marguerite reviewed the March treasurer report (see attached). No questions or changes.

REPORTS

- **Guidelines** – no report.
- **Literature Rep** – Tony reported the BA is in good shape. There were questions about the stock of Hope pamphlets, newcomer packets and other pamphlets for the PAR Academy info meeting on Sundays. Tony will give a report of our stock at the next meeting and discuss what the BA needs to purchase for the PAR Academy. Par Academy is an Outreach event and can be restocked and paid for through the Outreach budget category.
- **Outreach**
 - ❖ **PAR Academy** – Sandy gave an overview of the progress. There are now 4 people from Clearwater along with the Tarpon Springs group (groups rotate each Sunday). There are lots of questions & participation. About 4-8 newcomers each Sunday that Clearwater leads. Tarpon Springs volunteer members reported to the group that this outreach is extremely rewarding.

OLD BUSINESS

- **BA ZOOM** – Theresa is waiting on a forwarder email address to set up the BA Zoom Account (ba.virtual@naranonfl.org). Afterwards, the account can be set up in the Bay Area's name * & payment information. Once the account is set up, Kevin & Marguerite or another member will be added to the forwarder so that multiple people can access the account for the Bay Area.
- **Donation Position Statement** – No reply from WSB. However, the 2023 Profit & Loss Statement (Statement of Financial Position) and the December 31, 2023 Balance Sheet (Statement of Activity) have been added to the WS Budget & Finance Cmte webpage. The documents are named differently. Discussion: why change terminology from what we have been using for over a dozen years -- changing the titles is confusing and must be even more so for members that don't speak English as a first language. Another letter will be developed by the BA Ad-Hoc Financial committee in regard to common term language and suggestions on how to help the financial position of NFG. Theresa shared a PowerPoint using P&L Statement figures from 2012-2023 which in chart form reveal the extent of the problem. Discussion: the March Serenity Connection newsletter with an article from the WSB Chair with her view that NFG is doing better and another article which seems to chastise members about all their concerns & questions now. This will go back to the BA Ad-Hoc committee.
- **Reaching In** – May 18th. Members reviewed the details of the event flyer and made some changes. Once the changes are made, Theresa will send the flyer to Marguerite for review and will be sent out to members afterwards (if there are no errors). We will go with the Publix sandwich platters, a cookie platter, individual chips and possibly a veggie platter. Tony has leftover cups and napkins that will be used. Theresa will purchase the platters, trays and bottled water and possibly plates. We will need a cooler of ice. We will be revisiting supplies at the May 2nd BAM when we have a headcount for the event. We must stress that this is not a Nar-Anon event.

NEW BUSINESS

OPEN AGENDA

- At the next RSC meeting – ask for permanent access to the BA webpage and files for maintaining current Bay Area information. Once files or page are changed, the region website chair would be notified. This will reduce the time in emails back and forth asking for permission (especially if the email is lost or undeliverable). This would align with being ‘trusted servants’ and not governing.

CLOSING

- **Adjournment** – Next BAM will be a virtual meeting on May 6th @ 4pm. Theresa motioned to adjourn the meeting; seconded by Sandy. Motion carried unanimously. The meeting was adjourned at 5:31pm.

Submitted by
Theresa, BA Secretary
approved 4/28/24

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

March 2024

Cash Checking Account

CURRENT PERIOD - 3/1/2024-3/31/2024			
	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>\$218.43</u>	\$450.00	\$668.43
Total	\$1,595.94	\$450.00	\$2,045.94

Year-To-Date: 1/01 to 3/31/2024			
	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>	-\$985.27	\$668.43
Total	\$3,105.70	-\$1,059.76	\$2,045.94

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 3/1/2024-3/31/2024				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$450.00	\$0.00	\$0.00	\$450.00
Other				
Total	\$450.00	\$0.00	\$0.00	\$450.00
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
Donations to FL Region				\$0.00
Unbudgeted Expenditures				\$0.00
Subtotal Disbursements	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Net Change	\$450.00	\$0.00	\$0.00	\$450.00

Year-To-Date: (1/1-3/31/2024)				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$545.00	\$253.40	\$0.00	\$798.40
Other				
Total	\$545.00	\$253.40	\$0.00	\$798.40
Disbursements				
Literature Purchases		\$537.65		\$537.65
Literature Shipping		\$106.02		\$106.02
Prudent Reserve				
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>
Net Change	-\$595.00	-\$390.27	-\$74.49	-\$1,059.76

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

March 2024

Activity Dates: 3/1 -3/31/24

Beginning Balance	\$1,595.94
Net Increase/Decrease	\$450.00
Ending Balance	\$2,045.94

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)						\$1,595.94
3/13/24	Deposit	Lutz Tuesday	Donation	\$100.00					\$1,695.94
3/31/24	Deposit	Holiday Thursday	Donation	\$100.00					\$1,795.94
3/31/24	Deposit	Spring Hill Thursday	Donation	\$50.00					\$1,845.94
3/31/27	Deposit	Tampa North	Donation	\$200.00					\$2,045.94
		ENDING BALANCE	TOTALS	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,045.94

Balance Per Bank 3/31/2024	\$2,045.94
Add Outstanding deposit	\$0.00
less outstanding check	\$0.00
Bank account renconciled	\$2,045.94

BAY AREA MEETING MINUTES

Saturday, April 28, 2024 | 4-5:30pm | Virtual Meeting

APPROVED ON 06/01/24

OPENING

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

ROLL CALL (13 registered BA Groups) 5 present; 4 voting; 1 non-voting (NV) (*dual role)

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

MINUTES

Motion to approve the April 6, 2024 minutes was made by Sandy, seconded by Theresa. Motion carried unanimously.

OFFICER REPORTS

- **ASR Report** – Marguerite will attend RSC meeting tonight. Marguerite read the FL Region Delegate's Report on 2024 IWSC. Report attached.
- **Treasurer Report** – Kevin reviewed the April treasurer report. Discussion on the expenditure for the virtual meeting platform (ZOOM) to be placed in the "General Category" instead of "Unbudgeted."

REPORTS

- **Guidelines** – No report. The Guidelines committee will meet this month to review recent motions that may impact BA Guidelines.
- **Literature Rep** – Tony reported the BA is in good shape. There was one group literature order and one outreach literature order for PAR Academy.
- **Outreach**
 - ❖ **PAR Academy** – Sandy gave an overview of the progress. Some of the parents of children attending PAR are coming to group meetings. The open and honest dialog at meetings seems to be helping those new members in understanding Nar-Anon and to keep coming back to those meetings.

OLD BUSINESS

- **BA ZOOM** – The Bay Area now has a Zoom account. Members discussed the possibility of opening meeting time to Bay Area Groups. **Theresa made a motion: to provide (sic. Bay Area Zoom Account) virtual meeting platform to registered Bay Area NFGs baring any conflict in scheduling. Sandy seconded the motion. Motion carried unanimously.**
- **Financial Position Statement** – No reply from WSB. However, at the IWSC, Donna asked why our letter was not answered. They don't answer any letters/email that they are cc'd. Marguerite noted that they were not cc'd – they were the recipient and others were cc'd as a courtesy. Some questions were answered at the 2024 IWSC. The Ad-Hoc Financial Statement Committee will meet this month and review and edit the letter drafted in February for resubmittal to the WSB. Members discussed the sharing of information at IWSC and hoped it would be shared with the fellowship with postings to the NFG website. Members also noted that usage of common-term language of financials should be included in the new letter.
- **Reaching In** – May 18th. No registrations have been submitted to date. Theresa will urge GSRs to poll their group and let us know how many members plan on attending the event. Theresa will purchase water, paper plates, napkins, cookies, chips and sandwiches. Sandy will bring a cooler and ice. Theresa will review what to purchase with Marguerite or Kevin after we have a good headcount.

NEW BUSINESS

- **Theresa motioned to donate to the FL Region \$680. Kevin seconded the motion. Motion carried unanimously.**

CLOSING

- **Adjournment** – Next BAM will be a virtual meeting on June 1 @ 4pm. Theresa motioned to adjourn the meeting; seconded by Kevin. Motion carried unanimously. The meeting was adjourned at 5:30pm.

Submitted by
Theresa, BA Secretary
Approved 6/1/24

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

April 2024

Cash Checking Account

CURRENT PERIOD - 4/1/2024-4/30/2024			
	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>\$668.43</u>	\$19.50	\$687.93
Total	\$2,045.94	\$19.50	\$2,065.44

Year-To-Date: 1/01 to 4/30//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>	-\$965.77	\$687.93
Total	\$3,105.70	-\$1,040.26	\$2,065.44

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 4/1/2024-4/30/2024					
	Donations	Literature	Rummage Sale	Total	
Receipts					
Ongoing	\$300.00	\$0.00	\$0.00	\$300.00	
Other					
Total	\$300.00	\$0.00	\$0.00	\$300.00	
Disbursements					
Literature Purchases		\$99.00		\$99.00	
Literature Shipping		\$22.50		\$22.50	
Prudent Reserve				\$0.00	
General Budget	\$0.00			\$0.00	
Guidelines Budget					
Narateen Budget					
Outreach Budget				\$0.00	
Donations to FL Region				\$0.00	
Unbudgeted Expenditures	\$159.00			\$159.00	
Subtotal Disbursements	<u>\$159.00</u>	<u>\$121.50</u>	<u>\$0.00</u>	<u>\$280.50</u>	
Net Change	\$141.00	-\$121.50	\$0.00	\$19.50	

Year-To-Date: (1/1-4/30/2024)					
	Donations	Literature	Rummage Sale	Total	
Receipts					
Ongoing	\$845.00	\$253.40	\$0.00	\$1,098.40	
Other					
Total	\$845.00	\$253.40	\$0.00	\$1,098.40	
Disbursements					
Literature Purchases		\$636.65		\$636.65	
Literature Shipping		\$128.52		\$128.52	
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	\$159.00		\$74.49	\$233.49	
Subtotal Disbursements	<u>\$1,299.00</u>	<u>\$765.17</u>	<u>\$74.49</u>	<u>\$2,138.66</u>	
Net Change	-\$454.00	-\$511.77	-\$74.49	-\$1,040.26	

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

April 2024

Activity Dates: 4/1 -4/30/24

Beginning Balance	\$2,045.94
Net Increase/Decrease	\$19.50
Ending Balance	\$2,065.44

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)						\$2,045.94
4/12/24	Direct Debit	Zoom Video Communications Inc	Purchas of Zoom License					-\$159.00	\$1,886.94
4/17/24	Zelle	Lutz Tuesday	Donation	\$100.00					\$1,986.94
4/22/24	Zelle	Land O Lakes	Donation	\$50.00					\$2,036.94
4/25/24	Zelle	Tarpon Springs	Donation	\$100.00					\$2,136.94
4/26/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase				-\$99.00		\$2,037.94
4/26/24	Debit Card	Nar Anon Family Group Inc	Literature Purchse Shipping				-\$22.50		\$2,015.44
4/26/24	Deposit	Chrystal Beach	Donation	\$50.00					\$2,065.44
		ENDING BALANCE	TOTALS	\$300.00	\$0.00	\$0.00	-\$121.50	-\$159.00	\$2,065.44

Balance Per Bank 4/25/2024	\$2,015.44
Add Outstanding deposit	\$50.00
less outstanding check	\$0.00
Bank account renconciled	\$2,065.44

IWSC 2024 Delegate Report: FL REGION

The interim world service conference 2024 was well attended. There were 44 voice/voting members on Friday, 4/19/24; 42 voice/voting members on Saturday, 4/20/24; and 43 voice/voting members on Sunday, 4/21/24.

Many regions in the US were represented:

International Region Participation (Outside of the United States)

44 Regions

28 International

15 United States

1 Virtual – Global Online

Date	Registered Observers	Max Concurrent Observers	Unique Observers
4/19/2024	260	61	101
4/20/2024	271	45	91
4/21/2024	274	40	67

By Country

Armenia – 1

Canada – 1

Colombia – 3

Ecuador – 1

Iran – 3

Japan – 1

Mexico – 1

Russia - 15

United Kingdom – 1

United States – 15

Ukraine – 1

Global Online Region – 1

Languages Spoken – English, Persian, Russian, Spanish, Japanese, Armenian

CAT Materials:

- Students or Treatment Professionals pamphlet was not approved
- Starting a Virtual Group passed by unanimous consent

CAL Materials:

- Tradition 4 passed by unanimous consent
- 4th Step workbook passed by unanimous consent

My takeaways:

1. 1st CWT, Financial – Our finances are not going to get better any time soon unless contributions increase. The only way to get out of the hole is for increased donations by member/group/region to WSO. A Contribution Analysis for 2024 on page 25 and 26 of the B&F Presentation¹ shows what each member/group/region would have to send to WSO in order to break even.

There were numerous discussions about where NFGH, Inc. can cut back further on spending and my takeaway was that any further cuts at this time are not possible. The lease for our corporate offices in Torrance, CA were renegotiated without an increase to the rent, which in this fiscal climate is a pretty herculean task. Regarding moving the corporate office to another state with a lower cost of living, it will take some research to find out if that is something that will actually save money in the long run.

According to my notes and what I understood, In regard to the inhouse printing, my takeaway was that at the time the decision was made to purchase the printer for our own inhouse printing, a price comparison was performed and the final analysis was that the cost of using an outside printing company may be less expensive short term, however; the cost of renting a storage facility to store literature until it's sold took away any savings and actually cost more at the end of the day. Keep in mind that any savings comes from the amount of literature (large quantities) ordered from outside printing companies.

An Action was taken by the conference to start a 7th Tradition Vision Committee to research some ways to raise revenue and possibly lower costs.

¹ See Contribution Analysis 1 & 2 at bottom of report

MOTION by BC Region Delegate to create the Seventh Tradition Vision Committee, accountable to report back to the WSC 2025 Actions could include:

- Writing a motion for the CAR 2025
- Surveying the fellowship
- Researching
- Writing/presenting a report
- Recommendations
- Further discussion

Anyone in the fellowship can join, there are no limitations.

April H. volunteered to coordinate the formation of the committee Volunteers: Tanya T. , Mike L.

Recommended for inclusion: WSB Chair, Treasurer

MOTION PASSED – 33 in favor

2. 2nd CWT, Conference – The Conference was made aware of the various challenges presented to the WS Conference Committee to bring a fully virtual Interim Conference to the fellowship. It became apparent to me the committee had to fill in many blanks and my takeaway is that they worked tirelessly and did a phenomenal job with the many gaps that they needed to fill from the original motion requesting an IWSC.

There is a big push to get away from using a parliamentarian and going to an all Consensus Based Proceeding. This would save money (this was also brought up in the Finances discussion) and would also help streamline the conference. The possibility of using 2 or 3 facilitators instead of 1 parliamentarian and 1 facilitator was suggested as an action but is not included on the below action list.

Action goals for future conferences include:

- a. Streamlining motions,
- b. Possible hybrid conferences,
- c. Reduce number of motions submitted,
- d. Hold roundtables prior to conference to be more prepared,
- e. Reduce number of amendments made per motion,
- f. Mentoring for delegates; and
- g. Create a new structure above the region level, below the WS level (WRFNFG? Zonal Structure?) See Motion below.

MOTION by Rocky Mountain Region Delegate to create a Service Structure Development Ad Hoc committee to collaborate on a motion (for WSC 2025) to develop a plan for additional layers in our service structure and present recommendations regarding changes to service conferences appropriate to the possible revised service structure. Committee would be accountable to report back to the WSC 2025.

Actions could include:

- Writing a motion for the CAR 2025
- Surveying the fellowship
- Researching
- Writing/presenting a report
- Recommendations
- Further discussion

Anyone in the fellowship can join, there are no limitations.

Kari J. from Rocky Mountain Region will coordinate the initial meeting.

MOTION PASSED – 33 in favor

3. 3rd CWT, Legal Entity – Alt. Delegate to fill in the blanks as I was not on the call for most of this discussion so I will give my takeaway from the point where I rejoined the call. The discussion when I returned to call was focused on Regions’ establishing their own 501(c)(3) nonprofit. This is not something that the WSB is demanding and this decision is to be left up to each individual Region. Rocky Mountain Region has gone through this process. Below are the actions that came from the Legal Entity CWT discussion:

- Seek legal recommendations
- Create a checklist or guidelines to assist regions and members
- Send questions about creating a legal entity to World Service Board

- Cost of hiring a lawyer to advise
 - How does forming a legal entity affect other regions, groups, NSOs, and NFGH, Inc
 - Request for the Rocky Mountain Region to hold a roundtable
 - Whether regions should incorporate as a nonprofit
4. Throughout the IWSC there were presentations made by various Committees and Ad Hoc Committees. These presentations were very informative and enlightening. I encourage everyone to look over the minutes and other documents that are posted to the nar-anon.org website. One common theme, as always, is we need more members to step up for service. Help is needed in every committee at some level.

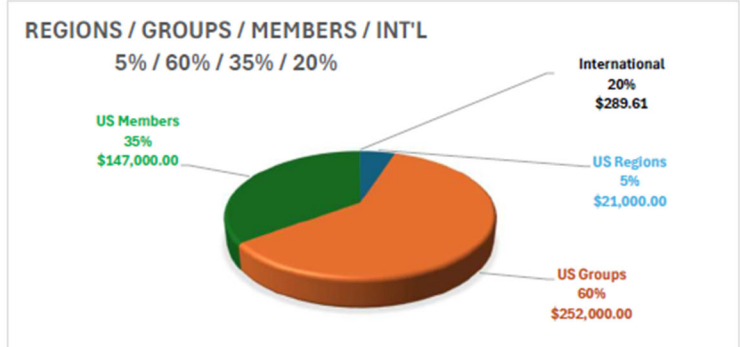
Overall, I had my doubts about how helpful a IWSC would be and I can honestly say, I think it really bridges the gap between WSCs. I know there will be improvements made regarding language interpretations and possible consensus-based conferences. I am excited about what the future will bring to Nar-Anon.

Contribution Analysis				
Type	Census	Annual Requirement to Break Even	Monthly Requirement to Break Even	Daily Requirement to Break Even
US Regions	18	\$23,333.33	\$1,944.44	\$63.93
US Groups	690	\$608.70	\$50.72	\$1.67
US Members*	3,450	\$121.74	\$10.14	\$0.33
International **	n/a	\$17,376.36	\$1,448.03	\$47.61

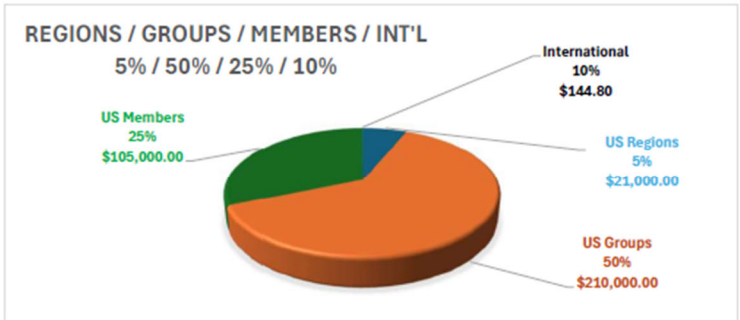
2024 (5.18% Increase)	
Period	To Fund Budget
Year	\$420,000.00
Month	\$35,000.00
Day	\$1,150.68
International	\$17,376.36

	Participation Percent	Census @ Participation Percent	Monthly Requirement to Break Even	Total If Monthly Funding Met
--	-----------------------	--------------------------------	-----------------------------------	------------------------------

US Regions	5%	1	\$1,944.44	\$21,000.00
US Groups	60%	414	\$50.72	\$252,000.00
US Members	35%	1,208	\$10.14	\$147,000.00
International	20%	n/a	\$1,448.03	\$289.61
			Total	\$420,289.61
			Budget Surplus	\$289.61



US Regions	5%	1	\$1,944.44	\$21,000.00
US Groups	50%	345	\$50.72	\$210,000.00
US Members	25%	863	\$10.14	\$105,000.00
International	10%	n/a	\$1,448.03	\$144.80
			Total	\$336,144.80
			Budget Shortfall	(\$83,855.20)



* Average of 5 members per group used
 ** International contributions = 5.18% over 2023 contributions

Contribution Analysis				
Type	Census	Annual Requirement to Break Even	Monthly Requirement to Break Even	Daily Requirement to Break Even
US Regions	18	\$23,333.33	\$1,944.44	\$63.93
US Groups	690	\$608.70	\$50.72	\$1.67
US Members*	3,450	\$121.74	\$10.14	\$0.33
International **	n/a	\$17,376.36	\$1,448.03	\$47.61

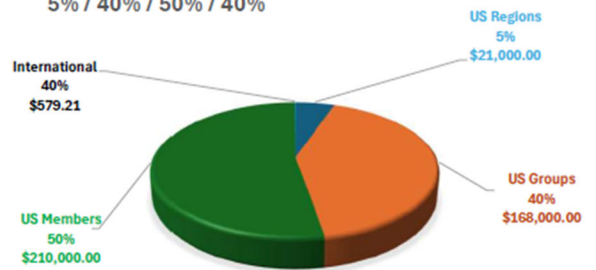
2024 (5.18% Increase)	
Period	To Fund Budget
Year	\$420,000.00
Month	\$35,000.00
Day	\$1,150.68
International	\$17,376.36

	Participation Percent	Census @ Participation Percent	Monthly Requirement to Break Even	Total If Monthly Funding Met
--	-----------------------	--------------------------------	-----------------------------------	------------------------------

US Regions	5%	1	\$1,944.44	\$21,000.00
US Groups	40%	276	\$50.72	\$168,000.00
US Members	50%	1,725	\$10.14	\$210,000.00
International	40%	n/a	\$1,448.03	\$579.21
Total				\$399,579.21
Budget Shortfall				(\$20,420.79)

REGIONS / GROUPS / MEMBERS / INT'L

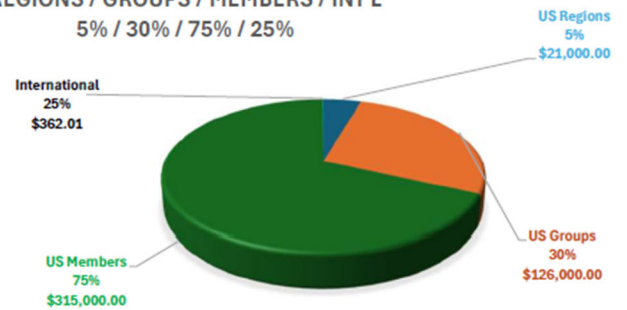
5% / 40% / 50% / 40%



US Regions	5%	1	\$1,944.44	\$21,000.00
US Groups	30%	207	\$50.72	\$126,000.00
US Members	75%	2,588	\$10.14	\$315,000.00
International	25%	n/a	\$1,448.03	\$362.01
Total				\$462,362.01
Budget Surplus				\$42,362.01

REGIONS / GROUPS / MEMBERS / INT'L

5% / 30% / 75% / 25%



* Average of 5 members per group used

** International contributions = 5.18% over 2023 contributions

BAY AREA MEETING MINUTES

Saturday, June 1, 2024 | 4-5pm | Virtual Meeting

APPROVED 8/3/2024

OPENING

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

ROLL CALL (13 registered BA Groups) 5 present; 4 voting; 1 non-voting (NV), *dual role

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

MINUTES

Motion to approve the April 28, 2024 minutes was made by Sandy, seconded by Kevin. Motion carried unanimously.

OFFICER REPORTS

- **ASR Report** – No Report. We discussed lack of participation/attendance at BAM. Discussion tabled; will resume during the agenda item, “In Reach”.
- **Treasurer Report** – Kevin reviewed the Mayl treasurer report. Discussion on the expenditure for the use of the church hall for the “In Reach” event. Theresa motioned to donate to the church \$60 for the May 18th event rent using “non-seventh tradition funds”; seconded by Sandy. Motion carried unanimously.

REPORTS

- **Guidelines** – Theresa sent out a copy of the revised BA Guidelines with the changes highlighted in yellow to BA GSRs. A copy, without highlights, is on the BA webpage.
- **Literature Rep** – Tony reported the BA is in good shape.
- **Outreach**
 - ❖ **PAR Academy** – Sandy reported that the meetings are going well with good participation. The parents of the kids at PAR Academy are glad we are there. They seem to participate more when the Academy faculty is not present.

OLD BUSINESS

- **BA ZOOM** – Tony’s group does not need to use the BA Zoom at present. Theresa is waiting to hear back from Land O’Lakes if they wish to use the Zoom abilities for their online meetings.
- **Financial Position Statement** – The committee did not meet this month. Some editing of the past letter will be made (requests that are now posted. Members also noted that usage of common-term language of financials should be included in the new letter. Members discussed the lack of transparency of WSO Committees. It seems that at WSO, they believe they are the top of the service pyramid (instead of the bottom).
- **Reaching In** – The event was held on May 18th. There were 22 registrations; however, only 12 showed up. We discussed that for events in the future, a reminder would help. Registrations will need to include email and phone number for each person registering so that we can do a reminder. With that said, reviews were very positive. Notes: in the future we don’t need ice – we used ice blocks, so water bottles stay dry (& tables too), use a disposable tablecloth so cleanup is quicker. Ziplock gallon and quart size made it easy to give the extra sandwiches to those that attended. Theresa said that this was easy to set up. She bought water, chips & paper plates from Sam’s Club, and sandwiches and cookies from Publix.

NEW BUSINESS

- **BA Fellowship Picnic** – to encourage participation at BA meetings, a picnic was decided upon. Saturday, November 16th at Lettuce Lake in Tampa. Optional dates of Nov 2nd & 9th)
- **Draft CAR Motion** – A motion was made to provide transparency and inclusion wording in the GLS for WS Committees to post minutes, internal guidelines and committee schedule to allow members of the fellowship observer. Motion passed unanimously. Theresa will work on a draft and email it to those present at today’s meeting for editing. We need to submit it by August for the 2025 CAR.

CLOSING

- **Adjournment** – Theresa motioned to adjourn the meeting; Sandy seconded the motion. Motion carried unanimously. The meeting was adjourned at 5:30pm.

Submitted by
Theresa, BA Secretary
approved 8/3/2024

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

June 2024

Cash Checking Account

CURRENT PERIOD - 6/1/2024-6/30/2024			
	Beg Bal	Change	Ending Bal
Prudent Reserve	\$600.00		\$600.00
Non Seventh Tradition Funds	\$436.68	-\$60.00	\$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	\$102.30	\$47.70	\$150.00
Donations to FL Region	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00
Available Balance	\$500.48	\$52.30	\$552.78
Total	\$1,639.46	\$40.00	\$1,679.46

Year-To-Date: 1/01 to 6/30/2024			
	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		\$150.00
Donations to FL Region	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00
Available Balance	\$1,653.70	-\$1,100.92	\$552.78
Total	\$3,105.70	-\$1,426.24	\$1,679.46

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 6/1/2024-6/30/2024				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$100.00		\$0.00	\$100.00
Other				
Total	\$100.00	\$0.00	\$0.00	\$100.00
Disbursements				
Literature Purchases				\$0.00
Literature Shipping				\$0.00
Prudent Reserve				\$0.00
General Budget				\$0.00
Guidelines Budget				
Narateen Budget				
Outreach Budget				\$0.00
Donations to FL Region				\$0.00
Unbudgeted Expenditures			\$60.00	\$60.00
Subtotal Disbursements	\$0.00	\$0.00	\$60.00	\$60.00
Net Change	\$100.00	\$0.00	-\$60.00	\$40.00

Year-To-Date: (1/1-6/30/2024)				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$1,220.00	\$423.25	\$0.00	\$1,643.25
Other				
Total	\$1,220.00	\$423.25	\$0.00	\$1,643.25
Disbursements				
Literature Purchases		\$588.95		\$588.95
Literature Shipping		\$128.52		\$128.52
Prudent Reserve				
General Budget	\$199.00			\$199.00
Guidelines Budget				
Narateen Budget				
Outreach Budget	\$0.00	\$47.70		\$47.70
Donations to FL Region	\$1,780.00			\$1,780.00
Unbudgeted Expenditures	\$0.00		\$325.32	\$325.32
Subtotal Disbursements	\$1,979.00	\$765.17	\$325.32	\$3,069.49
Net Change	-\$759.00	-\$341.92	-\$325.32	-\$1,426.24

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

June 2024

Activity Dates: 6/1 -6/30/24

Beginning Balance	\$1,639.46
Net Increase/Decrease	\$40.00
Ending Balance	\$1,679.46

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)						\$1,639.46
6/12/24	Zelle	Lutz	Donation	\$100.00					\$1,739.46
6/24/24	Ck# 1254	United Methodist Church	Donation in Lieu of Rent In Reach					-\$60.00	\$1,679.46
		ENDING BALANCE	TOTALS	\$100.00	\$0.00	\$0.00	\$0.00	-\$60.00	\$1,679.46

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

July 2024

Cash Checking Account

CURRENT PERIOD - 7/1/2024-7/31/2024			
	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	\$552.78	\$716.30	\$1,269.08
Total	\$1,679.46	\$716.30	\$2,395.76

Year-To-Date: 1/01 to 7/31//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	\$1,653.70	-\$384.62	\$1,269.08
Total	\$3,105.70	-\$709.94	\$2,395.76

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 7/1/2024-7/31/2024				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$675.00	\$249.00	\$0.00	\$924.00
Other				
Total	\$675.00	\$249.00	\$0.00	\$924.00
Disbursements				
Literature Purchases		\$185.20		\$185.20
Literature Shipping		\$22.50		\$22.50
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	\$0.00	\$207.70	\$0.00	\$207.70
Net Change	\$675.00	\$41.30	\$0.00	\$716.30

Year-To-Date: (1/1-7/31/2024)				
	Donations	Literature	Rummge Sale	Total
Receipts				
Ongoing	\$1,895.00	\$672.25	\$0.00	\$2,567.25
Other				
Total	\$1,895.00	\$672.25	\$0.00	\$2,567.25
Disbursements				
Literature Purchases		\$774.15		\$774.15
Literature Shipping		\$151.02		\$151.02
Prudent Reserve				
General Budget	\$199.00			\$199.00
Guidelines Budget				
Narateen Budget				
Outreach Budget	\$0.00	\$47.70		\$47.70
Donations to FL Region	\$1,780.00			\$1,780.00
Unbudgeted Expenditures	\$0.00		\$325.32	\$325.32
Subtotal Disbursements	\$1,979.00	\$972.87	\$325.32	\$3,277.19
Net Change	-\$84.00	-\$300.62	-\$325.32	-\$709.94

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

July 2024

Activity Dates: 7/1 -7/31/24

Beginning Balance	\$1,679.46
Net Increase/Decrease	\$716.30
Ending Balance	\$2,395.76

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)						\$1,679.46
7/17/24	Zelle	Lutz	Donation	\$100.00					\$1,779.46
7/17/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase				-\$185.20		\$1,594.26
7/17/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase Shipping				-\$22.50		\$1,571.76
7/19/24	Zelle	Crystal Beach	Donation	\$50.00					\$1,621.76
7/19/24	Zelle	Spring Hill Thursday	Donation	\$50.00					\$1,671.76
7/19/24	Zelle	Clearwater Tuesday	Donation	\$100.00					\$1,771.76
7/29/24	Zelle	Tarpon Springs	Donation	\$75.00					\$1,846.76
7/29/24	Zelle	Clearwater Tuesday	Literature		\$39.00				\$1,885.76
7/29/24	Zelle	Lutz	Literature		\$105.00				\$1,990.76
7/29/24	Zelle	Tampa North	Donation	\$300.00					\$2,290.76
7/29/24	Zelle	Lutz	Literature		\$105.00				\$2,395.76
		ENDING BALANCE	TOTALS	\$675.00	\$249.00	\$0.00	-\$207.70	\$0.00	\$2,395.76

BAY AREA MEETING MINUTES

Saturday, August 3, 2024 | 4-5pm | Virtual Meeting

APPROVED 10/05/2024

OPENING

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

ROLL CALL (13 registered BA Groups) 5 present; 4 voting; 1 non-voting (NV), *dual role

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

MINUTES

Motion to approve the June 1 minutes was made by Tony, seconded by Kevin. Discussion. Motion carried unanimously.

OFFICER REPORTS

- **ASR Report** – Marguerite attended the July 28th RSC virtual meeting. The Region Treasurer gave an oral report on regional finances. The RSC discussed FRCNA which had 12 registered attendees; there was no final count on at-the-door registrations. There was discussion about concerns regarding one FRCNA session speaker. Speakers were given NFG CAL “So You Have Been Asked to Speak (S-325)” to help guide them on their presentation. Our Region Delegate asked members if they reviewed NFGH finances 2023 vs 2024, but the nature of the request was not clear.
- **Treasurer Report** – Kevin reviewed the June & July treasurer reports (attached). The FL Region Assembly occurs in September, prior to our next meeting in October. Theresa motioned to donate \$1200 to the FL Region; seconded by Kevin. Discussion: in December our registration for our FL Fictitious Name is due, but the prudent reserve will cover that expense. **ACTION: Motion to donate \$1200 to the FL Region was carried unanimously.**

REPORTS

- **Guidelines** – No report.
- **Literature Rep** – Tony reported that the BA had one purchase from Nar-Anon bookstore. The Bay Area has adequate literature.
- **Outreach**
 - ❖ **PAR Academy** – Sandy reported that she was contacted by PAR Academy about a temporary closure (4 to 6 months) effective immediately either for restructuring or remodeling. Sandy will pick up the literature at PAR Academy and store the material with the Clearwater Group materials. The White literature is Clearwater's, and the colored literature was provided by the Bay Area. The last meeting at PAR Academy was July 26th. The 4 members that facilitate meetings at PAR are all willing to continue once PAR reopens.
 - ❖ **BA Outreach Supplies/Inventory** – Yvette, Region ALT Delegate, contacted Tony about borrowing BA Outreach items. Marguerite gave Ingrid, FL Region Vice Chair, the literature rack, tablecloth and banner for FRCNA. Marguerite has a tote containing the BA Outreach Literature. Members discussed a need to record BA Outreach supplies/material which is currently a Nar-Anon banner, tent/canopy, a table, a tablecloth with the Nar-Anon logo, a literature rack and a document stand w/ laminated logo/region meeting QR code. The record will detail where the supplies are kept and who is borrowing what items. **ACTION: (1) Tony volunteered to store the BA Outreach supplies. (2) Theresa will add Outreach Inventory to agenda and minutes to assist the Bay Area in locating items when lent out.**

OLD BUSINESS

- **Financial Position Statement** – No report.

NEW BUSINESS

- **November 16th BA Fellowship Picnic** – Members decided to alternate event locations to east and west locations within the Bay Area. The last picnic was at Lettuce Lake Park, Tampa (Hillsborough County). The previous picnic was at Philippe Park, Safety Harbor (Pinellas County) area. **ACTION: Kevin will check pavilion availability at Anderston Park in Tarpon Springs. Tony will work on a recruiting theme.**
- **FACNA October 18-20th** – The FunCoast Area of NA is unable to provide the Bay Area of Nar-Anon a room due to budget constraints. However, Nar-Anon may host an Outreach Table at FACNA. Kim, FL Region Outreach Chair will staff the table. Members are encouraged to contact Kim to help at FACNA.

CLOSING

- **Adjournment** – Theresa motioned to adjourn the meeting; Sandy seconded the motion. Motion carried unanimously. The meeting was adjourned at 5pm.

Submitted by
Theresa, BA Secretary
approved 10/05/24

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

June 2024

Cash Checking Account

CURRENT PERIOD - 6/1/2024-6/30/2024			
	Beg Bal	Change	Ending Bal
Prudent Reserve	\$600.00		\$600.00
Non Seventh Tradition Funds	\$436.68	-\$60.00	\$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	\$102.30	\$47.70	\$150.00
Donations to FL Region	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00
Available Balance	\$500.48	\$52.30	\$552.78
Total	\$1,639.46	\$40.00	\$1,679.46

Year-To-Date: 1/01 to 6/30/2024			
	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		\$150.00
Donations to FL Region	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00
Available Balance	\$1,653.70	-\$1,100.92	\$552.78
Total	\$3,105.70	-\$1,426.24	\$1,679.46

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 6/1/2024-6/30/2024				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$100.00		\$0.00	\$100.00
Other				
Total	\$100.00	\$0.00	\$0.00	\$100.00
Disbursements				
Literature Purchases				\$0.00
Literature Shipping				\$0.00
Prudent Reserve				\$0.00
General Budget				\$0.00
Guidelines Budget				
Narateen Budget				
Outreach Budget				\$0.00
Donations to FL Region				\$0.00
Unbudgeted Expenditures			\$60.00	\$60.00
Subtotal Disbursements	\$0.00	\$0.00	\$60.00	\$60.00
Net Change	\$100.00	\$0.00	-\$60.00	\$40.00

Year-To-Date: (1/1-6/30/2024)				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$1,220.00	\$423.25	\$0.00	\$1,643.25
Other				
Total	\$1,220.00	\$423.25	\$0.00	\$1,643.25
Disbursements				
Literature Purchases		\$588.95		\$588.95
Literature Shipping		\$128.52		\$128.52
Prudent Reserve				
General Budget	\$199.00			\$199.00
Guidelines Budget				
Narateen Budget				
Outreach Budget	\$0.00	\$47.70		\$47.70
Donations to FL Region	\$1,780.00			\$1,780.00
Unbudgeted Expenditures	\$0.00		\$325.32	\$325.32
Subtotal Disbursements	\$1,979.00	\$765.17	\$325.32	\$3,069.49
Net Change	-\$759.00	-\$341.92	-\$325.32	-\$1,426.24

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

June 2024

Activity Dates: 6/1 -6/30/24

Beginning Balance	\$1,639.46
Net Increase/Decrease	\$40.00
Ending Balance	\$1,679.46

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)						\$1,639.46
6/12/24	Zelle	Lutz	Donation	\$100.00					\$1,739.46
6/24/24	Ck# 1254	United Methodist Church	Donation in Lieu of Rent In Reach					-\$60.00	\$1,679.46
		ENDING BALANCE	TOTALS	\$100.00	\$0.00	\$0.00	\$0.00	-\$60.00	\$1,679.46

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

July 2024

Cash Checking Account

CURRENT PERIOD - 7/1/2024-7/31/2024			
	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	\$552.78	\$716.30	\$1,269.08
Total	\$1,679.46	\$716.30	\$2,395.76

Year-To-Date: 1/01 to 7/31//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	\$1,653.70	-\$384.62	\$1,269.08
Total	\$3,105.70	-\$709.94	\$2,395.76

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 7/1/2024-7/31/2024				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$675.00	\$249.00	\$0.00	\$924.00
Other				
Total	\$675.00	\$249.00	\$0.00	\$924.00
Disbursements				
Literature Purchases		\$185.20		\$185.20
Literature Shipping		\$22.50		\$22.50
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	\$0.00	\$207.70	\$0.00	\$207.70
Net Change	\$675.00	\$41.30	\$0.00	\$716.30

Year-To-Date: (1/1-7/31/2024)				
	Donations	Literature	Rummge Sale	Total
Receipts				
Ongoing	\$1,895.00	\$672.25	\$0.00	\$2,567.25
Other				
Total	\$1,895.00	\$672.25	\$0.00	\$2,567.25
Disbursements				
Literature Purchases		\$774.15		\$774.15
Literature Shipping		\$151.02		\$151.02
Prudent Reserve				
General Budget	\$199.00			\$199.00
Guidelines Budget				
Narateen Budget				
Outreach Budget	\$0.00	\$47.70		\$47.70
Donations to FL Region	\$1,780.00			\$1,780.00
Unbudgeted Expenditures	\$0.00		\$325.32	\$325.32
Subtotal Disbursements	\$1,979.00	\$972.87	\$325.32	\$3,277.19
Net Change	-\$84.00	-\$300.62	-\$325.32	-\$709.94

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

July 2024

Activity Dates: 7/1 -7/31/24

Beginning Balance	\$1,679.46
Net Increase/Decrease	\$716.30
Ending Balance	\$2,395.76

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)						\$1,679.46
7/17/24	Zelle	Lutz	Donation	\$100.00					\$1,779.46
7/17/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase				-\$185.20		\$1,594.26
7/17/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase Shipping				-\$22.50		\$1,571.76
7/19/24	Zelle	Crystal Beach	Donation	\$50.00					\$1,621.76
7/19/24	Zelle	Spring Hill Thursday	Donation	\$50.00					\$1,671.76
7/19/24	Zelle	Clearwater Tuesday	Donation	\$100.00					\$1,771.76
7/29/24	Zelle	Tarpon Springs	Donation	\$75.00					\$1,846.76
7/29/24	Zelle	Clearwater Tuesday	Literature		\$39.00				\$1,885.76
7/29/24	Zelle	Lutz	Literature		\$105.00				\$1,990.76
7/29/24	Zelle	Tampa North	Donation	\$300.00					\$2,290.76
7/29/24	Zelle	Lutz	Literature		\$105.00				\$2,395.76
		ENDING BALANCE	TOTALS	\$675.00	\$249.00	\$0.00	-\$207.70	\$0.00	\$2,395.76

BAY AREA MEETING MINUTES

Saturday, October 5, 2024 | 4-5:30pm | Virtual Meeting

Approved 11/02/2024

OPENING

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

ROLL CALL (13 BA Groups) 6 present; 5 voting; 1 non-voting (NV), *dual role

- | | |
|--|--|
| (1) Clearwater GSR, Sandy | (4) Tarpon Springs GSR, Kevin (*Treasurer) |
| (2) Holiday GSR, Jody | (5) Holiday Secretary/Treasurer, Dawn (NV) |
| (3) Tampa GSR, Tony (*BA Literature Rep) | (6) Theresa (Secretary & Guidelines Chair) |

MINUTES

Motion to approve the August 3rd minutes was made by Sandy, seconded by Theresa. Motioned opened for discussion. Motion carried unanimously.

OFFICER REPORTS

- ASR Report – Marguerite was absent. Kevin & Tony attended the September Regional Assembly and gave a report. There were 15 members present, with 8 voting members. New Region positions: Yvette (New Tampa group), is our Region Delegate, Wyndell, (Citrus Springs group), is our new Outreach Chair and Alex, (Brandon group), is our new Contact List Administrator. The Region Secretary, Alt-Delegate, and Webmaster positions are unfilled. Donna, outgoing Delegate, reported that out of 62 Groups in the Region; only 12 groups voted on the last CAR. The Region voted on a 2024-25 budget and \$732 donation to WSO was approved. The Region officers had a problem with installing/ deactivating the Microsoft 365 licenses (5 licenses). Ultimately, in removing Office 365, files were automatically deleted that were stored in the Cloud. The officers decided to buy 2 refurbished laptops from Walmart for the Region. The Bay Area discussed the laptop purchase and was concerned that this could have been discussed at an RSC meeting or a call to a member to help with authorization and deauthorization of computers.
- Treasurer Report – Kevin reviewed the August & September treasurer reports (attached). There was a large purchase of literature for the region (case of SESH books) and other CAL. Our prudent reserve and non-7th tradition funds covered the purchase. There were no donations in September. Budget requests are due in December for the 2025 BA Budget.
 - ❖ **Members discussed and agreed that we need to add a budget amount for the Literature category and the General category for 2025** (general category covers office purchases, FL Fictitious Name registration, bank checks, stamps, Zoom subscription, etc....). Tony will send the request to Kevin and Kevin will work the figure for the general category.

REPORTS

- **Guidelines** – No report.
- **Literature Rep** – Tony reported that the BA had a large purchase from Nar-Anon bookstore. We probably won't need to buy anything in October. Groups must place literature orders by the 14th of the month; Tony usually orders on the 15th.
- **Outreach**
 - ❖ **PAR Academy** – Sandy went to PAR and picked up the Nar-Anon material and is storing at the location of Clearwater's Group meeting. Operation Par Academy is temporarily closed due to remodeling, and they are restructuring the Recovery Program, (they are hoping to reopen sometime between November-January. There are 2 members from Clearwater and 2 members from Tarpon Springs that facilitate at PAR and are interested in continuing. However, there is a need for 2 more volunteers to help facilitate when the other volunteers have other commitments. **Theresa will email BA groups asking for volunteers for facilitating at PAR.**
 - ❖ **BA Outreach** – Pinellas NOPE is October 17th; Hillsborough NOPE and Pasco NOPE are both on October the 24th and FACNA (FunCoast Area Convention of NA) is October 18-20th. While FACNA has been a BA event, we don't have an Outreach Chair or committee, and the outgoing Region Outreach Chair Kim volunteered to staff a table for Nar-Anon at the event. With all the events being held so close together, sharing the resources is a problem.
 - **Decision: members agreed that for 2025, the Bay Area will try to get more banners and/or NFG tablecloths and get smaller pamphlet displays so that we will have enough for 3 events for Outreach.** Currently our BA Outreach equipment is being borrowed by a couple/few of the Region committees and are not being returned to the Bay Area. Currently, Marguerite gave Ingrid, FL Region Vice Chair, the literature rack, tablecloth and banner for FRCNA. We don't know if Kim was given the equipment for FACNA. Marguerite has a tote containing the BA Outreach Literature which hopefully has the document stands and laminated BA NFG logo/region meeting QR code display flyer.
 - Kevin (or Tony) will store the BA Outreach supplies in the future. We are not sure where the document stand w/ laminated is or literature stock.
 - We will offer the Region the Literature Rack and suggest that the Region purchase NFG tablecloths, tents, tables for the region.

- Jody and Dawn are planning to volunteer for the Pasco NOPE, Yvette for the Hillsborough NOPE. Yvette has asked Tony about borrowing the BA Outreach items. Jody and Dawn also need BA Outreach material. Jody and Dawn were told to print off the HOPE pamphlet and other BA Outreach pamphlets or display/contact cards and the Bay Area will reimburse them for their costs. Theresa will place the Bay Area NFG QR flyer on the website so that it may be used if desired. Kevin will check with Kim and see where she purchased a banner (which can be taped to the front of a table. OLD BUSINESS
- **Financial Position Statement** – Members decided to table the letter to WSO for a few months (2025). Members also agreed that WSO is doing their best and have made changes – but Nar-Anon is in worse financial shape despite the changes. Increasing literature prices may be the only way to balance WSO finances. A letter will include thanks and appreciation to the board for their actions.
- **November 16th BA Fellowship Picnic** – The Bay Area picnic will be November 16th at Anderson Park in Tarpon Springs. Theresa & Sandy are unable to be present which leaves Tony and Kevin who are willing to spearhead the event. Theresa will send out an email requesting a headcount of those who are planning to attend with a 10-day window to reply. If there is little interest, we may decide to postpone or have a different type of event in the future (potluck speaker meeting).

NEW BUSINESS

CLOSING

- **Adjournment** – Jody motioned to adjourn the meeting; Kevin seconded the motion. Motion carried unanimously. The meeting was adjourned at 5:29pm.

Submitted by
Theresa, BA Secretary
Approved 11/04/24

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

August 2024

Cash Checking Account

CURRENT PERIOD - 8/1/2024-8/31/2024			
	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	\$1,269.08	-\$993.00	\$276.08
Total	\$2,395.76	-\$993.00	\$1,402.76

Year-To-Date: 1/01 to 8/31//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	\$1,653.70	-\$1,377.62	\$276.08
Total	\$3,105.70	-\$1,702.94	\$1,402.76

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 8/1/2024-8/31/2024				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$100.00	\$107.00	\$0.00	\$207.00
Other				
Total	\$100.00	\$107.00	\$0.00	\$207.00
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	\$1,200.00	\$0.00		\$1,200.00
Unbudgeted Expenditures	\$0.00		\$0.00	\$0.00
Subtotal Disbursements	\$1,200.00	\$0.00	\$0.00	\$1,200.00
Net Change	-\$1,100.00	\$107.00	\$0.00	-\$993.00

Year-To-Date: (1/1-8/31/2024)				
	Donations	Literature	Rummge Sale	Total
Receipts				
Ongoing	\$1,995.00	\$554.25	\$0.00	\$2,549.25
Other				
Total	\$1,995.00	\$554.25	\$0.00	\$2,549.25
Disbursements				
Literature Purchases		\$774.15		\$774.15
Literature Shipping		\$151.02		\$151.02
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	\$3,179.00	\$972.87	\$325.32	\$4,477.19
Net Change	-\$1,184.00	-\$418.62	-\$325.32	-\$1,927.94

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

August 2024

Activity Dates: 8/1 -8/31/24

Beginning Balance	\$2,395.76
Net Increase/Decrease	-\$993.00
Ending Balance	\$1,402.76

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)						\$2,395.76
8/5/24	Zelle	Florida Region	Donation					-\$1,200.00	\$1,195.76
8/15/24	Deposit	Clearwater Tuesday	Donation	\$100.00					\$1,295.76
8/15/24	Deposit	Luta	Literature		\$15.00				\$1,310.76
8/15/24	Deposit	Tampa North	Literature		\$92.00				\$1,402.76
		ENDING BALANCE	TOTALS	\$100.00	\$107.00	\$0.00	\$0.00	-\$1,200.00	\$1,402.76

Balance Per Bank 8/31/2024	\$1,402.76
Add Outstanding deposit	\$0.00
less outstanding check	\$0.00
Bank account reconciled	\$1,402.76

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

September 2024

Cash Checking Account

CURRENT PERIOD - 9/1/2024-9/30/2024			
	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	\$276.08	-\$530.26	-\$254.18
Total	\$1,402.76	-\$530.26	\$872.50

Year-To-Date: 1/01 to 9/30/2024			
	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	\$1,653.70	-\$1,907.88	-\$254.18
Total	\$3,105.70	-\$2,233.20	\$872.50

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 9/1/2024-9/30/2024				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$0.00	\$0.00	\$0.00	\$0.00
Other				
Total	\$0.00	\$0.00	\$0.00	\$0.00
Disbursements				
Literature Purchases		\$420.00		\$420.00
Literature Shipping		\$110.26		\$110.26
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	\$0.00	\$530.26	\$0.00	\$530.26
Net Change	\$0.00	-\$530.26	\$0.00	-\$530.26

Year-To-Date: (1/1-9/30/2024)				
	Donations	Literature	Rummage Sale	Total
Receipts				
Ongoing	\$1,995.00	\$554.25	\$0.00	\$2,549.25
Other				
Total	\$1,995.00	\$554.25	\$0.00	\$2,549.25
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	\$3,179.00	\$1,503.13	\$325.32	\$5,007.45
Net Change	-\$1,184.00	-\$948.88	-\$325.32	-\$2,458.20

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

September 2024

Activity Dates: 9/1 -9/30/24

Beginning Balance	\$1,402.76
Net Increase/Decrease	-\$530.26
Ending Balance	\$872.50

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)						\$1,402.76
9/1/24	Zelle		Donation	\$0.00	\$0.00				\$1,402.76
9/1/24	Deposit		Donation	\$0.00	\$0.00				\$1,402.76
9/1/24	Deposit		Literature	\$0.00	\$0.00				\$1,402.76
9/1/24	Deposit		Literature	\$0.00	\$0.00				\$1,402.76
9/27/24	Debit Card	Nar Anon Family Group Inc	Literature Purchase				-\$420.00		\$982.76
9/27/24	Debit Card	Nar Anon Family Group Inc	Literature Purchse Shipping					-\$110.26	\$872.50
		ENDING BALANCE	TOTALS	\$0.00	\$0.00	\$0.00	-\$420.00	-\$110.26	\$872.50

Balance Per Bank 9/30/2024	\$872.50
Add Outstanding deposit	\$0.00
less outstanding check	\$0.00
Bank account renconciled	\$872.50

BAY AREA MEETING MINUTES

Saturday, November 2, 2024 | 4-4:39pm | Virtual Meeting

approved 12/07/2024

OPENING

Marguerite opened the virtual BA meeting at 4pm with the Serenity Prayer. The Tradition & Concept of the month were read.

ROLL CALL (13 BA Groups) 6 present; 5 voting; 1 non-voting (NV), *dual role

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

MINUTES

Motion to approve the October minutes was made by Dawn, seconded by Kevin. Motioned opened for discussion. Motion carried unanimously.

OFFICER REPORTS

- ASR Report
- Treasurer Report – Kevin reviewed the October treasurer reports (attached).

REPORTS

- **Guidelines** – No report.
- **Literature Rep** – Tony reported that the BA had a large purchase from Nar-Anon bookstore. We probably won't need to buy anything in October. Groups must place literature orders by the 14th of the month; Tony usually orders on the 15th.
- **Outreach**
 - ❖ **PAR Academy** – Sandy has not been contacted by PAR on opening date.
 - ❖ **BA Outreach** – NOPE throughout the area was cancelled due to hurricane damages (Helene & Milton)
 - ❖ **Outreach Material/Equipment** - Theresa & Kevin will research prices for an alternate display stand ([acrylic pamphlet, flyer & contact card holder](#)) for Nar-Anon literature at Outreach Events (lower right photo).

The Nar-Anon 16 pamphlet rack (photo on upper right) has problems staying upright, storage and amount of literature it holds. Kevin has the table & some literature, Yvette has the canopy tent and literature rack, Marguerite gave tablecloth, banner & document stand w/ laminated QR meeting flyer & some literature to Ingrid.

16 pamphlet metal display rack



Acrylic display stands

OLD BUSINESS

- **BA Picnic** – Due to lack of interest at this time (hurricane damages, etc.) the Bay Area decided to postpone the fellowship event. We will pick this up in the spring with either a picnic or potluck speaker meeting.

NEW BUSINESS

- 2025 BAM Schedule, BA Elections (Alt ASR, Outreach Chair) & BA 2025 Budget – these items will be decided at the December BA meeting. Theresa will create a 2025 BA meeting/region events calendar for review. We will have a budget amount for the Literature category and the General category for 2025 (general category covers office purchases, FL Fictitious Name registration, bank checks, stamps, Zoom subscription, etc....as per October minutes).
- Donna is looking for support for a USA Easter Coast Convention (Maine to FL) in February 2026 to be held in the Tampa Bay Area.

CLOSING

- **Adjournment** – Theresa motioned to adjourn the meeting; Dawn seconded the motion. Motion carried unanimously. The meeting was adjourned at 4:39pm.

Submitted by
Theresa, BA Secretary
Approved 12/07/2024

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

October 2024

Cash Checking Account

CURRENT PERIOD - 10/1/2024-10/31/2024			
	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>-\$254.18</u>	<u>\$210.00</u>	<u>-\$44.18</u>
Total	\$872.50	\$210.00	\$1,082.50

Year-To-Date: 1/01 to 10/31/2024			
	Beg Bal	Change	Ending bal
Prudent Reserve	\$600.00		\$600.00
Non Seventh Tradition Funds	\$702.00	<u>-\$325.32</u>	\$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	<u>\$0.00</u>	\$150.00
Donations to FL Region	\$0.00		\$0.00
Unbudgeted Expenditures	\$0.00		\$0.00
Available Balance	<u>\$1,653.70</u>	<u>-\$1,697.88</u>	<u>-\$44.18</u>
Total	\$3,105.70	-\$2,023.20	\$1,082.50

Receipts and Disbursements - Cash Basis

CURRENT PERIOD - 10/1/2024-10/31/2024					
	Donations	Literature	Rummage Sale	Total	
Receipts					
Ongoing	\$210.00	\$0.00	\$0.00	\$210.00	
Other					
Total	\$210.00	\$0.00	\$0.00	\$210.00	
Disbursements					
Literature Purchases		<u>\$0.00</u>		<u>\$0.00</u>	
Literature Shipping		<u>\$0.00</u>		<u>\$0.00</u>	
Prudent Reserve				<u>\$0.00</u>	
General Budget	<u>\$0.00</u>			<u>\$0.00</u>	
Guidelines Budget					
Narateen Budget					
Outreach Budget	<u>\$0.00</u>	<u>\$0.00</u>		<u>\$0.00</u>	
Donations to FL Region	<u>\$0.00</u>	<u>\$0.00</u>		<u>\$0.00</u>	
Unbudgeted Expenditures	<u>\$0.00</u>		<u>\$0.00</u>	<u>\$0.00</u>	
Subtotal Disbursements	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
Net Change	\$210.00	\$0.00	\$0.00	\$210.00	

Year-To-Date: (1/1-10/31/2024)					
	Donations	Literature	Rummage Sale	Total	
Receipts					
Ongoing	\$2,430.00	\$554.25	\$0.00	\$2,984.25	
Other					
Total	\$2,430.00	\$554.25	\$0.00	\$2,984.25	
Disbursements					
Literature Purchases		<u>\$1,194.15</u>		<u>\$1,194.15</u>	
Literature Shipping		<u>\$261.28</u>		<u>\$261.28</u>	
Prudent Reserve					
General Budget	<u>\$199.00</u>			<u>\$199.00</u>	
Guidelines Budget					
Narateen Budget					
Outreach Budget	<u>\$0.00</u>	<u>\$47.70</u>		<u>\$47.70</u>	
Donations to FL Region	<u>\$2,980.00</u>			<u>\$2,980.00</u>	
Unbudgeted Expenditures	<u>\$0.00</u>		<u>\$325.32</u>	<u>\$325.32</u>	
Subtotal Disbursements	<u>\$3,179.00</u>	<u>\$1,503.13</u>	<u>\$325.32</u>	<u>\$5,007.45</u>	
Net Change	-\$749.00	-\$948.88	-\$325.32	-\$2,023.20	

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

October 2024

Activity Dates: 10/1 -10/31/24

Beginning Balance	\$872.50
Net Increase/Decrease	\$210.00
Ending Balance	\$1,082.50

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)						\$872.50
10/16/24	Zelle	Lutz Tuesday	Donation	\$100.00	\$0.00				\$972.50
10/28/24	Deposit	Springhill Thursday	Donation	\$50.00	\$0.00				\$1,022.50
10/28/24	Deposit	Crystal Beach	Donation	\$60.00	\$0.00				\$1,082.50
									\$1,082.50
		ENDING BALANCE	TOTALS	\$210.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,082.50

Balance Per Bank 10/31/2024	\$1,082.50
Add Outstanding deposit	\$0.00
less outstanding check	\$0.00
Bank account renconciled	\$1,082.50

BAY AREA MEETING MINUTES

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

approved 01/04/2025

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
approved 01/04/25

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>	<u>\$704.82</u>
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	

BAY AREA SPECIAL MEETING MINUTES

Saturday, December 21, 2024 | 4-5:06pm | Virtual Meeting
approved 01/04/2025

OPENING

Marguerite opened the virtual BA meeting at 4:03pm with the Serenity Prayer. The 12th Tradition & Concept was read.

ROLL CALL

8 attendees; 7 voting; 1 non-voting (NV), *dual role (note: there are 13 BA Groups)

- | | |
|--|--|
| (1) Clearwater GSR, Sandy | (6) Zephyrhills GSR, Faye *Region Helpline Admin |
| (2) Crystal Beach GSR, Maureen | (7) Theresa, *BA Secretary & Guidelines Chair |
| (3) St Petersburg GSR, Jon | (8) Marguerite, Bay ASR, (NV) |
| (4) Tampa GSR, Tony, *BA Literature Rep | |
| (5) Tarpon Springs GSR, Kevin, *BA Treasurer | |

NEW BUSINESS

- **WSO Bulletin 005 – WSO financial status**– stated November 2024 operating cash is \$2,296. As a result, the following has been implemented: one employee resigned & the position will be eliminated; all employees will have received a 20% reduction in pay; no more printing supplies for creating CAL literature will be purchased; remaining literature will be sold until the supply of literature is sold out.

The BA November Treasurer report was viewed via screen share. The BA had \$1831.50 in the bank at the end of November. In December Kevin paid for the Bay Area’s Florida Fictitious name renewal and the BA has sold literature and received donations – increasing our bank balance another \$284 or so. The Bay Area had \$600 of the bank balance earmarked for prudent reserves and another \$150 for Outreach. It was agreed to use the prudent reserve and any available funds. Donations and literature sales will bring back the prudent reserves to whatever the BA determines in January 2025 for our 2025 budget.

The BA discussed how our members and groups will be affected. Considering the substantial amount of donation dollars that would be needed to change the financial plight of WSO, it was determined that the best we can do is purchase a healthy supply of core CAL for BA Groups. By consensus, members agreed that they preferred the large print Blue Booklets and not to purchase the small Blue Booklets. The purchase of literature will help WSO finances.

- **Theresa motioned (seconded by Maureen) to expend funds to purchase:**

2 cases of SESH books (B-202C) @ \$325 each	\$ 650.00
200 Large Print Blue Booklets (B-201) @ \$1.75 each	\$ 350.00
50 Newcomer Packets (P-100) @ \$2 each	\$ 100.00
20 Twelve Step Workbooks (B-206) @ \$12 each	<u>\$ 240.00</u>
	SUBTOTAL
	\$1340.00
Plus Shipping (somewhere between \$200-\$300)	(\$200 - \$300)

Motioned opened for discussion. **Motion carried unanimously.**

CLOSING

- **Adjournment** – Kevin motioned to adjourn the meeting at 5:65pm which was seconded by Faye. Motion carried unanimously.

Submitted by
Theresa, BA Secretary
approved