

Gold Coast Area Service Committee



Sunday, 24th April 2022

Anglican Church big hall, 14 Park Avenue, Burleigh Heads

5 was the minimum quorum. 9 Group Service Representatives present

Administration Committee

Position	Name	Present	Position	Name	Present
Chair	Filled	Yes	Treasurer	Filled	Yes
Vice-Chair	Vacant	N/A	RCM	Vacant	N/A
Secretary	Filled	N/A	RCM Alternate	Vacant	N/A

Sub-Committee Chairs

Position	Name	Present	Position	Name	Present
H&I	Vacant	No	Convention	Vacant	N/A
PR	Vacant	N/A	Policy	Vacant	N/A
Literature	Filled	Yes	Newsletter	Vacant	No
Activities	Filled	No	Ad-Hoc	Filled	No
Camp Serenity	Filled	Represented by Secretary			

GSRs

Meeting	GSR	Meeting	GSR
Monday to Friday 7am Southport Broadwater Early birds	No	Thursday 10:30am Palm Beach Steps	No
Monday 5.30 pm Helensvale Women's	Present	Thursday 7:30pm Southport Lost and Found	Present
Monday 6pm Coolangatta Steps (temporarily closed)	No	Thursday 7:30pm Palm Beach Steps	No
Monday 7pm Southport Traditions	No	Thursday 7:30pm Mermaid Womens	Present
Monday 6pm Burleigh Beginners	No	Friday 6pm Southport Steps	No

Meeting	GSR	Meeting	GSR
Monday 7pm Men's Burleigh Waters	No	Friday 6:30pm Coolangatta Freedom	No
Tuesday 7am Miami Morning Fix	No	Friday 7:30pm Surfers Paradise Spiritual Principles	Present
Tuesday 1pm Burleigh Heads JFT	No	Saturday 10am Burleigh Waters	Present
Tuesday 6:30pm Helensvale Basic Text	Present	Saturday 5pm Burleigh Heads JFT	No
Tuesday 7pm Palm Beach JFT	No	Saturday 7:30pm Southport SNL	No
Tuesday 7pm Southport Men's	No	Sunday 10:30am Currumbin JFT	No
Tuesday 6:30pm Tweed Heads	No	Sunday 5pm Burleigh Heads WDR	No
Wednesday 7pm Southport Guest Speaker	Present	Sunday 6pm Mermaid LGBTIQ	Present
Wednesday 6pm Elanora Meditation	No	Sunday 6:30pm Southport Basics	Present

Order of Business

1. Chair's opening - meeting commenced at 2pm.
2. Moment of silence
3. Service Prayer read

'God, grant us the knowledge that we may act accordingly to your divine precepts. Instill in us a sense of your purpose. Make us servants of your will and grant a bond of selflessness that this may truly be your work, not ours – in order that no addict, anywhere, need die from the horrors of addiction.'

4. 12 Traditions and 12 Concepts read
5. ID of those present

Apologies:

- Activities Chair
- GSR Monday Night Beginners – Burleigh Heads
- Ad Hoc Chair

6. Quorum in attendance: 9
7. Count of voting members: 9
8. Consensus to recognise observers: Y
9. Accept previous minutes as true and correct: Moved by GSR Friday Night, Seconded by GSR Tuesday Helensvale. Accepted by Consensus.
10. Reports from Administration Committee & Sub-Committee Chairs:

All reports received are included at the end of this document in the following order – if your report was not emailed to the Secretary at the ASC it will not be tabled in these minutes.

- Chairperson Report Verbal and Emailed report - in Minutes
 - Vice Chairperson Report Vacant.
 - Secretary Report absent.
 - Treasurer Report Verbal and Emailed report- Included in Minutes.
 - RCM Report Emailed Resignation/report - Included in Minutes.
 - Alt RCM Report Emailed Resignation/report - in Minutes
 - Policy Chairperson Report Vacant.
 - Literature Chairperson Report Verbal report.
 - Newsletter Chairperson Report Vacant.
 - Convention Chairperson Report Vacant.
 - Activities Chairperson Report No report
 - Camp Serenity Chairperson Report Report given by Committee Secretary
 - Public Relations Chairperson Report Vacant.
 - Hospitals & Institutions Chairpersons No Report
 - Ad – Hoc Workgroup Temporarily suspended.
11. GSRs reported highlights of Group Business
 12. Old Business
 13. New Business

Motion from Wednesday Night Guest Speaker Meeting

Motion: For the operation of the GCANA to open an independent zoom account in the name of the NA Gold Coast Service Committee linked to the Chairpersons email account

Intent: To be fully self-supporting, to carry the message and to facilitate more GSR's attending area meetings.

Impact: The cost to the area remains the same as what is currently being paid, \$277.08 pa

Moved by GSR Wednesday Night Guest Speaker

Consensus Reached

Motion from Sunday Night LGBT Meeting

Motion: That the GCASC approve the use of the area service home page set up on the na.org.au website by the regional IT sub-committee for the purpose of facilitating communication, participation and accountability of the operation of the area service structure

Intent: To facilitate communication, participation and accountability of the operation of the area service structure and carrying of our primary purpose. There is no financial impact to the area.

Moved by: GSR Sunday LGBT

Consensus Reached

14. Election of Trusted Servants:

Vice Chair: Self Nominated, Seconded by GSR Wednesday Night Guest Speaker. Elected

- Secretary: Self Nominated, Seconded by GSR Saturday 10am Burleigh – Elected
- Policy Chair: No nominations.
- Public Relations: No nominations.

15. Discussion/Workshop – GCASC Service page on na.org.au

16. Establish date for next GCASC meeting: Sunday 28th May 2022 at 2pm at Anglican Church, 14 Park Avenue, Burleigh, Main Hall.

17. Announcements – see Announcement Box.
18. Close Meeting with Serenity Prayer: ‘God, grant us the serenity to accept the things we cannot change. The courage to change the things we can. And the wisdom to know the difference’.

Meetings Announcements:

- Helensvale Women’s Monday 5:15pm is urgently looking for older cleaner members.
- Thursday 7:30pm Mermaids looking for OCM’s to attend
- Southport Thursday 7:30pm Lost and Found is looking for OCMs to attend.
- Southport Monday 7pm Traditions is looking for support.
- Elanora Friday 6:30pm is looking for home group members.
- Currumbin Sunday 10:30am is looking for home group members.
- Southport guest speaker has positions available
- Helensvale Tuesday has positions available.

Other:

- If you would like to go Numinbah jail, please contact handi.goldcoast@na.org.au so they email you the forms.
- Reminder to home groups: ensure meeting details are kept up to date on the na.org.au website, via the below link: <https://www.na.org.au/multi/meeting-update-form/>
- Reminder to home groups: venue is 1st point of contact for Covid safe plan updates.
- For home groups wanting to fund flow, here are the bank details. Acc Name: Gold Coast Area Service Committee. BSB: 124 022. Acc No: 1020 1668.
- Discuss venue requirements re Covid for your group and bring concerns for discussion to the next Area meeting.
- GCASC has a zoom account for use by admin, sub-committees and groups
- Thurs Miami 7.30 meeting time change starting April. → 6.30pm

Area Positions Vacant (refer brief position description below announcements):

- H&I Chair – 2 years clean time.
- PR Chair – 3 years clean time.
- Policy Chair - 3 years clean time.

- RCM – 3 years clean time
- Alt RCM – 3 years clean time

Area Positions Vacant (as per announcements above) - brief position descriptions:

H & I Chair

Clean time: 2 years

Term: 1 year

Hospitals and institutions subcommittees conduct panels that carry the NA message to addicts who often have no other way of hearing our message.

Policy Chair

Clean time: 3 years

Term: 1 year

The GCASC Policy Chair advises the GCASC about policy issues during the course of the area meeting and often clarifies guidelines -- therefore is required to have a reasonable knowledge of the manual. They coordinate the drafting of new policy for consideration by the GCASC and maintains and updates these Guidelines, including the policy log.

Public Relations Chair

Clean time: 3 years

Term: 1 year

The general mission of your public relations subcommittee is to inform addicts and others in the community of the availability of recovery in Narcotics Anonymous. Service provided by the PR subcommittee vary widely from area to area. The simplest kind of PR project is the production and distribution of fliers throughout the community announcing that NA is available and that more information can be had either by calling the local NA information phoneline or by attending an NA meeting.

Clean time: 3 years

Term: 1 year

Convention Chair

The purpose of the Gold Coast Area Convention is to celebrate spiritual recovery, encourage unity and generate funds to support area activities.

The Convention Chairperson's role is to form and coordinate a subcommittee to plan, prepare and facilitate the GCASC's annual convention. They then work with the elected convention committee to organise the Gold Coast Area convention by coordinating and chairing regular committee meetings. Some additional duties include: Facilitating and attending regular subcommittee meetings, liaising with venue operators and presenting monthly reports to the GCASC.

Next GCASC meeting is 2-4pm on Sunday 28th May 2022 at the Anglican Church main hall, 14 Park Ave, Burleigh Heads.

REPORTS

Chairperson

Due to the lack of admin committee members and sub-committee chairs, I have sought help from my higher power in the form of OCMs with service experience as to what can be done to remedy this. First, I have drafted a survey to be conducted through survey monkey – a free online survey platform to emailed to all recipients and to be shared with as many members as possible. This will be associated with the chair.goldcoast@na.org.au website. The intent is to gain information from members as to how they perceive service and what they want from the ASC. Input to this was from numerous members including a number at the BBQ at Broadbeach on Sunday April 10th. This can be addressed in the discussion period. In addition I have liaised with Nathaniel, the adHoc subcommittee chair and Adonis, the Activities sub-committee chair, to have activities with workshops to attract more service commitment from members.

YILS

Vice Chairperson

Newly elected

Secretary

Newly elected

Treasurer



M9XCWXMJHB-TL02

Account Details

10201668 GCASC Main Account - Available: \$16,131.28

Account Information

Account Name:
GCASC Main Account

Transactions Search

Date Range For a specified range
Start Date 15/03/2022 DD/MM/YYYY End Date 22/04/2022 DD/MM/YYYY(DD/MM/YYYY)

Transaction List Matching Search Criteria

Date	Description	Debit	Credit	Balance
21/04/2022	Direct Credit [REDACTED] Burleigh water men		\$100.00	\$16,131.28
21/04/2022	Direct Credit [REDACTED] Miami fix		\$65.00	\$16,031.28
20/04/2022	Direct Credit [REDACTED] Tue Mens Southport		\$40.00	\$15,966.28
31/03/2022	INTEREST		\$2.01	\$15,926.28
24/03/2022	PAY ANYONE [REDACTED] Zoom A/C	\$23.09		\$15,924.27
24/03/2022	Direct Credit [REDACTED] Wed Night Sthprt		\$70.00	\$15,947.36
15/03/2022	[REDACTED]		\$70.00	\$15,877.36

RCM

March 2022 RCM Report GCANA

Firstly, I would like to formally resign as the Gold Coast RCM. I have spoken with my sponsor and due to multiple factors currently happening in my personal life I do not have the physical time or emotional capacity to fulfill this role. Thank you for all members of the GCANA for giving me the last 12 months to act as our regional member and I have learnt many things from being apart of I the last 12months. I will provide an update for from the last Regional meeting 5-6th March 2022.

I would like area to discuss the possibly of GSR using the online GSR report from on NA.org.au. This would help with paper waste, and printing of the template GSR report along with allowing groups to have access to the forms during their group conscience which in turn they can also submit if a GSR would not be present. The online forms would atomically be emailed to the sectary.

ARSC Notes:

Amended RCM treasure report update to included \$1500 fund flow.

ARSC proposal to record ARSC meeting to keep up to date minutes, Proposal endorsed by consensus

SPAD project book has not been officially approved and RD informed that this is not official NA literature.

ARSC has a regional debit card however is in treasures name. Uses wise debit card.

Treasure and other trusted servants' transfers monies from account to debit card. (Included in minute for GCASC to be informed of how region manages funds needing to be paid from a card).

Each Area can have authorised to update their own meetings list online.

There are already multiple areas doing this. (Discuss at next area)

Policy Subcommittee:

Details and amendments need to be made to the policy document due to cut off dates of dec ARSC. NA website policy, goes to PDF document which is searchable but was not protected by NA firewall there for edits were being made from people outside NA. Subcommittee members are working on and new policy site on na.org.au that now has subheadings and easy access links to take you directly the appropriate page in the policy. (not currently live yet.)

Discussion period: RD discussed concerns regarding funds/treasurer report from the APF.

Australia challenged treasurer report at the APF regarding budget for 2022 and spending from pervious yr 2021. Concerns were raised that money is being held/spent with no budget from subcommittees.

Australia sent 61% of funds to APF in the last yere approx. \$25000. APF calculated estimated expenses for 2022 APF conventions and APF meeting for Dec 2021 for \$7000 this means the APF are predicting that \$17000 will be spent in 8 weeks prior pr APF convention and meeting, Australia questioned this as this would not happen. \$5000 was budget for Women's FD and FD however there was no breakdown of what this would entail :ie flights, workshops, events

Australia fund flows a 1/3 of the APF totally revenue for the year 2021.

Australia also discussed concerns that when APF doesn't budget for the year that they are automatically stating that Australia will be able to fund flow \$25000 a year when the budget is

Discussion – SUNDAY

Base fund flow in regional Policy is \$1500 a quarter.

Outcome of Discussion was Proposal - reduce to base fund flow only and arrange a meeting with APF treasurer, and incorporation group and Aus Treasurer, LIW and delegates to work towards change?

Sunday

Elections: Policy Chair voted

CAT CAT Motions Session and what would Region/Aus would like to vote for the motions of the 2023 CAT CAR report

Conference Agenda Report

Issues and items of Discussion for WASC

Conference Approval Track Material World Service

Budgets motions, revisions and other changing to the guide for World Service

First Motions: Motion #1 in this Interim CAR/CAT seeks to continue the suspension until the end of WSC 2023 so that the conference can at last decide upon the proposed changes to the Operational Rules that were included in the 2020 CAR and will be reintroduced in the 2023 CAR

The intention was to address revisions to the FIPT (Fellowship Intellectual Property Trust? Fellowship Intellectual Property Trust? Operational Rules at WSC 2020, but the pandemic forced the conference online, and the amount of business the body addressed was greatly abbreviated. The World Board did not introduce the proposed revisions to the FIPT Operational Rules because we felt these motions should wait for an in-person conference. Instead, the conference decided to continue the suspension of Article 5, Section 3 of the Operational Rules

Regional consensus supported for RD and AD

Motion 2: To extend the terms of the WSC elected positions for the two Human Resource Panel members and one WSC Cofacilitator currently set to expire in 2022 to 2023..

The reasoning for this motion is to acknowledge the change in the conference cycle due to the global pandemic

Regional Consensus for support

Motion 3: To extend the terms of the three WSC elected positions on the World Board currently set to expire in 2022 to 2023.

The reasoning for this motion is to acknowledge the change in the conference cycle due to the global pandemic

Regional consensus supported this motion

Motion 4: To approve the book contained in Addendum B, “A Spiritual Principle a Day” as Fellowship-approved recovery literature.

Supported

Motion 5: Cat Item which means World Board members are also included in voting.

To approve the Narcotics Anonymous World Services, Inc. budget for 2022–2023.

Regional Consensus supported this motion

Proposals:

Proposal 1: outcome from previous discussion regarding APF funds.

Proposed By: RD

The Australian Delegate team will approach the APF and request discussion with the APF Treasurer, APF Incorporation Workgroup members and other members identified as important to a mutual solution to occur with the Australian Delegates, ARSC LIW member, and ARSC Treasurer and any other members identified as important to a mutual solution. The hoped outcomes of the discussions are to improve the level of detail in reporting and budgets presented by APF, clarify the APF Incorporation legal reporting requirements and to ensure that the Australian Region are confident in the financial information being presented to delegates.

The outcomes of the discussions and decisions of the meeting and decisions made by the Australian Region will be reported to the APF as a whole by way of Community Reporting Template. Intent: To show leadership at the APF by sharing our experiences around financial management practices. This will enable all APF delegates to have the information needed to make financial decisions at the APF. To open discussion and dialogue between the two service bodies in an effort to meet both service body's needs. To ensure that Australia is confident in the financial management of the funds being flowed to other service bodies.

ENDORSED CONSENSUS reached.

Proposal 2:

To update the policy to include that

ARSC participants and nominees must reside within the Australian Commonwealth and its States and Territories

there is a two-year minimum clean time for ARSC participation. Nominees for positions must meet the clean time requirement as per policy description for the position

ENDORSED CONSENSUS REACHED.

Proposal 3:

Currently on going difficult to step into IT Chair, due to the amount of IT knowledge needed for this positions. The amount of time currently needed to fulfill all the roles of all IT chair could be a full time job.

Proposal to restructure the IT Chair positions. This would mean that certain aspects of the IT role would be divided between subcommittee members. This means that the IT chair would be called IT coordinator.

Consensus reached Proposal ENDORSED.

Proposal; 4:

Make the Newcomer Banner as an item available for purchase through the FSO.

Consensus reached Proposal endorsed (English version only)

Thank you

YILS RCM

Alt RCM

To GCASC,

First of all, my apologies for not being able to attend in person today.

It is with sadness that I am writing to advise the Gold Coast Area Committee of my decision to resign as Alt RCM.

I was excited about my role as Alt RCM and was always committed to finish my full term, however with the recent resignation of the RCM I feel that I really have no choice but to resign.

Normally the Alt RCM receives 2 years training. However, so far having only had a few months in the position of Alt, I feel completely unequipped to step into the RCM role at this point.

With no RCM to train me and with no members in an Area Admin position with previous regional experience to support me as RCM, it would be too stressful for me and my mental health would likely suffer.

It is my intention to continue to experience and learn about Regional service by joining a Regional subcommittee instead.

The GCASC, of which I have been a part of for almost 2.5 years, has worked hard to keep things afloat during Covid and the many changes that were thrust upon us as a result, and I thank you for allowing me to be part of this as a trusted servant.

Once again, thank you for allowing me the privilege of serving the Fellowship,

YILS

Alternate RCM

Policy Chairperson

Vacant.

Literature Chairperson

Verbal report.

Newsletter Chairperson

Vacant.

Convention Chairperson

Vacant.

Activities Chairperson

No report

Camp Serenity Chairperson

Dates set for the camp are 15-17 July 2022 at Camp Bornhoffen
Prices set at \$180 concession - \$190 full price, Day rates \$20p/p
Meals for day visitors \$20/pm full price \$15/pm concession
Deposits will be a minimum of \$60, non-refundable after 4 weeks before the 15/07/2022
All positions on the Camp Serenity sub-committee have been filled
The committee requests all available funds to be released into the bank account asap
Can all GSR's announce the dates at their meetings please

Thank you YILS Chair

Public Relations Chairperson

Vacant.

Hospitals & Institutions Chairperson

Vacant

Ad – Hoc Workgroup - Temporarily suspended

Group Reports

Group Name/Location: **Lost & Found**
Meeting Day/Time: **Thursday 7.30**
Average Weekly Attendance: 12-20
Trusted Servant Topics: Yes
Atmosphere of Recovery: Beginners topics
Announcements re homegroup members needed
Key tags
Other Topics : Funds are low..
Your Email Address: wisenkind@outlook.com
Opening Balance: 7.00
Total Monthly Collection: 38.00
Rent Paid: 150
Area Service Contribution: 00.00
GSR/Alt GSR Name: GSR

Prudent Reserve (Remaining Balance): -105.00

Wednesday Night Southport Guest Speaker Meeting Report

Had our group conscience 20th April. Have around 35 average attendance and six group members. Our opening balance was \$56.30, with \$112.80 7th collected, less \$15.05 refreshments and \$88 for next month's rent in advance, leaving a balance of \$66.05. Plenty of literature in stock. Meeting going well with a strong message of recovery. YILS Peter M

Meeting Location:	Mermaid Beach Community Centre 2439 Gold Coast Hwy, Mermaid Beach QLD 4218
Meeting Day and Time:	Thursday 7.30pm
Meeting Theme or Topic:	Women's Meeting

Do you have a group conscience? If so when?	Last Thursday of every month		
Average Attendance:	8		
Number of Group Members:	6		
Service Positions Vacant:	3		
Financial Report:	Opening Balance		\$99
	Add: 7 th Tradition		\$
	Add: Literature Sales		\$
	Add: Other Income		\$
	Less: Tea & Coffee		\$
	Less: Rent		\$79
	Less: Literature Purchases		\$
	Less: Fund Flow to Area		\$
	Less: Other Expenses		\$
	Closing Balance		\$20
NB. It is recommended that groups maintain a 'prudent' reserve of one month's running costs.			
Rent Payments Up to Date:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Literature in Stock:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Cannot afford
Meetings Lists in Stock:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Need some
Any Other News / Comments / Announcements: we are looking for and need more members, particularly older members with clean time, also need service rolls filled. Meeting will remain at 7.30pm NOT changing to 6.30pm			
Your Name & Position:			
Your Email or Postal Address:			

Gold Coast Area Service Committee

GSR Report

ASC Meeting Date: 24/04/2022

Meeting Location:	GCCC Community Centre 131 Christine Ave Burleigh Waters		
Meeting Day and Time:	Saturday 10:00am (1 hour) "Hey hey It's Saturday NA"		
Meeting Theme or Topic:	"Living Clean" and other Approved Literature Topics		
Do you have a group conscience? If so when?	Yes: Saturday before ASC or as deemed necessary		
Average Attendance:	25		
Number of Group Members:	6-		
Service Positions Vacant:	New members welcome		
Financial Report:	Opening Balance		\$80.25
	Add: 7 th Tradition		\$152.70
	Add: Literature Sales –		\$34.00
	Add: Other Income		N/A
	Less: Tea & Coffee		Not provided
	<i>Rent paid to the end of April</i>		
	Less: Literature Purchases		-20.00
	Less: EFTPOS to GCASC (24/04/2022)		<u>-100.00</u>
	Less: Other Expenses		
		Closing Balance	
Rent Payments Up to Date:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Literature in Stock:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Meetings Lists in Stock:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
The Group wishes to welcome and congratulate Brea for taking on the important role of Group Service Representative & A big sense of gratitude & thank you to Shantii who has served the group selflessly.			
Your Name & Position:			
Your Email or Postal Address:			
Mobile:			
If you cannot attend the meeting, you can submit your report by emailing it to the Secretary GCASC [secretarygcasc@gmail.com]			

Gold Coast Area Service Committee			
GSR Report		ASC Meeting Date: 24/04/22	
Meeting Location:	Salerno Street, Isle of Capri		
Meeting Day and Time:	Friday 7:30pm		
Meeting Theme or Topic:	Spiritual Principles		
Do you have a group conscience? If so when?	N/A		
Average Attendance:	15		
Number of Group Members:	12		
Service Positions Vacant:	Nil		
Financial Report:	Opening Balance	\$	107.28
	Add: 7 th Tradition	\$	53.55
	Add: Literature Sales	\$	17.00
	Add: Other Income	\$	0.00
	Less: Tea & Coffee	\$	6.15
	Less: Rent	\$	60.00
	Less: Literature Purchases	\$	
	Less: Fund Flow to Area	\$	
	Less: Other Expenses	\$	
	Closing Balance	\$	111.68
NB. It is recommended that groups maintain a 'prudent' reserve of one month's running costs.			
Rent Payments Up to Date:	Yes	No	
Literature in Stock:	Yes	No	
Meetings Lists in Stock:	Yes	No	
Any Other News / Comments / Announcements:			
Your Name & Position:			
Your Email or Postal Address:			
Mobile:			
If you cannot attend the meeting, you can submit your report by emailing it to the secretary.goldcoast@na.org.au			

APPENDIX D: SUGGESTED FORMAT FOR GSR REPORT

Gold Coast Area Service Committee		
GSR Report		GCASC Meeting Date:
Meeting Location:	Southport Community Centre	
Meeting Day and Time:	Sunday 6:30pm.	
Meeting Theme or Topic:	Basics.	
Do you have a group conscience? If so when?	Yes 17th April 2022.	
Average Attendance:	15/20.	
Number of Group Members:	5.	
Service Positions Vacant:	No.	
Financial Report:	Opening Balance	\$ 51 51
	Add: 7th Tradition	\$ 61.20 61.20
	Add: Literature Sales	\$ —
	Add: Other Income	\$ —
	Less: Tea & Coffee	\$ —
	Less: Rent	\$ 51
	Less: Literature Purchases	\$ —
	Less: Fund Flow to Area	\$ —
	Less: Other Expenses	\$ —
	Closing Balance	\$ 61.20
NB. It is recommended that groups maintain a 'prudent' reserve of one month's running costs.		
Rent Payments Up to Date:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Literature in Stock:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Meetings Lists in Stock:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Any Other News / Comments / Announcements:	meeting to run 6:15 - 7:45 pm 1 1/2 meetings from May 1st.	
Your Name & Position:		
Your Email or Postal Address:		
Mobile:		
Secretary	If you cannot attend the meeting, you can submit your report by emailing it to the Ph: email:	

APPENDIX D: SUGGESTED FORMAT FOR GSR REPORT

Gold Coast Area Service Committee		
GSR Report		GCASC Meeting Date: 24.5.22
Meeting Location:	Helensvale	
Meeting Day and Time:	Tues 630	
Meeting Theme or Topic:	New Bible	
Do you have a group conscience? If so when?	Last month	
Average Attendance:	20-25	
Number of Group Members:	7	
Service Positions Vacant:	1	
Financial Report:	Opening Balance	\$ 170.35
	Add: 7 th Tradition	\$ —
	Add: Literature Sales	\$ —
	Add: Other Income	\$ —
	Less: Tea & Coffee	\$ —
	Less: Rent	\$ —
	Less: Literature Purchases	\$ —
	Less: Fund Flow to Area	\$ —
	Less: Other Expenses	\$ —
	Closing Balance	\$ 170.35
NB. It is recommended that groups maintain a 'prudent' reserve of one month's running costs.		
Rent Payments Up to Date:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Literature in Stock:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Meetings Lists in Stock:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Any Other News / Comments / Announcements:		
Your Name & Position:		
Your Email or Postal Address:		
Mobile:		
Secretary	If you cannot attend the meeting, you can submit your report by emailing it to the email:	
Ph:		