



**Narcotics Anonymous®**

## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL

<b>Location:</b>	Conference Call - via Zoom	<b>Date</b>	SAT 5 <sup>th</sup> March 2022 SUN 6 <sup>th</sup> March 2022
<b>Meeting Commenced:</b>	SAT 5 <sup>th</sup> March 11:00am AEDT SUN 6 <sup>th</sup> March 11:00am AEDT	<b>Meeting Finished:</b>	SAT 5 <sup>th</sup> March 5:03 pm SUN 6 <sup>th</sup> March 5:02 pm
<b>Chair:</b>	Apologies		
<b>Vice Chair:</b>	(Acting Chair)		

Position	Day 1 Session 1 Opening Items and Reports	Day 1 Session 2 Subcommittee Meeting & Review	Day 1 Session 3 Discussion Period	Day 2 Session 1 Elections	Day 2 Session 2 APF Report & CAT / CAR Conscience Collection	Day 2 Session 3 New Business, ARSC Workshop & Closing Items
Chair	Ap	Ap	Ap	Ap	Ap	Ap
Vice Chair	P	P	P	P	P	P
Secretary	P	P	P	P	P	P
Assistant Secretary						
Treasurer	P	P	P	P	P	P
Assistant Treasurer						
Regional Delegate	p	P	P	P	P	P
Alternate Delegate	Ap	P	P	P	P	P
RCM's	Day 1 Session 1 Opening Items and Reports	Day 1 Session 2 Subcommittee Meeting & Review	Day 1 Session 3 Discussion Period	Day 2 Session 1 Elections	Day 2 Session 2 APF Report & CAT / CAR Conscience Collection	Day 2 Session 3 New Business, ARSC Workshop & Closing Items
Blue Mountains RCM	P	P	P	P	P	P
Blue Mountains Alternate RCM	Ab	Ab	Ab	P	P	Ap
Canberra RCM	Ap	Ap	Ap	Ap	Ap	Ap
Canberra Alternate RCM	Ab	Ab	Ab	Ab	Ab	Ab



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Central Coast NSW RCM	P	P	P	P	P	P
Central Coast NSW Alternate RCM						
Coffs Coast RCM						
Coffs Coast Alternate RCM						
Far North Coast NSW RCM	Ap	Ap	Ap	Ap	Ap	Ap
Far North Coast NSW Alternate RCM	Ap	Ap	Ap	Ap	Ap	Ap
Gold Coast RCM	P	P	P	P	P	P
Gold Coast Alternate RCM	P	P	P	P	P	P
Hunter Valley / Newcastle RCM	Ap	Ap	Ap	Ap	Ap	Ap
Hunter Valley / Newcastle Alt. RCM						
NA@Home RCM	P	P	P	P	Ap	Ap
NA@Home Alternate RCM	P	P	P	P	P	P
NSW South Coast RCM	P	P	P	Ap (arrived 11:50am)	P	P
NSW South Coast Alternate RCM						
Northern Australia RCM	P	P	P	Ap	Ap	Ap
Northern Australia Alternate RCM	Ab	Ab	Ab	P	P	P
South Australia RCM	P	P	P	P	P	P
South Australia Alternate RCM	P Intermittent	P Intermittent	P Intermittent	P	P	P Intermittent
Sunshine Coast RCM	P	P	Ap	P	P	Ap
Sunshine Coast Alternate RCM	Ab	Ab	P	Ab	Ab	P



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Sydney North RCM						
Sydney North Alternate RCM						
Sydney South RCM	P	P	Ab	P	Ab	P (late)
Sydney South Alternate RCM						
Sydney East RCM	Ap	Ap	Ap	Ap	Ap	Ap
Sydney East Alternate RCM						
Sydney West RCM	Ab	Ab	Ab	Ab	Ab	Ab
Sydney West Alternate RCM	Ab	Ab	Ab	Ab	Ab	Ab
Victoria RCM	P	P	P	P	P	P
Victoria Alternate RCM	Ap	Ap	Ap	P	Ab	Ab
Western Australia RCM	P	P	P	P	P	P
Western Australia Alternate RCM						
Subcommittees	Day 1 Session 1 Opening Items and Reports	Day 1 Session 2 Subcommittee Meeting & Review	Day 1 Session 3 Discussion Period	Day 2 Session 1 Elections	Day 2 Session 2 APF Report & CAT / CAR Conscience Collection	Day 2 Session 3 New Business, ARSC Workshop & Closing Items
FSO Chair / Rep	Ab	Attendance not required per MoU				Ab
Indigenous Chair	P	P	P	P	Ap	Ap
Indigenous Vice Chair						
IT Chair	P	P	P	P	P	P
IT Vice Chair						
NA Today Chair	P	P	P	P	P	P



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NA Today Vce Chair						
Outreach / Fellowship Development Chair	P	P	P	P	P	P
OR /FD Vice Chair						
Strategic Planning Chair	P	P	P	P	P	P
Strategic Planning Vice Chair						
Policy Chair	Ap	Ap	Ap	P	Ap	Ap
Policy Vice Chair						
Public Relations Chair						
Public Relations Vice Chair						
Legal Incorporation Workgroup	P / P	P / P	P / P	P / P	P / P	P / P
	P			P		
Observers	P					
			P	P	P	P
				P		
				P		
Audio Visual Support (contractor)	P	P	P	P	P	P

#### LEGEND

P = Present

Ap = Apology

Ab = Absent

 = Vacant

 = Contractor



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#### **OPENING ITEMS**

##### **Acknowledgment to Country:**

NA Australia acknowledges that we meet on Aboriginal Land. We recognize the strength, resilience, and capacity of Aboriginal and Torres Strait Island people.

Australia comprises many Aboriginal and Torres Strait nations. We would like to acknowledge all of the traditional custodians of the land within Australia.

We pay respects to Aboriginal and Torres Strait Elders past and present.

##### **Service Prayer:**

“God grant us knowledge so that we may serve in accordance with Your divine precepts, instil in us a sense of Your purpose, make us servants of Your will and grant us 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.”

##### **12 Traditions of Narcotics Anonymous:**

1. Our common welfare should come first; personal recovery depends on NA unity.
2. For our group purpose there is but one ultimate authority— a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for membership is a desire to stop using.
4. Each group should be autonomous except in matters affecting other groups or NA as a whole.
5. Each group has but one primary purpose—to carry the message to the addict who still suffers.
6. An NA group ought never endorse, finance, or lend the NA name to any related facility or outside enterprise, lest problems of money, property, or prestige divert us from our primary purpose.
7. Every NA group ought to be fully self-supporting, declining outside contributions.
8. Narcotics Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. NA, as such ought never be organized, but we may create service boards or committees directly responsible to those they serve.
10. Narcotics Anonymous has no opinion on outside issues; hence the NA name ought never be drawn into public controversy.



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11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, and films.
12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

#### **Twelve Concepts for NA Service:**

1. To fulfil our fellowship's primary purpose, the NA groups have joined together to create a structure which develops, coordinates, and maintains services on behalf of NA as a whole.
2. The final responsibility and authority for NA services rests with the NA groups.
3. The NA groups delegate to the service structure the authority necessary to fulfil the responsibilities assigned to it.
4. Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.
5. For each responsibility assigned to the service structure, a single point of decision and accountability should be clearly defined.
6. Group conscience is the spiritual means by which we invite a loving God to influence our decisions.
7. All members of a service body bear substantial responsibility for that body's decisions and should be allowed to fully participate in its decision-making processes.
8. Our service structure depends on the integrity and effectiveness of our communications.
9. All elements of our service structure have the responsibility to carefully consider all viewpoints in their decision-making processes.
10. Any member of a service body can petition that body for the redress of a personal grievance, without fear of reprisal.
11. NA funds are to be used to further our primary purpose and must be managed responsibly.
12. In keeping with the spiritual nature of Narcotics Anonymous, our structure should always be one of service, never of government.



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Item No	MARCH ARSC 2022 SAT 5 <sup>th</sup> March 2022	
1.0	<b>OPENING ITEMS AND REPORTS</b>	11:00 AM - 11:40PM
1.1	<b>OPENING ITEMS</b> <ul style="list-style-type: none"> <li>● Acknowledgment of Country <b>Indigenous Chair</b></li> <li>● Welcome to new participants and thanking departing participants</li> <li>● Count of participants to establish quorum (<i>Minimum Quorum 10</i>)</li> </ul> <b>Day 1: 11 RCMs, Day 2: 11 RCMs (QUORUM REACHED)</b> <ul style="list-style-type: none"> <li>● Service prayer <b>Treasurer</b></li> <li>● Twelve Traditions <b>Secretary</b></li> <li>● Twelve concepts <b>RCM Victoria</b></li> <li>● Approval of previous minutes: <b>RCM Gold Coast</b></li> <li>● Seconder: <b>RCM Victoria</b></li> </ul>	11:00 AM - 11:25 AM
1.2	<b>URGENT NEW BUSINESS</b> <b>New Business Item 1 – The Secretary requests permission to record ARSC Meetings</b> <b>Proposer – Secretary</b> <b>Seconder – RCM Victoria</b> <b>Detail:</b> The Secretary assures the ARSC of the following: <ul style="list-style-type: none"> <li>◆ The recording will be stored ONLY on the Secretary’s private computer.</li> <li>◆ The recording will ONLY be used for clarification and reference to finalise the Minutes.</li> <li>◆ The recording will be promptly DOUBLE DELETED from the Secretary’s private computer once the minutes are complete.</li> </ul> <b>Intent:</b> To produce accurate minutes. <b>OUTCOME: ENDORSED</b>	11:25AM – 11:35AM



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Item No	MARCH ARSC 2022 SAT 5 <sup>th</sup> March 2022	
1.3	<p><b>REPORTS</b></p> <p><i>Pertinent discussion and information to add after reports submitted, only additional information/discussion added here.</i></p> <p><b>RCM Blue Mountains (BM)</b> - Treasurer report to come</p> <p><b>RCM Gold Coast (GC)</b> - \$1500 fund flowed after report submitted</p> <p>Point of Information (POI): RD - unapproved literature should not be used in meetings yet (referring to a Gold Coast Area meeting which is using the Spiritual Principle A Day (SPAD) draft copy as a topic for a meeting)</p> <p>Acknowledged by RCM GC</p> <p><b>RCM NA@Home (NA@H)</b> - \$600 fund flowed since report submitted</p> <p><b>Treasurer (Treas.)</b> - Update Section 1 of Budget Performance to read – for the first two quarters have received 80% of budgeted income, not 50%</p> <p><b>Regional Delegate (RD)</b> - Nothing to add</p> <p>Question (Q): Treas. - Check that the RD and AD will be talking to the issues raised in reports regarding Asia Pacific Forum (APF), seeking clarification.</p> <p>Answer (A): RD - Tomorrow’s agenda allows time for report back from APF. If the body feels more time is needed, could start today during Discussion Period.</p> <p>Treas. - Very concerning reports from RD and AD. Raise concerns for this. Feel there is a lot to discuss to determine the group conscience and need time to ensure body has information to come to group conscience.</p> <p>RD - Request to therefore start today, during Discussion Period</p> <p>Chair - Listed as Discussion Item, afternoon session</p> <p><b>Information Technology (IT)</b> - Format of report differs to other subcommittees as have developed a template and used ahead of ratification.</p>	11:35AM – 12:01PM



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Item No	MARCH ARSC 2022 SAT 5 <sup>th</sup> March 2022	
	<p>Meeting updates need to be submitted through the IT Subcommittee on an update form, social media isn't linked to NA. Updating meeting information proving to be the largest challenge for committee.</p> <p><b>NA Today Chair (NA T)</b> - Have all content, should be finalised in the next 24 hours</p> <p>Q: Vice Chair (VC) - When do think the final copy will be printed? Please don't move forward on any mail outs as the contact list is being updated.</p> <p>A: NA T - One more component of handover with previous Chair to complete. Printing should be within a month approximately.</p> <p><b>Policy</b> - Subcommittee Member (in absence of Caretaker Chair), call out and thank you to IT for assistance</p> <p><b>Metro Chair (absent)</b></p> <p>Point of Information (POI): RD - talked about being mindful of not breaching copyright and trademarks (regarding the upcoming Sydney Convention) – “One day At A Time” is an AA ‘saying’; “Keep Calm And ...” is a registered trademark, dream catchers are trademarked; Native Americans have approached NAWS requesting use of these with NA symbol to cease.</p> <p>Asked Sydney RCM present to take this information back to Metro.</p> <p>POI: IT - Sydney Convention Chair contact information on the Sydney Convention Event posting on na.org.au</p> <p><b>RCM South Coast (SC) NSW</b></p> <p>Q: RD - Which World Issue Discussion Topic (IDT) did your Area discuss, as mentioned in report?</p> <p>A: RCM SC NSW - Area wanted more information regarding giving RCM permission to vote on the Area's behalf. Area didn't require a workshop set up for them.</p> <p>General question to RCMs: RD - Would it be useful to have a reference to IDTs in RD and AD reports? As a reminder and for clarification?</p>	



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	<p>Consensus: will be built into reporting templates for future.</p> <p><i>{Action Item no.3}</i></p>	
1.4	<p><b>TREASURER QUARTERLY REPORT</b></p> <p>POI: Treas. – Financial reports aren’t provided within the ‘7-day deadline’ due to financial monthly timing.</p> <p><i>[Screen Share]</i></p> <p><b>Opening Report</b> – all transactions since last meeting, last quarter.</p> <p><i>[See attached ‘1.Opening Report ARSC March 2022’]</i></p> <p>WISE TRANSACTION REPORT – All transactions that have occurred on the Wise Debit Card (in Treasurer’s name) for the past several months. Will include from now on all transactions with Monthly Report for ongoing transparency and cross referencing.</p> <p><i>[See attached ‘4. Wise Transactions to 28 Feb 2022 ARSC March 2022’]</i></p> <p><b>2<sup>ND</sup> Quarter Budget Vs Actuals Report</b></p> <p><i>[See attached ‘2.2nd Quarter Budget vs Actuals Report ARSC March 2022’]</i></p> <p><b>Fund Flow By Area Summary</b></p> <p>All Fund Flow received up to February 28 included.</p> <p>Q: Legal Incorporated Workgroup Chair (LIW) – Seems to be a lot of Areas holding on to a fair bit of money. RCMs, any feedback? As this stood out.</p> <p>Treas. - Offered to attend Areas and provide detailed information</p> <p>A: RCM Sydney South (Syd. S) – No quorum at Area last two months, therefore not able to vote on fund flow. Policy that after three months with no quorum it can be changed.</p> <p>Q: IT - Wise Report - Could you explain the Adobe Systems entry?</p>	12:01PM – 12:20PM



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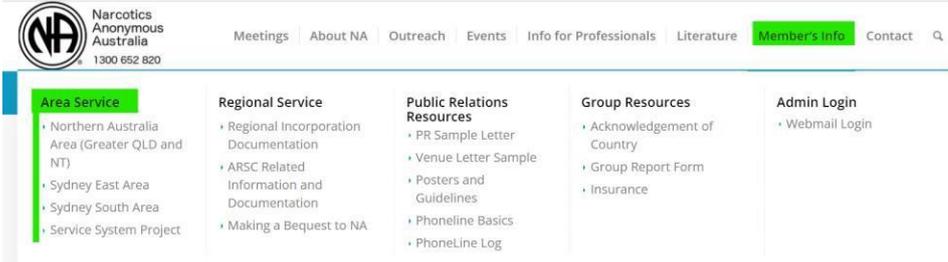
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	<p>A: Treas. - Adobe Acrobat DC was budgeted for and purchased to enable the Secretary ability to redact reports</p> <p><i>[See Admin Minutes in OneDrive: ARSC FOR ALL MEMBERS → ONGOING DOCUMENTS → ADMIN MINUTES → 2022]</i></p> <p>Q: NA T - PR is very low, is this due to not having a PR Chair?</p> <p>A: Treas. – Yes</p> <p>Treas. - Each ARSC focusing on a topic that may be of interest to the body. Hopeful that the information provided around fund flow per meeting per week is beneficial.</p> <p><i>[See attached '3.Fund Flow by Area Summary ARSC March 2022']</i></p>	
	<p><b>LUNCHBREAK</b> <i>[Break out rooms – RCMs and Alt RCMs / Subcommittee Chairs, Observers etc. / Admin /]</i></p>	12:20 PM - 1.20 PM
2.0	<p><b>SUBCOMMITTEE MEETING AND REVIEW</b></p>	1:20PM – 3:00PM
2.1	<p><b>SUBCOMMITTEE MEETING</b></p> <p><i>[Break out rooms – Indigenous, IT, NA Today, OR.FD, Policy, SP]</i></p> <p>Reports submitted to Secretary attached</p>	1:34PM – 2:08PM
2.2	<p><b>REVIEW</b></p> <p><b>IT Subcommittee</b></p> <p><i>[See attached 'IT Subcommittee Meeting Minutes ARSC March 5 2022']</i></p> <p>Additional to minutes:</p> <p>AREA SERVICE SUBSITES can be found here:</p>	2:08PM - 2:50PM



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	 <p><b>OR.FD Subcommittee</b></p> <p><i>[See attached 'OR.FD Subcommittee Meeting Minutes ARSC March 5 2022']</i></p> <p>Additional to minutes:</p> <p>SPONSORSHIP PROGRAM</p> <p>Unclear as to success of Sponsorship Program in the field. Aim to delegate Subcommittee Members to contact Sponsors who have engaged with the program to check-in as to how the sponsorship is progressing.</p> <p>OR.FD: Monthly meeting (listed on na.org.au) available to outreach groups, limited response, and attendance</p> <p>Q: RCM Syd. S – What is the best way to provide support for Sponsorship Program?</p> <p>A: OR.FD – Need names and numbers of those available (have a spreadsheet that is kept confidential), an email contact to link those needing support in specific areas.</p> <p><b>Indigenous Subcommittee (Indig.)</b></p> <p>Indig. and Treas. in attendance. Subcommittee members being able to attend the ARSC Subcommittee meeting was information well received.</p> <p>Q: RCM South Australia (S Aus.) - Do you have a representative from SA in your Subcommittee?</p> <p>A: Indig. – Unsure, can clarify this in the future</p>	



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	<p>Q: Alt RCM NA@H (NA@H) – Could you expand NT (Alice Springs) members not feeling welcome at meetings?</p> <p>A: Indig. – We ran out of time at the meeting and will be following this up.</p> <p>Q: Indig. – Need details of bank accounts for Friday Night Aboriginal and Torres Strait Islander meeting to enable fund flow</p> <p>Treas. – will follow up.</p> <p><i>{Action Item no.4}</i></p> <p><b>NA Today Subcommittee</b></p> <p><i>[See attached 'NA Today Subcommittee Meeting Minutes ARSC March 5 2022']</i></p> <p>Q: VC - Do you still have the original list of approved NA Today vetters?</p> <p>A: NA T - Not sure, have heard about it.</p> <p>VC – This will be followed up</p> <p><b>Strategic Planning Subcommittee</b></p> <p>In attendance: RCM Victoria/Tasmania (Vic.Tas), RD and SP Chair</p> <p>Talked about the next stage, which is evaluation. Have a draft survey that needs some refinement</p> <p>Ideas around working with subcommittees, communication, and coordination with areas.</p> <p><b>Policy Subcommittee</b></p> <p>No subcommittee meeting today as Policy Chair (caretaker) absent due to floods</p> <p>VC (member of the Policy Subcommittee) - Spoke to the policy document on na.org.au and the collaboration with the IT Subcommittee.</p> <p><i>[Screen Share]</i></p>	



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	<p>Interactive, read only, secure, policy document within existing infrastructure (a plug in, Publish Press). No extra cost is required for this.</p> <p>Q: RCM GC: This will replace the current Policy and Procedures document on the website?</p> <p>A: VC – Yes</p> <p>Q: AD - Does the document contain the log of decisions, proposals, and changes?</p> <p>A: VC – It does this automatically, from the document’s inauguration. Unsure regarding the history at this stage. There is a back log to go through also.</p> <p><b>RCM Catch Up:</b></p> <p><i>[See attached ‘RCM Meeting Minutes February 2022’]</i></p> <p>Q: RCM Central Coast (CC) NSW - What was the time decided on (for next meeting)?</p> <p>A: 4pm AEST (22<sup>nd</sup> May 2022)</p>	
	<b><u>BREAK</u></b>	<b>2:50 PM – 3:20 PM</b>
<b>3.0</b>	<b><u>DISCUSSION</u></b>	<b>3:20 PM - 5.00 PM</b>
	<p><b>Discussion Item 1</b></p> <p><b>Regional PR Support</b></p> <p><b>RCM Northern Australia (N Aus.)</b></p> <ul style="list-style-type: none"> <li>• Need Support: Would be handy if PR people from different Areas/States could get together to meet online occasionally – Our PR Coordinator has had difficulty getting this organized.</li> <li>• Need Support: Would be good that in absence of PR Chair, a clear PR contact to communicate and ask questions and concerns as they arise.</li> <li>• Need Direction/Support – Telstra Phone Booths – haven’t made progress with enquiries to get posters in new Phone Booths. Would appreciate assistance from Regional PR with this.</li> </ul>	<b>3:27 PM – 3:36 PM</b>



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	<p>Contact for PR from Areas to coordinate communication</p> <p>Q: RCM NA- Is there someone covering PR for the mean time?</p> <p>Q: VC – (to RCM BM) is your PR Chair covering Regional PR for the time being, monitoring emails?</p> <p>A: RCM BM – wasn’t aware of this, not sure.</p> <p>Q: VC (referring to first point of Discussion Topic) – Is there any member of the body prepared to put their hand up to coordinate communication between PR Chairs of the areas, consider a Caretaker role for the position or knows of someone in their Area suitable?</p> <p>RCM S Aus.– In same position as Nth Aust regarding PR, happy to communicate with Nth Aust to get something going</p> <p>RCM N Aus.- Sounds good. Could use the RCM distribution list to ask RCMs for PR contacts to start this as well.</p> <p>VC - Communication between NA and SA is a starting point.</p> <p>Q: RCM N Aus.– What generally happens when positions are vacant? Do they sit idle?</p> <p>A: VC – Not necessarily, Admin can act, will often appoint a Caretaker. We need to start encouraging members to take on the Caretaker role or nominate for the position.</p> <p>AD – if Admin are going to delegate, happy to put my hand up.</p> <p>VC – Now we have three interested parties (RCM N Aus., RCM S Aus., and AD) joining together to get things started</p> <p><i>{Action Item No. 5}</i></p>	
	<p><b>Discussion Item 2</b></p> <p><b>RD and AD</b></p> <p><b>APF: Financial Transparency Concerns</b></p>	



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	<p>RD – Does the body have enough information to start a discussion? Can provide more information.</p> <p>VC – There are definite concerns around the fixed amount of fund flow plus the extra often added</p> <p>Treas. – Can you provide more information to view overnight, this would be appreciated.</p> <p>RD</p> <p><i>[Screen Share]</i></p> <p>Power point ‘Asia Pacific Forum Treasury Report – Financial Summary from 01 January 2021 to 31 December 2021’</p> <p>Q: RD – Have the AD and I made the right decision saying to the APF that we don’t think this is good enough?</p> <p>LIW – I think you are rightly placed to raise your concerns. I would ask for more information regarding profit and loss – provided from Xero (as in other documents). Having a “Xero point of view” from the original source, rather than transported into a word or PowerPoint document, would provide more comfort.</p> <p>RCM S Aus.- I believe you are in the right place to question this. What is the time frame to action this, would SA be in its right mind to cease fund flow?</p> <p>RD – The time frame is set by the ARSC. Have spoken with our Treasurer discussing a direction of mediation. Australia can provide results from experiencing financial concerns and poor practices.</p> <p>If the information provided here creates concern in your Area, the RD and AD can answer questions from Areas that RCMs may not be able to.</p> <p>Treas. – There seems to some items ‘muddled up’ making things unclear. There are alarm bells ringing. There is also underspending, the risk doesn’t seem too big. Thinking to keep our fund flow to the minimum for now.</p> <p>RCM S Aus.– SA supports bringing fund flow back to the base amount until some accountability is held.</p>	<p><b>3:36 PM – 4:07 PM</b></p>



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	<p>LIW: Support a proposal of somewhere in the middle. Reporting from Xero is the preferred way.</p> <p>RD – Financial year for APF doesn’t work for reporting from Xero.</p> <p>POI: LIW – Xero allows budgeting for outside the financial year, can set the period for reporting.</p> <p>SP – Support reducing the amount fund flowed. Seems to be a lack of supporting documents. There has been a lot of work put into the report. A gentle reminder of requirements may be called for due to the lack of documentation and Australia is responsible for the money we contribute to groups of Australia. It is incumbent on us to take some action without being aggressive.</p> <p>RD - What information do you need overnight. Should Australia reach out to the Incorporation Workgroup and their Treasurer with examples of tools used here?</p> <p>RCM S Aus.– First couple of pages of report, not the whole thing.</p> <p>RCM GC – The second part shown comparing last year’s budget with this year’s budget</p> <p>Alt RCM NA@H – How much do they have? How much are they going to spend? Need it simplified</p> <p>RD – RD and AD will work on it tonight and provide detailed documentation and a simplified version (to address all needs) for tomorrow when APF report is discussed.</p> <p>RCM Syd. S – Is the APF aware this discussion is taking place. Give them a chance to advocate for themselves. Would they like to put forward a statement for consideration? Aware this is short notice for tomorrow, would be helpful for deciding.</p> <p>RD – Have asked for a statement to be included in the minutes <i>[APF Minutes]</i>, regarding Australia’s opinion of the financial situation, and that this will be discussed at ARSC, as standard practice. Are absolutely open to APF representation included in finding the solution, they obviously need to be included in the discussion.</p>	



## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES FULL VIRTUAL

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	<p><i>[Resources provided for overnight reference to the body accessible here: OneDrive: ARSC FOR ALL MEMBERS → ARSC CYCLES → 2203 MARCH 2022 → RESOURCES-ARSC MARCH 2022 → 'APF FINANCIAL DOCUMENTS']</i></p>	
	<p><b>Discussion Item 3</b></p> <p><b>Treasurer</b></p> <p><b>Virgin flight credits due to expire 31st July 2022</b></p> <p>POI: Treas. – Timetable for Virgin flight credits is not of our making. Prebooked Virgin flights that weren't used need to be rebooked by 31<sup>st</sup> July. We don't have to fly by this date, just rebook. This means flights for our face-to-face meeting in September need to be booked by this time by eligible members. This process is explained in the policy document.</p> <p>Q: LIW – Can you give new members some background to this please?</p> <p>A: Treas. – An ARSC was planned and booked, then Covid prevented this from occurring. We have about \$1600 worth of flights with Virgin that need to be rebooked as per Virgin policy. We have other flights, with Jetstar that can wait a little longer, we also have a cash deposit. Please turn your minds to booking for the September ARSC in Sydney. Please call or email if you have questions.</p> <p>Q: RCM GC – How do we know we are booking with the credit, and it is all allocated through the credit?</p> <p>A: Treas. - Book through Flight Centre, they are aware of our needs, the policy is very clear.</p> <p>Q: Alt RCM NA@H – Are the flights transferable?</p> <p>A: Treas. - They have been to date.</p> <p>POI: LIW – It depends on the airline, to date Virgin have allowed this, Qantas and JetStar are less flexible. Reiterate that Treasurer will pull out the relevant policy and send to the body.</p> <p>POI: Treas. - Written into policy to CC Treasurer in email conversations with Flight Centre and they check in with Treasurer before booking also.</p>	<p><b>4:07 PM - 4:17 PM</b></p>



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	<p>Have posted a 'one pager' of dates for upcoming ARSCs with a general agenda for each on na.org.au.</p> <p>POI: VC – Credits aren't relevant to the booking process. This will be taken care of by Flight Centre and Treasurer.</p> <p>Q: OR.FD – Will it be online as well?</p> <p>A: Treasurer – No hybrid, face-to-face only.</p> <p><i>{Action Item No. 6}</i></p>	
	<p><b>Discussion Item 4</b></p> <p><b>RCM Newcastle / Hunter Valley (N.HV) (absent):</b></p> <p><b>Recap on why a local/regional supported committee on predatory behaviour was blocked when it was supported by a lot of Areas.</b></p> <p><i>{In the absence of the RCM N.HV, the following brief discussion occurred}</i></p> <p>AD - Question that it was blocked, that's a strong word, I don't feel it was blocked. The experience of the Victorian Fellowship had been explained quite clearly, how it had caused disunity, going in circles. This is an ongoing concern in our fellowship, there are resources on na.org (NAWS website)</p> <p>VC: "Not endorsed" may be a more suitable phrase</p> <p>SP - Like AD, I supported the idea. Not everything brought to ARSC is put through. Question the wording of "blocked", this has a provocative element that I wish to defend as it was discussed and didn't pass.</p> <p>Treasurer - My recollection of group conscience was there were a number of elements for consideration. One being a workgroup resourced through ARSC where there are other priorities identified through Strategic Planning and balancing this. I didn't feel it was blocked, through discussion there was no clear support for this.</p> <p>RCM Vic.Tas – Language is really important, those not in attendance may think this is not important and that's not the way this happened. This wasn't nominated through Strategic Planning and the resources aren't available even though this is seen as important.</p>	<b>4:17 PM – 4:23 PM</b>



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	<p>RD – This was one of the two discussions to proposals in New Business that the most time was spent on, with the most amount of straw polling before a final decision. Discussion was lengthy and the interest to endorse after discussion and each straw poll continued to decrease resulting in the proposal not being endorsed.</p> <p>POI: VC – If something doesn't go through and people feel strongly enough about it, they can resubmit another proposal at the following ARSC</p>	
	<p><b>Discussion Item 5</b></p> <p><b>Outreach Fellowship Development Chair (OR.FD):</b></p> <p><b>RCM workshop for your NA Area</b></p> <p>OR.FD – OR.FD would like to facilitate workshops for RCMs, part of the role. Shout out to RCMs to consider workshops for your Area and talk about Information Discussion Topics (IDTs) as your Area is entitled to this.</p> <p>Q: RCM GC – A workshop for RCMs on how to run a workshop?</p> <p>A: OR.FD – Yes, amongst others. This was identified as a top priority in Strategic Planning</p> <p>RD – Mentioned in report want to start jogging thinking into what workshops are of interest for September and December ARSCs. Have a session outline on how to run a workshop. This can be one of them and maybe take some pressure of OR.FD Chair. It is also part of OR.FD role to offer this once a cycle.</p> <p>RCM S Aus.– SA would like a workshop on workshops.</p> <p>RCM SC NSW - Second that, it would be of great help.</p> <p><i>{Action Item No. 7}</i></p> <p>Q: Alt RCM NA@H – When is the new policy going to be finished?</p> <p>A: VC – The vast majority of the policy document is intact and accurate. In the very near future this will be accessible for all.</p>	<p><b>4:23 PM – 4:48 PM</b></p>



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Item No	MARCH ARSC 2022 SAT 5 <sup>th</sup> March 2022	
	<p>Alt RCM NA@H - Would like to see a workshop on how to apply policy in any given situation. Particularly given there are different service structures in place.</p> <p>VC - This may involve a rewrite from an existing Service System Project (SSP) and you would potentially have support from other SSPs in Australia. Could add this to the action list</p> <p><i>{Action Item no. 8}</i></p> <p>RCM NA@H - Interesting question, wondering if this is more a workshop for Areas or RCMs if they want to learn about how to make and implement policies in their Area. Policies that apply to an Area may not particularly apply an SSP. Another big question is how do we alter policy if it is not working?</p> <p>VC - There seems to be a lot of specific tailoring necessary</p> <p>RCM Vic.Tas - Victoria had a discussion last week as some members want more policy and some want less. In some Areas in Victoria, it looks like we are handcuffed by policy, my view being policy are guidelines. SSP gives more freedom as there are less members, but those with more knowhow, attending service meetings. Northern Australia and Victoria do it differently even though both are SSPs.</p> <p>RCM W Aus. – WA Area hurried through a policy document in 2019 and it has stifled us, people don't want to do service a lot of bickering around policy. I prefer to run by Traditions and Concepts, policy are guidelines. We have an outdated policy that doesn't account for hybrid meetings and quorum has therefore been unachievable until last week. We need to be flexible around policy e.g., clean time requirements have made it difficult to fill positions. Now, we try to ensure the concepts are followed if we do have conflict.</p> <p>VC – Clarification around wording of the action item <i>{see Action Item 8}</i></p> <p>RD – There is time on upcoming agendas to allocate this to, or should we take a different process to work out priorities of workshops given the highest priority in SP was a workshop on how to run a workshop. Could email a central point with our ideas and prioritize from there. Also have no objection to the current action item conversation</p>	



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	<p>VC – Policy may become more clearer once members are able to comfortably browse ARSC Policy and see what can be implemented in their Areas. We could bring ideas from our Areas that need addressing.</p> <p>Alt RCM NA@H– Maybe we could have a statement like ‘policy cannot be used to override the Concepts of Service and the Traditions’</p> <p>Treas. – Reflection on my time as RCM, it was challenging when members used the Traditions, Concepts and Policies as weapons. It’s not the policies themselves, it’s more like “you must do this”. That’s about the maturity of the Group Conscience. My focus, and what I looked to other RCMs for was what is getting in the way of changing things that aren’t working for us? A workshop topic could be “how to work with people with challenging behaviours”.</p> <p>Secretary (Sec.): Great conversation, seems to have morphed a little, as happens. My experience as an RCM: the RD and AD would present a workshop and the RCMs would learn the workshop and take it to their Area and present the same workshop. Does the Outreach Chair have enough to do as very active in their role? Looking at where we put our service, focusing on the Primary Purpose, and let the committee prioritize what happens next.</p> <p>RCM GC – GC Policy was reviewed in 2021, we call the Guidelines and have a statement describing the purpose of the policy, which was “to ensure the principles of the 12 Traditions and 12 Concepts are incorporated”. Included is a brief history of the GC Fellowship, going back to 1986</p> <p>SP – We create more problems than we solve sometimes.</p> <p>Some of the prioritised items perhaps could be reallocated. Just because something is a FD priority, doesn’t mean that that’s the body that has to carry that out and the idea of workshops fits there. The idea of facilitating a workshop can be fearful, we get to be trained and have an experience that can be fun. Getting ideas from the group is where the mind can really be opened. I’d like to see a fulfilment of that and not tie it to the FD Committee.</p>	
	<p><b>Discussion Item 6</b></p> <p><b>Secretary</b></p>	



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	<p><b>Do ARSC Committee Members need to tailor reports to be more appropriate to needs – communicating with the body and having needs met?</b></p> <p>Sec. – Have observed that people tend to modify reporting templates to suit their role, now there is SSPs and IT potentially changing committee format. Have a chat to the body: Are you happy with the reporting template you use? Is it appropriate to your role? Would you like to see it changed and be a part of that change?</p> <p>There have been many changes in our Fellowship e.g., Covid restrictions, online meetings etc. Maybe your reports aren't appropriate to what you want to say and what you want Region to hear.</p> <p>Q: VC – Who would ultimately be responsible for trying out the preliminary reports / variations on the reports / writing the reports?</p> <p>A: Sec. – It has been an observation, have noticed SSPs use different wording, the Policy Committee, for example may have different items to address not covered in the report.</p> <p>RCM Vic.Tas - In the past have altered the report. Was told a few ARSCs ago not to alter the report, so just make it work. It might be beneficial to have a tailored report, other Areas are considering it. Can put information in current report, would be happy to help with tailoring a new one.</p> <p>RCM N Aus.– Have issues with filling in attendance information, have to reconceptualise, a little frustrating. The biggest issue is transferring treasury information, can we put some tables in the report? Feedback around formatting of the document and filling it in difficult, this is more of a challenge than the actual questions.</p> <p>IT – One of the strategic initiatives listed for IT was to create forms for RCMs and Subcommittees to be submitted through the website. Could work on this</p>	<p><b>4:48 PM – 4:57 PM</b></p>



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	<p>after migrating forms off the current platform. If its not needed, happy to not do it. Came from SP, somebody wanted it on the web.</p> <p>Alt RCM NA@H– As NA@Home is fully virtual, some things on the form cannot apply, such as: PR, H and I, so feels like an ‘immediate failure’. All it needs is an “not applicable” tab.</p> <p>RCM S Aus.– SA simple, not hard to provide the information. Support being part of the change. Support IT report moving to tabs on the website.</p> <p>RD – Worthwhile considering workshopping the reporting templates again (as has been done previously with RCM template) ensuring that the questions asked are still fulfilling the needs of the Areas and ARSC as a whole. If amending the template is more useful to your Area. We are here to support the Areas. Do we need to make changes? Are we ok with RCMs amending the templates to report effectively?</p> <p>Treas. - A lot of the treasury information doesn’t balance in reports. I can see there are issues with financial reporting. If you need a hand, I can help.</p> <p><i>{Action Item no. 9}</i></p>	
	<p><b>END OF DAY</b></p>	<p><b>5:00 PM</b></p>

Item No	MARCH ARSC 2021 SUN 6 <sup>th</sup> March 2022	
<p><b>1.0</b></p>	<p><b><u>ELECTIONS</u></b></p>	<p><b>11:00 AM–12:30 PM</b></p>
<p><b>1.1</b></p>	<p><b><u>ELECTIONS</u></b></p> <p>Secretary reads election preamble:</p> <p><i>[Screen Share]</i></p>	



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#### **Appendix F: ELECTION PREAMBLE**

Narcotics Anonymous' fourth concept for NA Service says that:

*Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.*

We often avoid asking questions of those we are considering for selection as trusted servants, because those questions may be uncomfortable for us or we somehow feel they are inappropriate. Not only is it okay to ask questions of members standing for election, it is irresponsible not to.

We do ourselves, our fellowship, and our trusted servants a disservice when we ask our members to perform tasks they are incapable of fulfilling. It is better that a service position remain vacant than for it to be filled by an NA member who is not fully equipped at the time to properly undertake the role.

Willingness, spiritual depth and maturity, stability and trustworthiness are strong demonstrations of the kind of leadership valued most highly in NA.

Some of the other things we look for are:

#### **HUMILITY**

Good NA leaders know not only their assets but their defects and their limitations. They do not think they have to do everything themselves; they ask for help, advice, and direction on a regular basis. They ought not to be dictators or order-givers; they are our servants.

#### **INTEGRITY**

Our leaders must be able to stand fast on sound principle; to compromise, and to disagree without being disagreeable; to demonstrate the courage of their convictions, and to surrender.

#### **DILIGENCE**

We seek trusted servants who are willing to expend their time and energy in the diligent service of others, studying available resource materials, consulting those with greater experience in their field of responsibility, and carefully and completely fulfilling the tasks we've given them.

#### **FLEXIBILITY**

Effective NA leadership knows when it will serve best to step aside and allow others to take over. An entrenched bureaucracy inhibits our fellowship's growth, while a regular influx of new leadership, balanced by continuity, inspires NA growth.

Adapted from the publication *The Twelve Concepts for Service in NA* and *NA World Services Bulletin #30 Theft of NA Funds*



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	<p>Secretary to read nominations:</p> <table border="1" data-bbox="277 719 1209 1084"> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Assistant Secretary</td> <td>2 years</td> <td>Michelle D</td> <td>RCM Central Coast</td> <td><b>NOT ENDORSED</b></td> </tr> <tr> <td>Policy Chair</td> <td>3 years</td> <td>Peter J</td> <td>Alt RCM Northern Australia</td> <td><b>ENDORSED</b></td> </tr> <tr> <td>FSO Pool</td> <td>5 years</td> <td>Karen M</td> <td>RCM Blue Mountains</td> <td><b>NOT ENDORSED</b></td> </tr> </table> <p>End of Elections.</p>						Assistant Secretary	2 years	Michelle D	RCM Central Coast	<b>NOT ENDORSED</b>	Policy Chair	3 years	Peter J	Alt RCM Northern Australia	<b>ENDORSED</b>	FSO Pool	5 years	Karen M	RCM Blue Mountains	<b>NOT ENDORSED</b>	<p>11:15AM – 12:28PM</p>
Assistant Secretary	2 years	Michelle D	RCM Central Coast	<b>NOT ENDORSED</b>																		
Policy Chair	3 years	Peter J	Alt RCM Northern Australia	<b>ENDORSED</b>																		
FSO Pool	5 years	Karen M	RCM Blue Mountains	<b>NOT ENDORSED</b>																		
	<p><b>LUNCH BREAK</b> <i>[Break out rooms – RCMs and Alt RCMs / Subcommittee Chairs, Observers etc. / Admin /]</i></p>	<p>12:30 PM – 1:30 PM</p>																				
<p>2.0</p>	<p><b>APF REPORT and CAT/CAR CONSCIENCE COLLECTION</b></p>	<p>1:30 PM – 3:30 PM</p>																				
<p>2.1</p>	<p><b>CAT/CAR CONSCIENCE COLLECTION</b></p> <p><i>[Screen Share]</i></p> <p><b>PowerPoint: 2023 INTERIM CAT AND CAR</b></p> <p>RD – Explained the Conscience process to the ARSC body (in line with ARSC Consensus Guidelines). Noted that it is important to record whether the body wishes to vote between YES / NO / PRESENT, NOT VOTING and why the voting the body is voting this way.</p> <p>Do you support the delegate team being entrusted to change Australia’s vote should new information be presented from the floor that might change how you direct us to vote?</p> <p><b>CONSENSUS</b></p> <p>POI: RD - CAR is the Conference Agenda Report - the first of three World Service Conference (WSC) documents that are published before the conference. It sets out the issues and items for discussion. The CAR includes items from Fellowship discussion and decisions including reports, proposals and motions from the World Board, and any motions submitted from Regions or Zones.</p> <p>CAT – Conference Approval Track – the second document to be published ahead</p>	<p>1:35 PM – 2:45 PM</p>																				



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of the WSC. It contains documents such as: the NAWS budget; project plans; requests for seating; motions to approve service material; revisions of Conference policy; and other changes to guide services in NA.

**Motion 1**

**Fellowship Intellectual Property Trust (FIPT)**

“Motion 1: Acting as the trustor, the delegates present at the virtual WSC 2022, are continuing the suspension of Article 5, Section 3 of the FIPT Operational Rules, while we make a decision about the further. The suspension will expire at the close of WSC 2023.”

“Intent: To extend the existing FIPT moratorium on the FIPT inspection clause in the Operating Rules for one year.”

Simply, extend the decision made by the last conference to account for the longer than usual conference cycle.

Visit [www.na.org/fipt](http://www.na.org/fipt) for FIPT resources

**CONSENSUS**

**Motion 2 & 3**

**Term Lengths**

“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.”

*(2 x Human Resource Panel positions and 1 x Co-Facilitator position.)*

“Intent: To acknowledge the change in conference cycle to due to the global pandemic.”

**CONSENSUS**

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

*(3 X World Board Members)*



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“Intent: To acknowledge the change in conference cycle to due to the global pandemic.”

#### CONSENSUS

#### Motion 4

##### Spiritual Principle A Day

Addendum B of this interim CAR/CAT contains the entire approval draft as an expiring PDF. Paper copies can also be purchased from our webstore ([www.na.org/webstore](http://www.na.org/webstore)) for \$10 plus shipping and handling

[https://www.na.org/admin/include/spaw2/uploads/pdf/conference/CAR/SPAD-ApprovalDraft\\_WEB.pdf](https://www.na.org/admin/include/spaw2/uploads/pdf/conference/CAR/SPAD-ApprovalDraft_WEB.pdf)

Visit <https://www.na.org/?ID=medibook&ID+medibook> for more on the project.

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

“Intent: To have an additional piece of Fellowship-approved material available for use by NA members, groups, and service committees.”

“Financial Impact: The cost of creating this material has already been incurred. The only additional costs that would result from adopting this motion are initial production costs, which would be minimal.”

#### CONSENSUS

#### Motion 5

##### NAWS Budget

“Motion 5: To approve the Narcotics Anonymous World Services, Inc. budget for 2022-2023.”

#### CONSENSUS

*[Find PowerPoint here: OneDrive: ARSC FOR ALL MEMBERS → ARSC CYCLES → 2203 MARCH 2022 → RESOURCES-ARSC MARCH 2022 → '2022\_Interim CatCar']*



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**2.2 APF REPORT**

**RD and AD Concerns around financial reporting and the ARSC's response**

LIW

*[Screen share]*

*[See attached document (LIW Feedback re APF Financial Reporting) 'Government Reporting']*

*Also find here: OneDrive: ARSC FOR ALL MEMBERS → ARSC CYCLES → 2203 MARCH 2022 → RESOURCES-ARSC MARCH 2022 → 'APF feedback\_NZ Govt financial reporting']*

LIW – PowerPoint is not the place to prepare financial reports, Excel is a simple way to report.

After some research around “what does a government (for example, NZ) suggest for charities reporting financial information”. Two interesting things were found:

A simple template is provided by the government for charity organisations that fall under \$140,000 annual operating expenses.

<http://www.charities.govt.nz/assets/Templates/Simple-Tier-4-Template-Report-v3.xlsx>

This spreadsheet could be a good starting point for trying to understand what the APF may do for their reporting. If they are willing to look at their reporting, they could start with this, maybe a good starting point as they are now incorporated.

Treas. – What's getting in the way of the APF reporting in a better way and how can we (ARSC) help. It looks as though there have been many suggestions previously and the APF have not taken them up. Therefore, there is risk for the ARSC here. Not a large risk, as it is not massive amounts of money.

**2:13 PM – 2:45 PM**



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Managing risk whilst supporting a fantastic forum would be continuing with base fund flow \$1500 per quarter and seek to have a meeting with between trusted ARSC members and the APF.

Not in support of withdrawing complete support.

RCM W Aus. – APF Treasurer was re-elected, was there not concern regarding them not listening to feedback. Wondering how the re-election occurred?

RD response – At the APF, questions are not permitted of nominees. Could be addressed in the guideline review. The process used at APF to elect Trusted Servants makes it very difficult to elect people. A solution to what seems to be a systemic problem is opening question time during the election process. The RD and AD are not feeling heard in this forum.

LIW – From the point of view of a previous Treasurer, there was much frustration around receiving fund flow receipts from the APF. Had to make multiple requests for receipts. The operational procedures need to be discussed also. In agreeance with the Treasurers suggestion to go with base fund flow.

Q: Alt RCM NA@H - How would you go about a procedural change (referring to RD's comment around no question time during elections at APF.

A: RD – For the last two years there has been a Guideline Review Committee, which made headway and the 'fell over'. Have put hand up to work with the APF Strategic Planning Chair (on the review committee) to prioritise this this year and have the Guidelines completed

RCM W Aus. – Coming from a place where management of funds has led to monies being stollen, we (ARSC) have a responsibility to make sure the money we (and other Regions) contribute is managed, or accounted for, appropriately. Agree with the base fund flow suggestion.

SP – Relate to RD's feeling of 'being told what to do' at APF (as a previous Delegate). We have experience of money being stollen, I would like to see us move into solutions – a workgroup and a template as has been suggested. It appears there is a possibility we are not meeting the NZ laws (where the incorporation is happening). We need to know. We (ARSC) have a position of



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	<p>leadership. Can send a loving message from our experience to prevent even the perception of a problem.</p> <p>Alt RCM NA@H – Can we be conditional? Set a boundary around our fund flowing continuing if operation is within legal parameters of NZ Charities Act.</p> <p>LIW – There is no evidence of not following the law. It is more that they are ‘overcooking’ reporting</p> <p>RD – Echo LIW, it looks like we (APF) are reporting as if a multimillion-dollar company, when we are not. They’re not doing anything wrong. I’m comfortable with what’s being reported to NZ, not to the Delegates on where the money is going for the next year.</p> <p>Treas. – Have concerns over holding back money unless certain things are done. Our budget/policy says fund flow \$1500 per quarter and we have often flowed above this, as we have not spent our own budget. Continue to fund flow the base and invite a conversation. Nothing in reporting to say there is theft, it is not clear. The risk isn’t high as such.</p> <p>VC – STRAW POLL – to cease flowing excess funds (above prudent reserve), normally 33% APF / 66% NAWS and reduce to the base of \$1500 fund flow to APF as per policy.</p> <p>Proposal - reduce to base fund flow only and arrange a meeting with APF treasurer, and incorporation group and Australian Treasurer, LIW and delegates to work towards change?</p> <p>Q: RCM CC – What would happen to the 33% normally fund flowed to the APF?</p> <p>Q: RD – Suggest 100% fund flowed to NAWS. Will write a proposal for New Business.</p>	
	<b><u>BREAK</u></b>	<b>2:45 PM – 3:15 PM</b>
<b>3.0</b>	<b><u>NEW BUSINESS, ARSC WORKSHOP and CLOSING ITEMS</u></b>	<b>3:15 PM – 5:00 PM</b>
<b>3.1</b>	<b><u>NEW BUSINESS</u></b> <i>All proposals have been documented here as received unless otherwise stated.</i>	<b>3:15 PM – 3:50 PM</b>



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**New Business Item 2 - That the ARSC temporarily pause any additional fund flow to the APF and retain our commitment of the budgeted \$1500 per ARSC meeting until further notice.**

**3:25 PM – 3:28 PM**

**Proposer – RD**

**Secunder - RCM Sydney South**

**Detail**

All excess fund flow will be flowed to NAWS until this decision is altered.

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.

**OUTCOME: ENDORSED**



## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL

	<p><b>New Business Item 3 – To update the Policy, Procedure, and Guidelines Manual to include the following policy statement within the section: “ARSC Meeting participation and positions”</b></p> <p>There are 2 primary requirements for ARSC membership:</p> <ol style="list-style-type: none"><li>1. 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.</li><li>2. ARSC participants and nominees must reside within the Australian Commonwealth and its States and Territories</li></ol> <p><b>Proposer: Policy Chair (Caretaker)</b></p> <p><b>Secunder: RCM Victoria/Tasmania</b></p> <p><b>Intent:</b> To ensure that ARSC members have an appropriate level of knowledge of the Australian Fellowship and how it operates.</p> <p>To ensure that funds are managed responsibly in line with ARSC budgets and the Eleventh Concept; specifically relating to reasonable travel expenses and per diems to fund ARSC participant travel.</p> <p><b>OUTCOME: ENDORSED</b></p>	<p><b>3:28-PM - 3:32 PM</b></p>
	<p><b>New Business Item 4 - Endorse the following position descriptions and remove the IT Chair and Vice IT Chair positions:</b></p> <ul style="list-style-type: none"><li>• IT Coordinator</li><li>• IT Assistant Coordinator</li><li>• IT Subcommittee Member</li></ul> <p><b>Proposer – IT Chair (Caretaker)</b></p> <p><b>Secunder - RCM Sunshine Coast</b></p> <p>Reason: There is ongoing difficulty in securing a trusted servant for the position of IT Chair. It is unsustainable to need to have one person carry out all tasks necessary to support the IT services that have been developed and are in use for the whole of Australia.</p>	<p><b>3:32 PM – 3:42 PM</b></p>



**March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES**

**FULL VIRTUAL**

	<p>Intent: To restructure the IT Subcommittee so that the head of the committee is responsible for delegating and consulting with members of the IT Subcommittee instead of being responsible for the doing of all the tasks that need doing to sufficiently manage and handle all the components of the IT infrastructure (website, meetings, events, phonline, email, storage, security, disaster recovery, hosting, plugins, etc). This restructure will ensure that all the developed IT services are supported, by identifying the various types of roles (as outlined in the IT Subcommittee position description) and finding trusted servants to fill those roles with backups, so that NA is not left with any one thing that can only be handled by only one person. This allows for IT services to continue to be supported should the primary contact for the service be ill, on a holiday (or a weekend retreat), or has other life things happen.</p> <p>The IT Subcommittee, the ARSC Admin and the Policy Chair (care taking) were consulted during the development of the restructure.</p> <p>Once position descriptions are approved, the next steps in the plan are to review all incoming emails directed at IT Chair and redirect them to an appropriate person, reroute automated emails, review and develop some How-To-Guides for interacting with the IT Subcommittee, develop forms to reach the appropriate party, develop or improve how to guides for the Subcommittee positions, and associated tools that will aid the Subcommittee in doing various activities in a non-centralised fashion (i.e., not having one person doing everything).</p> <p>In addition to the position description documents, an IT Subcommittee Report to the ARSC Template (attached) has been developed to ensure coverage of the distributed areas is transparently reported to Region.</p> <p><b>OUTCOME: ENDORSED</b></p>	
	<p><b>New Business Item 5 – Make the “Newcomer Banner” as an item available for purchase through the FSO, <i>printed in English only.</i></b></p> <p><b>Proposer – RCM Northern Australia</b></p> <p><b>Secunder - RCM South Coast</b></p> <p><b>Intent:</b> To make this banner easily accessible for groups in Northern Australia (and elsewhere) at an affordable price.</p> <p><b>Detail</b></p>	<p><b>3:42 PM – 3:54 PM</b></p>



## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL

- ◆ The banner is not available through the FSO (it can be printed privately for \$55 each).
- ◆ The banner content has been taken from NA approved conference literature.
- ◆ The banner was ratified by the Sydney Eastern Area Service Committee (as acknowledged per the text at the bottom of the banner)
- ◆ The HALTS reference at the bottom of the banner is there to acknowledge the HALTS concept did not originate from NA
- ◆ Bannerama is a Sydney printing business that printed the original banners for the Sydney Fellowship.
- ◆ The Northern Australia Board spoke with Tony from the FSO who suggested they could print the banner, but this would need to be agreed to by Region and then put to the FSO Board.

*(Proposal amended to specify banner is 'printed in English only')*

**OUTCOME: ENDORSED**

### 3.2 ARSC RESOURCES WORKSHOP *(carried over from Day 1)*

#### ARSC COMMITTEE MEMBERS OFFICE 365

*[Screen Share]*

#### Service Email

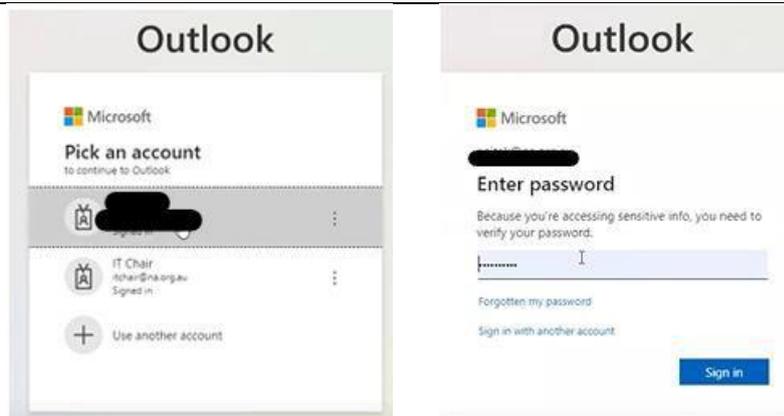
- Login to service Email

The screenshot shows the website for Narcotics Anonymous Australia. At the top, there is a navigation menu with links for Meetings, About NA, Outreach, Events, Info for Professionals, Literature, Member's Info, and Contact. Below the menu are five main columns of links: Area Service (Northern Australia, Greater QLD and NT, Sydney East Area, Sydney South Area, Service System Project), Regional Service (Regional Incorporation Documentation, ARSC Related Information and Documentation, Making a Bequest to NA), Public Relations Resources (PR Sample Letter, Venue Letter Sample, Posters and Guidelines, Phoneline Basics, Phoneline Log), Group Resources (Acknowledgement of Country, Group Report Form, Insurance), and Admin Login (Webmail Login). Below these columns is a 'Meeting Update' form with a 'Meeting Update' button. At the bottom, there is a 'WELCOME TO NARCOTICS ANONYMOUS AUSTRALIA' message and a 'UPCOMING EVENTS' section.

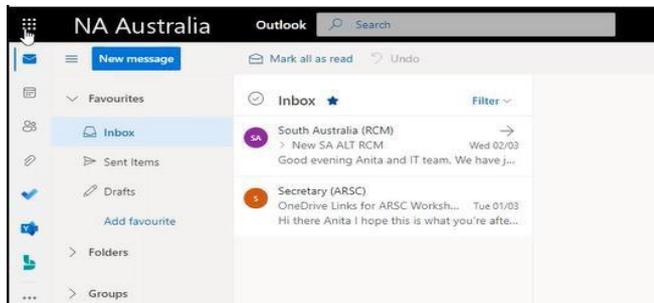
**3:55 PM -4:38 PM**

## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

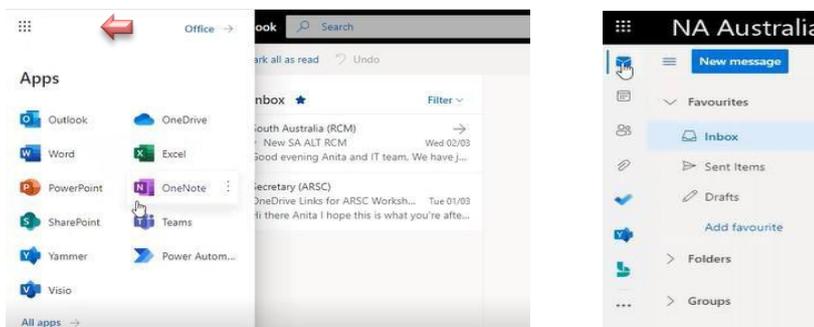
### FULL VIRTUAL



- Inbox view



- Click on the '9 dots' to launch apps (not licenced to use Yammer), or the ribbon down the side.

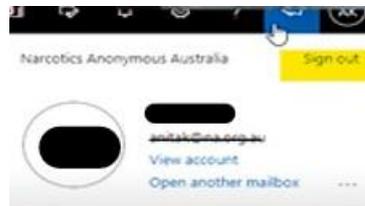


- The ARSC is licenced for ONLINE APPS ONLY, not the Desktop Apps. You can use your own or from another source, or just use the online version of the apps. Heavy formatting of documents is not as smooth using the online version, unfortunately.

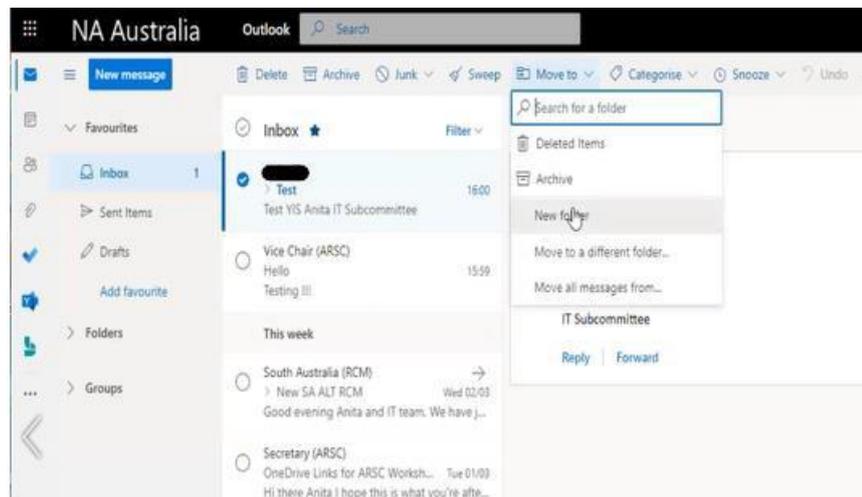
## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL

- Signing out is very important if sharing a computer (far right-hand side of screen).



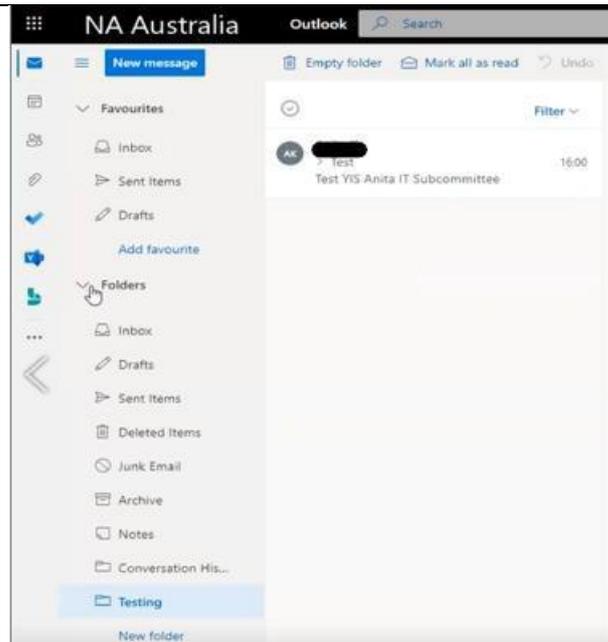
- You can create a signature line from settings  (type in “Email signature” and complete the form).
- Tip when sending emails: BCC (blind carbon copy) yourself to ensure the email thread/conversation is easy to find. Then you can move it to a folder, and everything is moved at the same time.
- Move an email to a folder (make a new folder)





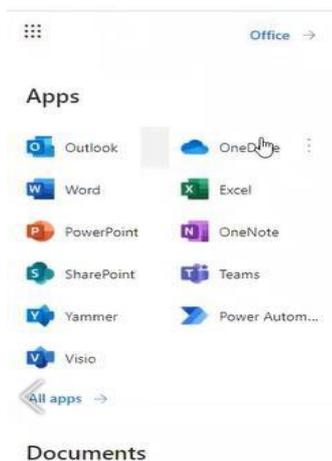
## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL



- Calendar is very handy for setting events and configures it to local time for all participants invited

#### OneDrive

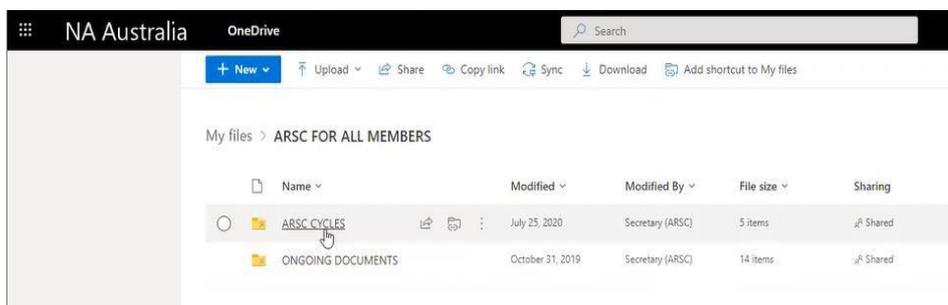


- OneDrive opens on another tab, and you can go from Outlook to OneDrive easily

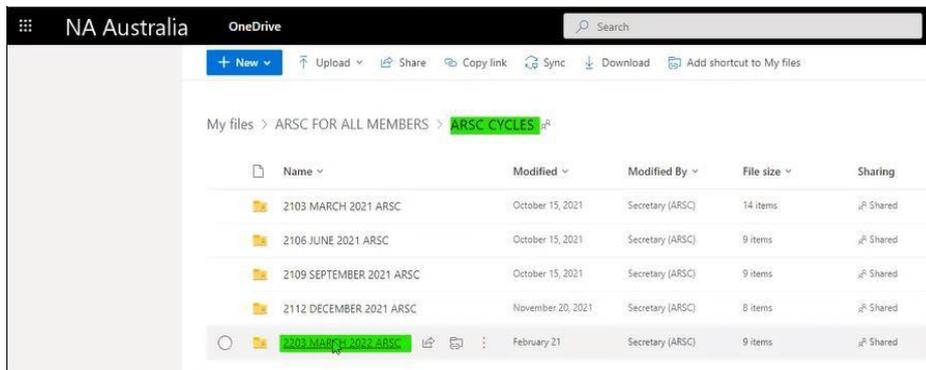
## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL

- Below is where you have access to all of the files for each ARSC Meeting



- Click on "ARSC CYCLES" to access the current ARSC Meeting or past meetings as they are labelled.



- Below are the folders you can find specific information to prepare for each meeting and other information stored after each meeting



## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES FULL VIRTUAL

Name	Modified	Modified By	File size	Sharing
AGENDA	February 21	Secretary (ARSC)	1 item	Shared
ARSC MINUTES	February 21	Secretary (ARSC)	0 items	Shared
CONTACT LIST	February 21	Secretary (ARSC)	1 item	Shared
NOMINATIONS	February 21	Secretary (ARSC)	3 items	Shared
PROPOSALS	February 21	Secretary (ARSC)	4 items	Shared
RCM MEETING	17 hours ago	Secretary (ARSC)	1 item	Shared
REPORTS	February 21	Secretary (ARSC)	4 items	Shared
RESOURCES - ARSC MARCH 2022	February 21	Secretary (ARSC)	1 item	Shared
SUBCOMMITTEE 'BREAKOUT' NOTES	18 hours ago	Secretary (ARSC)	1 item	Shared

- Move around by clicking on the top bar to open and close folders you wish to access

Name	Modified	Modified By	File size	Sharing
ADMIN REPORTS	February 22	Secretary (ARSC)	6 items	Shared
RCM REPORTS	February 23	Secretary (ARSC)	10 items	Shared
SUBCOMMITTEES ETC. REPORTS	February 22	Secretary (ARSC)	6 items	Shared
zReports Received After D...	Monday at 10:50 PM	Secretary (ARSC)	3 items	Shared

POI: LIW – All information is placed in these folders accessible to ARSC members by the Secretary. All reports, proposals etc are to be emailed to the Secretary for them to be vetted and then placed in the appropriate folder

IT – Permissions on the folders will be checked to ensure only the Secretary has access to modify folders and/or documents.

**{Action Item no. 12}**



## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL

Q: OR.FD - Does the calendar event/invite option work in a platform other than Office 365, Gmail for example?

A: IT – There is a way for those using other platforms to access the invite (*will be explained outside this meeting*)

Q: RCM CC – Having difficulties with Office 365 on an Apple Mac device with the email signature. Would appreciate some assistance.

A: IT – My personal device is a Mac and have success with a signature line. Microsoft can be a bit ‘flaky’. Can set some time aside outside this meeting to troubleshoot.

Q: Treas – Struggle as I can’t see the folders shared. Navigating through becomes difficult. Would like to see all the folders shared

A: IT – A reference guide for Office 365 is a work in progress and will take this on board to include this.

RCM Sun. Cst – also have trouble with a signature line on PC

Q: Alt RCM GC – Can you show how to access the Contact List?

A: IT – Did so via screen share and the Secretary gave direction. The contact list is accessed via [OneDrive: ARSC FOR ALL MEMBERS](#) → [ARSC CYCLES](#) → [2203 MARCH 2022 ARSC](#) (for example)

Q: RCM SC NSW – How do I complete the RCM reporting template; I have been copying and pasting into my email

A: IT – Here’s how to navigate to the templates on na.org.au:





## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL



Narcotics Anonymous Australia  
1300 652 820

Meetings | About NA

#### ARSC Related Information and Documentation

This page contains links to ARSC information and documentation.

[ARSC and FSO MDU](#)

[ARSC Meeting Dates & Program](#)

[ARSC Meeting Minutes](#)

[ARSC Reporting Templates](#)

[Regional Service Positions Vacant](#)

[ARSC Position Descriptions](#)

[ARSC Policy and Procedures](#)

[Insurance](#)



Narcotics Anonymous Australia  
1300 652 820

Meetings

#### ARSC Reporting Templates

[RCM Report to the ARSC](#)

[Subcommittee Report Template](#)

[ARSC Template – election nomination form](#)

[Proposal Template](#)

- The template is downloaded to your machine. To use it, have Office 365 open.

Q: LIW – Why is the forwarding of emails (auto forwarding to personal emails) not allowed through Office 365 for the ARSC body, as some organisations do allow this.

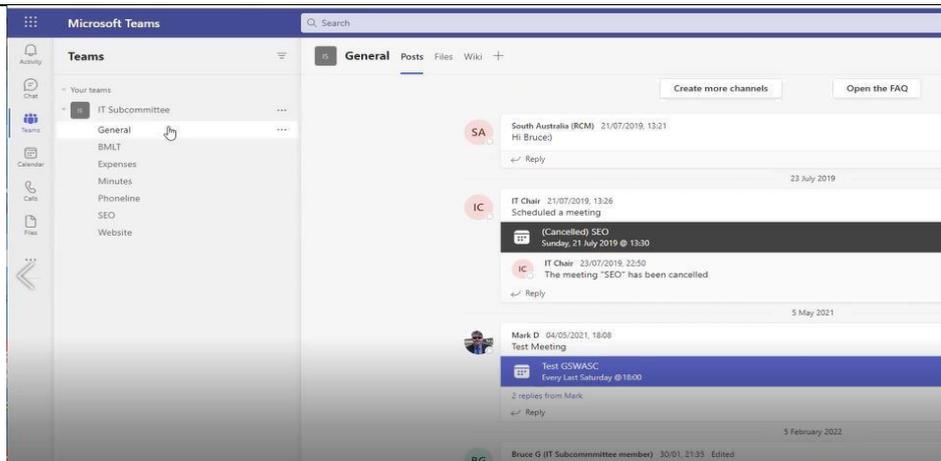
A: IT – It is not permitted through the licencing as the ARSC has a not-for-profit version of Office 365, giving some restrictions.

#### Teams

- Allows storage of documents and folder structures and share them with a group of people.
- It also allows you to hold video calls

## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

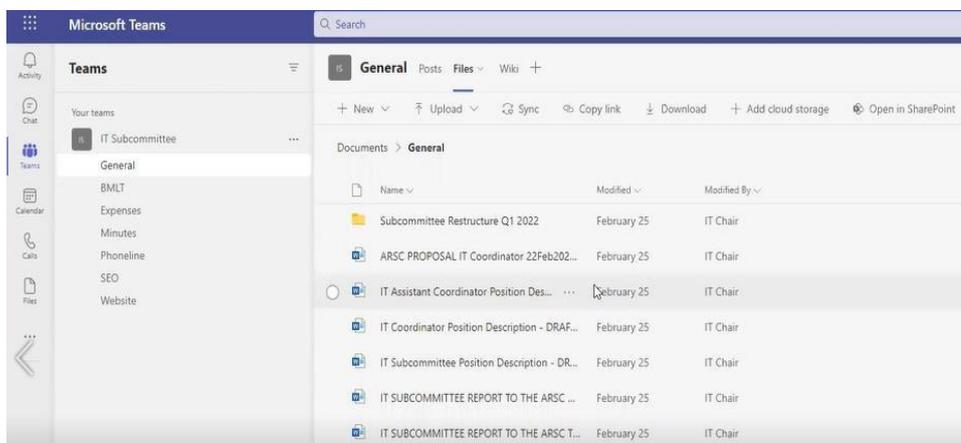
### FULL VIRTUAL



- The IT subcommittee meets on Teams (see the icon on the far left of your screen in Teams)



- Files can be stored, see example below

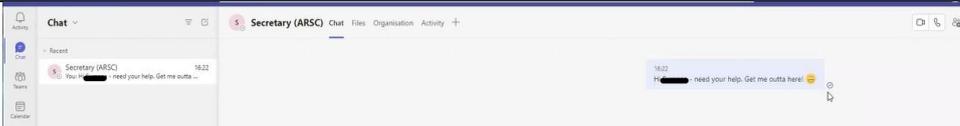


- Private messages can be sent through the “Chat” tab on the side panel

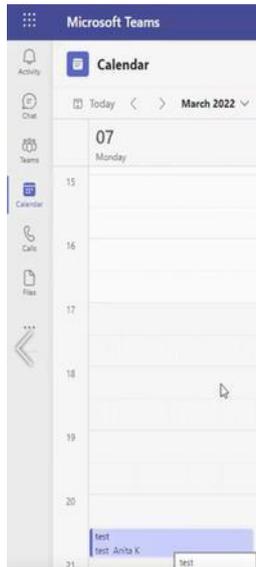


## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL



- Teams calls/meetings can be set up in the Teams Calendar and are cross reference with the Outlook Calendar
- Other participants schedules are accessible, if used in Teams Calendar also
- Do not have to have an organisational (in this case @na.org.au email address to be a member of the Team.



POI: IT - If you are not in the habit of checking your service email regularly, can you please download the Outlook app to your phone, and it will call and check your email frequently, in the background. Soon it looks like we will have to start pulling email accounts that are not being used. Due to pending licensing restrictions, any idle accounts may need to be forced closed. We are expecting a license review at any point in time. Just trying to get ahead of the game.

#### 3.2 CLOSING ITEMS

#### ACTION LIST

4:40 PM – 4:43 PM



**March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES**

**FULL VIRTUAL**

<b>Item</b>	<b>Action</b>	<b>Responsibility</b>
<b>1</b>	The service prayer used by ARSC to the correct one passed by WSC	<b>Secretary</b>
<b>2</b>	The roll call to remove WB member as that was a once off in March 2020 only	<b>Secretary</b>
<b>3</b>	Include a section regarding Issue Discussion Topics (IDTs) to reporting template as standard for ongoing clarity for RCMs	<b>RD and AD</b>
<b>4</b>	Provide details of bank accounts for Friday Night Aboriginal and Torres Strait Islander meeting to enable fund flow	<b>Treasurer</b>
<b>5</b>	Work with RCM Working Group to connect Area PR Chairs in the absence of Regional PR Chair	<b>AD / Nth Aust RCM/ SA RCM / RCM Working Group</b>
<b>6</b>	Provide travel policy to ARSC members	<b>Treasurer</b>
<b>7</b>	Organise workshops for South Australia and South Coast Areas	<b>OR.FD Chair</b>
<b>8</b>	Facilitate a workshop on how to apply the ARSC Policy and implement policy in the Areas	<b>Policy Subcommittee</b>
<b>9</b>	Revamp / tailor reporting templates	<b>Secretary and....?</b>
<b>10</b>	Update policy to reflect 100% additional fund flow to NAWS	<b>Policy Subcommittee</b>
<b>11</b>	Admin plus others to meet with APF regarding financial concerns	<b>RD/AD Treasurer</b>
<b>12</b>	Update permissions on ARSC all members folder	<b>Secretary / IT</b>
<b>13</b>	RCMs to decide email account for RCMs and Alt RCMs email (access of Secretary)	<b>RCMs and Alt RCMs</b>
<b>14</b>	Subcommittee Breakout meetings notes	<b>Subcommittee Chairs/ scribes</b>



## March 5<sup>th</sup> & 6<sup>th</sup> 2022 ARSC MINUTES

### FULL VIRTUAL

	<b>15</b>	Update IT position descriptions on na.org.au (ensuring the deadline is	<b>IT Subcommittee / Vice Chair</b>	
	<b>CLOSING TREASURY REPORT</b>			
	Closing Balance:	\$30,227.40		<b>4:43 pm – 4:45 PM</b>
	Committed Funds:	\$20,307.50		
	Available Funds:	\$9,919.90		
	APF Fund Flow:	\$1,500		
	NAWS Fund Flow:	\$12,419.90 (\$2,500 + \$9,919.90)		
	<b>As per policy, excess funds will be sent to NAWS: 100%</b>			
	<b>NEXT ARSC</b> 4 <sup>th</sup> and 5 <sup>th</sup> of June 2022 (Conference call – via Zoom)			
	<b>NEXT RCM MEETING</b> 22 <sup>nd</sup> May 2022 @ 4:00pm (Conference call – via Zoom)			
	<b>THANKS TO DEPARTING MEMBERS AND WELCOME TO NEW MEMBERS</b>			
	<b>Departing – THANK YOU FOR YOUR SERVICE:</b>			
	RCM WA			
	RCM NSW Newcastle / Hunter Valley			
	<b>Elected to position(s) - WELCOME:</b>			<b>4:45 PM – 5:02 PM</b>
	Policy Chair			
	<b>FEEDBACK SESSION FOR PARTICIPANTS</b>			
	<b>END OF DAY AND ARSC</b>			<b>5:02PM</b>

#### REPORTS ATTACHED

*(Followed by relevant documents & resources as they appear chronologically in the minutes)*

OneDrive link to the ARSC March 2022 → [2203 MARCH 2022 ARSC](#)

# **ADMINISTRATION**

## **COMMITTEE**

### **REPORTS**

**1. VICE CHAIR**

**2. SECRETARY**

**3. TREASURER**

**4. REGIONAL DELEGATE**

**5. ALTERNATE DELEGATE**



Australian Regional Service Committee (ARSC)

**Vice-Chair's Report to the ARSC 5<sup>th</sup> and 6<sup>th</sup> March 2022 (Virtual)**

Dear ARSC participants

I provide my fifth report to you as Vice-Chair of the ARSC. I have been in this role since November 2020.

Due to the Chairperson's ongoing medical treatment and recovery, I shall be Chairing the March ARSC.

I am grateful to the ARSC body for placing their confidence in me to undertake this role.

Since joining the Administration Committee I have attended and contributed to all monthly Admin meetings and have attended extraordinary meetings of the RSBoA as and when called for.

I have also supported and contributed to regular Policy and IT Subcommittee meetings.

In conjunction with the Secretary I helped establish and facilitate the first RCM Catchup which was held on Sunday 20 February.

I am a signatory and authoriser on the ARSC Bank Account and have worked with the Treasurer to authorise payments in line with ARSC Policy and Financial Budgets.

I am also a member of the Management Committee of the Regional Service Body of Australia Incorporated (RSBoA Inc). This is in accordance with the Constitution and ensures that there are sufficient members on the Management Committee as required by law as well as adequate succession and knowledge transfer across Trusted Servants.

My express motivation for taking on the Vice-Chair role, apart from performing Admin and Subcommittee service and supporting the Chair, was to acquire knowledge about the workings of, and interrelationships between, the Australian Region, Asia Pacific Forum (APF) and NA World Services (NAWS).

Other tasks of note include:

- Updating ARSC Positions Vacant (including Job Descriptions) on the [www.na.org.au](http://www.na.org.au) website in conjunction with the Chair and the IT Subcommittee.
- Helping to formulate, in collaboration with the IT Subcommittee, the IT new structure, role descriptions and strategies for the future.
- Attendance at monthly FSO Board Meetings, in conjunction with the Chair.
- Playing a role in negotiation and mediation of contentious issues that may arise between ARSC Trusted Servants throughout the current cycle.

**The Legal Incorporation Workgroup (LIW)**

All tasks of the Legal Status Project have now been completed in accordance with the proposals endorsed by the full ARSC. The wisdom and guidance of the ARSC conscience has prevailed and the future of the NA Fellowship is assured.

The LIW (comprising of the LIW Chair and ARSC Vice-Chair) has completed all tasks thus ensuring our ongoing legal compliance with the ACNC and NSW Fair Trading. These are documented in the LIW Report.

Yours in Service – Vice-Chair ARSC/ RSBoA Management Committee Member



## **SECRETARY REPORT**

### **Narcotics Anonymous Australian Regional Service Committee (ARSC) March 5<sup>TH</sup> – 6<sup>TH</sup> 2022**

This last cycle was the Secretary's first after being voted into the position in September 2021. There has been a steep learning curve here and of great benefit.

Grateful to be of Service, I have been supported by the ARSC body, and behind the scenes, the Admin Committee are steadfast, knowledgeable and patient. The result for this grateful recovering addict, is a feeling of belonging and unity.

In addition to the completed tasks mentioned below, the following items were also addressed:

- ◆ Worked cooperatively with the Vice Chair to attend and cofacilitate the inaugural RCM Catchup on Sunday 20<sup>th</sup> February.
- ◆ Submitted a proposal for the purchase of a program to assist with the tedious task of editing and collating documents. The proposal was gratefully endorsed. To honour the detail of the proposal, the program is stored on my personal computer for the sole use of Service work for the ARSC. I foresee this to greatly improve the standard of prepared documentation for ARSC and NA member's benefit.
- ◆ Submitted a proposal for ARSC members' consideration regarding recording of ARSC meetings.
- ◆ Supported and guided members in the nomination process.

In line with the guidelines of the role of Secretary, the following tasks have been fulfilled:

- ◆ Collated the December ARSC Meeting minutes (including reports and any other relevant documentation) stored them electronically and distributed them by email to all ARSC participants.
- ◆ Redacted the December ARSC minutes and all reports (as per policy endorsed at the September 2021 ARSC).
- ◆ Provided redacted minutes, updated reporting templates, nomination forms and proposal template to the IT Subcommittee for uploading to na.org.au., which was completed.
- ◆ Completed Admin Meeting Agendas with the Chair.
- ◆ Attended and contributed to all monthly Administration (Admin) Committee Meetings.
- ◆ Collated minutes for all meetings attended since the December ARSC, stored them electronically and disseminated them to relevant participants.



- ◆ Collaborated with the Vice Chair (in the absence of the Chair) and the Public Officer to compile the meeting Agenda and Running Minutes in preparation for the upcoming ARSC.
- ◆ Uploaded and vetted all March ARSC reports, nominations, proposals and documents to OneDrive as they were received and communicated with all participants as to their availability via email. Provided direct access to these documents.
- ◆ Distributed all relevant communication to ARSC participants as required.
- ◆ Attended to all queries to the best of my ability, acting as a conduit between NA members and the ARSC service body.
- ◆ Reached out to allocated buddies to offer support.
- ◆ Continue to be a member of the Management Committee of the Regional Service Body of Australia Incorporated (RSBoA Inc.).

Thank you YILS

ARSC Secretary

**Report to Australian Region Service Committee (ARSC)  
From ARSC Treasurer  
March 2022**

**1. Budget Performance**

- At the time of writing this report we have nearly completed the second quarter of our new 2-year budget. As you are aware our budget is not developed on financial years but from 1 September 2021 – 31 August 2023.
- With 2 weeks to go to the end of the first quarter we are still approximately \$17,000 (approx. 50%) short of our projected income. There may be a number of reasons for this including some meetings opening, then closing and then reopening in light of a new wave of the pandemic especially in a number of States and some Areas not meeting over the Christmas/New Year. It is also possible that a number of Areas may fund flow closer to the end of the month.
- All subcommittees are underspent with IT being the only subcommittee that spent funds this quarter. Admin expenditure is in line with budget excepted AV services which were budget for later in the financial year.
- We have exceeded our projected fund flows to APF and NAWS, but this is in line with practice.

**2. Public Liability Insurance.**

- Following ratification of the policy at the December ARSC, the Risk Management and Incident Reporting policy with forms and a Fact Sheet for members organising overnight events has been posted on the NA Website in the Regional Service/ARSC Related Information and Documentation/Insurance TAB.
- Just a reminder that the insurance company has confirmed that the following camps are covered by our new policy.
- **Do any Areas have any other plans for overnight events?** Please let me know so I can inform the Insurance Company.

<b>Name/Location</b>	<b>Attendees</b>	<b>Activities</b>
Ballina Men's Camp	100	NA Support Meetings
Foster/Tuncurry 'Spirit of Unity'	70	NA Support Meetings, walking, meditation, tennis, volleyball, badminton, dance
NSW South Coast Men's Camp	80	NA Support Meetings
Sunshine Coast Men's Camp - Coastal Connection	50	NA Support Meetings, lawn bowls, cricket, tug of war
Western Sydney Women's Retreat	70	NA Support Meetings, craft, karaoke, talent quest
Western Australia Camp Busselton	130	NA Support meetings, volleyball, cricket, crafts, yoga, kids' games
Gold Coast 'Camp Serenity'	90	NA Support meetings,
Victoria Spiritual Retreat x 3 times per year	60	NA Support Meetings, workshops, yoga, meditation,

### **3. Financial Reports**

Because the ARSC meets on the first weekend of every 3 months it means that the financial reports will not be distributed until after the close of the previous month/quarter. The following 3 reports will be distributed as soon as possible after 28 February 2022.

- Report of performance against the budget
- Report of all financial transactions for the 3 months since the December ARSC (Opening Report).
- Summary of fund flow per Area for the 3 months since the December ARSC.
- Debit Card Transaction Report

I have included a new report which is of the transactions of the Wise Debit Card. The ARSC approved the use of a Debit Card to pay for all services and products where the only option is to purchase them with a credit/debit card.

The Debit Card is in the name of the Treasurer and there are a range of strategies currently in place to minimise the risk of misuse and fraud. This transaction report is another strategy to increase transparency and minimise risk.

### **4. Archiving ARSC Financial Documents**

All ARSC financial documents (the financial years 2014/15 to 2020/21 are in 7 separate folders with all pre 2014 documents in 3 additional folders) have been safely transferred to the FSO now that the MoU has been endorsed. Thank you to the FSO.

From this current financial year onward, all financial documentation will be stored electronically in the ARSC file storage.

### **5.7<sup>th</sup> Tradition Fund Flow to Region from Areas**

For your interest I have prepared the following chart which breaks down the average fund flow per Area per meeting per week for both the 2020-21 Financial Year and the first half of this financial year.

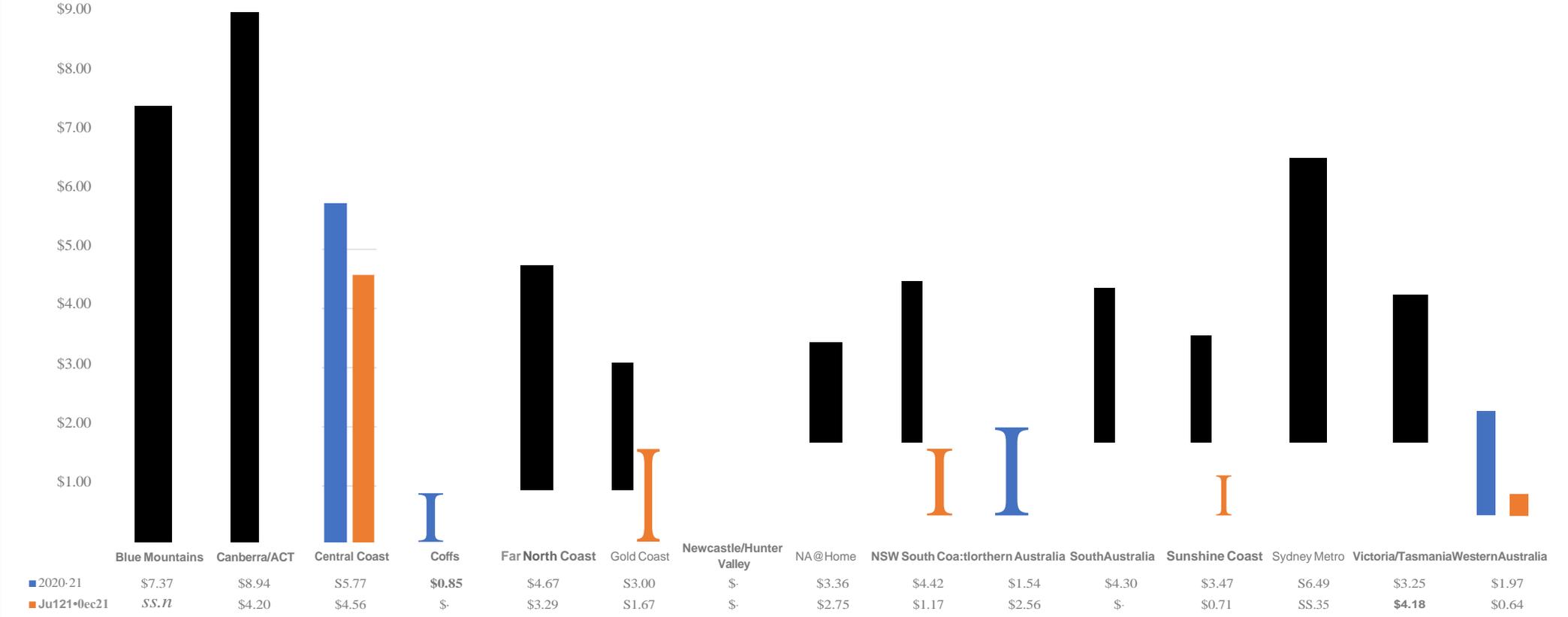
For the purposes of this chart, I have made the following assumptions:

- The 4 Sydney Areas have been combined into Sydney Metro as 2 of the 4 Areas fund flow all 7th Tradition funds through Sydney Metro.
- Meeting numbers as per the NA Website on 23 January 2022.
- Coffs Area incorporated all 7th Tradition funds from Port Macquarie, Coffs/Kempsey and Manning Lakes.
- NA@Home seated as region from March 2021.
- The average for the Australian Region per meeting in 2020/21 was \$3.92 and for the first 6 months of 2021/2022 was \$3.34

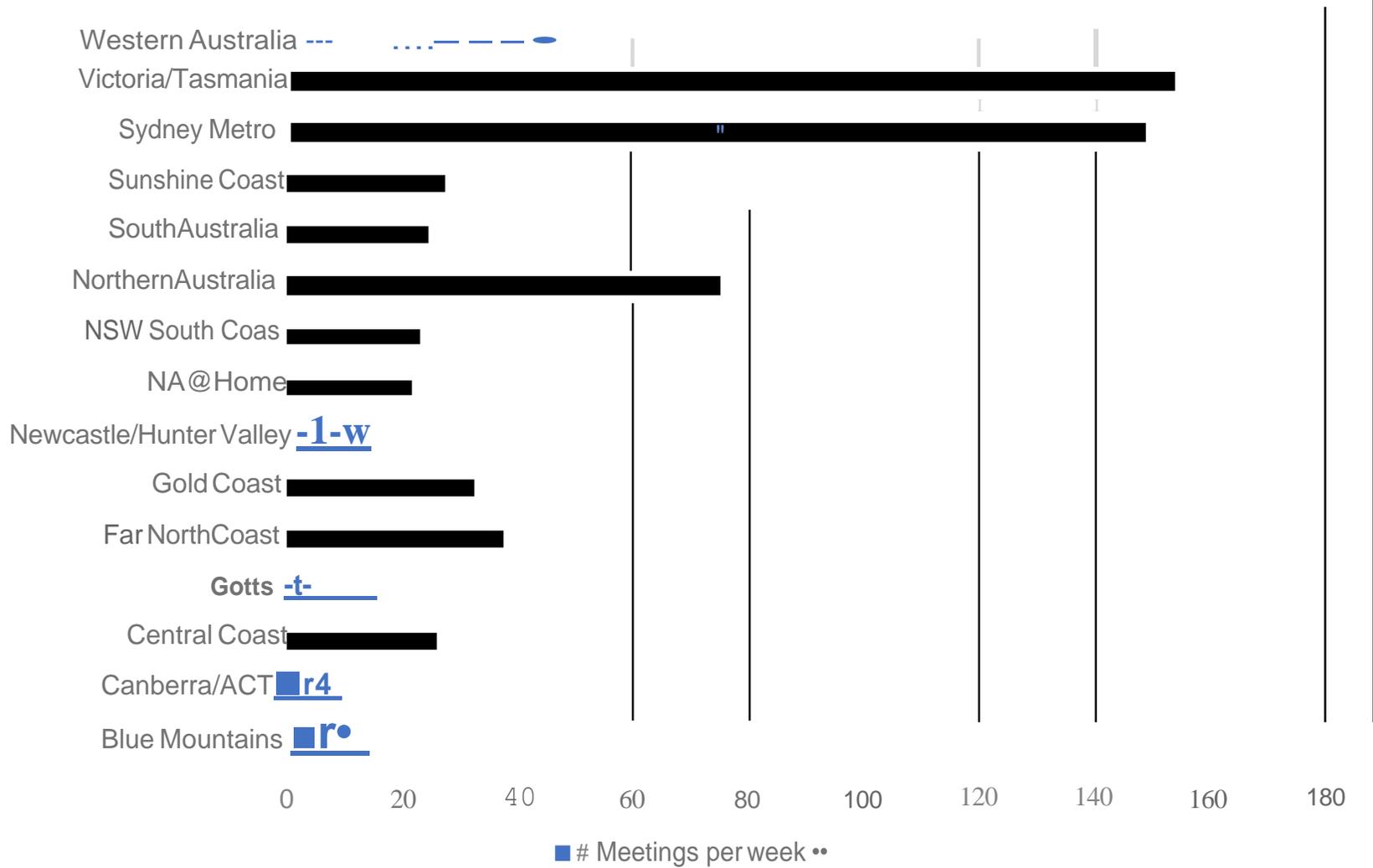
Please let me know if there is other financial information that you would like to have.

Yours in service  
Treasurer  
**February 2022**

Average Contribution per Area per Meeting per Week



## Number of Meetings per week by Area



**OPENING REPORT TO ARSC March 2022**

<b>Opening Balance</b>		<b>(as at 30/11/2021)</b>		<b>\$41,992.72</b>	
<b>DATE</b>	<b>INCOME</b>	<b>Amount</b>	<b>\$19,329.39 NOTES</b>		
04/12/2021	Fund Flow Sydney Metro	\$ 600.00	Cash receipt # 386431		
20/12/2021	Fund Flow Blue Mountains	\$ 800.00	Cash receipt # 386432		
20/12/2021	Fund Flow Central Coast	\$ 1,178.50	Cash receipt # 386433		
22/12/2021	Fund Flow Wodonga Women's Meeting	\$ 52.00	Cash receipt # 386434		
11/01/2022	Fund Flow NSW South Coast Area	\$ 300.00	Cash receipt # 386435		
14/01/2022	Fund Flow Far North Coast Area	\$ 991.05	Cash receipt # 386436		
17/01/2022	Fund Flow Far North Coast Area	\$ 778.55	Cash receipt # 386437		
21/01/2022	Fund Flow Blue Mountains Area	\$ 800.00	Cash receipt # 386438		
27/01/2022	Fund Flow Wodonga Meeting	\$ 62.00	Cash receipt # 386439		
30/01/2022	Fund Flow Member - JS	\$ 20.00	Cash receipt # 386440		
30/01/2022	Fund Flow - Eastern Sydney Area	\$ 1,581.98	Cash receipt # 386441		
02/02/2022	Fund Flow Northern Sydney Area	\$ 1,103.03	Cash receipt #386442		
04/02/2022	Fund Flow Northern Australia Area	\$ 5,000.00	Cash receipt #386443		
06/02/2022	Fund Flow Member JS	\$ 20.00	Cash receipt #386444		
06/02/2022	Fund Flow Sunshine Coast Area	\$ 1,200.00	Cash receipt #386445		
15/02/2022	Fund Flow Central Coast	\$ 623.20	Cash receipt #386446		
18/02/2022	Fund Flow NSW South Coast	\$ 150.00	Cash receipt #386448		
21/02/2022	Fund Flow Far North Coast Area	\$ 801.55	Cash receipt #386447		
27/02/2022	Fund Flow Eastern Sydney Area	\$ 1,767.53	Cash receipt #386449		
28/02/2022	Fund Flow Gold Coast Area	\$ 1,500.00	Cash receipt #386450		
<b>DATE</b>	<b>EXPENSES ARSC MEMBER TRAVEL</b>		<b>\$0.00</b>		
<b>DATE</b>	<b>EXPENSES PER DIEMS</b>		<b>\$0.00</b>		
<b>DATE</b>	<b>EXPENSES OTHER</b>		<b>\$31,094.71</b>		
06/12/2021	Bookkeeper final payment	\$510.00			
06/12/2021	Tech Support for December ARSC	\$652.50			
06/12/2021	Twilio Top Up	\$700.00			
06/12/2021	Fund Flow to APF	\$8,728.42			
07/12/2021	Fund Flow to NAWS	\$16,956.80			
08/12/2021	NAB Connent Fee	\$0.75			
22/12/2021	BackWup Annual Fee	\$56.97			
04/01/2022	NAB Connect Bank Fee	\$0.25			
19/01/2022	Twilio Top Up	\$700.00			
24/01/2022	IT Annual Subscptions - Envato Theme and Events	\$200.00	\$200 transfer to Wise Debit Card for Theme \$53 AUD and Events \$48.93 AUD		
02/02/2022	NAB Connect Bank Fee	\$41.00			
03/02/2022	Adobe Pro DC Subscription for 1 year	\$263.87			
08/02/2022	Association Liability Insurance Renewal	\$1,783.65			
23/02/2022	Twilio Top Up	\$500.00			
24/02/2022	NAB Connect Bank Fee	\$0.50			
<b>TOTAL EXPENSES</b>			<b>\$31,094.71</b>		
<b>CLOSING BALANCE (as at 28 February 2022)</b>			<b>\$30,227.40</b>		

2nd Quarter Budget vs Actuals Report

	Full Year Budget (Sept 2021 to Aug 2022)	6 Months Budget (Sept 2021 to Feb 2021)	6 Months Actuals (Sept 2021 to Feb 2021)
Budgeted inflows	\$ 125,000.00	\$ 62,499.96	\$ 51,694.61
<b>Total inflows</b>	<b>\$ 125,000.00</b>	<b>\$ 62,499.96</b>	<b>\$ 51,694.61</b>
Budgeted Outflows (see 1-6 below)	\$ 84,466.10	\$ 49,271.89	\$ 79,726.20
<b>Net Cashflows</b>	<b>\$ 40,533.90</b>	<b>\$ 13,228.07</b>	<b>\$ (28,031.59)</b>
<b>1. ARSC Budget</b>	<b>\$ 10,724.66</b>	<b>\$ -</b>	<b>\$ -</b>
ARSC (avg of last 3)	\$ 10,624.66	\$ -	\$ -
ARSC Secretary Expenses	\$ 100.00	\$ -	\$ 263.87
<b>2. Subcommittee Budgets</b>	<b>\$ 33,999.60</b>	<b>\$ 16,749.76</b>	<b>\$ 5,907.97</b>
Indigenous	\$ 2,978.00	\$ 1,488.96	\$ -
IT	\$ 10,221.60	\$ 5,110.80	\$ 3,556.97
NA Today	\$ 5,140.00	\$ 2,570.00	\$ 1,773.00
Fellowship Development	\$ 1,000.00	\$ 500.00	\$ -
Policy	\$ 500.00	\$ -	\$ -
PR	\$ 14,160.00	\$ 7,080.00	\$ 578.00
Strategic Planning	\$ -	\$ -	\$ -
<b>3. AD and RD Travel Budgets</b>	<b>\$ 4,642.00</b>	<b>\$ 4,642.00</b>	<b>\$ -</b>
RD to APF	\$ 2,321.00	\$ 2,321.00	\$ -
AD to APF	\$ 2,321.00	\$ 2,321.00	\$ -
<b>4. Area Workshop Budgets</b>	<b>\$ 4,990.00</b>	<b>\$ 2,494.98</b>	<b>\$ -</b>
Budget for 6 workshops in the year.	\$ 4,990.00	\$ 2,494.98	\$ -
<b>5. Administrative Budgets</b>	<b>\$ 10,996.65</b>	<b>\$ 5,017.65</b>	<b>\$ 5,442.65</b>
AV services for ARSC	\$ 4,000.00	\$ -	\$ 1,485.00
Auditors Fees	\$ 1,650.00	\$ -	\$ -
Bookkeeper	\$ 360.00	\$ 360.00	\$ 510.00
Public Liability Insurance	\$ 2,607.00	\$ 2,607.00	\$ 1,580.00
NAB Connect Fees	\$ 178.00	\$ 89.00	\$ 84.00
Zoom Teleconferencing	\$ 240.00	\$ -	\$ -
Association Liability Insurance	\$ 1,961.65	\$ 1,961.65	\$ 1,783.65
<b>6. Fund Flow to APF and NAWS</b>	<b>\$ 16,000.00</b>	<b>\$ 8,000.00</b>	<b>\$ 68,375.58</b>
Fund Flow APF	\$ 6,000.00	\$ 3,000.00	\$ 23,125.21
Fund Flow NAWS	\$ 10,000.00	\$ 5,000.00	\$ 45,250.37

**Fund Flow by Area Summary**

<b>INCOME</b>	<b>Amount</b>
Fund Flow Blue Mountains	\$ 1,600.00
Fund Flow Sydney Metro	\$ 600.00
Fund Flow Central Coast	\$ 1,801.70
Fund Flow NSW South Coast Area	\$ 450.00
Fund Flow Far North Coast Area	\$ 2,571.15
Fund Flow Wodonga Women's Meeting	\$ 114.00
Fund Flow Individual Members (1)	\$ 40.00
Fund Flow - Eastern Sydney Area	\$ 3,349.51
Fund Flow Northern Sydney Area	\$ 1,103.03
Fund Flow Northern Australia Area	\$ 5,000.00
Fund Flow Sunshine Coast Area	\$ 1,200.00
Fund Flow Gold Coast Area	\$ 1,500.00
<b>Totals</b>	<b>\$ 19,329.39</b>

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**79.61**

Australian dollar



**0**

Euro



**0**

US dollar

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### Cards for your team are here!



Add team members as Employees to order their own Wise Business debit cards on your account. They can only see their own activity and you can view and limit what they spend.

[Invite your team](#)

### 24th February



**Twilio Plcr34p8f8p3mkg2**  
Spent

**400 USD**  
555.68 AUD



### 23rd February



**RSC COMM TRU**  
Received

**500 AUD**



### 5th February



**Adobe Systems Pty Ltd**  
Spent

**263.87 AUD**



### 3rd February



**RSC COMM TRU**

**263.87 AUD**



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 **Envato \*61250151** **37.95 USD**  
Spent 53.80 AUD 

### 24th January

 **RSC COMM TRU** **200 AUD**  
Received 

### 23rd January

 **Envato \*61200707** **37.95 USD**  
Declined 

 **Envato \*61200700** **37.95 USD**  
Declined 

 **Envato \*61200690** **37.95 USD**  
Declined 

 **Envato \*61200681** **37.95 USD**  
Declined 

 **Envato \*61200673** **37.95 USD**  
Declined 

### 22nd January

 **Twilio 3456428519517608** **500.19 USD**  
Spent 



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### 2nd January

	<b>Google *Temporary Hold</b> Card checked	<b>0 AUD</b> 
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### 8th Dec 2021

	<b>Twilio 62io4ndvdfa</b> Spent	<b>496.01 USD</b> 
---	------------------------------------	---

	<b>To your USD balance</b> Moved	<b>496.01 USD</b> 700 AUD 
---	-------------------------------------	--

### 6th Dec 2021

	<b>RSC COMM TRU</b> Received	<b>700 AUD</b> 
---	---------------------------------	--

### 6th Oct 2021

	<b>Twilio 31c7f7rbom5</b> Spent	<b>503.71 USD</b> 
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	<b>To your USD balance</b> Moved	<b>503.71 USD</b> 700 AUD 
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	<b>RSC COMM TRU</b> Received	<b>700 AUD</b> 
---	---------------------------------	--

### 9th Sep 2021



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### 8th Sep 2021

 **RSC COMM TRU** **700 AUD**   
 Received

### 26th Aug 2021

 **Envato \*59475974** **34.52 USD**   
 Spent  
 AUD, USD

 **To your USD balance** **29.38 USD**   
 Moved  
 40.60 AUD

### 24th Aug 2021

 **RSC COMM TRU** **40.73 AUD**   
 Received

### 11th Aug 2021

 **Twilio 5mtoj86i062** **513.92 USD**   
 Spent

 **To your USD balance** **513.92 USD**   
 Moved  
 700 AUD

 **RSC COMM TRU** **700 AUD**   
 Received

### 9th Jul 2021



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-  **Professional Membershi**  
Spent **49.75 USD** 
-  **Twilio Inc**  
Card checked **0 AUD** 
-  **Twilio 5n9i3nj7uu**  
Card checked **0 AUD** 

### 30th Jun 2021

-  **For your Wise card**  
Paid **6 AUD** 
-  **To your USD balance**  
Moved **49.75 USD**  
**66.57 AUD** 

### 29th Jun 2021

-  **RSC COMM TRU**  
Received **67.56 AUD** 
-  **RSC COMM TRU**  
Received **700 AUD** 

### 1st Jun 2021

-  **Twilio 34g5mk2kfa2**  
Spent **539.28 USD** 



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### 5th May 2021

	<b>Twilio 5mtm3p0j6df</b> Spent	<b>306.81 USD</b> 
	<b>To your USD balance</b> Moved	<b>306.81 USD</b> 400 AUD 

### 4th May 2021

	<b>RSC COMM TRU</b> Received	<b>400 AUD</b> 
---	---------------------------------	--

### 22nd Apr 2021

	<b>Google *Temporary Hold</b> Card checked	<b>0 AUD</b> 
---	---	--

### 20th Apr 2021

	<b>RSC COMM TRU</b> Received	<b>50 AUD</b> 
---	---------------------------------	---

### 19th Apr 2021

	<b>Twilio 34g4k184a6r</b> Spent	<b>428.23 USD</b> 
	<b>Google *Temporary Hold</b> Card checked	<b>0 AUD</b> 



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 **RSC COMM TRU** Received 34.17 AUD 

 **RSC COMM TRU** Received 500 AUD 

### 16th Apr 2021

 **Wordfence.com** Spent 99 USD 128.69 AUD 

 **RSC COMM TRU** Received 130.58 AUD 

### 15th Apr 2021

 **Google Gsuite\_ naoz.or** Spent 1.80 AUD 

 **Google \*Temporary Hold** Card checked 0 AUD 

 **Google \*Temporary Hold** Card checked 0 AUD 

 **RSC COMM TRU** Received 1.80 AUD 

### 5th Apr 2021



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	<b>To your USD balance</b> Moved	<b>530.71 USD</b> 700 AUD 
	<b>RSC COMM TRU</b> Received	<b>700 AUD</b> 
	<b>Twilio Inc</b> Card checked	<b>0 AUD</b> 
	<b>Twilio 5jsb3tmrju6</b> Card checked	<b>0 AUD</b> 

### 24th Mar 2021

	<b>To your AUD balance</b> Added	<b>50 AUD</b> 
	<b>For your account details</b> Paid	<b>22 AUD</b> 



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CLOSING REPORT TO ARSC March 2022

Opening Balance (as at 30/11/2021)		\$41,992.72	
DATE	INCOME	Amount	\$19,329.39 NOTES
4/12/2021	Fund Flow Sydney Metro	\$ 600.00	Cash receipt # 386431
20/12/2021	Fund Flow Blue Mountains	\$ 800.00	Cash receipt # 386432
20/12/2021	Fund Flow Central Coast	\$ 1,178.50	Cash receipt # 386433
22/12/2021	Fund Flow Wodonga Women's Meeting	\$ 52.00	Cash receipt # 386434
11/01/2022	Fund Flow NSW South Coast Area	\$ 300.00	Cash receipt # 386435
14/01/2022	Fund Flow Far North Coast Area	\$ 991.05	Cash receipt # 386436
17/01/2022	Fund Flow Far North Coast Area	\$ 778.55	Cash receipt # 386437
21/01/2022	Fund Flow Blue Mountains Area	\$ 800.00	Cash receipt # 386438
27/01/2022	Fund Flow Wodonga Meeting	\$ 62.00	Cash receipt # 386439
30/01/2022	Fund Flow Member - JS	\$ 20.00	Cash receipt # 386440
30/01/2022	Fund Flow - Eastern Sydney Area	\$ 1,581.98	Cash receipt # 386441
2/02/2022	Fund Flow Northern Sydney Area	\$ 1,103.03	Cash receipt #386442
4/02/2022	Fund Flow Northern Australia Area	\$ 5,000.00	Cash receipt #386443
6/02/2022	Fund Flow Member JS	\$ 20.00	Cash receipt #386444
6/02/2022	Fund Flow Sunshine Coast Area	\$ 1,200.00	Cash receipt #386445
15/02/2022	Fund Flow Central Coast	\$ 623.20	Cash receipt #386446
18/02/2022	Fund Flow NSW South Coast	\$ 150.00	Cash receipt #386448
21/02/2022	Fund Flow Far North Coast Area	\$ 801.55	Cash receipt #386447
27/02/2022	Fund Flow Eastern Sydney Area	\$ 1,767.53	Cash receipt #386449
28/02/2022	Fund Flow Gold Coast Area	\$ 1,500.00	Cash receipt #386450
DATE EXPENSES ARSC MEMBER TRAVEL		\$0.00	
DATE EXPENSES PER DIEMS		\$0.00	
DATE EXPENSES OTHER		\$31,094.71	
6/12/2021	Bookkeeper final payment	\$510.00	
6/12/2021	Tech Support for December ARSC	\$652.50	
6/12/2021	Twilio Top Up	\$700.00	
6/12/2021	Fund Flow to APF	\$8,728.42	
7/12/2021	Fund Flow to NAWS	\$16,956.80	
8/12/2021	NAB Connenct Fee	\$0.75	
22/12/2021	BackWup Annual Fee	\$56.97	
4/01/2022	NAB Connect Bank Fee	\$0.25	
19/01/2022	Twilio Top Up	\$700.00	
24/01/2022	IT Annual Subscriptions - Envato Theme and Events	\$200.00	\$200 transfer to Wise Debit Card for Theme \$53 AUD and Events \$48.93 AUD
2/02/2022	NAB Connect Bank Fee	\$41.00	
3/02/2022	Adobe Pro DC Subscription for 1 year	\$263.87	
8/02/2022	Association Liability Insurance Renewal	\$1,783.65	
23/02/2022	Twilio Top Up	\$500.00	
24/02/2022	NAB Connect Bank Fee	\$0.50	
TOTAL EXPENSES		\$31,094.71	
CLOSING BALANCE (as at 28 February 2022)		\$30,227.40	

COMMITTED FUNDS	ARSC Tech Support	\$607.50
	IT - Twilio	\$700.00
	APF Fund Flow	\$1,500.00
	NAWS Fund Flow	\$2,500.00
	Prudent Reserve	\$15,000.00
	AVAILABLE FUNDS	\$9,919.90



# **Narcotics Anonymous<sup>®</sup>**

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## **Australian Regional Service Committee**

### Regional Delegate Report

#### ARSC Admin

I have attended all Admin meetings. I completed the items that were tasked to me to follow up including liaising with IT regarding the change to the GSR reporting template.

Outside of my RD role, I have been incredibly busy in my home Area being invited by the Local Service Board (LSB) to be involved in and co-facilitate the Planning Day – delivering workshops on both Strategic Planning (SP) and Making Decisions in NA Service. I'm very grateful to some RD's overseas who provided me with some help building session profiles for the Making Decisions in NA Service presentation rather than me having to start from scratch. I am starting to amass many different presentation profiles on a number of topics and would like some direction from the ARSC on what topics you would like to workshop in September and December this year. Please begin thinking about what topics would help you and/or your Areas. In June we will discuss more in depth what you would like but it's never too early to put those thinking hats on and raise for discussion in your home Area – by flagging it now, those Areas that are on Service System Project (SSP) and meeting less frequently should have enough time to give feedback too.

I have also been invited to present to Northern California combined Areas regarding the SSP and how this is working in Vic/Tas and Northern Australia. I will be presenting similar to the overview we gave back in 2020 and addressing specific questions about challenges their Areas are facing and what solutions the SSP might be able to offer.

I have also been asked to present at the Western Australia Convention briefly (10 mins) on the topic of World Services Updates 'What's happening at NAWS/WSC?'. There has been a request to a member from Victoria to present on the SSP, and I have facilitated the organising committee to be in touch with some members here including the RCM.

#### NA World Services (NAWS) Updates

See World Board Updates in the APF Annual Meeting section of this report.

#### Financial Updates

We continue to receive bimonthly reports on NAWS financial situation. The overall picture is much more positive than the original emergency budget presented. In almost all categories, expenses are less than predicted and income is higher than predicted. It's concerning though that NAWS report monthly contributions have gone down; no inference on reason has been given, it is possible maybe people need to update their credit card details, or perhaps the situation with the World opening a bit more means peoples expenses and income levels have changed and needed to drop back their contribution. Hopefully NAWS can give us a bit more insight into this, whether it's the amount people are contributing has changed or the number of people contributing has changed or a bit of both.

## World Service Conference (WSC) Participants Webinars

I was unable to attend the WSC Conference Webinar this quarter as it was on the weekend when I was sick with Covid. The AD report should cover this topic.

## Asia Pacific Forum (APF) Annual Meeting Feb 18-21, 2022

This has been the most difficult report I have ever written in service. During my tenure as both an Alt and a Regional Delegate, I have maintained a very positive attitude and communications regarding the APF. Unfortunately, our experiences as a delegate team this weekend were less than perfect and echoed by other community delegates. I think a very uncomfortable conversation needs to be had about our participation, and most importantly financial contributions to the Asia Pacific Forum.

The overall vibe of the weekend was confrontational, several communities including Australia having to consistently battle calling out things and asking for clarification and balancing that against how much we were speaking and the regular reminder of constraints of time, at times incredibly difficult to sit through, and I struggle to believe that ANY of it at all was of much benefit to the delegates or communities we represent.

Before I launch into it, I am writing this sentence having finished my report and I need to add this, and it feels like here is as good as any. Let me be clear, that even on the toughest day I am grateful that you all have placed your trust in me, and I get the honour of being part of your delegate team. I have sent copious sections of my report to people in my circle who I trust and some of whom have grappled with writing difficult reports. I will remain true to my integrity. I will report the facts as best I can and I will be positive when I can, but when I have to level with you all I will tell you the truth and trust that you can handle it and that together group conscience will prevail.

### Day 1 – Friday Feb 18

**Communities Present:** Bangladesh, Aotearoa New Zealand, Bhutan, Australia, Thailand, Malaysia, Hawaii, Indonesia, Singapore, Kuwait, Japan, United Arab Emirates (UAE), Nepal, Guam, Cambodia, Oman, The Society of Indian Regional Service Committees of Narcotics Anonymous (SOSONA), North Eastern Regional Forum (NERF), Pakistan North (late), Iran (late).

**Absent:** Afghanistan, Bahrain, China, Hong Kong, Pakistan South, Philippines, Saudi Arabia, South Korea, Vietnam, Maldives.

**Trusted Servants Present:** Chair, Secretary, Treasurer, Zonal Delegate, FD Coordinator, Women's FD Coordinator, Merchandise Chair, Webservant, Public Relations Coordinator, Incorporation Workgroup Representative, 2 World Board (WB) members assigned to the APF meeting, WB Chair (not recognised as a participant but just observing and welcome) and Japanese and Farsi Translators.

### Community Report Section

We began the community report section with the agenda slated to be 3 minutes per community to discuss highlights or challenges. There was no time for questions and no time given for feedback. The APF community reporting template asks communities to list their three biggest challenges, which one of those 3 we most want discussed and asks how else the agenda can be tailored to help our community. By not having the community challenges workshop session we are accustomed to meant there was no opportunity for any community to have help with their challenges.

The AD and I decided we would request an amendment of the agenda to accommodate this and would “donate” our 3 minutes for another community. All our reports have been pre read, we would only be repeating what we had written, and had heard many communities in their 3 minutes ask for experience with their issue to be shared. Japan was vocal about their need for their issue to be tabled and have experience of other communities to take back.

I’ll list here some of what the communities shared in their 3 minutes about the highlights and challenges and what was summarised from the written reports.

**Indonesia** – highlights include more presentations to government organisations and growth among numbers of women in NA. Obstacles include non-functioning regional meeting, most services are being run by the Area’s.

**Nepal** – success was holding a workshop on local service roles and responsibilities. Conducted virtual service meetings including monthly admin. New IP’s have been translated and published.

**NERF** – success include 5 new groups since last year following some internal FD efforts. Translations continue to be an issue as we lack the members skilled enough to form a Local Translation Committee (LTC). Lack of Regional trusted servants continue to be an issue. Financially have struggled and have not been able to fund flow to APF or NAWs but would like to.

**Malaysia** – Growth has occurred in the last year with 2 new meetings in areas not previously having meetings and have submitted multiple translations to NAWs. Some groups have lost their room since covid as the restrictions mean they have too many people for the size of the room to reopen in person. Malaysian meetings have always had trouble finding rooms that are willing to rent to them and this continues. The Malaysian Area is now paying for a zoom and its available to all homegroups.

**Singapore** – LTC has been working hard and finishing new Information Pamphlets (IP’s). Predatory Behaviour workshop was held. Obstacles include limits on face-to-face attendance. Public Service Announcements (PSA) being developed and would like some assistance. Women’s numbers are struggling, and issues include availability of experienced sponsors who have worked the Steps.

**Kuwait** – Low 7<sup>th</sup> during Covid with meetings closed is an issue we would like discussed. Most members do not know how to use online methods to donate or fund flow. Would also like feedback on how other communities have used social media to carry the message. There is one lesbian, gay, bisexual, transgender, queer and intersexed LGBTQI meeting in Kuwait, but they do not want to be listed or participate in Area, there are cultural issues within Kuwait that make it incredibly difficult for LGBTQI members in society – how do we help overcome their fears with the program which says we are not interested in your sexuality or gender.

**Japan**- The 40<sup>th</sup> year commemoration publication is almost complete. Japan wants to raise our challenge of how to handle trusted servants that are struggling in this role. Need to express how much they need this discussed and to have feedback from other communities.

**Cambodia** – Cambodia has been thriving the last year with growth from 1 to 7 weekly meetings and attendance is in double digits at each meeting. Local Khmer attendance is growing, hybrid meetings in both Siem Reap and Phnom Penh. An LTC has started and in contact with NAWs translations team to start Khmer translations. Active service board working together and goals in place to grow Fellowship in 3 other provinces.

**Bangladesh** – 14 IP’s and booklets have been sent to NAWs for approval in the last year. Frustrations that the process at NAWs has been incredibly slow with translations.

**SOSONA India** – Lack of translations and willing members to undertake LTC work is an issue for us. Member is willing to assist the APF with FD to Sri Lanka.

**Bhutan** – Most meetings are online still; virus is still spreading in our community. We have issues with technology out here though, many addicts want to join our meetings but don't have good enough internet connection. Our community lacks women in the Fellowship. Online meetings have been held for groups to discuss group issues together like a very informal GSF. Request for literature in Bhutan through the FD committee. And want to make an LTC to begin translations process.

**Guam** – Most of our meetings are hybrid. Saipan members have been attending online as our cultures are very similar. Meeting inside the corrections facility. An opportunity for Outreach occurred last year but the pandemic interfered. Many new members coming through the court system.

**UAE** – Rapid growth. 8 new meetings. Our diversity prevents massive issues in Service due to Arabic and English being the Fellowships main languages. Outward facing services are conducted by locals in Arabic while internal service efforts are being conducted in English. Translations are sketchy at best. Discussing splitting into 2 Area's with one being Arabic speakers and the other Area being perhaps English.

**Pakistan North** – 5 face to face meetings per week only and 1 online daily meeting. No women's meetings or any other common needs. Attempting to re-establish the service structure. Very grateful to NAWS for the literature that was send. LTC have begun efforts on IP's. The same challenges exist for the last 5 years, lack of trusted servants, lack of OCM's and lack of structure in our Fellowship. Financial position is not good.

**Iran** – The Region is meeting as the APF is taking place. Challenges include receiving the APF report which are a little late which need to be translated into Farsi for our Delegates to read. Other Iranian members are having access to these reports and are translating differently and earlier than what the Delegate Team can, we ask that this issue be investigated, the reports should be coming through the Delegate Team. Iran would like to receive a treasurer report in a simpler way. Basically, asking for opening balance, total income (all sources) minus expenses (fully listed) and closing balance so we can understand it and translate it easier.

## **Community Challenges Discussion**

Several communities had made specific requests for this section and Australia had submitted a proposal to the chair to formally amend the agenda as the delegates had by proposal approved the agenda, and so Admin agreed to use 25 minutes of time here and a portion of the time allotted to Trusted Servant reports to be used for community challenges.

This is one of my favourite sections of the APF. When we meet face to face, we usually do this in small group workshop tables with a mix of experienced communities with younger emerging communities and Trusted Servants. In previous years some of the issues and solutions that have been presented have been mind-blowing. It's also a great chance for quieter delegates to get involved and share in a less intimidating environment that the big room with everyone there. Last year I remember the Japanese AD really finding her voice in this section and giving amazing feedback on other communities' challenges. The core of our personal program is one addict helping another

and the core of the APF is one community helping another, and that's why we felt it was so important to lend our voice to the communities asking for it to be on the agenda.

**Raised by: Japan**

**Issue: Trusted Servants not fulfilling roles**

**Explanation:** Japan currently have issues with trusted servants who are not fulfilling their roles but are unwilling to relinquish their position. Would like to know if they as a region can ask someone to step down? Also, they have an issue with members who hold positions but have lost contact with the Region, so they are not communicating in addition to not doing their roles. What is the experience of other communities, how do you handle this situation?

**Response from UAE** – First speak to the member about the issue, figure out what help they might need to do their role and put something in the guidelines for how to remove a trusted servant.

**Response from Australia** – echo UAE, loving kindness to support the member and then removal process as a last resort. We can send you our guidelines if that would help.

**Response from Hawaii** - – if the situation is to the point that the member is not turning up, need to talk about the 4<sup>th</sup> Concept that people understand the role and that elections are taken seriously. Use learning days to show what the position entails. Use of Alts to help share the load.

**Response from APF Chair** - APF guidelines have policy on non-performance of trusted servants

**Response from Women's FD** – We would like to support the female members of Japan in service if you could suggest they get in contact with us.

**Raised by: Oman**

**Issue: Carrying the message into Jails.**

**Explanation:** Oman are struggling to get permission to do H&I in prison system as they are not recognised by the government of Oman. They are finding people are going to jail and on the day they are released they are dying of drug overdoses. Members unofficially have tried to help by picking people up on release to take to meetings, but we want to keep everyone safe and do H&I before they are released.

**Response from UAE** – we can connect you to our local PR members to share how they gained access to prison system here, that might help you with what to try next.

**Response from Australia** - Asking can NAWS help and support developing communities to open these doors with Officials?

**Response from WB** – Great question, and there is some support we could provide, I think. I will take this back to the Board and NAWS to discuss and will liaise with APF FD and the local Oman community.

**Raised by: Bhutan**

**Issue: Lack of commitment in Service**

**Explanation:** no explanation needed. Vacant positions everywhere and people take positions and don't complete them.

**Response from Oman** – hold a workshop, before the pandemic there was less of a problem with service, so meet up together and talk about the issue of service but do something fun. Workshops need to be held with fun activities

**Response from WB** - 19<sup>th</sup> March there is a Worldwide Workshop on this topic – attracting members to service. Absolutely not alone in this challenge.

**Raised by: Malaysia**

**Issue: Lack of women**

**Explanation:** Struggle with women's presence and participation in the Fellowship. Occasionally women come to our meetings, but they don't seem to stay. How do we even start to address this issue?

**Response from WB** – great issue to raise. How to recover when we don't see people like us? Linking in with Women's FD, encourage the attendance at Zoom Women's meetings. In the Asia Pacific Communities, we are paving the road as we drive on it, our new communities are doing the inroads here, ask their experience in Women's FD.

**Response from Women's FD** – reach out to Women's FD and encourage the women when they do arrive to reach out to us. We will find solutions to their challenges.

**Response from Singapore** – Regional Delegate Alternate (RDA) is female and has been mentored by her female sponsor. The two of them sat in empty rooms for a long time opening the door, women now are coming.

**Response from Indonesia** – in Indonesia for the past 2 years women's membership has grown exponentially. It all started with 3 women who made a women's meeting. They attracted other women. The pandemic started; it was online which meant it could be attended by other communities with OCM's. That support was vital to continuing women's recovery.

**Response from Merchandise** – Rapid growth is what I heard in the community reports, virtual has helped us here. We can connect with more and more common needs than ever before. Make lists of virtual women's meetings to connect them to women all over the globe.

**Response from Women's FD** – personal experience of being based in UAE, its small, few women. Sometimes there's 10 of us, sometimes it's just me. I open the door anyway.

**Response from Iran** – suggests that women and men do meetings and recovery together.

## **Trusted Servant Report Section**

For detailed breakdown of the Trusted Servant reports see the AD report.

During this session, questions were not allowed from the floor and instead we were told to email questions to the specific Trusted Servant. The rationale was that we had given the time for the community challenges section, however removing the questions from the floor was stated by a delegate as removing the accountability of the Trusted Servants to the body they serve. A delegate

did email the Trusted Servants regarding these questions but by Day 4 had not received a response and stated this from the floor.

## **World Board Updates**

One of the two WB members assigned to the APF this year is based in the USA and it was 1am their time when he got to present. One part of me did empathise with his tiredness and another part of me had a wry smile that an American was experiencing a little of what virtual World Service has been for the last few years for the APF and European Delegates Meeting (EDM) communities.

**Spiritual Principle A Day (SPAD) Updates** – A few errors were found and have been resolved including a duplicate entry which delegates agreed WB could replace one with a reading from the batch of drafts on the same spiritual principle and the full index of spiritual principles added. This has been a popular draft for review with over 32,000 downloads and 2,800 paper copies in the first 2 months after release.

**Virtual meetings toolbox** – Draft of Virtual Meeting Best Practices is posted at [na.org/toolbox](http://na.org/toolbox) covering keeping meetings secure from disruption, welcoming newcomers and sponsorship, 7<sup>th</sup> tradition, signing attendance sheets, hybrid meetings and meeting accessibility. The results from the draft survey have been shaping revisions and hopefully a copy for delegate review will be posted next month.

**Literature News** – The electronic version of JFT is now available via [www.na.org/elit](http://www.na.org/elit). The 60<sup>th</sup> anniversary White Booklet will be available in March. Supply chain disruptions has delayed the release of this. In 1961 the Little White Booklet (LWB) as we know it was published and since then it has been a piece worked on early by LTC's and has been translated many times over. Thirteen translations of the LWB feature local personal stories: Afrikaans, Anglicized, Filipino, French, Italian, Lithuanian, Norwegian, Portuguese (Brazil), Russian, Spanish, Swedish, Ukrainian, and Zulu. The 60<sup>th</sup> anniversary edition collects English translations of all 85 of those stories as well as the 8 in the English LWB. With all these stories it's no long so Little and will be available for \$15USD.

**Finances and our Self-Supporting Goal** – Our self-supporting financial goal is to have at least 70% of expenses covered by member contributions. This fiscal year, 70% of expense for services is just over \$290,000 a month. Monthly contributions for the last half of the 2021 calendar year were just over \$180,000 a month. Things are gradually getting better, but we have a long way to go. Unfortunately, monthly recurring contributions have decreased recently.

**Inmate Tablets** – NAWS continues to receive a lot of inquiries about inmate tablets and so there is some information here but much more will be included in the next NAWS News about this subject. Some correctional facilities offer inmates tablets that are loaded with a variety of material, and in some cases, this can include NA literature at no cost to the inmate. NAWS has the important job of protecting NA's Intellectual Property and Copyrights on behalf of the Fellowship. Inmate tablets are a new way to carry the message and NAWS must grant legal permission for the NA literature to be loaded onto tablets. At this point, these agreements are all within the US and each agreement had involved a lot of communication among correction authorities, local NA service committees and NAWS. These agreements allow for the downloading and copying of material that is currently posted on the website – audio Basic Texts, IPs, and booklets like the White Booklet and Intro Guide. It is believed that this will give addicts ample exposure to NA and the message of recovery while continuing to provide hard copies of books upon request to inmates. Conversation has begun about inmate tablet agreements in a couple of European communities.

**The Loner IP** – The IP chosen for revision this cycle is the Loner IP. A lot has changed since The Loner was written in 1986, and anyone who has read it will know just how very outdated it is. There is a survey posted until the end of August 2022 to help shape the revision: [www.na.org/survey](http://www.na.org/survey). NAWs is interested in hearing from all members, especially those with pre-pandemic experience recovering as a loner. NAWs will also soon be posting a session outline and PowerPoint to encourage workshops and group gatherings to discuss the IP and give input.

### Open Fellowship Webinar –

The next Fellowship webinar will be 19 March, 11:00 am –1:00 pm, Pacific Daylight Time. The topic is how to attract members to service. Members from around the world will share success stories, and there will be time for questions. Don't forget much of the US, including California, changes from Standard to Daylight Time the weekend before the webinar.



The graphic is a promotional poster for a webinar. The top right corner features the date and time: "19 March 11 am – 1 pm PDT" in white text on a green background. The main title, "How do we attract members to service?", is written in large, bold, yellow font. Below the title, there is a photograph of a bee on a white daisy flower. To the right of the flower is a circular logo with the letters "NA". The text below the photo reads: "Please join us for a webinar. We will hear from members around the world and have time for questions." At the bottom, there is a dark green section with white text providing the Webinar ID (826 9114 3020), Passcode (1953), and contact information (wb@na.org). It also mentions that Spanish and Portuguese translation is provided and that a live stream link will be posted on the website before the meeting starts.

### Success stories!

- Mark your calendars
- Mind the time change
- Visit [na.org/webinar](http://na.org/webinar) for live streams, ongoing convos, and new tools

Day 2 – Saturday Feb 19

**Communities Present:** Australia, Aotearoa New Zealand, Bangladesh, Bhutan, Cambodia, Guam, Hawaii, SOSONA, Indonesia, Hong Kong, Japan, Kuwait, Nepal, NERF, Malaysia, Singapore, Thailand, UAE

**Absent:** Afghanistan, Bahrain, China, Iran, Maldives, Oman, Pakistan North, Pakistan South, Philippines, Saudi Arabia, South Korea, Vietnam

**Trusted Servants Present:** Chair, Secretary, Treasurer, Zonal Delegate, FD Coordinator, Women's FD Coordinator, Merchandise Chair, Webservant, Public Relations Coordinator, Incorporation Workgroup Representative, and Japanese Translator.

### Annual General Meeting

Performance Report, Chair's report and Treasurer Report were all accepted however after passing the Performance Report to be filed with NZ Charities, a delegate found and questioned the discrepancy between how many, and which communities are a part of the APF.

Sometimes we refer to the APF as being 29 communities and other times 30. The website lists 30, the letterhead lists 30, but the performance report listed only 29. Pakistan is the discrepancy as it is listed in various ways; Pakistan; Pakistan (N+S); Pakistan North and Pakistan South. Some Trusted Servants attempted to give history on how Pakistan has been represented and counted at APF, however some of the information was inaccurate as was some references to the guidelines. While saying that the guidelines hadn't been followed, we were being told it wasn't a big deal, however that was dismissing the concern Hawaii RD had raised regarding the filing of legal paperwork in different countries with different information regarding our membership. It also seemed like a very unfair conversation to be having without either Pakistan North or Pakistan South Delegates present for the discussion. We asked to hold the discussion over and for the Chair to attempt contact with both communities and ask for their participation in the discussion regarding their Seating.

## **Interim CAT CAR (ICC) Presentation**

Zonal Delegate gave some information about the ICC and the voting on these Motions.

Some delegates expressed concern with being asked to vote now without consulting their communities. Speaks to a big issue of how we do this process with the various communities of the APF. Very little discussion took place on the 5 ICC Motions themselves. While the Zonal Delegate has collected the votes of some communities during this session, some communities are yet to give him their votes. Without being able to discuss the reasons why communities are saying yes or no, makes a cohesive conscience difficult. One community's reasons for a vote against the majority may hold the key to change the entire conscience of the APF's unseated communities. Often in service the *how* and *why* we make decisions is just as important if not more important than *what* we decide.

Lots of confusion about which Motions the Zonal Delegates can and cannot vote on. This is primarily due to the Fellowship Intellectual Property Trust (FIPT) specifically calling for the "Regional Delegates" as being the ones who can make FIPT decisions. Adding confusion in translation was that while Zonal Delegates (ZD's) votes won't formally count, they will be tallied and recorded in the minutes.

Very simply the people who participate in the voting is....

Motion 1 - Just RD's (CAR motion FIPT related)

Motion 2 – RD's and ZD's (CAR Motion not FIPT related)

Motion 3 – RD's and ZD's (CAR Motion not FIPT related)

Motion 4 – Just RD's (CAR Motion FIPT related)

Motion 5 – RD's, ZD's and WB (CAT Motion)

Discussion about how ZD would participate in the future of the WSC discussions at WSC 2023. The Future of the WSC discussions will most likely involve talk of moving to a 3-year cycle or staying on a 2-year cycle, and whether after this 3-year cycle we move back to even years or stay on odd years. All of this will impact how Australia sets our cycle and election of our delegate team.

## **2023 APF Meeting and Convention Bids**

Both India and Iran Communities have submitted a bid to host the APF Annual Meeting in 2023 and the APFCNA3 immediately following the meeting.

Both bids lacked detail compared to the guideline requirements and both lacked crucial financial information. Iran also presents some safety fears for roughly a third of the participants of the APF along with very restrictive entry requirements for some delegates. India also most likely will exclude the participation of any member from Pakistan due to political issues preventing them from being able to obtain a visa.

It was voiced by delegates that the trend to move towards “holiday advertising video” style of bidding was making people uncomfortable when questions like “what is the total expected cost to host the meeting?” was not able to be answered by either community. India had given a small amount of financial information but was in Indian Rupee per room per person, which would have required a lot of conversion and quick math by me (and every other delegate wanting numbers before voting). Ultimately, the delegates did not feel comfortable deciding for either community based on what we have been given and rather than vote no to both and default to Thailand the decision was made for both communities to be given until Day 4 to come up with more information for delegates to consider.

### Day 3 – Sunday Feb 20

**Communities Present:** Aotearoa New Zealand, Australia, Bangladesh, Bhutan, Cambodia, Guam, Hawaii, SOSONA, Indonesia, Kuwait, Japan, Malaysia, Nepal, NERF, Singapore, Thailand, UAE, Oman (late), Iran (late)

**Absent:** Afghanistan, Bahrain, China, Hong Kong, Iran, Maldives, Philippines, Saudi Arabia, South Korea, Vietnam

**Trusted Servants Present:** Chair, Secretary, Treasurer, Zonal Delegate, FD Coordinator, Women’s FD Coordinator, Merchandise Chair, Webservant, Public Relations Coordinator, Incorporation Workgroup Representative, 1 WB member, Japanese and Farsi Translator.

### New Business

Proposal 5 kicked off a fair amount of controversy (and feelings of anger) over what is worded as a very simple proposal that probably didn’t even need a proposal but common sense. Prompted by the Pakistan issue Hawaii attempted to gain clarity in the reporting and listing of APF communities. The discussion began with a Trusted Servant giving a history as ‘researched overnight by Admin’ of the Pakistan North and South issue, claiming that both communities had never attended at the same time, that APF would only fund alternating each year one from North one from South and that at no point had the second community come and asked to be Seated. Trusted servants’ input into the discussion multiple times argued that we never treated them as two communities, kept referring to the guidelines in a manner that came off as we were handcuffed by never having formally seated 2 communities from Pakistan. However, multiple delegates came back saying how uncomfortable it felt to be discussing Seating (and potentially bureaucratic Unseating) without the delegates from communities affected by this decision. Multiple times delegates also pointed out how different the delegates felt from the synopsis given on behalf of Admin, that in practice we had very much been treating them as 2 communities and recalling meetings where both communities were represented by an RD. At times it felt like guidelines were being weaponised here, and while delegates supported

the idea of the proposal on the table which is to consistently list our communities, there was a clear vibe that voting yes to this would result in APF Trusted Servants taking action to reduce Pakistan North and Pakistan South to simply Pakistan. It felt that no matter what delegates had to say about the issue, the Trusted Servants would counter it with the outcome being steered strongly towards unseating either Pakistan North or Pakistan South (interestingly from the history presented I read since, I can't work out who would have been unseated and tend to think the result would have been neither community being effectively represented or able to participate in APF, which in essence would be unseating both). So much about this process and discussion just felt wrong.

Proposal 6 was offered as a solution and Hawaii asked for it to be tabled first before returning to Proposal 5.

### **Proposal 5**

*To accurately and consistently reflect the communities that make up the APF on all documents, correspondence and on the website.*

*Intent: Accurate and consistent reflection of the communities that make up the APF.*

*Outcome: Consensus approved*

### **Proposal 6**

*That a seating amnesty take place and all 30 communities currently listed on the website (Afghanistan, Aotearoa New Zealand, Australia, Bangladesh, Bahrain, Bhutan, Cambodia, China, Guam, Hawai'i, Hong Kong, India, Indonesia, Iran, Japan, Kuwait, Malaysia, Maldives, Nepal, NERF, Oman, Pakistan North, Pakistan South, Philippines, Saudi Arabia, Singapore, South Korea, Thailand, UAE, and Vietnam) are considered fully Seated communities of the APF.*

*The performance report 2021 will be amended to reflect this decision before being lodged.*

*This decision should be communicated to Pakistan North and Pakistan South, and should they wish to be recognised as one community we will revert back to 29 communities.*

*Intent: To resolve the long history of Seating issues within the APF. To recognise the 2 Pakistan communities who have been treated as separate communities and haven't been present at the APF 2022 to be involved in the discussion. If passed, this decision here is the best recognition of the wishes of the APF delegates.*

*Outcome: Consensus passed*

### **Proposal 7**

*That \$7,500 US be made available in the 2022 for the purpose of Fellowship Development*

*Intent: To have the necessary financial resources available to carry out Fellowship Development and allow APF FD to fulfill its primary principle to support the growth, unity, stability and recovery of NA communities within the Asia Pacific Zone.*

*Outcome: Consensus passed*

### **Proposal 8**

*That \$7,500 US be made available in the 2022 financial cycle for the purpose of Women Fellowship Development*

*Intent: To resource the Women's FD workgroup to meet community requests.*

*Outcome: Consensus passed*

### **Proposal 9**

Originally the point of accountability on this proposal was the APF Chair. This proposal has been on the table since 2019 when we created the Guideline Review Workgroup but failed to complete the task by 2020. Questions around if it was worth extending again and if we had the will and the human resources to undertake the project. In the end RD Australia volunteered as the point of accountability.

*Extend the time up to 2023 APF meeting to complete the review of the APF Guidelines which was adopted by the Proposal No. 10 in the 2020 APF meeting.*

*A draft review document will be provided to delegates at least 60 days prior to the 2023 APF meeting.*

*Intent: To complete the review of the Guideline*

*Outcome: Consensus passed*

### **Proposal 10**

*To extend the term of the APF ZD by 1 year. Term completing Feb-2024.*

*Intent: The WSC conference cycle has been changed from 2020 - 2022 to 2020-2023. There is some business in WSC 2023 carried over from when ZD was ZD Alt during the 2018 – 2022 WSC cycle. Some current business being postponed from 2022 to 2023. Finally, we have no ZD Alt who has experience of the issues and the WSC. ZD's current term ends in Feb-2023 which is just before WSC April-2023.*

*Outcome: Consensus passed*

### **Proposal 11**

This is a standard administrative decision that we could not reach consensus on. The unintended outcomes of passing this proposal would be such that communications and business at the APF would not be effectively completed. There would be no need for new business or guidelines to be treated as confidential and only given to delegates in the same manner as resumes. Practically though, the delegate email list needs to always include the secretary to work. So, the wording of this needs work but the intent is to bring our guidelines into line with our practices.

*That APF Delegates email list (Communication with APF Delegates & Alt. Delegates) to be included with existing other APF email lists in the APF Guideline. Also, the email "[apfdelegates@apfna.org](mailto:apfdelegates@apfna.org)" to be included with other email accounts in the APF Guideline. In addition, the following description to be included under the APF email lists section in the APF Guideline:*

*APF Delegates email list: This email list will be used for the purpose of providing following information and documents to the APF delegates and Alt. Delegates:*

- *Circulating Resume and voting information*

- Admin committee monthly meeting minutes
- Proposals for Business Sections
- Guideline review
- As per the discretion of APF admin committee

*Intent: Some information and documents are sensitive in nature which are required by the delegates for decision making and information purposes. Due to this reason this email list was created a long ago and in use by the APF trusted servants for a long time. In order to formalise the practice this motion has been placed.*

*Outcome: Withdrawn and committed to the Guideline Review Workgroup.*

### **Proposal 12**

*That the “In Country Account Signatory Guidelines” document be incorporated into the APF Guidelines.*

*Intent: The Incorporation Workgroup wrote a “NZ Banking” role profile, to support APF trusted servants to operate the APF bank accounts based in NZ. This was included in the workgroup’s report to the August 2021 meeting and adopted by consensus. This proposal formalises the inclusion of the finalised document into the APF guidelines.*

*Outcome: Consensus passed*

**Proposal 13** Names have been replaced with \*\*\*\* for anonymity.

*That the following persons be appointed as Officers of the APF Charity until the 2023 APF meeting:*

*Chairperson - \*\*\*\*\* (Bangladesh)*

*Treasurer - \*\*\*\*\* (Bangladesh)*

*Secretary - \*\*\*\*\* (Nepal)*

*Fellowship Development Coordinator - \*\*\*\*\* (Australia)*

*Charitable Officer - \*\*\*\*\* (Aotearoa NZ) and*

*Charitable Officer - \*\*\*\*\* (Aotearoa NZ).*

*Intent: To formally identify who the Officers of the Charity will be for the next 12 months. Per the APF constitution:*

*The Chair and two members of the committee are nominated as registered officers for charitable purposes. There shall be a minimum of three Admin Committee Members.*

*In addition to the Admin Committee members, other members may be elected to roles as the APF determines.*

*Outcome: Consensus passed*

### **Proposal 14**

*That the “Charitable Officers Guidelines” document, as drafted by the Incorporation Workgroup, be approved, and incorporated into the APF Guidelines.*

*Intent: The Incorporation Workgroup was tasked with writing a report covering this (see Proposal #14 from the 2021 APF meeting). This proposal formalises the inclusion of the finalised document into the APF guidelines.*

*Outcome: Consensus passed*

### **Proposal 15**

*The guidelines are amended to add the following responsibilities:*

*APF Chairperson's role: “Prepare the annual performance report for the APF Incorporated annual report to Charities NZ, to be approved at the APF AGM.”*

*APF Treasurer's role: “Work with the APF external accountant to prepare the annual financial statements for the APF Incorporated annual report to Charities NZ, to be approved at the APF AGM.”*

*Intent: This proposal is to provide the incoming APF Chair and Treasurer with information from the APF Incorporated Constitution and ensure that the APF continues to meet its obligations under the NZ Charities Act.*

*Outcome: Consensus passed*

### **Proposal 16 and 17**

The next two proposals related to fund flow increase to NAWS and passing the budget. Since no decision had been reached for the 2023 APF Annual Meeting and APFCNA3 delegates were not comfortable proceeding with budget decisions.

Day 4 – Monday Feb 21

**Communities Present:** Aotearoa New Zealand, Australia, Bhutan, Bangladesh, Cambodia, Guam, Hawaii, India, Indonesia, Japan, Kuwait, Malaysia, Nepal, NERF, Singapore, Thailand, UAE, Pakistan South (late), Hong Kong (late), Iran (late).

**Absent:** Afghanistan, Bahrain, China, India, Iran, Maldives, Oman, Pakistan North, Philippines, Saudi Arabia, South Korea, Vietnam.

**Trusted Servants Present:** Chair, Secretary, Treasurer, Zonal Delegate, FD Coordinator, Women's FD Coordinator, Merchandise Chair, Webservant, Public Relations Coordinator, Incorporation Workgroup Representative, and Japanese and Farsi Translator

### **2023 APF Meeting and Convention Bids – Revisited**

Both communities had prepared some additional information. Much of how it was presented was still very confusing. Side arguments were erupting over how many rooms should be budgeted for Trusted Servants with yet more incorrect quoting of guidelines. Several delegates were trying to follow the figures being presented while searching guidelines madly in search of the sections being “quoted”. The mood was very evident that Trusted Servants were unwilling to admit they had made mistakes quoting guidelines and would dig in when questioned. The worst example of this was when

it was questioned if any Trusted Servants or Admin would get a single occupancy room, and it was suggested the Treasurer and Merchandise Chair do owing to the amount of cash they may have to store in their safes, and when it was pointed out that wasn't in the guidelines, a quote was given "admin are funded for an additional day" to equal that ALL trusted servants are given a single occupancy room. It would be funny if it weren't such a gross misrepresentation of what the guidelines do and don't say.

Now, given the chance to discuss and decide it may well be that the delegates choose to add that to our guidelines in that the reasoning may be sound (but so is doing a deposit to a bank during the week, or perhaps both positions with all the money bunk together) but once again we find ourselves butting heads with Trusted Servants and not discussing the actual item on the table which is should we go to India, Iran or default back to Thailand. And while all this is going on a delegate from India is madly updating his figures from 4 single rooms to 8 single rooms down to 2 single rooms. And the irony is our guidelines say NOONE gets a single room.

Iran presented two different sheets of financial information and struggled to explain the discrepancies. The language barrier and having volunteer translators was possibly playing a role in some of the confusion. As an example, one set of information said there was no visa required for entry to Iran, and another said the budget was for 18 delegates visas at \$50USD each, when questioned they would say no visa was required but didn't seem to understand then that a budget was not required in the visa column. Despite discussions in the previous session raising concerns people had around safety and culture, visas and travel warnings, and this session supposed to be focusing on the additional financial information, discussion many times ended up back with those same issues. On a personal level I just wanted to reach out and hug the Iranian Delegates and their translator as it was clear they were trying hard but there just seemed to be miscommunication on both sides, not being clear on the questions needing answers, and some of the answers given were not quite hitting the mark.

Several delegates felt that on a Fellowship Development standpoint the benefits of going to India are there, the location is on the edge of Nepal and NERF so we can serve 3 APF communities while there. I think all of us also wanted India to prevail because it wasn't their fault Corona Virus took over the world and cancelled their last chance at hosting (yeah, we know how that feels). But also, we didn't want to 'reward' (for want of a better word) such poorly presented bids. After a long discussion we voted and ultimately approved Darjeeling Area of SOSONA India to host the APF 2023 Meeting and APFCNA3.

## **Elections**

**Treasurer** – current treasurer was re-elected

**Secretary** – current secretary was re-elected

**Chairperson** – current chairperson was re-elected

**Strategic Planning Point Person** – member from UAE was elected

## **2022 Revised Budget and Budget 2023**

Another frustrating session where delegate feedback is listened to but not heard. The AD and I had spent roughly 2 hours the night before on a Zoom call with other concerned delegates discussing the budget and how we could be heard in our concerns. We aren't alone here, Australia, Thailand, Hawaii, Japan, UAE, New Zealand, Iran, Bangladesh, and Cambodia are some of the communities

who have questioned and spoken up about the way the budgets are being presented to us over the last few years. The UAE Delegate met with the Treasurer before this session to explain some of the concerns and give feedback on what might help get the support of those communities. I know the Treasurer had spent 7 hours late at night between working on the budgets and helping India and Iran with their financial information for bids. It breaks my heart watching it; he's working his butt off but none of it has been based on the consultation of the delegates. A decision was made when we became incorporated and started using accounting software Xero to change our budgeting cycle from APF meeting to APF meeting to the APF financial year instead. This was done without asking us, and now it's been done, we aren't comfortable with the figures being presented and must pass a budget for 2023 (22 months in advance budgeting for Dec 2023) which will need to be revised. A straw poll on going back to APF meeting cycles was unanimous but won't take effect until next APF meeting.

I will present the APF budget and the issues the Australian Delegate Team have with it during the weekend. Ultimately, knowing that blocking the budget won't have much effect other than to revert to the budget we passed in the half yearly meeting, and affect the ability for India to get seeding funds for their hosting, we abstained from the decision, but we did ask for our objections to be noted in the minutes.

Australia has for many years been trying to bring about more financial accountability and stability at the APF. Strategic Planning and the now defunct Money Matters Workgroup at the APF came from Australian Delegates and both workgroups had regular attendance from Australian Delegates and members. We have hard won experience on what happens when you have poor financial practices and an over reliance on trust. We have always sat in a tough position, as the community contributing the vast majority (75/80%) of all APF contributions, asking for the 11<sup>th</sup> Concept to be employed and for the APF to take our concerns seriously without ever coming across as a threat of withdrawing our financial support. In 2021 the Treasurer presented a budget that delegates did not support and the APF operated for 6 months without a budget, only with approval to spend funds we had pre-approved in proposals. This is not a once off concern, this has been happening for a few years. I think we, Australia, need to have a tough chat amongst ourselves about what we can do moving forward; do we continue to have our concerns not addressed and continue to fund flow massive amounts of money quarterly? Do we reduce or pause our financial contributions? Can we assist by sharing our financial practises more in our reporting? Do we develop proposals for 2023 calling for massive changes to guidelines and practices that makes the level of financial prudence we expect a core part of APF Treasury? I don't have the answers, but I can't come home (metaphorically) from another APF and paint a rosy picture for you all. I can give you the information and ask for a discussion on how we, as your delegates, and as a community, proceed.

YILS  
RD



# **Narcotics Anonymous<sup>®</sup>**

## **Australian Regional Service Committee**

### **Alternate Delegate Report March 2022**

**ARSC Admin:** I attended all Admin meetings within this quarter and completed tasks assigned to me, attending NA@home Interim CAT/CAR (ICC) presentation, and supporting the RCM, she did a great job.

**Area Minutes:** I have read all the minutes I have received.

**NAWS Updates:** I have read all emails and NAWS news, did you? Pretty interesting that NA is starting or restarting in several new NA communities in Africa and that Service Day is 1 May. A flyer is posted on [www.na.org/nawsevents](http://www.na.org/nawsevents), also PR week is 5–11 June. They would like us to let them know our plans at [pr@na.org](mailto:pr@na.org). I attended World Service Conference Participant (WSCP) webinar in January on WSC of the future. It was very interesting that it was geared towards the cycles of WSC being 2 or 3 yrs. when in actual fact the conversation needs to be around participants, the cost of hosting all the participants and how do we create a sustainable WSC into the future...making WSC a three year cycle does give regions more time, world board more time etc. but more time can be detrimental actioning projects or seeing movement on motions e.g. motion 13 Maker: Sweden and Australia Regions To direct the World Board to create a project plan for consideration at the WSC 2022 to investigate changes and/or additional wording to NA literature from gender specific language to gender neutral and inclusive language. I am pretty sure everyone outside of the USA can come up with slashing 65 seated regions and making them 1 region, to make the load lighter straight up lol. I made this point in the follow up CP evaluation form, I was very blunt.

Forwarded a request from NAWs from a Villawood detainee to FD/OR for literature.

### **ASIA PACIFIC FORUM (APF):**

APF was virtual again this year, so it was 4 hours over 4 days in the afternoon/evening. To say that this does not allow for community building or fellowship is an understatement. APF gives me the opportunity to practice patience and tolerance in bucket loads. The miscommunication is one thing but the crazy mismanagement and misunderstanding of our purpose (that's how it seems to me) is very frustrating. It felt like all we heard from was admin, and a couple of voices of experienced members questioning the process. It felt like everybody was winging it, which was weird as the APF has been in place over 20 years, and it's not because we were online either as we've been zooming for 2 years now. Firstly, time was wasted having introductions of 51 people and a roll call of the same people??? Why wasn't the Secretary ticking them off? Deary me. Then with reports, they were read out and no questions were allowed! Now I understand that reports are submitted prior to the event with an understanding that people will go and read them and be aware and able to equip themselves with enquiries relevant to their region, yeh? And the whole idea of reporting is to inform, share on successes and failings and then be able to collaborate on solutions and ways forward with discussion. By halfway through the Chair directed the RD's to read the challenges section, not all of the report (as some non-English speaking communities had started off doing) all of them were similar in lack of trusted servants, covid, translating, minority issues (see RD's report). This opening session foretold the rest of the 4-day event, with conversations veering towards the Guidelines, points of order, process etc. Hours spent trying to riddle out what was the point? What was the process and who understands what?! lol! Below are some issues I picked out of the community reports on day 1: -

**Aotearoa New Zealand** - Ideas on how to attract newcomers to find sponsors in the virtual environment?

**Bangladesh** - How to create a recovery atmosphere for women. (Let me just say here that there were 7 women at this APF meeting out of 51 people.)

**Guam** - Rotation of members willing to be of service at group level. Officers at group level have been serving for multiple years.

**Indonesia** - The unavailability of trusted servants, it's really difficult to get the Indonesian speaking member into the service position.

**Iran** - We do not have a precise statistic on the number of newcomers and how to attract them. we do not have a precise solution for the statistics.

**Japan** - How to handle/deal with a Trusted Servant, on a Regional level, that are having difficulties carrying out their service duties (both members identified as female).

**Malaysia** - To learn ways to attract, maintain and grow women's presence in the community.

**NERF (Nth East India)** - Lack of willing members to serve at the Regional body (lack of trusted servants leads to hold back the growth of fellowship in the region).

**Pakistan North** - Lack of trusted servants.

**Singapore** - Lack of commitment and involvement with the fellowship causing the same members to hold multiple service positions.

**The Society of Indian Regional Service Committees of Narcotics Anonymous (SOSONA) India** - Translation of literature in local language due to lack of committed service members.

**Thailand** - Any suggestions how other countries are coping with the pandemic challenges would be helpful.

**United Arab Emirates (UAE)** - How to be inclusive in our service meetings of multiple language groups.

There was no report submitted for Bhutan, Cambodia, Kuwait, Nepal, Oman, Afghanistan, Bahrain, China, Hong Kong, Pakistan South, Philippines, Saudi Arabia, South Korea, Vietnam, Maldives.

There was no place in the agenda allocated for workshopping communities' issues, so your delegate team submitted a proposal to include a question/answer time to do so, we got 25 mins. See RD's report for that session and what did get discussed. Australia also donated their time for the non-English speaking communities.

## **WORK GROUPS**

**PR WORK GROUP (WG):** The shining light of the workgroups report was PR, chaired by an Indonesian woman, \*\*\*\*\*, have been busy with technology and are currently making Public Service Announcements (PSAs) in Bangladeshi, they usually make 2, one English and one common language. The PR committee meet regularly and are committed to carrying the message of NA into the communities of the Asian Pacific zone, each meeting was attended by 25-30 participants representing 6-8 countries.

**PR Learning Day:** After the August 2021 Half Yearly Meeting, PR WG held a Workshop on How to Carry the Message During the Pandemic. This workshop was attended by 40 participants with a panel discussion with 5 speakers and went for 2 hours. The learning day was held in a multilingual format with simultaneous translations in Farsi and Bahasa.

**PR Presentation to Professionals in Indonesia:** The workgroup continues to meet with the Bureau of Narcotics National and have had major success in making Narcotics Anonymous a viable treatment option

for addicts in the jails and treatment systems securing 6 National Narcotics Board (BNN) treatment centres that will send their clients to attend NA meetings that are already running in Indonesia and /or will hold NA meetings at the treatment centres. Revision of the Narcotics Law no. 35 will include NA as a recommendation part of the solution. The PR Committee discussed with BNN about 90 meetings in 90 days in the NA as a recommendation for the Revision of the Narcotics Law no. 35 (I was interested in this but didn't get to ask what it was), host H&I at every BNN Rehabilitation Site, and provide NA Literature at every BNN Rehabilitation Site. PR also presented to a facility in Borneo, Tanah Merah Treatment Centre, and were able to give them literature, they will be following this up to start H & I and virtual meetings.

**Literature Distribution:** The distribution of NA Literature in Indonesia is getting better after the PR Presentation of NA; literature is being distributed in libraries and prisons. Thank you to NAWS for accommodating literature needs.

**MERCHANDISING:** The chair reported that not much had change besides a bit of selling done in America at some events and that getting the word out to communities who would like a box of merch would be helpful, with 3 group members scattered in different countries and global pandemic lockdowns it's a difficult process to sell and make merch. Money can be sent to the chair via PayPal, Venmo or check, and what does not sell is to be donated or given to newcomers. The RD from Australia was able to sell Spiritual Principal bags and has sent \$420 to the treasurer. Going forward, it is their hope that they will be able to sell more of the 2020 merchandise. There was a query on having their original budget of \$3500 reinstated in the report. No questions, so this wasn't dealt with. Again, the Merchandising Chair is calling for artwork, I will follow up with a suggestion that this question be put on the reporting template.

**NEWSLETTER:** Position Vacant.

**STRATEGIC PLANNING (FD):** We welcome \*\*\*\*\* from UAE as our Strategic Planning point person.

**FELLOWSHIP DEVELOPMENT (FD):** The pandemic has taught them that we don't necessarily need to spend so much on travel, virtual FD has, and will continue to be an effective way to carry out our primary purpose. FD still values face to face workshops and the connections that they build and think for APF FD to have a lasting impact on a community, they need to continue to engage and follow up using online methods.

### **FD successes during 2021- 2022**

- September 2021 - Supported APF Women's FD Virtual Learning Day 'Barriers to Women'
- December 2021 - Received request from Bhutan for virtual service workshop and will start the planning process after APF 2022.
- January 2022 - Contacted \*\*\*\*\* - World Board and \*\*\*\*\* - NAWS, to discuss APF communities accessing free and or subsidised literature for emerging NA communities.
- January 2022 - Put the Bhutan Region in contact with NAWS regarding providing an amount of free literature for the purpose of FD.
- January 2022 - Japanese Region workshop - Presentation on FD Basics.
- January 2022 - Bangladesh Region - Workshop 'Guiding Principles and Leadership in NA Service'
- February 2022 - Assisting the Bhutan Region with assistance from NAWS Translations Manager to start the process of translating NA literature into their local language 'Dzongkha.

FD is calling for a secretary to serve, if you have any questions about attending the monthly FD workgroup meeting, please contact the FD Coordinator: [fdc@apfna.org](mailto:fdc@apfna.org)

On day 3, FD proposed that their budget be accepted but it was really weird how the proposal read, it exemplified the previous budgets that had grown over the years then this proposal was for half of the last amount with no explanation, so, to any new member, it looked like their budget had been slashed. In fact, the women's FD had been allocated half of the budget (equal share) last APF and we were presented with 2 budgets rather than combined as they had done traditionally. I asked for clarification on this and an amendment because there is so much darkness/silence/secretive misogyny?? around women's participation in many communities and I felt that this unknowingly presented a negative message, the Women's Fellowship Development Chair put in her report that she was unclear as to why they needed to start proposing separate budgets.

**Women's Fellowship Development:** Met throughout the 2021-2022 cycle but continues to be plagued with low attendance, we did have a great run for a few months with the Japanese and Guam women attending but that fell over. It was again made aware that all regions should be telling women about this workgroup and that any woman may join in, I really want to comment again about the number of women in attendance here..... but I shan't. Always a call out for members, contact the chair on [women@apfna.org](mailto:women@apfna.org)

### **WFD successes during 2021- 2022**

- APF Virtual FD Learning Day 2 – The Learning Day took place on September 18th and the topic was ‘Barriers to Women in Recovery’. The event was jointly hosted between the FD and Women's FD committees and was a panel discussion style event. The webinar was a huge success with great feedback and requests to do another event to focus on next steps and solutions to the barriers. We had hoped to have one prior to the New Year but unfortunately could not make it happen.

- Bangladesh Guiding Principles and Concepts Workshop – supported the FD Coordinator in developing and facilitating the workshop for the Bangladesh Regional Service Committee on January 29th.

**WEB AND IT:** No report submitted. The trusted servant has finished his term, The website is still not updated.

**Day 2** Quickly descended into looking at the screen hearing crickets chirping with the AGM bringing up points of consistency across the banking countries and those who submit legal documents to financial entities coming into question. A simple question from the RD of Hawaii resulted in what felt like hours of confusion (blank stares/crickets chirping). I went and searched some previous APF minutes and stuff and found we had listed Siberia in one of the letterheads lol.... So as an incorporation that operates in multiple countries, our letterheads and legal documents need to be the same, reflecting one entity, different countries scrutinise banking and financial practises differently, so a country missing here or one added there will not hold up in Hawaii, which was her point. Now the country in focus was Pakistan, did we recognise north and south like it says on some documents or just Pakistan? Down the rabbit hole we went to see who was seated, when they were seated, were they funded and by who, into the incorporation documents, historical minutes etc, with personalities showing, opinions held back and a few reminders of loving service we got through (read RD's report for the details) Oh and World Board were absent, when they were needed the most, having only been requested to attend for their report.

There was respite with the Zonal Delegate presentation of the Interim CAT and CAR (ICC) {Conference Approval Track (CAT) and Conference Agenda Report (CAR)} and I really enjoyed this, he did a good job. See RD's report for the details.

Next session was the Bid for the APF, I am unsure why they are bidding, with the state of the world, economies crashed, millions of dead, virus rampant and mutating, global travel suspended or just opening, Putin? It felt like the APF were somehow above all of it, like this stuff was not going to affect us and nothing else matters, we have the money so woohoo, let's go! I suppose the rationale for meeting in person is that it

will be much easier to do stuff together in person over 4 days with 8 hours a day, stuff will get done, networking and solution building can be achieved. I think that it should have defaulted to their home base which they picked as Thailand many APF's ago but there wasn't enough time to explore this or our reality relating to travel. Anyway, what was really uncomfortable, was the way the bids were presented, like some holiday event movie, held at luxury islands and I felt that any of the unseated communities watching these would struggle thinking that the members in their communities could afford to attend a convention and/or present a bid worthy of being screened at the APF. I dunno, it felt weird, just my view I suppose. It turned out that the bidding communities probably should have looked harder at the financials instead of making pretty videos as they both got sent away with lots of discrepancies needing rectifying. Which in real life looked like hours of questions and answers leading to confusions and frustration, down guidelines rabbit holes.

**Day 3** Really was a brain freeze. All done with loving kindness and gritted teeth sometimes, oh I cannot tell you how many spiritual rewards are on offer doing this service.... yay service. New business presented many challenges for the trusted servants with many proposals needing much discussion, straw polling, questions, and clarifications etc. The RD's report has the details and outcomes, to say many a rabbit hole was explored would feel like I am repeating myself, so trying to work in the solution, our beloved RD who has a knack for guidelines, policy and constitution documents volunteered to get these guidelines done, you are a machine! (Of course, I will be right in there too, love getting my teeth into a good guideline doc).

**Day 4** And we were hoping for a better day but were afraid of the Treasurer trying to pass an untenable budget. A budget that doesn't reflect presentation of past budgets and had been adjusted around reporting times without collaboration and not being given the required financials from the bidding communities, and how can the treasurer forecasted budget be right if the bid budgets are not? Hmmm.

Back to the APF gathering of 2023 bids that was very difficult to sit through. I really learnt a lot this APF, what to listen for, what to look at and how to phrase stuff simply for our non-English friends and to talk slowly. Maybe I will get to see the connection and love that comes with an in person one and be well equipped by the tutelage I've received from the RD. The participants did not default back to Thailand but instead chose India, SOSONA region, Darjeeling as host city for 2023. I really felt like the majority of the members didn't understand the objections to the bids and actually didn't think Thailand was an option as the abstain vote.

Elections, well, what can I say, the only CVs received were ones from those already serving, and yes, we voted them all back in (although we, Australia, didn't vote yes, the APF majority did). There was a new addition to the admin mix that may help get this show more functional, as I mentioned earlier, we welcome \*\*\*\*\* from UAE as Strategic Point Person.

And finally, the budget was up, the closing session. Now I still have a lot to learn here, and will continue to watch, listen and be aware of different currencies and how that's reported, calculated, and dispensed in line with the budgeting requirements and the guidelines. The RD report has the full story, we will be asking the ARSC for guidance around this issue.

Then it was over. I look forward to the APF evaluation form!

YILS

Alternate Delegate

**WORKGROUP /**  
**SUBCOMMITTEE CHAIR**  
**REPORTS**

1. LEGAL INCORPORATION WORKGROUP (LIW)
2. OUTREACH FELLOWSHIP DEVELOPMENT CHAIR (OR.FD)
3. INFORMATION TECHNOLOGY CHAIR – CARETAKING (IT)
4. INDIGENOUS CHAIR – (Indig.)
5. NA TODAY CHAIR (NA T)
6. POLICY AND PROCEDURES CHAIR (Policy)
7. STRATEGIC PLANNING CHAIR (SP)
8. SYDNEY METRO (Syd. Met.)



Australian Regional Service Committee (ARSC)

## **Legal Incorporation Workgroup (LIW) Report to the ARSC 5/6 March 2022 (Virtual)**

Dear ARSC Members

The Legal Incorporation Workgroup (LIW) consists of two members, the LIW Chair and the Vice Chair of the ARSC. The LIW Chair is also the Public Officer of the Regional Service Body of Australia Incorporated (RSBoA Inc).

The role of the LIW is to assist in the submission of all legally required documentation as an Incorporated Association and a Registered Charity, as well as fulfilling any other specific tasks assigned to it by the ARSC.

The LIW members are RSBoA Management Committee Members and are required to:

- report to the ARSC as per the ARSC cycle;
- attend RSBoA Management Committee Meetings as required, and
- attend the RSBoA Annual General Meeting.

The LIW was formed in March 2021 to ensure succession within the RSBoA Management Committee and to complete ongoing legal incorporation tasks.

The Public Officer is responsible for:

- notifying Fair Trading of any change in the Association's official address within 28 days;
- collecting all Association documents from former committee members and delivering the documents to the new committee member;
- returning all Association documents to a committee member within 14 days upon vacating office;
- acting as the official contact for the Association, including taking delivery of documents served on the Association and bringing them to the attention of the committee as soon as practicable, and
- custody of any documents as required by the constitution.

The main tasks that the LIW has completed since the last ARSC include:

- Monitoring emails from the ACNC.
- Researching online and confirming with the RSBoA Lawyer that Management Committee Members do not require Director ID's (a newly introduced requirements by ASIC in November 2021).
- Updating the RSBoA Orientation Handbook with the revised Annual Revenue Criteria for Small Charities (previously <\$250,000 and now <\$500,000) and sharing this with the RSBoA Management Committee Members).
- Sharing knowledge between and experience with the Fellowship Service Office (FSO) Public Officer.

Yours in service – LIW Members

# Indigenous Subcommittee Report February 3 2022

Warami Gamarada

16 in attendance Ten new members

Welcome new members to the group.

Discussions:

- Aboriginal and Torres Strait Islander stories to be included in the Basic Text and NA Today
- Collection of audio Aboriginal and Torres Strait Islander Speaker Stores. Further information required on copyright, who and how this can be achieved
- Update on sponsorship form on the Outreach section of website. Who is the contact person for this if members want to discuss this initiative further?
- Maybe introduce the sponsorship idea at our meetings.
- Recommendation that this group meet once per month so we can report to region when it comes up and advertised on the events page.
- Vice Chair for Subcommittee recommendation and a nomination hopefully be put up for election.
- Further discussions on whether this committee continues to be called Indigenous or not. Recommendation so far: Australian First Nations Aboriginal and Torres Strait Islander sub- committee. Feedback from members on the WhatsApp group will be collected and reported back to the next ARC meeting.
- It was decided that we would not be at Yabun this year due to COVID high rates of infection, especially in our communities

New business:

- speak to outreach about getting us zoom addresses for meetings.
- A new WhatsApp group has been set up for this Sub-Committee.
- New Secretary of the group welcomed.
- Amendment of the posters has arranged, with meeting ID's and forwarded on to the ARC
- Contact list -Will list be going to Outreach, sponsorship form as well as H&I. There are a few different areas that numbers could be used. Members would like to know who has access to members contact details and how secure are they in being kept as this could be problematic for Aboriginal and Torres Strait Islander members.
- Feedback received that Aboriginal people not welcome in the meetings in Alice Springs

Meeting Feedback:

- Women's meeting: Meeting is going quite well. Regular attendance with a minimum of 8 people. Usually, 10-12 each week. Added readings to the meeting format and decided to add a cycle of topics, one week a step and then a tradition and a spiritual principle and then a reading from NA approved literature. Powerful meeting. We are aware that the 7<sup>th</sup> tradition needs to be considered. Meeting on the meetings list.

- Men's meeting: Respecting the traditions when moving forward. Meeting going okay with men from rehabs as well.

The subcommittee was great, so many good ideas and discussions on many topics from racial profiling, to how we can grow and nurture our people to embrace service in recovery.

I would like to apologise with being behind on providing feedback, report and email access.

I have finally been able to access the emails with the support from the Treasurer, IT Subcommittee and my buddy.

I tried to open the emails, but I receive a message that I do not have access to some of them. But you all have been most patient with me.

Yanu  
Indigenous Chair

# Narcotics Anonymous Australian Region Subcommittee Report

## IT Subcommittee

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### **SUBCOMMITTEE DETAILS:**

Chair: Trusted Servant (care-taking)

Vice Chair: vacant

Have you attended an RSC? Yes

How many members does your subcommittee have? 9

Since the last ARSC how many teleconferences/subcommittee meetings have you held? 1, but 3 different time slots

What is the average attendance? 5-6

Are you in contact with any relevant Area Subcommittee Chairs? If so, please provide details.

- Fellowship Development – to make improvements to the Outreach area of the website
- Sydney Convention Chair – to develop a landing presence associated with the event for the Sydney Convention
- Admin Committee – to revise the structure of links for the Region drop down list and to add a policy pdf and insurance related information; to publish and push the positions vacant notification; to update the reporting templates for ARSC
- Sydney Metro Phonenumber – to provide an extract of the calls for Sydney Metro
- South Australia RCM – to help with onboarding a new meetings admin for SA.
- Victoria Phonenumber – to troubleshoot a number reported as not working
- Central Coast RCM – to discuss options for saving and sharing documents
- Policy Care-Taker – to discuss the PublishPress tool on the NA.ORG.AU website that can be utilised to manage the ARSC related policies.

### **Finances:**

Note: Finances are managed by the ARSC Treasurer

### **Strategic Planning:**

What Strategic Planning (SP) goals have you achieved since the last ARSC?

# Narcotics Anonymous Australian Region Subcommittee Report

## IT Subcommittee

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- None. But there are some things that already exist that are on the priority lists.
  - (high) There is a toll-free number already listed on the website (1 300 652 820) to call that can connect an addict with a phonenumber volunteer in their area, or can send them an SMS for the nearest meetings.
  - (medium) Safety in virtual environment guidelines is covered under the Virtual Etiquette tab on the Online Meeting Guidelines posted on the website (<https://www.na.org.au/multi/online-meeting-guidelines/#tab-id-1>)
  - (low) Tech training is available for members new to ARSC when they request assistance

What SP goals are you actively working on?

- Once the work of the move to Ninja forms is completed, we can start looking at how to handle RCM and Subcommittee Reports.

What barriers have you identified in fulfilling SP goals?

- Time.
- Social Media presence (IG, paid Ads) is more of a PR thing than an IT projects thing. Perhaps it should be removed from IT projects?
- 7<sup>th</sup> Tradition digital ways to pay is not really an IT solution, but a legal one. Perhaps it can be moved?

## IT Services Update:

Have there been any outages since the last ARSC? If yes, please provide details of the reason for the outage, how long the outage lasted and the dates.

1. There was an outage to Virtual-NA again on 5 December 2021. The service was restored approximately 40 minutes after it was first noticed offline. There is nothing Australia can do about this type of an outage, as the NA@home meetings are listed on the Virtual-NA platform so that they will appear in the user's home time zone when they query the listing. Virtual-NA is managed and hosted out of Florida, USA.
2. There was an outage to Twilio (so the phonenumber was out) on 22 January 2022. This was because the funds were not available in a timely manner (card

# Narcotics Anonymous Australian Region Subcommittee Report

## IT Subcommittee

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issuer delay). Once the notification was received the bill was paid and the phonenumber was again operational after about an hour.

3. There was a brief outage of the NA website due to having received a malicious post on the site. The post was marked as spam, which marked the entire site as spam and made it appear offline. Once the malicious post was deleted from the site, the site again appeared online. This happened on 26 January 2022

Were there any security warnings or vulnerabilities that needed to be addressed during the timeframe? Were there any changes in arrangements with any of the IT kit that need to be addressed?

- No security warnings or vulnerabilities that impacted on our environment, however a notification has been received that some of our services are on a heightened security awareness level due to the activity in Ukraine.
- No word still from Microsoft on the licensing structure.

In referencing the various Subcommittee Roles, is there anything to report, any positions that have only one person who can do them or any significant changes to the operating environment? If yes, please provide details.

- Members have stepped up to fill secondary and tertiary positions on the committee.
- No positions exist where only one member has the appropriate access and skills to provide support if required.

## **Subcommittee Activities and Optional Comments:**

What successes have you had?

- Developing a plan, socialising the plan, and submitting the new position descriptions.
- The subcommittee is an excellent group of folks who know what they are doing and do it very well. The success of the IT Subcommittee lies with them.

What struggles have you had?

# Narcotics Anonymous Australian Region Subcommittee Report

## IT Subcommittee

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Nothing out of the ordinary or not to be expected

What are the upcoming projects your subcommittee have planned?

We are working on getting all forms shifted off Caldera Forms and onto Ninja Forms because Caldera is soon to be out of support (extended to 31 March 2022). There is an issue with Ninja Forms being able to handle our most complex form and the routing of it after submission. An enhancement has been submitted to the vendor. In the meantime, the Subcommittee is working to find a remedy to this issue and expect to have a solution soon. It has moved into troubleshooting and testing. All other forms are already deployed in the environment. This should be invisible to end users.

Additionally, we've noticed a potential usability and presentation issue with how the website is viewed on a mobile device. We are looking to find a better way for the menu to display than it currently does, which may impact how the overall website looks and feels – everything will still exist, it just might look a bit different.

Is there any support or guidance the Region can provide your Subcommittee?

The IT Subcommittee would like to hand over the Region's Facebook page (Narcotics Anonymous Australia) to a more appropriate Subcommittee – potentially Public Relations. The last post to the page was made in August 2021.

Are there any announcements you would like RCMs to take back to their Area in relation to your Subcommittee?

Please make sure to update changes to your meetings (meetings that are normally f2f: <https://www.na.org.au/multi/meeting-update-form/>; NA@Home meetings: <https://www.na.org.au/multi/online-meeting-update-form/>) so the website can be updated. Please allow us time (at least 2 days) to complete the update.

# **Narcotics Anonymous Australian Region Subcommittee Report**

## **IT Subcommittee**

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What has worked well in your Subcommittee and what challenges has your Subcommittee faced?

- Meetings updates continue to be challenging. Especially when people are using other methods of communicating if meetings are online or face-to-face and forgetting to get the meetings list updated.
- There are also quite a few events that are planned and then cancelled or postponed – but these are not overly burdensome.

As the Chair, what has worked well and what challenges have you experienced?

The IT Subcommittee is a great group of people to work with and any challenges have been shared, thus making them easier to handle. There are always technical things happening or people needing assistance in dealing with technology. The largest challenge is NA@Home's reliance on the stability of the Virtual-NA platform.

Discussion Topics for the RSC?

No

Any other comments?

No.

***Please ensure this report is submitted at least 7 DAYS PRIOR***  
***to the upcoming ARSC***

### **SUBCOMMITTEE DETAILS:**

Chair: Trusted Servant

Vice Chair: No

Have you attended an RSC? Yes

How many members does your subcommittee have? 3

Since the last ARSC how many teleconferences/subcommittee meetings have you held? Monthly meetings as per Events page on website.

What is the average attendance? 3

Are you in contact with any relevant Area Subcommittee Chairs? If so, please provide details. IT Chair (Caretaker) and IT subcommittee members. Indigenous Chair. RCM na@home, RCM Gold Coast, RCM Victoria. Alt Delegate.

### **Finances:**

Opening balance: 0

Expenses: 0

Closing Balance: 0

Amount of Float Top up being requested: 0

**!! NEW !!**

### **Strategic Planning:**

What Strategic Planning (SP) goals have you achieved since the last ARSC?

Reviewed Sponsorship Program form, updated.

Working on FD collaboration with NGO in Richmond NSW – Young people.

Supporting new NA Fellowship in: Stanthorpe, Lake Macquarie, Nambucca Heads

What SP goals are you actively working on?

RCM engagement

NGO FD Online H&I

## **Fellowship Development / Outreach**

---

What barriers have you identified in fulfilling SP goals?

Nil engagement from RCM's or Outreach groups.

Active monthly email to RCM's inviting to monthly FD/OR meeting with no responses.

Monthly email to all Outreach groups inviting them to attend monthly FD/OR meeting – limited responses, nil attendance from OR groups.

### **Subcommittee Activities and Optional Comments:**

What successes have you had?

Website updates as per subcommittee meetings. Sponsorship Program page should be more visible.

Updated Sponsorship Program form to be inclusive of Indigenous and other language groups; as well as inclusive of LGBTQI membership.

Gathering a pool of Indigenous NA members willing to sponsor in Sponsorship Program.

Ongoing PR opportunities and distribution of NA literature via Sponsorship form replies.

What struggles have you had?

RCM attendance.

Outreach Group attendance.

What are the upcoming projects your subcommittee have planned?

Online H&I

Is there any support or guidance the Region can provide your Subcommittee?

Announce RCM support for monthly FD/OR meeting which is listed on events page.

Are there any announcements you would like RCMs to take back to their Area in relation to your Subcommittee?

Workshop training! RCM's, please feel free to request an NA workshop presentation.

## **Fellowship Development / Outreach**

---

What has worked well in your Subcommittee and what challenges has your Subcommittee faced?

As above

As the Chair, what has worked well and what challenges have you experienced?

Lack of support from RCMs for subcommittee meetings.

Great enthusiasm and input from existing RCMS: na@home, Gold Coast, Victoria.

Thank You!

Discussion Topics for the RSC?

RCM workshop for your NA area.

Any other comments?

***Please ensure this report is submitted at least 7 DAYS PRIOR***

***to the upcoming ARSC***



## NA Today Chair Report March 2022 ARSC

As chair of NA Today, I have organized the layout of the current magazine and gathered the material that is presently available, the theme has been chosen. I have been given efficient handover from the previous chair and have access to the one drive system.

I am currently in the process of gathering material. At present, I have enough articles but would like to have more artwork.

I have been reaching out to current members within the online platforms, members, and face to face meetings

The issue will be ready for vetting within the next 2 weeks...

As many participants have rolled out since the previous issue, I am asking for all participants to send me the correct postal address for distribution

More "agents" are needed, so if you have anyone in mind, please let me know.

I apologise for the production delay; however, both the previous chair and I have had problems organizing the handover.

Yils

NA Today Chair

## Policy Subcommittee

---

### **SUBCOMMITTEE DETAILS:**

Chair: Caretaker Chairperson – Trusted Servant

Vice Chair: Vacant

Have you attended an RSC? No

How many members does your subcommittee have? 3

Since the last ARSC how many teleconferences/subcommittee meetings have you held? 2

What is the average attendance? 3

Are you in contact with any relevant Area Subcommittee Chairs? If so, please provide details. Yes, IT subcommittee Caretaker Chairperson and Subcommittee member

### **Finances:**

Opening balance:

Expenses:

Closing Balance:

Amount of Float Top up being requested:

**!! NEW !!**

### **Strategic Planning:**

What Strategic Planning (SP) goals have you achieved since the last ARSC?

- Simplifying and minimising the Policy and Procedures document (High Priority Goal)

What SP goals are you actively working on?

- Make the Policy and Procedures document available to all members of NA, published on [na.org.au](http://na.org.au) website (High Priority Goal)

What barriers have you identified in fulfilling SP goals?

## Policy Subcommittee

---

- Interruption to continuity of Policy subcommittee due to transition of Chairperson position.

### **Subcommittee Activities and Optional Comments:**

What successes have you had?

- Retaining Policy subcommittee members.
- Working with other subcommittees
- Building relationships with other ARSC members.

What struggles have you had?

- Interruption to continuity of Policy subcommittee due to transition of Chairperson position.

What are the upcoming projects your subcommittee have planned?

- Make the Policy and Procedures document available to all members of NA, published on [na.org.au](http://na.org.au) website in collaboration with IT subcommittee

Is there any support or guidance the Region can provide your Subcommittee?

- We are seeking additional members to serve in the subcommittee and we would be happy to support any NA member who is interested in trying something new in a regional service context.

Are there any announcements you would like RCMs to take back to their Area in relation to your Subcommittee?

- We would welcome contact with Area Policy Chairpersons

What has worked well in your Subcommittee and what challenges has your Subcommittee faced?

- Good body of work already completed by the Policy Subcommittee over past 2 years.
- Good working relationship between members

## **Policy Subcommittee**

---

- Building cohesion with ARSC as a whole
- In transition from previous Subcommittee Chairperson is a challenge, steep learning curve for Caretaker Position.

As the Chair, what has worked well and what challenges have you experienced?

- As above

Discussion Topics for the RSC?

Any other comments?

***Please ensure this report is submitted at least 7 DAYS PRIOR  
to the upcoming ARSC***

## Strategic Planning

---

### **SUBCOMMITTEE DETAILS:**

Chair: Trusted Servant

Vice Chair: Vacant

Have you attended an RSC? Yes

How many members does your subcommittee have?

Since the last ARSC how many teleconferences/subcommittee meetings have you held? 3 - 4

What is the average attendance? 2

Are you in contact with any relevant Area Subcommittee Chairs? If so, please provide details.

### **Finances:**

Opening balance: 0

Expenses: 0

Closing Balance: 0

Amount of Float Top up being requested: 0

**!! NEW !!**

### **Strategic Planning:**

What Strategic Planning (SP) goals have you achieved since the last ARSC?

- Preparation for an evaluation (survey) intended for the ARSC Participants in the month after this ARSC meeting

What SP goals are you actively working on?

- Refining of the evaluation process

What barriers have you identified in fulfilling SP goals?

- Human Resources

## Strategic Planning

---

### **Subcommittee Activities and Optional Comments:**

What successes have you had?

What struggles have you had?

What are the upcoming projects your subcommittee have planned?

Evaluation processes (Probably surveys)

- ARSC Participants as mentioned above
- Possibly fellowship input

Is there any support or guidance the Region can provide your Subcommittee?

Are there any announcements you would like RCMs to take back to their Area in relation to your Subcommittee?

What has worked well in your Subcommittee and what challenges has your Subcommittee faced?

As the Chair, what has worked well and what challenges have you experienced?

- The initiation of a planning cycle and a willingness to stay on board with it.
- The long-term service experience I have had without a planning basis is challenging. Having been used to serving with a direction I was aware of, but which was not documented is proving a hard habit for me to break, despite seeing the inherent ineffectiveness of our Services operating in such a way.

Discussion Topics for the RSC?

- What is the ARSCs' View on conducting a fellowship survey, (Web Based survey) in an attempt to gauge the wider fellowships perception our (ARSC) effectiveness?

Any other comments?

Area: Sydney METRO

March 2022

METRO is an administrative committee of the four Sydney Areas. Its purpose is;

- \* To Support the work of the Sydney H&I, PI, Phonenumber & Convention Subcommittee and to be a single point of accountability for these committees.
- \* To provide a central forum and communication point between the four Sydney Areas and a secondary communication point for the four METRO sub-committees back to the areas.

The financial role of METRO is to-

- + Receive and hold 7th Tradition funds passed on by the Areas.
- + Top up monthly floats of the Subcommittees.
- + Pass on surplus funds to the RSC.
- + Maintain a prudent reserve of one month's running costs.
- + Make decisions on one-off requests for funds up to \$1,000
- + Manage and maintain a Sydney Combined Area Convention Account.

Membership:

Average attendance at METRO? Chair, Treasurer, 4 RCMs, 2 subcommittee Chairs.

However at the February METRO meeting present were the Chair, Secretary and the H&I Chair only. It is my understanding that the Western Area has a new chair, The North had not filled the position at Area and we did not hear from the South or the East. For this reason financial decisions have been held over until the March meeting.

METRO has a phone line and we understand all shifts are covered.

H&I: Yes there is an H&I Chair.

How Many H&I meetings weekly? 30

Outreach Chair: No

PR/PI Chair: No

Phonenumber Chair: Yes

## Narcotics Anonymous Australian Region Area Report SYDNEY METRO

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### Activities:

Does METRO have a convention? Yes, details- The Combined Sydney Areas Convention will proceed on the weekend of 6th,7th & 8th May 2022 at the Portugese Club in Marrickville, Sydney and will be accessible on Zoom as well. The Convention Chair stepped down last week and the Vice-Chair will step into the position to see the convention through. The committee is certain the convention can now proceed on that date at that venue.

METRO has ratified a Chair, Vice-Chair and Treasurer for the Women's Retreat to be held in September this year.

The focus for METRO at this juncture is to communicate with the Areas and see what they need from us.

YIS

Metro Chair

# Narcotic Anonymous Australian Region Area - METRO Report March 2022

## Finances:

### Metro Operational Account

Opening balance: 08 Nov 2021	_____	\$1,600.00
Income – 7 <sup>th</sup> Tradition:	_____	\$4,657.031
Income – Events / Activities / Fund Raising:	_____	\$0
	_____	\$0.00 interest
Expenses:		
Fund flow ARSC:	_____	\$600.00
Fund flow Metro:	_____	\$ NA
Fund flow APF:	_____	\$0
Fund flow NAWS:	_____	\$0
Other expenses:	_____	\$0Metro operating (H&I)
What is your area's prudent reserve?		\$1,000.00
Closing Balance: As at 14 Feb 2022	_____	\$5,657.03

### Metro Sydney Combined Areas Convention Account

Opening Balance as at 08 Nov 2022:	_____	\$24,001.30
Income: interest		\$ 0.19
Expenses: transfer for SCACNA 2022		\$24,000.00
Closing Balance as at 14 Feb 2022	_____	\$ 1.67

# **REGIONAL COMMITTEE MEMBER**

## **(RCM) REPORTS**

1. BLUE MOUNTAINS (BM)
2. GOLD COAST (GC)
3. NA@HOME (NA@H)
4. NORTHERN AUSTRALIA (N Aus.)
5. NSW CENTRAL COAST (CC)
6. NSW FAR NORTH COAST (FNC)
7. NSW NEWCASTLE / HUNTER VALLEY (N.HV)
8. NSW SOUTH COAST (SC)
9. SOUTH AUSTRALIA (S Aus.)
10. SUNSHINE COAST (Sun. Cst.)
11. VICTORIA-TASMANIA (Vic.Tas.)

## Blue Mountains Area

### **AREA: Blue Mountains (and Central West)**

Regional Committee Member (RCM): Trusted Servant

Alternate RCM: Trusted Servant

Have you attended an Australian Regional Service Committee (ARSC)

Meeting? Yes

How many groups in your Area? 12

Area membership since the last ARSC: Same? / More? / Less? Same

What is the average GSR attendance? 5

Are there any positions vacant in your Area? If yes, what are they? Chair (currently has a caretaker, Lit. Chair, Vice Chair

Does your Area have a Phone/Help line? No

If yes, average number of calls per month:

Does your Area have a Hospital & Institutions (H&I) Chair? Yes

How many H&I meetings weekly? Some prisons are holding online meetings, face to face has not returned.

Does your Area have an Outreach Chair? No

Does your Area have a Public Relations (PR) Chair? Yes

### **Finances:**

November 2021 - January 2022

*BMASC Quarterly Finance Report*

Month	01/ 11/ - 30/11/2021	01/12 - 30/12/2021	01/01 - 31/01/2022
Opening Balance	\$1,363.62	\$1,668.42	\$1,154.52
7th Tradition	\$285.00	\$310.00	\$360.00
F.S.O.	\$0.00	\$0.00	\$0.00
Literature Sales	\$43.70	\$0.00	\$58.90
Fund Flow to Region	\$0.00	\$800.00	\$800.00
Area Rental	\$23.90	\$23.90	\$23.90
Other Outgoings	\$0.00	\$0.00	\$0.00
Closing Balance	\$1,668.42	\$1,154.52	\$749.52

### **Literature:**

Does your Area have a Literature Subcommittee? No

Is literature purchased from the Fellowship Service Office (FSO)?

If not the FSO where?

How much literature does your Area distribute to the following?

H & I:

PR:

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## Blue Mountains Area

Other:

### Activities:

Does your Area have a convention? If so, please provide details: No

Did your Area have other functions during this reporting period? Subcommittee Activities (e.g., Unity Day): Our February Unity Day was cancelled.

Has your Area undertaken any PR activities in the last quarter? If so, please list with brief description: Distributed material to Bathurst, Lithgow and Blackett as requested by these areas. Putting up material in various local Katoomba locations. Reaching out to Regional PI to make contact and engage regionally.

How can your Area benefit from Regional PR support / direction in any upcoming projects or events? I believe there is currently no regional PI chair so that would help for contact and support.

How can your area benefit from Regional Outreach / Fellowship Development support / direction in any upcoming projects or events? N/A

### Workshop & Learning:

Has your Area discussed the World Issue Discussion Topics since the last ARSC? No

Has your Area hosted any Workshops? No

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts? No

### Other Interest/Information

What was the subject that generated most interest & discussion at your Area since the last ARSC? Covid protocols and accountability for following them at meetings.

### Optional Comments:

What has worked well in your Area and what challenges has your Area faced?

As the RCM, what has worked well and what challenges have you experienced?

Highlights:

Has your Area put forward any Discussion Topics for the ARSC?

Any other comments?

I have been frustrated at the lack of clarity around covid guidelines and the discrepancies between venue rules and state rules. It seems like even when meetings are broadly trying to follow rules, members become complacent and at times bend the rules, forget about them or simply don't know what they are.

**Narcotic Anonymous Australian Region Area Report**  
**Gold Coast March 2022**

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**AREA: Gold Coast QLD**

Regional Committee Member (RCM): **Trusted Servant**

Alternate RCM: **Trusted Servant**

Have you attended an Australian Regional Service Committee (ARSC) Meeting? **Yes**

How many groups in your Area? **32 (31 face to face, 1 virtual)**

Area membership since the last A RSC: Same? / More? / Less? Less: **Positions rolling out**

What is the average GSR attendance? **8 last Area (Jan) Attendance is very low. Running theme**

Are there any positions vacant in your Area? If yes, what are they? **Vice Chair, Policy Chair, PR Chair, Convention Chair. (Newsletter, H&I and Secretary roll out end of Feb)**

Does your Area have a Phone/Help line? **Yes**

If yes, average number of calls per month: **TBA**

Does your Area have a Hospital & Institutions (H&I) Chair? **Yes**

How many H&I meetings weekly? **5 fortnightly or monthly intervals**

Does your Area have an Outreach Chair? **No**

Does your Area have a Public Relations (PR) Chair? **No**

**Finances:**

Opening Balance: **\$16 550.29 (22/11/2021)**

7th Tradition: **\$1437.95**

Interest Income: **\$6.09**

Fund Flow to Region: **\$0**

Other Outflows: **\$950 (Activities, Rent for Area, Zoom Account)**

Prudent Reserve: **\$2000**

Closing Balance: **\$17 044.33 (20/02/22)**

**(\$10 000 is reserved for Convention as per Gold Coast Policy)**

**Literature:**

Does your Area have a Literature Subcommittee? **Yes**

# **Narcotic Anonymous Australian Region Area Report**

## **Gold Coast March 2022**

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Is literature purchased from the Fellowship Service Office (FSO)? **YES**

If not the FSO where?

How much literature does your Area distribute to the following?

H & I: **As required**

PR: **As required**

Other:

### **Activities:**

Does your Area have a convention? If so, please provide details: **No**

Did your Area have other functions during this reporting period? Subcommittee Activities (e.g., Unity Day): **Yes (Christmas and New Years Event)**

Has your Area undertaken any PR activities in the last quarter? If so, please list with brief description: **No**

How can your Area benefit from Regional PR support / direction in any upcoming projects or events? **N/A**

How can your area benefit from Regional Outreach / Fellowship Development support / direction in any upcoming projects or events?

### **Workshop & Learning:**

Has your Area discussed the World Issue Discussion Topics since the last ARSC? **No**

Has your Area hosted any Workshops? **No**

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts? **No**

### **Other Interest/Information**

# **Narcotic Anonymous Australian Region Area Report**

## **Gold Coast March 2022**

---

What was the subject that generated most interest & discussion at your Area since the last ARSC? **Reported back on the update on squares. Generated feedback with the understanding of how difficult/complicated this process has been. NAWS: SPAD book has generated a lot of interest and is now the topic of 2 meetings.**

### **Optional Comments:**

What has worked well in your Area and what challenges has your Area faced? **Having an Activities Chair has generated a lot of positive outcomes, New Year's Christmas and upcoming Unity Day. This has been important and is working well with bringing more unity along with hopefully seeing the end COVID impacting events. Camp Serenity Chair has been filled and is in development for Camp Serenity in 2022 Challenges: is the same as previous reports with GSR attendance as low along with having vacant subcommittee chairs, This is an ongoing challenge.**

As the RCM, what has worked well and what challenges have you experienced? **Attending the first RCM meeting I found beneficial and looking forward to this continuing. Being an active member of the Fellowship Development Subcommittee. Challenges: Struggling to attend Group Conscience at a group level to provide support.**

**Has your Area put forward any Discussion Topics for the ARSC? No**

Any other comments?

***Please attach any proposals from your Area to this report, using the template provided.***

# Narcotic Anonymous Australian Region Area Report

**NA@Home**

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## **AREA:**

Regional Committee Member (RCM): Trusted Servant

Alternate RCM: Trusted Servant

Have you attended an Australian Regional Service Committee (ARSC) Meeting? Yes

How many groups in your Area? 21

Area membership since the last A RSC: Same? / More? / Less? Same

What is the average GSR attendance? 50%

Are there any positions vacant in your Area? If yes, what are they? Secretary, Vice-chair

Does your Area have a Phone/Help line? No

If yes, average number of calls per month:

Does your Area have a Hospital & Institutions (H&I) Chair? No

How many H&I meetings weekly? We support (via platform provision and member support) one

Online H&I presentation to three facilities weekly.

Does your Area have an Outreach Chair?

Does your Area have a Public Relations (PR) Chair?

## **Finances:**

Opening Balance: \$1320.82 (2.12.21)

7th Tradition:

Interest Income:

Fund Flow to Region:

Other Outflows: \$305.98

Prudent Reserve: \$1000

Closing Balance: \$1515.23 (25.2.22)

I'm awaiting more detailed information from our treasurers and will update the financial report when received.

# Narcotic Anonymous Australian Region Area Report

**NA@Home**

---

## **Literature:**

Does your Area have a Literature Subcommittee? NO

Is literature purchased from the Fellowship Service Office (FSO)? Yes

If not the FSO where?

How much literature does your Area distribute to the following?

H & I: As required

PR:

Other:

## **Activities:**

Does your Area have a convention? If so, please provide details:

We don't have an area convention but broadcast F2F conventions when invited. This month we broadcast (with two-way video and audio) the opening and closing meetings of the Sout Australia Area NA (SAANA) Convention. It was a successful hybrid event where online attendees were invited to speak as well.

Did your Area have other functions during this reporting period? Subcommittee Activities (e.g., Unity Day):

Has your Area undertaken any PR activities in the last quarter? If so, please list with brief description:

How can your Area benefit from Regional PR support / direction in any upcoming projects or events?

How can your area benefit from Regional Outreach / Fellowship Development support / direction in any upcoming projects or events?

## **Workshop & Learning:**

Has your Area discussed the World Issue Discussion Topics since the last ARSC?

Has your Area hosted any Workshops?

We hosted a presentation of the Interim WSC motions with the help of the AD.

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts?

This presentation was poorly attended unfortunately and there's certainly a lesson for me to thoroughly assess our Area's interest before arranging workshops in the future. I am grateful though to have the opportunity to be involved in presenting this workshop to a small group and to the AD for her support.

## **Other Interest/Information**

What was the subject that generated most interest & discussion at your Area since the last ARSC?

## **Optional Comments:**

What has worked well in your Area and what challenges has your Area faced?

As the RCM, what has worked well and what challenges have you experienced?

I'm experiencing an ongoing challenge regarding communications with ASC members between area meetings. Time zone differences exacerbate this problem.

Highlights:

Has your Area put forward any Discussion Topics for the ARSC?  
Any other comments?

# Narcotic Anonymous Australian Region Area Report

## Northern Australia

---

### **AREA: Northern Australia**

Regional Committee Member (RCM): Trusted Servant

Alternate RCM: Trusted Servant

Have you attended an Australian Regional Service Committee (ARSC) Meeting? Yes

How many groups in your Area? 76

Area membership since the last ARSC: **Same?** / More? / Less? Board membership stable / Group Support Forum's (GSF) membership is variable.

What is the average GSR attendance? Various attendance at GSFs / Local Service Conference's

Are there any positions vacant in your Area? If yes, what are they? No

Does your Area have a Phone/Help line? Yes

If yes, average number of calls per month: appx 12 are logged each month

Does your Area have a Hospital & Institutions (H&I) Chair? Yes

How many H&I meetings weekly? It's too hard to summarise – please see the table below:

Location	Detox	Rehab	Correctional	Frequency
Townsville	0	0	0	
Alice Springs		1		Fortnightly
			1	Monthly
Darwin	0	0	0	
Brisbane	1			Twice weekly
		1		Weekly
		3		Fortnightly
			1	Weekly
			2	Fortnightly
			1	Monthly
Toowoomba	0	0	0	
<b>Total</b>	<b>1</b>	<b>5</b>	<b>5</b>	

Does your Area have an Outreach Chair? No

Does your Area have a Public Relations (PR) Chair? Yes

# Narcotic Anonymous Australian Region Area Report

## Northern Australia

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### Finances:

Opening Date: 27/11/22	Opening Balance: \$ 3078.03
7th Tradition:	\$ 3991.75
Interest Income:	\$ 0.07
Fund Flow to Region:	\$ 5000.00
Other Outflows:	\$ 418.57
Prudent Reserve:	\$ 4000.00
Closing Balance:	\$1,651.28

### Literature:

Does your Area have a Literature Subcommittee? No

Is literature purchased from the Fellowship Service Office (FSO)? Yes

If not the FSO where?

How much literature does your Area distribute to the following?

H & I: \$ 182.89

PR: \$ 230.70

Other:

### Activities:

Does your Area have a convention? If so, please provide details: Yes (postponed)

Did your Area have other functions during this reporting period? Subcommittee Activities (e.g., Unity Day): Various BBQ and Unity activities run by different GSFs

Has your Area undertaken any PR activities in the last quarter? If so, please list with brief description:

- Started to distribute posters and cards to Brisbane City Council Libraries
- Continue to distribute posters and cards to Moreton Bay Shire Libraries / Police Stations
- Continue to distribute posters and cards to Brisbane City Council Police stations.
- Enquiring from Local Councils regarding sticky NA signs on Needle Bins in public toilets

# Narcotic Anonymous Australian Region Area Report

## Northern Australia

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- Sending PR materials to Northern Territory

How can your Area benefit from Regional PR support / direction in any upcoming projects or events?

- Need Support: Would be handy if PR people from different Areas/States could get together to meet online occasionally – Our PR Coordinator has had difficulty getting this organized.
- Need Support: Would be good that in absence of PR Chair, a clear PR contact to communicate and ask questions and concerns as they arise.
- Need Direction/Support – Telstra Phone Booths – haven't made progress with enquiries to get posters in new Phone Booths. Would appreciate assistance from Regional PR with this.

How can your area benefit from Regional Outreach / Fellowship Development support / direction in any upcoming projects or events? Always open to support from Regional Outreach, particularly for isolated groups / GSF's/

## Workshop & Learning:

Has your Area discussed the World Issue Discussion Topics since the last ARSC? No

Has your Area hosted any Workshops? No

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts? No

## Other Interest/Information

What was the subject that generated most interest & discussion at your Area since the last ARSC?

- COVID restrictions
- Unity activities
- H&I – Lots of discussion: should people on maintenance be allowed to present at H&I (outcome – No - but it can happen in some of our smaller, regional and less connected groups).

# Narcotic Anonymous Australian Region Area Report

## Northern Australia

---

### Optional Comments:

What has worked well in your Area and what challenges has your Area faced?

As the RCM, what has worked well and what challenges have you experienced? Highlights:

Has your Area put forward any Discussion Topics for the ARSC?

- Just the proposal for Newcomer Banners to be made available through the FSO.

Any other comments? –

***Please ensure this report is submitted at least 7 DAYS PRIOR to the upcoming ARSC***

# Narcotic Anonymous Australian Region Area Report

## Central Coast NSW

---

### Area: Central Coast NSW

RCM: Trusted Servant

Alt. RCM: None.

Have you attended an RSC? Yes.

How many groups in your Area? 19

Area Membership since the last RSC? Same, more or less? Same.

What is the average GSR attendance? 6

Are there any positions vacant in your Area? If yes, what are they? Policy, PR/PI & Alt RCM.

Does your Area have a Phone/Help line? Yes, Linked to national.

If yes, average number of calls per month: 5-6

Does your Area have a H&I Chair? Yes.

How many H&I meetings weekly? Currently on hold (2 before lockdown restrictions). Also working on a 3<sup>rd</sup> at the Frank Baxter juvenile detention centre.

Does your Area have an Outreach Chair? No.

Does your Area have a PR /PI Chair? No.

### Finances:

Opening balance date: 4/12/21

Opening balance: \$1000.00

Income – 7<sup>th</sup> Tradition: \$1801.70

Income – Events / Activities / Fund Raising: Nil.

Expenses: Nil.

Fund flow ARSC: \$1801.70

Fund flow Metro: Nil.

Fund flow APF: Nil.

Fund flow NAWS: Nil.

Closing Balance: \$1000

Closing Balance date: 15/2/22

Prudent Reserve: \$1000

Other Committed Funds (e.g. funds reserved for Activities, Conventions): \$1800 (Activities committee).

### Literature:

Does your Area have a Literature Subcommittee? No.

Is literature purchased from the Fellowship Service Office? Yes.

If not the FSO where? N/A.

How much literature does your Area distribute to: Nil.

H&I: \$120 Quarterly budget available.

PR/PI: Nil.

Other: Nil.

# Narcotic Anonymous Australian Region Area Report

## Central Coast NSW

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### **Activities:**

Does your Area have a convention? Provide details. No

Did your Area have other functions during this reporting period? No.

### **Subcommittee Activities:**

Has your area undertaken any PR/PI activities in the last trimester? What, where and result. Not as yet, to my knowledge (referring to the newly acquired PR/PI banner).

How can your area benefit from Regional PR support / direction in any upcoming projects or events?  
Nothing currently.

How can your area benefit from Regional Outreach support / direction in any upcoming projects or events?  
Nothing currently.

### **Workshop & Learning:**

Has your Area discussed the World Issue Discussion Topics since the last RSC? No.

Has your Area hosted any Workshops? No.

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts? Nothing currently.

### **Other Interest/Information**

What was the subject that generated most interest & discussion at your Area since the last RSC? Covid 19 restrictions and safe practices with meetings and their venues, whilst transitioning back f2f/hybrid.

### ***Optional Comments:***

What has worked well in your Area and what challenges has your Area faced? Getting all group GSR's to attend the Area meeting is an ongoing challenge.

Highlights: Xmas break.

Discussion Topics for the RSC? None.

Any other comments? None.

**Please attach any proposals from your Area to this report.**

# Narcotic Anonymous Australian Region Area Report

## NSW FAR NORTH COAST

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### **AREA: FAR NORTH COAST**

Regional Committee Member (RCM): *Trusted Servant*

Alternate RCM: *Trusted Servant*

Have you attended an Australian Regional Service Committee (ARSC) Meeting? *Yes*

How many groups in your Area? *35 (includes 2 permanent 'online only' meetings)*

Area membership since the last ARSC: *Same? / More? / Less? Same, good attendance.*

What is the average GSR attendance? *8-12*

Are there any positions vacant in your Area? If yes, what are they? *Yes – Alt Secretary, Vice Chair, Assistant Treasurer, Activities Chair.*

Does your Area have a Phone/Help line? *Yes, linked to National phone line.*

If yes, average number of calls per month: *4-5*

Does your Area have a Hospital & Institutions (H&I) Chair? *Yes*

How many H&I meetings weekly? *1*

Does your Area have an Outreach Chair? *No*

Does your Area have a Public Relations (PR) Chair? *Yes*

### **Finances:**

*Opening balance (as at 12/11/2021): \$2,000.00 (including \$500 PR Float)*

*Income – 7th Tradition: \$2,741.00*

*Income – Literature Sales: \$1,121.50*

*Total Income: \$3,862.50*

*Expenses: \$1,291.35 (Including floats for sub-committees, FSO literature purchases, printing of meetings lists, Zoom accounts)*

*Fund Flow To RSC: \$2,571.15*

*Closing Balance (as at 10/12/2022): \$2,000.00 (including \$500 PR Float).*

### **Literature:**

Does your Area have a Literature Subcommittee? *Yes*

Is literature purchased from the Fellowship Service Office (FSO)? *Yes*

If not the FSO where?

How much literature does your Area distribute to the following?

H & I: *not attending detox facility due to COVID*

PR: *as required*

# Narcotic Anonymous Australian Region Area Report

## NSW FAR NORTH COAST

---

Other: Literature to be supplied to the 2022 FNC Convention (TBA)

### **Activities:**

Does your Area have a convention? If so, please provide details: *Yes! – 25<sup>th</sup>, 26<sup>th</sup> & 27<sup>th</sup> March 2022, Lennox Head Community Centre, Lennox Head.*

Did your Area have other functions during this reporting period? Subcommittee Activities (e.g., Unity Day): *No other functions or activities this period.*

Has your Area undertaken any PR activities in the last quarter? If so, please list with brief description: *PR Chair has recruited and formed a PR Sub-committee to begin canvassing local health & community networks regarding NA public information and the restocking of posters/meetings lists.*

How can your Area benefit from Regional PR support / direction in any upcoming projects or events? *PR Chair to contact Regional PR Chair to develop connection/networking opportunities.*

How can your area benefit from Regional Outreach / Fellowship Development support / direction in any upcoming projects or events?

### **Workshop & Learning:**

Has your Area discussed the World Issue Discussion Topics since the last ARSC? *No*

Has your Area hosted any Workshops? *No*

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts?

### **Other Interest/Information**

What was the subject that generated most interest & discussion at your Area since the last ARSC? *NSW Health Regulations & individual venue conditions regarding COVID-19 restrictions & safe practices; hybrid/Zoom platform for future ASC meetings; information disseminated regarding Squares.*

### **Optional Comments:**

What has worked well in your Area and what challenges has your Area faced? *Ongoing conditions related to COVID restrictions has been a challenge at times and has also worked well for some meetings – with consistent and ongoing support from the Web Servant(s).*

## **Narcotic Anonymous Australian Region Area Report**

### **NSW FAR NORTH COAST**

---

As the RCM, what has worked well and what challenges have you experienced? Highlights:

*Steady attendance by GSR's at monthly Area meetings provides for a supportive space. Passing on information from Region regarding Squares – some challenge from one group in particular – a response has been forwarded to LIW and relevant trusted servants.*

Has your Area put forward any Discussion Topics for the ARSC? - No

Any other comments?

***Please attach any proposals from your Area to this report, using the template provided.***

# Narcotic Anonymous Australian Region Area Report

## Newcastle/Hunter Valley

---

### **AREA: Newcastle/Hunter Valley**

Regional Committee Member (RCM): Trusted Servant

Alternate RCM:

Have you attended an Australian Regional Service Committee (ARSC) Meeting? Y

How many groups in your Area? 16

Area membership since the last A RSC: Same

What is the average GSR attendance? 5

Are there any positions vacant in your Area? If yes, what are they? Everything apart from RCM.

Chair is being caretaken

Does your Area have a Phone/Help line?

If yes, average number of calls per month:

Does your Area have a Hospital & Institutions (H&I) Chair? Yes

How many H&I meetings weekly? Yet to resume from Covid

Does your Area have an Outreach Chair?

Does your Area have a Public Relations (PR) Chair? Yes

### **Finances:**

Opening Balance: 2648.54

7th Tradition: 85.12

Interest Income:

Fund Flow to Region:

Other Outflows:

Prudent Reserve: 1000

Closing Balance: 2733.66

### **Literature:**

Does your Area have a Literature Subcommittee?

Is literature purchased from the Fellowship Service Office (FSO)?

If not the FSO where?

# Narcotic Anonymous Australian Region Area Report

## Newcastle/Hunter Valley

---

How much literature does your Area distribute to the following?

H & I:

PR:

Other:

### **Activities:**

Does your Area have a convention? If so, please provide details:

Did your Area have other functions during this reporting period? Subcommittee Activities (e.g., Unity Day): Workshop postponed due to covid. In talks about running again soon with everything opening back up.

Has your Area undertaken any PR activities in the last quarter? If so, please list with brief description: Members completed poster drive around several Newcastle suburbs.

On further investigation it seems the poster drive was a success, with lots of calls to the national number which has failed to be relayed to our area.

PR Chair inquiring with region PR Chair around process with number etc

How can your Area benefit from Regional PR support / direction in any upcoming projects or events?

How can your area benefit from Regional Outreach / Fellowship Development support / direction in any upcoming projects or events?

### **Workshop & Learning:**

Has your Area discussed the World Issue Discussion Topics since the last ARSC?

Has your Area hosted any Workshops?

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts?

# Narcotic Anonymous Australian Region Area Report

## Newcastle/Hunter Valley

---

### Other Interest/Information

What was the subject that generated most interest & discussion at your Area since the last ARSC?  
Building better home groups workshops, also addressing predatory and disruptive behaviour

### Optional Comments:

What has worked well in your Area and what challenges has your Area faced?

As the RCM, what has worked well and what challenges have you experienced? Highlights:

Has your Area put forward any Discussion Topics for the ARSC? Recap on why a local/regional supported committee on predatory behaviour was blocked when it was supported by a lot of Areas.

Any other comments?

***Please attach any proposals from your Area to this report, using the template provided.***

**Narcotic Anonymous Australian Region Area Report**  
**NSW South Coast March 2022**

---

**Area: NSW SOUTH COAST**

RCM: Trusted Servant

Alt. RCM: Vacant

Have you attended an RSC? Yes

How many groups in your Area? 21

Area Membership since the last RSC? Same, more or less? Same

What is the average GSR attendance? 4

Are there any positions vacant in your Area? If yes, what are they?

Alt RCM

Public Relations Chair

ALL ALT positions

Does your Area have a Phone/Help line? Yes

If yes, average number of calls per month:4

Does your Area have a H&I Chair? Yes

How many H&I meetings weekly? currently closed due to Covid

Does your Area have an Outreach Chair? No

Does your Area have a PR /PI Chair? No

**Finances:**

Opening balance: \$4141.54

Income – 7<sup>th</sup> Tradition: \$150.21

Income – Events / Activities / Fund Raising: Expenses: \$300

Fund flow ARSC: \$150

Fund flow Metro:

Fund flow APF:

Fund flow NAWS:

What is your area's prudent reserve?

Closing Balance: \$3991.75

**Literature:**

Does your Area have a Literature Subcommittee? No

Is literature purchased from the Fellowship Service Office? If not the FSO where?

# **Narcotic Anonymous Australian Region Area Report**

## **NSW South Coast March 2022**

---

yes FSO

How much literature does your Area distribute to:

H&I:

PR/PI:

Other:

**Version 4 – August 2019** RCM Orientation Handbook Page 20

### **Activities:**

Does your Area have a convention? Provide details. No, Unity Day is cancelled due to Covid

Did your Area have other functions during this reporting period? All cancelled due to Covid

### **Subcommittee Activities:**

Has your area undertaken any PR/PI activities in the last trimester? What, where and result. No

How can your Area benefit from Regional PR support / direction in any upcoming projects or events? Yes, when position gets filled

How can your area benefit from Regional Outreach support / direction in any upcoming projects or events?

### **Workshop & Learning:**

Has your Area discussed the World Issue Discussion Topics since the last RSC?

YES

Has your Area hosted any Workshops? No

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts?

### **Other Interest/Information**

What was the subject that generated most interest & discussion at your Area since the last RSC? Covid and dealing with it

# **Narcotic Anonymous Australian Region Area Report**

## **NSW South Coast March 2022**

---

### **Optional Comments:**

What has worked well in your Area and what challenges has your Area faced? As the RCM, what has worked well and what challenges have you experienced?

Highlights:

Discussion Topics for the RSC?

Any other comments?

**Please attach any proposals from your Area to this report.**

**YILS**

# Narcotic Anonymous Australian Region Area Report

## South Australia

---

### Area: South Australia

RCM: Trusted Servant

Alt. RCM: Vacant

Have you attended an RSC? Yes

How many groups in your Area? 24

Area Membership since the last RSC? Same, more or less? Same

What is the average GSR attendance? 14

Are there any positions vacant in your Area? If yes, what are they? Yes. Alt RCM and Policy Chair.

Does your Area have a Phone/Help line? Yes

If yes, average number of calls per month: tbc

Does your Area have a H&I Chair? No

How many H&I meetings weekly? 1p/w, 2p/f, 4p/m, 1 every 6 weeks

Does your Area have an Outreach Chair? Yes

Does your Area have a PR /PI Chair? Yes

### Finances:

Opening balance: \$5825.69 (1/11/21)

Income – 7<sup>th</sup> Tradition: \$2184.20

Income – Events / Activities / Fund Raising: \$845.80

Expenses: \$6185.11

Fund flow ARSC: nil

Fund flow Metro: nil

Fund flow APF: nil

Fund flow NAWS: nil

What is your area's prudent reserve? \$1318.77

Closing Balance: \$2670.58

(Nil fund flow due to policy being adhered to regarding area temporarily halting transfers until convention details are finalized)

### Literature:

Does your Area have a Literature Subcommittee? No

Is literature purchased from the Fellowship Service Office? Yes

If not the FSO where?

How much literature does your Area distribute to:

H&I:

PR/PI:\$50 approx

Other:

### Activities:

Does your Area have a convention? Our convention was just held. Feb 18,19 and 20th

Did your Area have other functions during this reporting period? Not at the moment

---

# Narcotic Anonymous Australian Region Area Report

## South Australia

---

### Subcommittee Activities:

Has your area undertaken any PR/PI activities in the last trimester? What, where and result.  
tbc

### Workshop & Learning:

Has your Area discussed the World Issue Discussion Topics since the last RSC? No

Has your Area hosted any Workshops? No

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts? No

### Other Interest/Information

What was the subject that generated most interest & discussion at your Area since the last RSC? General policy queries.

### Optional Comments:

What has worked well in your Area and what challenges has your Area faced?

As the RCM, what has worked well and what challenges have you experienced?

Highlights:

Discussion Topics for the RSC? Nil \

Any other comments? My term as RCM of SA will be completed in June 2022.

**Please attach any proposals from your Area to this report.**

### Public Relations News

1. Intermittent Care Centre (ICC) venue shared the news that they will be shutting down permanently starting in January.
2. The following venue were shut down temporarily for around 2-3 months and have now either been opened or have given us a fair idea when we can start conducting H&I presentations there again:

- DASSA
- Inpatient rehabilitation service ○ James Nash house
- Woolshed

3. Apart from the above stated setbacks, presentations have been going as per usual.

FACILITY / Occurrence

DASSA / Weekly (Wednesday)

WOOLSHED / Monthly (Fourth Tuesday) 1x presentation went ahead in the month of

ICC / Monthly

INPATIENT DETOX / Monthly (Second Tuesday) @ 6pm,

# Narcotic Anonymous Australian Region Area Report

## South Australia

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4. The proposal for groups presenting at DASSA was passed last year but due to the presentations being put on hold, this venture has experienced a setback. A couple of groups have already showed PR an interest in partaking in this.

We'll soon get things back on track- voting, educating, training and working together with the groups to deliver the weekly presentations. The PR committee is hoping that this initiative will have a far-reaching effect throughout the fellowship and make members more aware of H&I and what we're trying to achieve through it.

5. A few successful handovers. New members in the following positions:

- H & I coordinator
- PR treasurer
- IRS coordinator
- Woolshed Coordinator ○ DASSA coordinator
  
- PR chair
  
- Meetings list coordinator

6. PR has voted in people in the following new positions and are coordinating with the new coordinators and the venues to arrange ongoing presentations.

- Royal Adelaide Hospital
- Aboriginal Sobriety Group- This will be an interesting one. The institution has separate areas for males and females. The exact details still have to be finalised but we'll probably have one group visit the venue every fortnight and carry out two separate presentations consequently (for males and females) in one go.

7. The poster coordinator has done an excellent job by fulfilling the annual target way before the earlier anticipated target date.

## PR events

1. We had a PR Christmas celebration at LaScala Cafe, Unley Road on December 18<sup>th</sup> @ 4:30pm (For PR and Phonenumber members only)

2. We are organising a workshop to educate and train people on how to do H & I presentations at the end of March. This might be a reoccurring thing- still to be decided.

# Narcotic Anonymous Australian Region Area Report

## Sunshine Coast Area

---

### Area: Sunshine Coast

**RCM:** Trusted Servant

**Alt. RCM:** Trusted Servant

**Have you attended an RSC?** Yes.

**How many groups in your Area?** 19

**Area Membership since the last RSC?** Same, more or less?

**What is the average GSR attendance?** 13

**Are there any positions vacant in your Area? If yes, what are they?** Policy Chair, PR chair, vice chair, treasurer, phone line chair.

**Does your Area have a Phone/Help line?** no.

**If yes, average number of calls per month:** 4 – 6 calls per month.

**Does your Area have a H&I Chair?** Yes.

**How many H&I meetings weekly?** 5 (Hader clinic, Woodforde men's prison, Brisbane women's prison, Caloundra private clinic, the Hub homeless refuge).

**Does your Area have an Outreach Chair?** No.

**Does your Area have a PR /PI Chair?** No.

### Finances:

Opening balance date: 1<sup>st</sup> November 2021

Opening balance: \$6,061.40

Income – 7<sup>th</sup> Tradition: \$1,459.79

Income – Sub-committee fund return/ Events / Activities / Fund Raising: (Convention funds raised)

Income – Literature sales returns: \$254.50

Expenses: \$871.45

Fund flow ARSC:

Fund flow APF: Nil

Fund flow NAWS: Nil

Closing Balance: \$7,722.27

Closing Balance date: 31<sup>st</sup> January 2022

Convention account: \$3,506.70

Main area account: \$4,215.57 (prudent reserve \$3000)

\$1,200 fund flow to ARSC approved at February ASC meeting, will be reflected in June report.

### Literature:

**Does your Area have a Literature Subcommittee?** No, just a literature chair.

**Is literature purchased from the Fellowship Service Office?** Yes.

**If not the FSO where?** N/A

**How much literature does your Area distribute to:**

**H&I:** Nil

**PR/PI:** N/A

**Other:**

# **Narcotic Anonymous Australian Region Area Report**

## **Sunshine Coast Area**

---

### **Activities:**

**Does your Area have a convention?** Yes, being organized for November.

**Did your Area have other functions during this reporting period?** Australia day BBQ

### **Subcommittee Activities:**

**Has your area undertaken any PR/PI activities in the last trimester?** Flyer distribution, networking.

**How can your area benefit from Regional PR support / direction in any upcoming projects or events?**

Not at this stage, thank you.

**How can your area benefit from Regional Outreach support / direction in any upcoming projects or events?**

At this stage, no support required by Regional Outreach.

### **Workshop & Learning:**

**Has your Area discussed the World Issue Discussion Topics since the last RSC?** No.

**Has your Area hosted any Workshops?** No.

**Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts?** No.

### **Other Interest/Information**

**What was the subject that generated most interest & discussion at your Area since the last RSC?**

Covid restrictions, navigating govt vaccine mandates and traditions.

Convention had to be postponed due to a miscommunication regarding venue booking.

### ***Optional Comments:***

**What has worked well in your Area and what challenges has your Area faced?** GSR attendance good. Some challenges with govt mandates regarding covid and some disunity, but all good now.

**As the RCM, what has worked well and what challenges have you experienced?** Very grateful for the support of Vic RCM and the RD attending ASC to provide some info and answer questions about govt mandates and traditions.

### **Highlights:**

**Discussion Topics for the RSC?** Nil.

**Any other comments?** NIL

YILS

Sunshine Coast RCM

# Narcotic Anonymous Australian Region Area Report

## Victoria / Tasmania

---

### **AREA:**

Regional Committee Member (RCM): Trusted Servant

Alternate RCM: Trusted Servant

Have you attended an Australian Regional Service Committee (ARSC) Meeting? yes

How many groups in your Area? 10 Group support Forums – 140 meetings

Area membership since the last A RSC: Same? / More? / Less? same

What is the average GSR attendance? GSF Delegate attendance - 10

Are there any positions vacant in your Area? If yes, what are they? Yes, multiple

Does your Area have a Phone/Help line? Yes

If yes, average number of calls per month: 60 - 80

Does your Area have a Hospital & Institutions (H&I) Chair? Yes

How many H&I meetings weekly? 9 most done via Zoom currently

Does your Area have an Outreach Chair? Not currently.

Does your Area have a Public Relations (PR) Chair? Yes

### **Finances:**

Opening Balance: 17,927.28

7th Tradition: \$7,955.81

Interest Income:

Fund Flow to Region: \$2927.28

Other Outflows: \$ 8392.92

Prudent Reserve: \$15,000

Closing Balance: \$14,968.37

### **Literature:**

Does your Area have a Literature Subcommittee? No

Is literature purchased from the Fellowship Service Office (FSO)? GSF and meetings order directly from the FSO

If not the FSO where?

# Narcotic Anonymous Australian Region Area Report

## Victoria / Tasmania

---

How much literature does your Area distribute to the following?

H & I: H&I have a large budget for literature and are utilizing this to ensure venues have enough literature available for clients

PR:

Other:

### **Activities:**

Does your Area have a convention? If so, please provide details: Victorian Convention is booked for the 7<sup>th</sup> – 9<sup>th</sup> of April being held in Geelong

Did your Area have other functions during this reporting period? Subcommittee Activities (e.g., Unity Day): We will be hosting a spiritual retreat from the 18<sup>th</sup> to 20<sup>th</sup> of March. This is an annual event that wasn't able to run in 2020 or 2021 so very excited to have this back in 2022.

Has your Area undertaken any PR activities in the last quarter? If so, please list with brief description: Our PR Committee is still

How can your Area benefit from Regional PR support / direction in any upcoming projects or events?

How can your area benefit from Regional Outreach / Fellowship Development support / direction in any upcoming projects or events? Nothing of note at this stage

### **Workshop & Learning:**

Has your Area discussed the World Issue Discussion Topics since the last ARSC? No

Has your Area hosted any Workshops? We are hosting workshops at the Spiritual Retreat in March around Service within Victoria, we will also be discussing disruptive behavior in meetings.

Is there anything you can share about the different type of efforts your Area has participated in or your experience with these efforts?

# Narcotic Anonymous Australian Region Area Report

## Victoria / Tasmania

---

### Other Interest/Information

What was the subject that generated most interest & discussion at your Area since the last ARSC?

Disruptive behaviour in meetings, we have some members who are causing issues within meetings and this is causing a divide in the fellowship about the best way to handle these situations. The Local service board is going to be running workshops to discuss this in an open and respectful way to support our fellowship.

### Optional Comments:

What has worked well in your Area and what challenges has your Area faced? Reopening after Covid again, the fellowship is slowly finding our new normal and its been beautiful to watch how groups are working through how they can best reopen for their GC.

As the RCM, what has worked well and what challenges have you experienced? Highlights:  
The RCM discussion time was helpful, I enjoyed the opportunity to discuss things that normally would not get a lot of airtime on the floor at ARSC. I am struggling with the time commitments and have proposals within the Vic/Tas area to shift our service meetings to create more space for the RCM and RCM alt moving forward.

Has your Area put forward any Discussion Topics for the ARSC? No,

Any other comments?

The Vic/Tas Local Service Conference is happening on Sunday 27<sup>th</sup> of February, this LSC meeting is our annual planning assembly and it will be the first one we have completed since 2019. We are focusing on the following areas: H&I, Admin/General, PR, Outreach / Fellowship development, and CAC.

***Please ensure this report is submitted at least 7 DAYS PRIOR to the upcoming ARSC***

## **Interim PayPal report 2 Dec 2021**

**Prepared by Claire S. Treasurer S. Area (Sydney South)**

### **The Issue**

As society becomes more cashless this may be reflected in a reduction of 7<sup>th</sup> tradition donations if members do not have cash on them at meetings. This situation has raised the question of how NA might enable cashless donations to be made at meetings.

### **A potential solution under trial - PayPal**

Using the Regional Service Body of Australia Inc.'s ABN, the S Area is running a S Area PayPal account trial to test the level of uptake of the facility to scan a S Area PayPal QR code at meetings to make donations to the S Area bank account.

At this stage there has not been a long enough trial period to answer whether having the PayPal donation option is useful because for most of the trial period we have been in lockdown.

At Dec 2021 only one S Area meeting has had the PayPal QR code available at the meeting for 7<sup>th</sup> tradition donations.

At the Nov S Area Service committee meeting the GSRs were given a copy of the QR code notice being used by one meeting for them to edit and use at their own meetings (few of which are back face to face as yet).

More data on uptake will be available for the first Regional meeting in March 2022.

Other factors being looked at:

- i) whether the requirements of how a PayPal account needs to be set-up fit NA's needs, and
- ii) whether the automatic interface between users donating to the S Area PayPal account meet NA's needs

Relevant screen shots re the two points above follow on the next 2 pages.

### Issue re business names used within the PayPal account

Both the name of the Regional Inc. and the name of the Southern Area Service Committee are used as settings in the S Area PayPal account. The Regional Inc. name cannot be completely left out of the PayPal account.

Also the personal details of the primary contact have to be supplied to PayPal. Currently these are my details. I'm OK with PayPal having them but when the primary authorised person changes, when an area Treasurer changes, this might not be OK with the next treasurer.

[Back to Profile](#)

  
**REGIONAL SERVICE BODY OF AUSTRALIA INCORPORATED**  
Association · Incorporated association · Charitable and Social Service Organisations

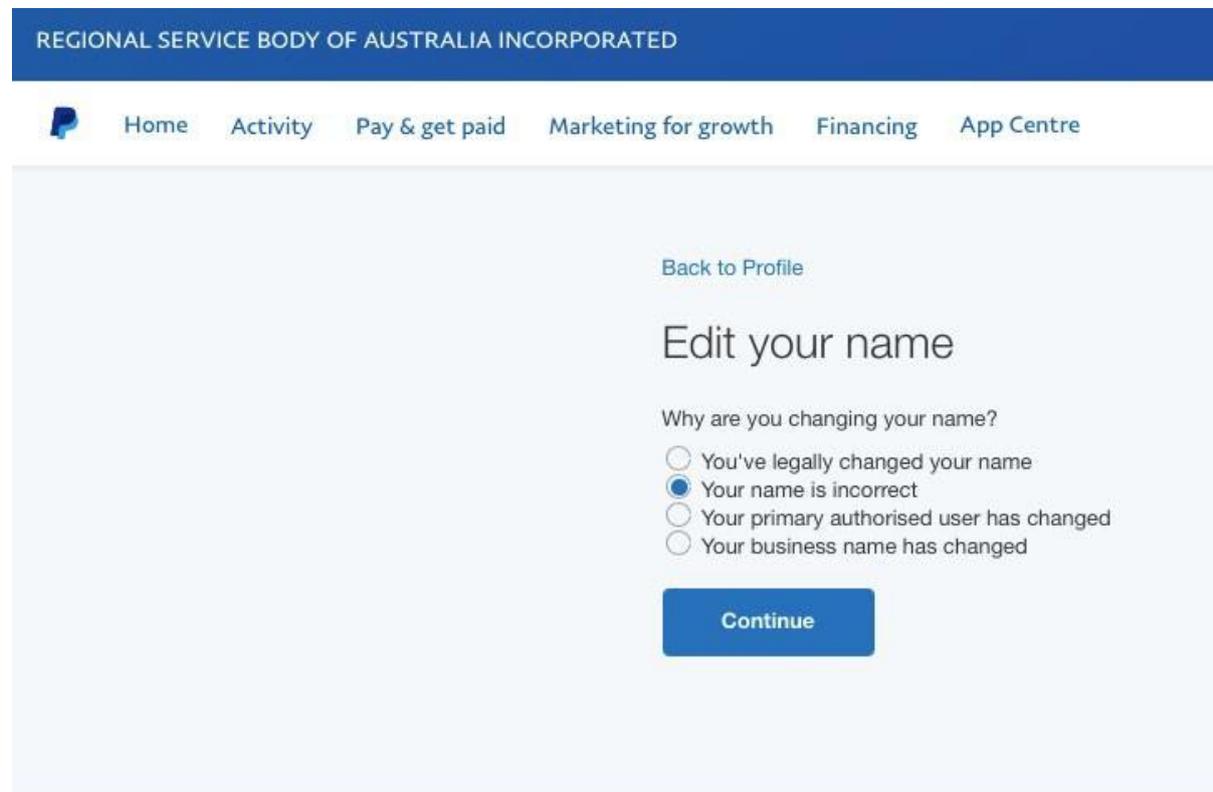
[Edit](#)

Organisation address	Charity website	Business website	Customer service email
10 Woodland Street Marrickville NSW 2204 Australia	Not provided	Not provided	Not provided

---

<b>Your business information</b> <a href="#">Edit</a>	<b>Primary contact details</b> <a href="#">Edit</a>
Trading name <b>SOUTHERN SYDNEY AREA SERVICE COMMITTEE</b>	Legal name Gillian Claire S██████████
Organisation contact name Gillian Claire Stretch	Home number Not provided
Business number +61 0416276238	Mobile number ██████████
Country/region of Incorporation Australia	Date of birth ██████████
Credit card statement name REGIONALSER (Short) REGIONALSER (Long)	Nationality Not provided
ABN 84749715440	Residential address ██████████ ██████████ Australia
Incorporation number Not provided	
Sales last year Not provided	
Sales venue(s) QR code	

The below screen shot shows the options for editing the name of the organisation that holds the ABN being used. None of these options allow the name to be changed to the Southern Area. So the RSB0A name will show in the S Area PayPal account.



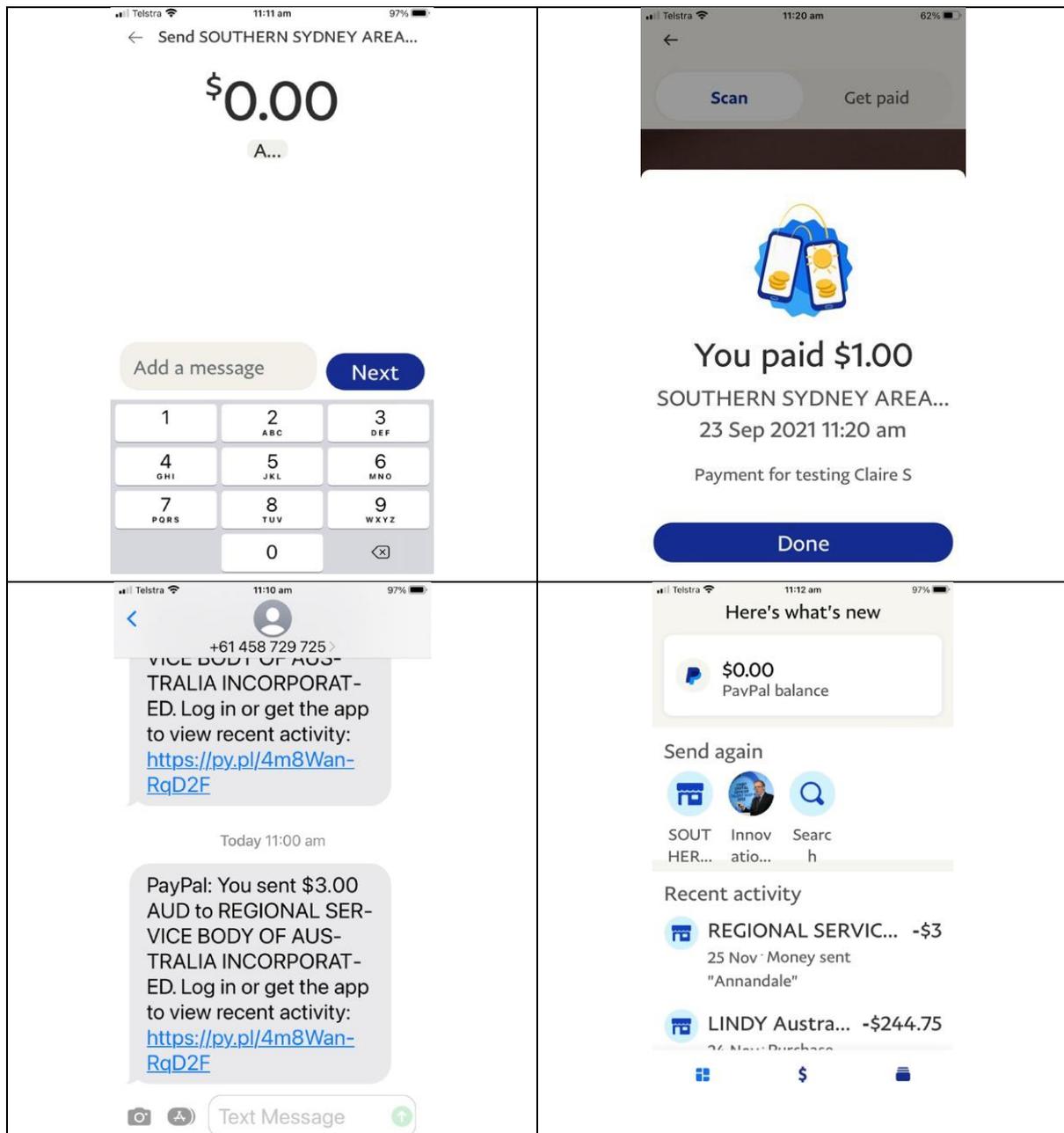
Cont. next page

### Issue re business names used when user interacts with the S Area PayPal account

Following are transaction screen shots someone will see when they make a donation using the S Area PayPal QR code.

Some instances shows the Southern Sydney Area name and other instances show the Regional Inc. name (note that the screen shots were taken at different times hence the amount varies).

Although the funds all go to the S area bank account members are likely to be confused when they see the name of the Regional Inc. when making donations via the S Area PayPal account.



# **RESOURCES**

## **◆ SUBCOMMITTEE 'BREAKOUT' MEETINGS MINUTES**

- IT Subcommittee
- Outreach / Fellowship Development Subcommittee
- NA Today Subcommittee

## **◆ RCM MEETING MINUTES FEB 2022**

## **◆ APF REPORT**

- LIW Feedback: Government Reporting

**PLEASE NOTE: Resources/documents too large to attach here can be found on OneDrive:**

**ARSC FOR ALL MEMBERS → ARSC CYCLES → 2203 MARCH 2022 → RESOURCES-ARSC MARCH 2022**

## IT SUBCOMMITTEE MEETING MINUTES

### ARSC MARCH 2022 (Day 1, Session 2)

#### Attendees:

IT Chair (care-taker)

WA RCM (subcommittee member)

Secretary

Alt Rcm Gold Coast

LIW Chair

Vice-Chair

#### Discussion

- Update on the proposal, policy publishing, meetings updates.
- Discussion on meetings updates.

Areas are able to take on the meetings update responsibilities. It's not difficult, you would be trained and provided with access only to your email. Please contact IT Chair if there is interest.

- Direction? Getting WA and VIC on the Regional website
- There is a competition that has been started for Area sub-sites to be developed on the Regional website. – Who else wants to get into that game?

## **NA TODAY MEETING MINUTES**

### **ARSC MARCH 2022 (Day 1, Session 2)**

Na Today Magazine Subcommittee 5 March 2022.

Attendance - Chair, RCM Central Coast, Alt RCM NA@Home, RCM Sydney South.

Brief Introductory Discussion - What NA Today subcommittee members do. Expectations for Recruiting and Roles.

Recruiting

Editing

Content discovery, historically from NA Today and NA Way Archives.

Next Issue - Mental Health was due to be published in March but will probably be published in April.

Getting the next issue out by September might be difficult.

Should we be flexible on the topic for upcoming issues?

Catch up March 28<sup>th</sup> 7pm EDST – (on Zoom meeting room to be confirmed)

## **OUTREACH / FELLOWSHIP DEVELOPMENT MEETING MINUTES**

### **ARSC MARCH 2022 (Day 1, Session 2)**

Service Prayer - God, grant us the knowledge that we may act according to your divine precepts. Instil in us a sense of your purpose, make us servants of your will and grant us a bond of selflessness that this may truly be your work, not ours, so that no addict, anywhere, need die from the horrors of addiction.

#### **MEMBERS PRESENT**

Northern Australia RCM, Sunshine Coast RCM, Gold Coast RCM, Blue Mountains RCM, NSW South Coast RCM, SA RCM, SA Alt. RCM

#### **FELLOWSHIP DEVELOPMENT / OUTREACH**

- H&I at 'Your Town' facility – Ongoing work to get Online H&I running. Follow up with Blue Mountains RCM for face-to-face contact.
- Port Stephens meeting – Follow up with request to be part of Outreach. Ph: 0432 380 827 New meeting in Stanthorpe and Nambucca Heads – Funding for PR in Nambucca
- Update email address to 'Fellowship Development' or 'Fellowship Development / Outreach' to emphasise FD
- Review monthly email groups to include RCM's, Toowoomba
- NA Today mail out – Give NA Today Chair a number for mailout – approx. 100.

#### **OUTREACH GROUPS TO FIND A CONTACT FOR**

Agnes Waters QLD  
Griffith NSW  
Orange NSW

Leeton NSW  
Canowindra NSW

#### **RCM WORKSHOPS**

South Australia and NSW South Coast have expressed interest in receiving a workshop

#### **SPONSORSHIP PROGRAM**

Sponsorship Flyer

Sponsorship Program form Updates – LGBTQI+ (ADD + to LGBTQI) Indigenous Sponsorship – Continue to liaise with Indigenous Chair

LGBTQI Sponsorship – Pool of available Sponsors

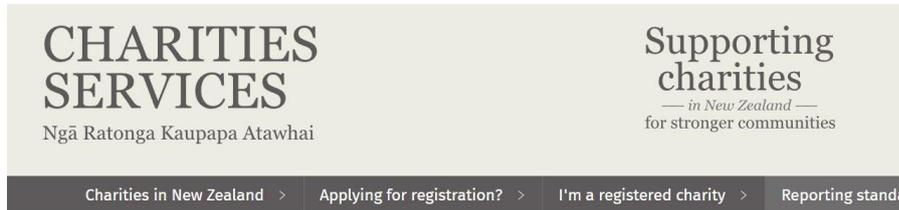
## RCM MEETING FEB 2022 NOTES

- Everyone is welcomed and asked if anyone has proposals for ARSC
- Northern Australia asks if they are ok to place an order for a particular banner. Does it need to be approved by region? FSO can print cheaper than local but can't do it without approval from region. It's agreed that it's probably a good idea to make a proposal about it. It's suggested that it's fine to reproduce the banner as it was approved 20 years ago.
- There are some questions about how or why the RCM meeting should run
- Vice Chair and Secretary emphasise that they are just at the meeting to get things started and don't want to interfere with the process.
- WA brings up an issue of people on Zoom not being included in the quorum at area meetings. It is suggested that this is an outdated policy and can be changed.
- Far North Coast suggests that the RCM meeting be kept informal but that an agenda should be nominated, and someone takes notes.
- Blue Mountains suggests that the RCM meeting should start with a 'round the room' check of issues and a list be made to run the meeting from.
- The question is raised about whether proposals for region should be discussed at the RCM meeting
- There is a discussion about issues surrounding covid protocols and how to deal with differing interpretations between venues and govt. mandates. A number of areas have struggled with difficult and disrespectful behaviours to do with safety protocols
- There is a discussion about how long before region the RCM meetings should be held. At this stage it will stay at 2 weeks prior and the next meeting will be on May 22. RCM Northern Australia volunteers to chair the next meeting

# LIW Feedback re APF Financial Reporting

## Government Reporting

Charities NZ Reporting provides a very simple explanation for what level of reporting a charity in NZ needs to do, according to 4 Tiers.



[Home](#) » [Reporting standards](#) » Which tier will I use?

## Which tier will I use?

*This information helps you decide which reporting tier to use and explains some important accounting terms.*

The reporting standards are part of a tiered system. All charities default into Tier 1, but may choose to report in another tier if they meet certain criteria.

The criteria for each tier are shown below. The tier that a charity reports under is determined by the annual expenses or operating payments of its previous two financial years. Look at your last two annual financial statements for this information.

Tier 1	Tier 2	Tier 3	Tier 4
Full Standards	Reduced Disclosure Regime	Simple Format Report- ACCRUAL	Simple Format Report - CASH
Over \$30 million annual expenses	Under \$30 million annual expenses	Under \$2 million annual expenses	Under \$140,000 annual operating payments
or has public accountability	without public accountability	without public accountability	without public accountability

[Home](#) » [Reporting standards](#) » Tier 4

## Tier 4

*Resources and information to help charities with the Tier 4 standard. This includes the [Annual Reporting Guide for Tier 4 charities](#), the [Get started videos](#), and links to download the [Standard](#), [template](#) and [guidance notes](#).*



APF has \$8196 USD operating payments (expenses) – which is Tier 4.

There is a simple template that is provided for use by the Government for Tier 4 organisations.

<https://www.charities.govt.nz/assets/Templates/Simple-Tier-4-Template-Report-v3.xlsx>