

ARSC Meeting Minutes

December 2nd and 3rd 2023, *Virtual*

Location:	Conference Call – via Zoom		
Date:	Saturday 2 nd and 3 rd December 2023		
Meeting Commenced:	Saturday @ 11:00am (AEST)	Meeting Finished:	Saturday @ 5:09pm
	Sunday @ 11:00am (AEST)		Sunday @ 5:30pm
Chair:	██████████	Vice Chair:	██████████

ARSC Role	Name	DAY 1 SESSION 1 Opening Items & Reports	DAY 1 SESSION 2 CBDM Pres ██████████	DAY 1 SESSION 3 Cashless 7 th Trad Workshop ██████████	DAY 1 SESSION 4 Discussion Period	DAY 2 SESSION 1 Elections	DAY 2 SESSION 2 Regional Survey Workshop ██████████	DAY 2 SESSION 3 New Business	DAY 2 SESSION 4 Closing Items
REGIONAL COMMITTEE MEMBERS (RCMS)									
Blue Mountains and Central West RCM (NSW) (Acting)	██████████	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab
Blue Mountains Alt RCM (NSW)									
Canberra RCM (ACT)	██████████	Ap	Ap	Ap	Ap	██████████	P	P	P
Canberra Alt RCM									
Central Coast NSW RCM (NSW)	██████████	P	P	Ab	P	P	P	P	P
Central Coast NSW Alt RCM (NSW)	██████████	Ap	P	P	P	P	P	P	P
Coffs Coast NSW RCM (NSW)									
Coffs Coast NSW Alt RCM (NSW)									
Far North Coast RCM (NSW)	██████████	P	P	P	P	P	P	P	P
Far North Coast Alt RCM (NSW)	██████████	P	P	P	P	P	P	P	P
Gold Coast QLD RCM	██████████	P	P	P	P	P	P	P	P
Gold Coast QLD Alt RCM	██████████	Ap	Ap	Ap	Ap	Ap	Ap	Ap	Ap
NA@Home (online) RCM									
NA@Home (online) Alt RCM									
Newcastle & Hunter Valley NSW RCM	██████████	P	P	P	P	P	P	P	P
Newcastle & Hunter Valley NSW Alt RCM									
Northern Australia RCM	██████████	P	P	P	P	P	P	P	P
Northern Australia Alt RCM									



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REGIONAL COMMITTEE MEMBERS (RCMS)									
South Australia RCM	[REDACTED]	Ab	Ab	Ab	Ab	P	Ab	P	P
South Australia Alt RCM	[REDACTED]								
South Coast NSW RCM	[REDACTED]	P	P	P	P	P	P	P	P
South Coast NSW Alt RCM	[REDACTED]								
Sunshine Coast QLD RCM	[REDACTED]	P	P	P	P	P	P	P	P
Sunshine Coast QLD Alt RCM	[REDACTED]	Ap	Ap	Ap	Ap	Ap	Ap	Ap	Ap
Sydney East NSW RCM	[REDACTED]	Ab	Ab	Ap	AP	P	P	Ab	Ab
Sydney East NSW Alt RCM	v	V	v	V	V	V	V	V	V
Sydney North NSW RCM	[REDACTED]	P	P	P	P	P	P	P	P
Sydney North NSW Alt RCM	[REDACTED]	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab
Sydney South NSW RCM	[REDACTED]	P	P	P	P	P	P	P	P
Sydney South NSW Alt RCM	[REDACTED]								
Sydney West NSW RCM	[REDACTED]	P	P	P	P	P	P	P	P
Sydney West NSW Alt RCM	[REDACTED]								
Victoria/Tasmania RCM	[REDACTED]	Ap	Ap	Ap	Ap	P	P	P	P
Victoria/Tasmania Alt RCM	[REDACTED]	P	P	P	P	Ap	Ap	Ap	Ap
Western Australia RCM Acting	[REDACTED]	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab
Western Australia Alt RCM	[REDACTED]								
NAOA RCM	[REDACTED]	P	P	P	P	P	P	P	P
NAOA Alt RCM	[REDACTED]	P	P	P	P	P	P	P	P



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SUBCOMMITTEES									
Indigenous Chair	[REDACTED]	Ab	P	P	Ap	Ap	Ap	Ap	Ap
Indigenous Vice Chair	[REDACTED]	Ap	P	P	P	P	P	P	P
Information Technology (IT) Coordinator	[REDACTED]								
IT Assistant Coordinator	[REDACTED]								
NA Today Chair	[REDACTED]	P	P	P	AP	AP	AP	AP	AP
NA Today Vice Chair	[REDACTED]								
Outreach / Fellowship Development Chair (Caretaker)	[REDACTED]	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab
OR.FD Vice Chair	[REDACTED]								
Policy Chair	[REDACTED]	P	P	P	Ap	Ap	Ap	Ap	Ap
Policy Vice Chair	[REDACTED]	P	Ab	Ab	P	P	P	P	P
Public Relations Chair (Caretaker)	[REDACTED]	P	P	Ap	Ap	P	P	P	P
Public Relations Vice Chair	[REDACTED]								
Strategic Planning Chair	[REDACTED]								
Strategic Planning Vice Chair	[REDACTED]								
WORKGROUPS ETC.									
Fellowship Service Office Chair / Rep	[REDACTED]	P	P	P	P	P	P	P	P
Fellowship Service Office Vice Chair / Rep	[REDACTED]	P	P	P	P	P	P	P	P
Public Officer	[REDACTED]	P	P	P	P	P	P	P	P
Sydney Metro Chair	[REDACTED]	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab
ADMINISTRATION COMMITTEE									
Chair	[REDACTED]	P	P	P	P	P	P	P	P
Vice Chair	[REDACTED]	P	P	P	P	P	P	P	P
Secretary (Acting)	[REDACTED]	P	P	P	P	P	P	P	P

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ADMINISTRATION COMMITTEE (continued)									
Assistant Sec (Acting)	██████	P	P	P	P	P	P	P	P
Treasurer	██████	P	P	P	P	P	P	P	P
Assistant Treasurer									
Regional Delegate	██████	P	P	P	P	P	P	P	P
Alternate Delegate									
OBSERVERS									
██████				P	P	P	P		
██████		P	P		P	P	P		
██████		P			P				
██████		P	P	P	P	P	P		
██████		P	P		P	P	P		
██████						P			
██████						P			
██████						P			
██████						P			
██████					P				
██████					P				
██████					P				
██████					P				
AV SUPPORT									
██████	P	P	P	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 centres 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.
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.

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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	ARSC SATURDAY 2 ND DECEMBER 2023																			
1.0	<u>OPENING ITEMS, ARSC ACTION LIST AND REPORTS</u> <u>Including Treasurer Quarterly Report</u>	11:00am 12:30pm																		
1.1	OPENING ITEMS <ul style="list-style-type: none"> ● Acknowledgment of Country: [REDACTED] ● Welcome to new participants and thanking departing participants. ● Recording agreed to and commenced ● Housekeeping outlined by the Chair ● Count of participants to establish quorum <i>(A quorum is defined as 40% of all standing positions of the ARSC, including Subcommittee Chairpersons, and Administration Committee members and must include a minimum of 5 RCMS (or their alternates).)</i> ● Service prayer: [REDACTED] ● Twelve Traditions: [REDACTED] ● Twelve Concepts: [REDACTED] ● Approval of previous minutes: [REDACTED] ● Seconder: [REDACTED] ● Approval of previous minutes: [REDACTED]nd: [REDACTED] 	11:05am - 11:29am																		
1.2	ARSC ACTION LIST <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d9e1f2;"> <th style="width: 10%;">Item</th> <th style="width: 60%;">Action</th> <th style="width: 30%;">Responsibility</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Get in contact with IT regarding creating QR codes for Areas / Subcommittees and report back to the ARSC.</td> <td style="text-align: center;">Chair – Actioned</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Contact OCM who is posting sensitive information on FB and requesting members to contact Phonenumber callers.</td> <td style="text-align: center;">Sydney East RCM Actioned</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Continue compiling list of indigenous rehabilitation centres from each state</td> <td style="text-align: center;">Indigenous Subcommittee Pending</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Create cultural sensitivity statement.</td> <td style="text-align: center;">Indigenous Subcommittee Pending</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Explore the issue of vacant positions and service recruitment, with a view to expanding it within the strategic planning subcommittee.</td> <td style="text-align: center;">Admin Committee Pending</td> </tr> </tbody> </table>	Item	Action	Responsibility	1	Get in contact with IT regarding creating QR codes for Areas / Subcommittees and report back to the ARSC.	Chair – Actioned	2	Contact OCM who is posting sensitive information on FB and requesting members to contact Phonenumber callers.	Sydney East RCM Actioned	3	Continue compiling list of indigenous rehabilitation centres from each state	Indigenous Subcommittee Pending	4	Create cultural sensitivity statement.	Indigenous Subcommittee Pending	5	Explore the issue of vacant positions and service recruitment, with a view to expanding it within the strategic planning subcommittee.	Admin Committee Pending	11:29am- 11:50am
Item	Action	Responsibility																		
1	Get in contact with IT regarding creating QR codes for Areas / Subcommittees and report back to the ARSC.	Chair – Actioned																		
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	Item	Action	Responsibility
	6	RCMs to check meetings lists to make sure they reflect disability access and to educate ASCs/local fellowships about allowing persons with legitimate service dogs to be able to attend meetings.	RCM's Ongoing
	7	PR to explore adding persons with disabilities (i.e. in a wheelchair) to flyers and public service announcements.	PR Subcommittee Actioned
	8	Submit minutes from NA Today Subcommittee Meeting to Secretary	NA Today Chair Actioned
	9	Arrange for printing of Indigenous flyers	Indigenous Chair and Subcommittee Pending
	10	Implement Premium Starter Kits for all new meeting requests	FSO Chair Actioned
	11	Move the date of the September ARSC f2f meeting to the second weekend in September from 2024.	Chair Void
	12	Make the necessary changes to rename NA@Home to NA Online Australia (NAOA) on website & DB.	NAOA, IT Actioned
	13	Implement new ARSC arrangements for 3 ARSC's each year, two which are held F2F (March in Sydney, November roving) and one held virtually (July).	Chair and Admin Actioned
	14	Update the Buddy List	RD Actioned
	15	NA Today to provide a summary of how to contribute to NA and include in next publication	NA Today Chair Pending
	16	NA Today to update distribution contact list	NA Today Chair, Outreach, Chair and FSO Actioned

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1.3	<p>REPORTS</p> <p style="text-align: center;"><i>Pertinent discussion and information to add after reports submitted, only additional information/discussion added here.</i></p> <p>This is the link to the full December ARSC reports folder on the ARSC OneDrive: REPORTS</p> <p>TREASURER QUARTERLY REPORT</p> <p>The Treasurer has submitted a written report as well as relevant documentation (see below links). They then provided a verbal update (including screen share of the ARSC December opening report) in relation to opening balances, fund flow, insurance, expenses and audit outcomes. Treasurer also notes that there have been some delays in issuing reports.</p> <ul style="list-style-type: none"> • Vice Chair asks Treasurer to highlight the first bequest received by a member. Vice chair states that details on how to bequest are on Making a Bequest to NA - Narcotics Anonymous Australia • Q: RCM NAOA – When was it done? A: Yes, done in August 2023 VC confirms process • Q: RCM NAOA – Was the audit external? A: Treasurer – Yes • Q: RCM GC – We flowed \$2700.00 in November A: We have not yet received it – VC confirms this – Treasurer requests RCM GC to follow up with GCASC Treasurer <p>Treasurer's Report December 2023.pdf</p> <p>Treasurer report</p>	11.50am- 12.27pm
1.4	<p>ARSC Chair: States that it is very important that Area reports are sent to the Secretary to be added to the ARSC OneDrive so that participants can read in advance so that there is material to cover in this section.</p> <p>REGIONAL COMMITTEE MEMBER (RCM) REPORTS</p> <p><i>Additional Information:</i></p> <p>FNC RCM: Wishes to have added to discussion the Roving ARSC and process. Chair asks if the FNC RCM has seen tabled proposal relating to this. FNC RCM states they have been having computer problems and has not yet seen it.</p> <ul style="list-style-type: none"> • Q: from CC RCM – impressive fund-flow, was that from your convention? A: FNC RCM – yes. 	

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	<p>GC RCM – Restates fund flow and updates about filled service positions. Also report dates for the upcoming GC Convention.</p> <ul style="list-style-type: none"> Q: GC RCM – in your report you said that if positions aren't filled your area will fold – I found this concerning. Will this effect NA as a whole? A: HV RCM – Groups will still run, however the ASC will fold – we are working on this. <p>Northern Australia -</p> <ul style="list-style-type: none"> Q: RD – Is Nth Australia ok financially? I note that there has not been a financial report in recent times. A: Nth A RCM - Apologies about not including financials – our Treasurer has been very busy – I will contact him and ask during the break. <p>South Coast RCM – We are having a Unity Day on 9th December – details are on the website</p> <p>Sunshine Coast RCM – States the importance of having insurance in order and that we stand by insurance requirements.</p> <p>NAOA RCM – Reports about having events online for Christmas and New Year – and Australian Virtual Groups are welcome to join – we are well established with guidelines etc.</p> <p>Sydney West –</p> <ul style="list-style-type: none"> Q: VC – We note in your report that the Western Sydney Unity Day had to be removed from the website as there was a breach of the Traditions – can you please expand on that? A: Syd W RCM – Essentially it was found the October ASC that the Western ASC didn't have enough money to proceed. The committee then approached some OCM's who provided funds – this was seen as not to be in line with Traditions as they are a subcommittee, not a Group – the event went ahead but without the Western Sydney ASC name attached to the event. <p>VIC/TAS RCM Alt – We had a successful event this last weekend and we will be fund flowing a considerable amount in the near future.</p> <ul style="list-style-type: none"> Q: VC – VIC/TAS RCM has reported in the past that there seems to be a reticence to fund flow to the ARSC, has that passed? A: VIC/TAS RCM Alt – no I don't believe there has been any reticence – simply just not enough funds to flow. Q: RD – Did you guys have any merch left over? If you do, would you be open to donating to APF for fund raising? A: VIC/TAS RCM Alt – Yes though there is not much left – will discuss at our LSC and get back to you.

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	<p>SUBCOMMITTEE REPORTS</p> <p><i>Additional Information:</i></p> <p>NA Today –</p> <ul style="list-style-type: none"> Q: CC RCM – Was the Action list point to update the distribution list done? A: NA Today Chair – yes it was done however, nothing has been done as yet as we are exploring distributing digitally only, with a minimal mailout to institutions. Discussing with IT. <p>Policy – No – we have logged an item for discussion.</p> <ul style="list-style-type: none"> Chair requests Policy update ARSC about Travel Agent change – Policy does so. <p>Public Relations (Caretaking) – As I am only caretaking, I have only offered a slim report. My main focus has been on the 2024 Australian NA fellowship survey.</p> <p>FSO –</p> <ul style="list-style-type: none"> Q: GC RCM – In relation to the FSO report that FSO can send literature on consignment – how does that work? A: Yes – explains process - FSO Chair expands on possibility of doing merchandise items for convention – still under consideration. 	
1.5	<p>ADMINISTRATION COMMITTEE (Admin) REPORTS</p> <p><i>Additional Information:</i></p> <p>Public Officer – ACNC has requested that we participate in a review (not an audit, not compulsory). It's mainly about how we manage cyber-security – we intend to participate with IT present.</p> <ul style="list-style-type: none"> ARSC Chair states that the RSBoA report was completed directly after the September ARSC – so we are up to date. <p>Vice Chair - Will report later today a potential workable solution for cashless 7th Tradition. Vice Chair and Chair offer thanks to Secretary Caretaker and Assistant Secretary Caretaker</p> <p><i>Addition time Questions/Updates:</i></p> <p>Vice Chair – Updates an option Sydney East is using for printing meetings list via Vista Print at a very good price – 1000 meetings lists for \$160.50 – tri-fold DL including postage</p> <p>Policy – In the interests of saving time later, in relation to position descriptions – there was glitch in the process of position descriptions and how they have evolved and are</p>	

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	<p>managed. We are [policy] looking at annexing role descriptions into policy as agreed at the ARSC Admin meeting and working on those.</p> <p>RD – Question to FSO: Last ARSC we approved new starter packs that we would fund – have we had any orders? A: FSO Chair – yes about 20 – we haven’t billed you yet – we will do this quarterly.</p> <p>Central Coast RCM – Just want to touch on the new PR poster with the fellow in the wheelchair – I wish to thank the RD and the NA Today Chair for their help – I have already had a service body agree to put the poster up. I also have research on substance abuse amongst people with substance abuse.</p> <p>Chair and Vice Chair briefly discuss housekeeping. Breakout rooms set up for lunch.</p>	
	<u>LUNCH BREAK</u>	12:30pm-1:30pm
2.0	<u>PRESENTATION AND WORKSHOP</u>	1:30pm-3:00pm
2.1	<p><u>PRESENTATION: Consensus based Decision Making (WSC Cofacilitator)</u></p> <p>Presented by [REDACTED] Current WSC Co-Facilitator – Presenting on Consensus Based Decision Making (CBDM).</p> <p>2312 What is consensus - [REDACTED]</p> <p>[Screen share]</p> <p>[REDACTED] states the focus of today’s session is to look at the spiritual aspect of CBDM and how we bring that into our service bodies and committees – he reads a paragraph from Living Clean p. 46 – Awakening Our Spirituality.</p> <p>Please see session notes taken by the Assistant Secretary (Caretaking):</p> <p>Robert’s rules: provided service structure but loudest voices win. CBDM is about concept 6. Regional Committee member now, not Area Service Rep: they don’t just represent their area, they join a group conscience for the benefit of NA as a whole. World Service Committee is about NA as a whole worldwide. Previous issues: Regions held off on voting because they felt they had to check with their Region: but consensus means that the World regional delegates make up a group</p>	1:30pm-2:15pm

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	<p>conscience and are trusted to vote on new information according to their own spiritual principles & bringing their own recovery into the meeting.</p> <p>Vice Chair facilitates Q&A session: Notes taken by the Assistant Secretary (Caretaking):</p> <p>Q. When should issues be taken back to the Region? A. Depends on the topic & situation. Eg. Area may choose to go back to groups on certain issues like “Do u wanna know about electronic payments at meetings?”</p> <p>Q. Does NAWS do annual audits? A. Yes.</p> <p>Q. Blocking consensus? A. Fine line between listening to the minority voice vs. entire committee being “held to ransom” by one person not letting go of the issue ...</p> <p>Q. Group which doesn’t trust their RCM? A. Group needs education to understand the spiritual principles behind service.</p> <p>Q. Any tricky decisions historically where you thought could never get consensus? A. Turf wars when World Services was about 4 different committees fighting for resources ... solution: suggestion that the different committees be merged into one responsible body – passed no problems.</p> <p>Q. 80% or better = consensus at ARSC. How do you deal with dissenters who remain resentful? A. As chair: suck it up & move on. For dissenters: see reading above from Living Clean. So basically, suck it up & move on also.</p> <p>Q. How to handle disruptive dissenters? A. Respect their opinions: if incorrigible, sack them (vote of no confidence). Affects NA as a whole.</p> <p>Q. A few times dissenters have requested that their dissent be entered into the minutes. WSC with many countries, procedures & language barriers more complex. Experience with “best” consensus guidelines? A. Speaker pro, speaker against, show of hands. Usually issues have been extensively workshopped & straw polled. Still get some people coming in after this process with counterproposals & other opinions: it’s still our responsibility to allow these people a voice too.</p> <p>Personal responsibility: each person has reflection time before engaging in group activity so they don’t bring bad moods, personal opinions, etc into the group space.</p> <p>Observation: Regional straw poll system encourages quiet dissenters to speak their truth. Tools on NAWS website: & can always contact the NAWS personnel who can respond personally.</p> <p>Q. What about dissenters who refuse to accept group conscience? A. Respect but let them know that the group conscience does not support their actions.</p>	

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2.2	<p>Cashless 7th Tradition Workshop – Vice Chair</p> <p>[Screen share]</p> <p>POWERPOINT PRESENTATION</p> <p>2312 Cashless 7th Tradition.pptx</p> <p>Notes and Q&A session recorded by the Assistant Secretary (Caretaking):</p> <p>NA legal structure in Australia:</p> <ul style="list-style-type: none"> • ARSC is an Incorporated Association under NSW Fair Trading and a Registered Charity under ACNC. ABN is 84749715440 • Areas: don't have ABNs, all have bank accounts. • Meetings: only 1 has an ABN, most don't have bank accounts. <p>Q. What about conventions/unity days? What are the options? A. Take minutes (SEE EXAMPLE IN POWERPOINT FILE: document complete with letterhead) to the bank to list authorised people for Westpac eftpos Air App which allows authorised people (one at a time) to use their phone as a dongle. No ABN required - meetings are an unincorporated association. MAY TAKE 6 WEEKS FOR AUTHORISATION – APPLY EARLY!!! Vice Chair & Treasurer always happy to answer questions directly.</p>	2:15pm – 3:08pm
	<u>BREAK</u>	3:08pm – 3:30pm
3.0	<p><u>DISCUSSION PERIOD</u></p> <p style="color: #0070c0;"><i>Discussion Items taken directly from reports / requests of members</i></p>	3:30pm – 4:08pm
3.1	<p>Discussion Item 1: Insurance for events and meetings</p> <p>Position speaking to item: Vice Chair</p> <p>[screen shares]</p> <p><u>Insurance - Narcotics Anonymous Australia</u></p> <p>VC explains what's included & what's not included in the policy as per the table via the above link. Main coverage relates to meetings then events. VC expands on events that require permission and on exclusions (i.e. naked flames, swimming, fishing and high risk</p>	

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	<p>activities). We are responsible to take ‘reasonable care’. Risk assessments are required for certain events such as camps.</p> <p>Q: Indigenous Vice Chair – We have candles on birthday cakes etc. I am interested in a smoking ceremony. What is required in relation to that?</p> <p>A: VC – Best to reach out to the Treasurer outlining what is involved. The Treasurer will then approach the insurance rep and hopefully they will approve. We can’t ask general questions; we need to provide specifics about an actual event.</p> <p>Q: Nth Aus RCM – We had concerns from some of our members about a Unity Day that happened earlier this year where there were fires and why these members weren’t allowed to have fires?</p> <p>A: VC responds noting the problem with others seeing things and thinking that it is ok. VC repeats points about taking responsible care and being aware of the limitations of the policy.</p> <p>Q: Policy – Seeking clarity – When past treasurer was putting this together and the function of the risk assessment was in my understanding (this may have changed). The risk assessment didn’t have to go to the insurer – they were happy with the structure of it – it only had to be sent to the Treasurer.</p> <p>A: VC confirms that was the case with the previous policy – now risk assessments required to be forwarded to the insurance company.</p> <p>Q: GC RCM – Is this something that is required to be done by our convention chair?</p> <p>A: VC confirms that as long as the numbers are below 500 numbers in a third-party venue. We can pay extra if we do believe the numbers exceed 500.</p> <p>Q: GC RCM – if something were to occur at the convention, does the venues insurance cover it or ours?</p> <p>A: VC explains circumstances and differentiation.</p> <p>Q: Syd Nth RCM – What happens in the instance where people don’t do the right thing. i.e. an upcoming men’s camp – if they choose to go swimming what do we do?</p> <p>A: VC – explains that as per the policy, we cannot organise or advertise an event that includes swimming. We can’t stop people swimming – but that is a personal choice outside of the organised event. VC requests Sunshine Coast RCM to expand on what happened in their community recently: There was BBQ organised by the Activities committee – a couple of rehabs came – one of the rehab groups left and one of their clients went for a swim and drowned. It wasn’t a part of our event.</p> <p>Q: VC – We are all personally responsible but what do we do when we see Facebook posts of members at events sitting around fires etc – what do we do?</p>

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	<p>Q: NAOA RCM – This could be something taken on by a subcommittee to explain insurance and is there a waiver? Maybe the waiver could clearly outline that they are not covered by NA’s PL insurance.</p> <p>A: VC states that they will look into that.</p> <p>A: Sunshine Coast RCM – We would approach the people holding the events and outline what the knock-on effects would be if we don’t follow the process.</p> <p>A: FNC RCM - NA doesn’t endorse the FB groups – posts are therefore not able to reflect on NA as a whole. Re: Informing communities – that is the jobs of the RCMs. There is also a responsibility on our actual members to be responsible for their behaviours.</p> <p>A: FCN Alt RCM – Responsibility ends when the organisation makes members/ event organisers aware of their requirements. After that it is their choice.</p> <p>Q: Syd West RCM – In relation to having candles in meeting and birthday cake candles, according to our current policy that is not allowed, so if a fire started, we wouldn’t be covered.</p> <p>A: VC – all we can do is refer back to the policy which states that naked/open flames are not covered and is something occurs as a result of an open/naked flame then we are not covered.</p> <p>A: FSO VC – POI – At recent women’s event everyone signed a waiver – this worked well as we were able to contact the insurer directly via the past ARSC Treasurer. It is important to talk about these events with the Treasurer.</p> <p>A: Policy Chair – The participant registration form does acknowledge personal responsibility and you do tick that. Culture does change over time – the more we do it, the more comfortable we become with the process – the form also notes children being the responsibility of their parents/guardians.</p> <p>A: VC – in relation to the FB photos, the digital markers never go away – if there are photos of people wearing NA shirts and NA logos sitting around a fire it would be difficult to explain how that wasn’t part of an NA event.</p> <p>Q: NA Today Chair – GC Camp – we got some backlash about not being able to have fires – people were also uncomfortable about having their names and information recorded in the waiver. In the end, people had fires anyway. I personally received backlash because I was on Region - =how do we deal with that in future?</p> <p>Q: FSO Chair – yes, we are not affiliated with FB – I am sure the insurance company won’t see it that way! Is it true that only one company would cover us?</p> <p>A: VC – no that is not my understanding. Every three years we ask our broker to explore the best insurance company for us. More and more things are being excluded and the prices are increasing.</p>	

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	<p>A: Chair – it’s not in this current policy but in recent times drones were excluded.</p> <p>Q: VC – To the NAOA RCM – could you put a proposal together to create a workgroup to explore the waiver?</p> <p>A: Syd Nth RCM – Maybe we can go direct instead of through a broker – we did this with my business, and it found it much cheaper.</p> <p>A: VC – unfortunately, none of us are that familiar – brokers understand the process.</p>	
3.2	GC RCM updates the ARSC that there has been a delay in process and that the fund flow has not yet been forwarded however will be ASAP.	
4.0	<p>NEW BUSINESS – Session One</p> <p><i>All proposals have been documented here as received unless otherwise stated. [Proposals are numbered as they appear in the ARSC OneDrive Proposals folder]</i></p>	4.08pm- 4.30pm
4.1	<p>New Business Item # 1</p> <p>That the full ARSC Contact sheet with personal emails and phone numbers be held by the Secretary in confidence and that the ARSC Body has access to a contact sheet with a first name and initial, a service email address and a phone contact.</p> <p>Proposer – Regional Delegate</p> <p>Seconder – South Coast RCM</p> <p>Intent - To keep personal contact details for the Australian Regional participants secure.</p> <p>Detail - In light of Cyber security concerns our personal details should no longer be visible to corruption or hacking. In the past we have freely shared this information, but unfortunately this is no longer possible.</p> <p>Initial straw poll: 83%</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Syd West RCM – I can’t see the value – this won’t stop phishing attacks – our ASC contact has always been there and hasn’t been a problem generally. <ul style="list-style-type: none"> ○ RD responds stating that the issues were raised as discussion. Ideally members should be using their service emails. Admin/IT having personal emails is helpful for setting up and resetting service emails and contact should there be an issue. 	

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	<ul style="list-style-type: none"> ○ Chair hands over to VC and states that he thinks that contact list should simply have a first name and their service email. Should you choose to add your number to your service email signature, that is your choice. <p>Second straw poll: 81.4%</p> <p>OUTCOME: Endorsed</p>	
5.0	<p><u>IT SUBCOMMITTEE PRESENTATION – CYBER AWARENESS</u></p> <p>██████ and ██████ from the IT subcommittee presenting.</p> <p>‘Securing our email and documents’</p> <p>[Screen share]</p> <p>2312 IT Presentation MFA v3.pptx</p> <p>Brief discussion held on dealing with phishing emails and how to action multi-factor-authentication – IT is recommending the Microsoft Authenticator. Further discussion was held about looking in ‘My Sign Ins’ in settings in our service emails to see activity.</p> <p>{Action – IT to develop a ‘how to’ guide and IT security policy}</p>	4.30pm-5.06pm
6.0	<p><u>End of day closing items:</u></p> <ul style="list-style-type: none"> • Vice Chair queries an unrecognised observer. Reported and removed by tech support. • Chair runs through housekeeping and requests participants sign in a little earlier so that a full rollcall can be facilitated. • RD requests that nominations and proposals be pre-read • Serenity Prayer 	5.06pm-5.09pm
	END OF DAY	5:09pm

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	Opening Items: <ul style="list-style-type: none"> • Acknowledgement to Country – Indigenous VC • Chair’s welcome and housekeeping • Full Roll Call 	11.02am- 11.15am
1.0	<u>ELECTIONS</u>	11:15am – 12:20pm
1.1	ELECTIONS Secretary reads election preamble: <i>[Screen Share]</i>	



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	<p>Appendix F: ELECTION PREAMBLE</p> <p>Narcotics Anonymous’ fourth concept for NA Service says that:</p> <p><i>Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.</i></p> <p>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.</p> <p>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.</p> <p>Willingness, spiritual depth and maturity, stability and trustworthiness are strong demonstrations of the kind of leadership valued most highly in NA.</p> <p>Some of the other things we look for are:</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p><i>Adapted from the publication The Twelve Concepts for Service in NA and NA World Services Bulletin #30 Theft of NA Funds</i></p>	

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1.2	Chair reads the nominations:	11:15am – 12:20pm																																								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d9e1f2;"> <th style="width: 20%;">POSITION</th> <th style="width: 15%;">Clean Time Requirement Per Policy</th> <th style="width: 20%;">Nominee</th> <th style="width: 20%;">Seconder</th> <th style="width: 25%;">Outcome</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">AD</td> <td style="text-align: center;">4 years</td> <td style="text-align: center;">██████████</td> <td style="text-align: center;">Central Coast RCM</td> <td style="text-align: center; color: green;">Elected</td> </tr> <tr> <td style="text-align: center;">ARSC Chair</td> <td style="text-align: center;">3 years</td> <td style="text-align: center;">██████████</td> <td style="text-align: center;">Sunshine Coast RCM</td> <td style="text-align: center; color: green;">Elected</td> </tr> <tr> <td style="text-align: center;">PR Chair</td> <td style="text-align: center;">3 years</td> <td style="text-align: center;">██████████</td> <td style="text-align: center;">Hunter Valley RCM</td> <td style="text-align: center; color: green;">Elected</td> </tr> <tr> <td style="text-align: center;">Assist Treasurer</td> <td style="text-align: center;">5 years</td> <td style="text-align: center;">██████████</td> <td style="text-align: center;">FNC RCM</td> <td style="text-align: center; color: green;">Elected</td> </tr> <tr> <td style="text-align: center;">Secretary</td> <td style="text-align: center;">2 years</td> <td style="text-align: center;">██████████</td> <td style="text-align: center;">FNC RCM</td> <td style="text-align: center; color: green;">Elected</td> </tr> <tr> <td style="text-align: center;">FSO Pool Nomination</td> <td style="text-align: center;">5 years</td> <td style="text-align: center;">██████████</td> <td style="text-align: center;">FNC RCM</td> <td style="text-align: center; color: green;">Elected</td> </tr> <tr> <td style="text-align: center;">FSO Pool Nomination</td> <td style="text-align: center;">5 years</td> <td style="text-align: center;">██████████</td> <td style="text-align: center;">Syd Sth RCM</td> <td style="text-align: center; color: green;">Elected</td> </tr> </tbody> </table>		POSITION	Clean Time Requirement Per Policy	Nominee	Seconder	Outcome	AD	4 years	██████████	Central Coast RCM	Elected	ARSC Chair	3 years	██████████	Sunshine Coast RCM	Elected	PR Chair	3 years	██████████	Hunter Valley RCM	Elected	Assist Treasurer	5 years	██████████	FNC RCM	Elected	Secretary	2 years	██████████	FNC RCM	Elected	FSO Pool Nomination	5 years	██████████	FNC RCM	Elected	FSO Pool Nomination	5 years	██████████	Syd Sth RCM	Elected
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2.0	NEW BUSINESS – Session Two	12.20pm- 12.35pm																																								
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2.1	<p>New Business Item # 2</p> <p>That the Australian Regional Service Committee change its Policy on service commitment time frames; end the two-yearly cull of All positions.</p> <p>Hence, in future, newly elected nominees would commit to the full term of a position (usually two years) from their inception date; this, rather than having All positions declared at the end of a '2-year cycle' as in current policy.</p> <p>Proposer – Regional Delegate</p> <p>Seconder – Northern Australian RCM</p> <p>Intent - To secure the flow of knowledge across all service roles. Thus, enhancing service fidelity within participant roles by engaging in a perpetual and ongoing mentoring process.</p> <p>Initial straw poll: >80% support</p> <p>Brief discussion held around the mechanics of the change.</p> <p>Second straw poll: 96.4% support</p> <p>OUTCOME: Endorsed</p>	12.20pm- 12.35pm
	<u>LUNCH BREAK</u>	12:35pm 1:33pm
3.0	<p><u>REGIONAL SURVEY WORKSHOP – PR CHAIR (CARETAKING)</u></p> <p><i>[Screen Share]</i></p> <p>2312 Membership Survey 2024 Workshop Agenda and slides.pptx</p> <p>Menti online Presentation and Poll software utilised</p> <p><i>[Breakout Rooms]</i></p>	1:33pm - 3:00pm
	<u>BREAK</u>	3:00pm – 3:30pm
	<u>NEW BUSINESS and CLOSING ITEMS</u>	3:30pm - 5:30pm
4.0	<p>NEW BUSINESS – Session 3</p> <p style="color: green;"><i>All proposals have been documented here as received unless otherwise stated.</i></p> <p style="color: orange;"><i>[Proposals are numbered as they appear in the ARSC OneDrive Proposals folder]</i></p>	

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	<ul style="list-style-type: none"> • NAOA RCM reads: What is Consensus-based Decision Making 2312 What is consensus [REDACTED] 	
4.1	<p>New Business Item # 2</p> <p>The Australian Region replace the link on our web-page Online Meetings - Narcotics Anonymous Australia that directs members and newcomers to world meetings/virtual meetings at virtual-na.org with Up-to-date listing of local virtual NA meetings which is the NAWA approved Virtual meeting list.</p> <p>Proposer – Regional Delegate</p> <p>Seconder – Syd Sth RCM</p> <p>Intent - To be accordance with <i>and</i> connected to NA World services as per our Traditions and Concepts.</p> <p>Please see links to additional tabled information:</p> <p>2312 Tabled Response to IT Information RD.pdf 2312 Tabled Additional Info for Virtual NA Proposal.pdf</p> <p>Initial straw poll: 52% support/48% against</p> <p>Discussion:</p> <ul style="list-style-type: none"> ▪ 2 speakers speak strongly against this proposal explaining challenges that would occur should this go ahead. <p>Second straw poll: 5% support/95% against</p> <ul style="list-style-type: none"> ▪ 2 speakers for explaining the logic of the proposal <p>Third straw poll: 25% support/75% against</p> <ul style="list-style-type: none"> ▪ Chair requests IT subcommittee additional information be spoken to by IT <p>Forth straw poll: 30% support/70% against</p> <p>OUTCOME: Withdrawn {Further work required}</p>	

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Item No	ARSC SUNDAY 3 rd DECEMBER 2023	
4.2	<p>New Business Item # 3</p> <p>That the ARSC Body support meeting on the SECOND full weekend of March, July, and November 2024, with:</p> <ol style="list-style-type: none"> 1. The March meeting to be held in person in Sydney, 2. The July meeting to be held virtually, 3. The November meeting to be roving; to be confirmed and arranged by the Admin team in collaboration with the nominating City/Area host. <p>Proposer – ARSC Chair</p> <p>Seconder – Central Coast RCM</p> <p>Intent - Those details for the 2024 ARSC meeting schedule be agreed upon, and that Areas may nominate for the opportunity to host and experience the ARSC in their City/locale; subject to the overall costings being acceptable to the Body.</p> <p>Detail - In September 2023, the ARSC passed a motion that we shall meet 3 times per year (every 4 months); two of those meetings to be face-to-face and one virtual.</p> <p>Admin were tasked to work out the finer details, which this proposal aims to clarify through consultation.</p> <p>Initial straw poll: 100% support</p> <p>OUTCOME: Endorsed</p>	
4.3	<p>New Business Item # 4</p> <p>That the Australian region agrees to add subcommittee meeting times and location to a tab under Members info.</p> <p>Proposer – Regional Delegate</p> <p>Seconder – Canberra RCM</p>	

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	<p>Intent - To make service on subcommittees of the Australian Region available to all members, as it stands, only by being a member of Region can you access these service opportunities.</p> <p>Detail – All committees should give access for observation, with the lack of willing members to serve our fellowship, creating new ways to allow inclusion, transparency and collaboration should be of utmost importance, disclaimers about observers noted, ways to join also included e.g. policy committee requires voting in at region.</p> <p>Initial straw poll: 70% support / 30% against</p> <p>Discussion held against.</p> <p>Second straw poll: 36% support / 64% against</p> <p>Discussion held for/against.</p> <p>Third straw poll: 19% support / 81% against</p> <p>OUTCOME: Not Endorsed</p>	
4.4	<p>New Business Item # 5</p> <p>To establish a Working Group, in consultation with ARSC admin to investigate whether “excluded activities” on the current insurance policy can still proceed with a waiver and if so, develop a template for a waiver form and process.</p> <p>Proposer – NAOA Alt. RCM</p> <p>Secunder – South Coast RCM</p> <p>Intent - To provide a duty of care to our members Ensure we adhere to our insurance requirements and limit the legal and financial risks to the organisation.</p> <p>Initial straw poll: 88% support / 12% against</p> <p>Discussion held against.</p> <p>Friendly amendment:</p>	

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	<p>To establish a Working Group, in consultation with ARSC admin to investigate whether “excluded activities” on the current insurance policy can still proceed with a waiver and if so, develop a template for a waiver form and process.</p> <p>Amended Proposal:</p> <p>That the ARSC Treasurer and NAOA Alt. RCM (If required) to approach the insurance provider to ask about a waiver and the process.</p> <p>Second straw poll: 100% support</p> <p>OUTCOME: Endorsed</p>	
4.5	<p>New Business Item # 6</p> <p>Include a note under the link “Create new meeting” on the website for the requestor to check if the new meeting will be covered by insurance (not excluded by the policy) e.g., a floating meeting in the water.</p> <p>Proposer: NAOA Alt. RCM</p> <p>Secunder: NAOA RCM</p> <p>Intent - To ensure meetings are covered by our insurance policy.</p> <p>Initial straw poll: 80% support / 20% against</p> <p>[Information provided by IT subcommittee member highlighting possible challenges]</p> <p>OUTCOME: Endorsed – IT to explore implementation and return to ARSC should any challenges arise</p>	
4.6	<p>New Business Item # 6</p> <p>That the scheduled November roving ARSC reverts a virtual meeting held on zoom if no appropriate bids get accepted by the July.</p> <p>Proposer: Regional Delegate</p> <p>Secunder:</p>	

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	<p>Intent - To create certainty in our schedule</p> <p>Details - Holding the November ARSC on zoom would be financially responsible rather than two F2F in Sydney.</p> <p>Initial straw poll: 65% support / 35% against</p> <p>Discussion against heard. Policy Chair highlights challenges with proposed time frames highlighting that there would not be enough time to prepare.</p> <p>Second straw poll: 22% support / 78% against</p> <p>RD speak again to the proposal</p> <p>SA RCM offers an amendment for admin to arrange in absence of a– declined by maker</p> <p>Third straw poll: 20% support / 80% against</p> <p>OUTCOME: Not Endorsed</p>																
5.0	<u>CLOSING ITEMS</u>																
5.1	<p>CLOSING TREASURY REPORT</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Closing Balance:</td> <td style="width: 30%; text-align: right;">\$38,783.74</td> <td style="width: 40%;">(As @ 30 November 2023)</td> </tr> <tr> <td>Committed Funds:</td> <td style="text-align: right;">\$27,130.00</td> <td></td> </tr> <tr> <td>Available Funds:</td> <td style="text-align: right;">\$11,653.47</td> <td></td> </tr> <tr> <td>APF Fund Flow:</td> <td style="text-align: right;">\$3,884.49</td> <td>(\$1,500 + \$2,384.49)</td> </tr> <tr> <td>NAWS Fund Flow:</td> <td style="text-align: right;">\$7,768.98</td> <td>(\$2,500 + \$5,268.98)</td> </tr> </table> <p style="text-align: center; color: #b8860b;"><i>(As per policy, excess funds will be sent to NAWS: 66.6% and APF: 33.3%)</i></p>	Closing Balance:	\$38,783.74	(As @ 30 November 2023)	Committed Funds:	\$27,130.00		Available Funds:	\$11,653.47		APF Fund Flow:	\$3,884.49	(\$1,500 + \$2,384.49)	NAWS Fund Flow:	\$7,768.98	(\$2,500 + \$5,268.98)	
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5.2	<p>ARSC ACTION LIST</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d3d3d3;"> <th style="text-align: center;">Item</th> <th style="text-align: center;">Action</th> <th style="text-align: center;">Responsibility</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Secretary to update / keep updated contacts list and remove personal emails/contacts where required</td> <td style="text-align: center;">Secretary</td> </tr> </tbody> </table>	Item	Action	Responsibility	1	Secretary to update / keep updated contacts list and remove personal emails/contacts where required	Secretary										
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2	IT to advise ARSC Trusted Servants on implementation process for 2FA	IT	
3	IT to advise on potential privacy implications of holding contact details - per Privacy Principles – Web servant [BG]	IT	
Item	Action	Responsibility	
4	Update RCM Report, did you workshop the 2024 survey at your area.	Secretary	
5	Allocate accounts for new nominations	IT	
6	Update ACNC for new Management Committee Members. Remove previous Treasurer.	Public Officer	
7	Admin to consider whether they should meet in December	Admin	
8	Approach insurer re waiver proposal. Can a waiver be established for an event e.g. camp fire, and the remainder of the event still be covered.	Treasurer	
9	Add link to new meetings link for organisers to make sure event is covered	IT	
10	Make changes to bank account signatories and transactions approvals per Policy: <ol style="list-style-type: none"> 1. New Chair to have signatory and transaction approvals authority. 2. Assistant Treasurer to have transaction setup and approvals access. 3. AD to retain access until new Trusted Servants are setup and processes working. 4. Previous Treasurer Sue to be removed as signatory and transaction approver. 	Treasurer	
11	Enquire with Westpac if there is a contact that we can have if meetings are having issues getting an account and or Westpac Air setup	Vice Chair	

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December 2nd and 3rd 2023, *Virtual*

Item No	ARSC SUNDAY 3 rd DECEMBER 2023	
		
5.3	<p>NEXT ARSC</p> <p><i>9-10 March 2024 (face to face in Sydney)</i> <i>Darlinghurst Community Space, 277 Bourke Street, Darlinghurst NSW 2010.</i></p> <p>NEXT RCM MEETING</p> <p><i>TBA</i></p>	
5.4	<ul style="list-style-type: none"> ▪ Chair provides closing summary and information ▪ Participant verbal evaluation ▪ Moment of silence for PT ▪ Serenity Prayer 	
	END OF DAY AND ARSC	5:30PM