

MOTION 1

TREASURER DUTIES UPDATE: Section V. Executive Committee, subsection E. Members of the Executive Committee, section v. Treasurer, subsection b. Duties, number 12.

CURRENTLY READS:

12. Responsible for delegation of picking up the AREA mail

AMEND this section to ADD: “and for delegation of the two AREA mailbox key holders – typically the AREA chairperson and the Activities Chairperson” so it reads in the guidelines as follows:

12. Responsible for delegation of picking up the AREA mail and for delegation of the two AREA mailbox keys holders – typically the AREA chairperson and the Activities chairperson.

INTENT: To reflect current practice and establish accountability.

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MOTION 2

CHAIRPPERSON DUTIES UPDATE: Section V. Executive Committee, subsection E. Members of the Executive Committee, section i. Chairperson, subsection b. Duties, number 13.

CURRENTLY READS:

13. Maintains communication with the facility in which the AREA meets, coordinates meeting dates with the facility.

AMEND this section to ADD: “and holds the key to the AREA meeting facility to open the doors for ASC.” so it reads in the guidelines as follows:

13. Maintains communication with the facility in which the AREA meets, coordinates meeting dates with the facility and holds the key to the AREA meeting facility to open the doors for ASC.

INTENT: To reflect current practice and establish accountability.

MOTION 3

AREA FUNCTIONS RELATED TO AREA GUIDELINE REVIEW: Section III. Area Functions, subsection D

CURRENTLY READS:

- D. The AREA guidelines will be reviewed and presented yearly during the Executive Committee’s term of service. The AREA Executive Committee shall update the AREA guidelines by the April ASC, present and submit to the AREA by the May ASC meeting and call for final vote at the June ASC meeting.

AMEND this section to READ:

- D. The AREA guidelines will be reviewed during the AREA annual guidelines review in November and the proposed guidelines effective for the following year will be presented at December’s ASC meeting. The AREA guidelines shall be called for a final vote at January’s ASC meeting.

INTENT: To establish an AREA annual guideline review process.

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MOTION 4

AREA GUIDELINES REVIEW IN PARLIAMENTARIAN DUTIES: Section V. Executive Committee, subsection E. Members of the Executive Committee, section vii. Parliamentarian, subsection b. Duties.

CURRENT READS:

- 9. Serves as the Chair of the AREA annual guideline review

AMEND this section to READ:

- 9. Organize and hold an AREA annual guidelines review in November. For the review, bring for comments and changes the current year guidelines with a REDLINE of the changes approved by the AREA in the term of service prior to the review. Serve as the Chair of this AREA annual guidelines review. The proposed AREA guidelines from this annual review shall be presented at December’s ASC meeting to be voted on at January’s ASC meeting and becomes the AREA annual guidelines for the following year.

INTENT: To establish an AREA annual guideline review process.

MOTION 5

AREA GUIDELINES REVIEW IN PARLIAMENTARIAN DUTIES: Section V. Executive Committee, subsection E. Members of the Executive Committee, section vii. Parliamentarian, subsection b. Duties.

CURRENTLY READS:

- 11. Documents and keeps records of all the guideline changes and submits a final copy to the AREA Vice Chair at the end of the term.

AMEND this section to READ:

- 11. Documents and keeps records of all the AREA guideline changes and submits a final copy of the changes approved the AREA during the term of service to the AREA Vice Chair at the end of the term.

INTENT: To update duties of Parliamentarian consistent with the new, established annual guideline review process.

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MOTION 6

ALTERNATE AREA LIAISONS ADDITION TO LGTBQ COMMITTEE LIAISON: Section VII. Non-Voting Members of the Area

CURRENTLY READS: There is no Alternate LGTBQ Committee Liaison position and B. is AD HOC COMMITTEES.

MOVE B. AD HOC COMMITTEES to C. AD HOC COMMITTEES and ADD NEW SUBSECTION B: ALTERNATE LGTBQ COMMITTEE LIAISON so it reads in the guidelines as follows:

B. ALTERNATE LGTBQ COMMITTEE LIAISON

- a. Requirements
 - 1. 6 months clean and a one-year commitment to the position
 - 2. Previous service experience
 - 3. Ability to attend LGTBQC and appropriate Committee monthly meeting
- b. Duties
 - 1. Assist LGTBQ Committee Liaison in all duties
 - 2. Performs the duties of the LGTBQ Committee Liaison in his or her absence
- c. Term
 - 1. One year

C. AD HOC COMMITTEES

INTENT: To ensure all meetings are attended and information is received.

MOTION 7

ESTABLISH A GOOGLE GROUP FOR ASC MEMBERS AND ATTENDEES:

CURRENTLY READS: There is nothing in the AREA Secretary's duties, the AREA Guidelines generally, nor in the Public Information Subcommittee guidelines to address establishing a Google Groups for the ASC members and attendees.

PART 1

PROPOSAL TO ADD TO SECRETARY DUTIES: Section V. Executive Committee, subsection E. Members of the Executive Committee, section iii. Secretary, subsection b. Duties, number 2.

CURRENTLY READS:

Submits unapproved minutes to the Webmaster within two weeks of the previous ASC meeting.
Distributes such minutes at the following ASC meeting

AMEND TO READ:

Submits unapproved minutes to the Webmaster within two weeks of the previous ASC meeting for posting on the AREA website and for posting in Google Groups. Distributes such minutes at the following ASC meeting.

PART 2

PROPOSAL TO ADD TO WEBSITE COORDINATOR DUTIES: The South Coast Area of Narcotics Anonymous Public Information Subcommittee Guidelines Revised 4/16/18, Section VI. Qualifications and Duties of Officers, subsection 4. Website Coordinator

CURRENTLY READS: There are no duties related to positing AREA minutes nor creating or maintaining Google Groups for ASC members to access information.

ADD NEW DUTY OF WEBSITE COORDINATOR:

g. Set up and maintain a Google Groups online group for the ASC members and attendees to join and access AREA and ASC materials. Each month post ASC minutes, AREA activity flyers and information, AREA Meeting Directory and any other AREA or ASC information provided. Also ensure that the most current AREA Guidelines is accessible to the ASC members and attendees through this Google Group.

INTENT: To streamline access to motions made, flyers, and any other pertinent Southcoast Area NA information.