Marietta Area Service Committee of NA Meeting Minutes January 10, 2021

Next Meeting Sunday, January 31, 2021 @ 2:00 PM

Virtual

P.R. Subcommittee meeting is held @ 1:00 PM
WSR Subcommittee meeting is held @ 1:00 PM
H & I subcommittee meeting is held @ 12:00 PM
Quorum calculated to be 9 groups - Quorum met @ 2:11 PM

The Purpose of the Area was read by: Dennis P.

The 12 Traditions were read by: Michael A.

The 12 Concepts were read by: Chris E.

Motion to accept November N/A.

Motion Seconded: N/A

Group	GSR	<u>Attendance</u>	<u>Comments</u>
Addicts in the Attic	Asa B.	XX	
Another Chance	Jodi M.	Present	
Architects of Adversity	Kat L	Present	Filling in
Back to Basics	Jerry	XXXXXX	Off Quorum
Dopeless Hope Fiends	Jeannie D.	Х	
Easy Does It	Scott L.	Present	
End of the Road	Jan L	Present	
Finding Freedom	Betsy	X	
Hold On to Hope	Jason E	X	
Just for Sunday	Eric J	Present	Alt GSR
Living the Program	Steven	Present	
Lost Dreams Awaken	Rebecca	XXXXXX	Off Quorum
Mimosa	Tim	XXXX	Off Quorum
NA at Noon	Alvin	Present	
New Way of Life	Laura	X	
One is Too Many	Scott	XXXXX	Off Quorum
Rose Group	Danielle	XXX	Off Quorum
Serenity on the Square	Myra	XX	Off Quorum
Spiritual Awakenings	Matt M.	Present	
Surrender on Sunday	Nick W.	Present	
T.A.C.O. Tuesday	Karen H.	Present	
Unity Group	Kyle	Present	GSRA
We Group	Robert	XXXXX	Off Quorum
We Recover Together	Abigail	XXX	

^{*}Came in Late, does not count towards total. **First meeting or first meeting back, does not count towards quorum.

As of April 2020: Consecutive absences during quarantine may not remove a group from the Attendance/Quorum list. Quorum rules may also be discussed at Area. Strange times...

As of June 2020: We are removing groups with more than two consecutive absences from the calculation of quorum. That would leave us at 16 groups and thus quorum is 9 groups.

MASC Admin & Subcommittee Roll Call

Position	Name	Attendance	Report
Chair	Curt H.	Present	N/A
Vice Chair	Stephanie S.	Present	N/A
Treasurer	Richard G.	Present	Attached
Alt. Treasurer	Vacant	N/A	N/A
Secretary	Melissa P.	Absent w/notice	N/A
Alt. Secretary	Michael A	Present	N/A
RCM	Chris T	Present	Attached
RCMA	Shelia G	Present	N/A
Policy Parliamentarian	Dennis P.	Present	
Lit Distribution	Matthew Z.	Present	N/A
Alt. Lit Distribution	Vacant	N/A	N/A
Activities Chair	Vacant	N/A	N/A
H&I Chair	Vacant	N/A	N/A
PR Chair	Chris E.	Present	Attached
WSR	Louis B.	Present	Attached
24hr Room Chair	Susan O.	Present	Attached

• Open Forum: 2:16 pm - 2:22 pm

- Kat L, Architects: Where is our lit order?
- Matthew; Lit Chair. I will track it down. OOPPSS!!!!
- Richard G. I have a question about Zoho email...should I continue to use this for area business?
- Stephanie: Yes...all Admins have email addresses there. I can help anyone access
- Scott L. I can add a personal email address to Zoho and get the email forwarded
- Curt H. If I access my Zoho account I am just going to have it forwarded to my personal account
- Chris E. NA Region uses Zoho and that is why we have it.

• Trusted Servant Reports: 2:22 pm - 3:36 pm

Chair's Report - Curt H.:

Thank you to the chairs that submitted budgets. They will be put together and sent back to groups. Next area we will take nominations for 24 Hour Room.

Vice Chair Report Stephanie S:

I don't know how I can be a chair next year and not be a bumbling idiot!

Alt Secretary: Michael A.

Michael A.: My apologies for the delay in the minutes from last month being sent out.

• Treasurer's Report - Richard G.

- Report attached
- For December we started with 4,443.25 and we took in 321.00 in donations, we sold 406.00 in Literature we had 524.58 in expenses, all of those checks cleared and 1 check lost in the mail for 59.96. 1788.00 is in prudent reserve available balance 3382.25 and an ending balance of 4645.67
- Curt: The lost check was mailed to me for Zoom reimbursement for 3 months
- Curt: How much was the donation to Region?
- Richard G. We didn't send one
- Curt: Chris T, shouldn't we just write a check now and send it to Region?
- Chris T: Yes
- Curt: Richard, can you mail it today?
- Richard: Yes

• RCM Report - Chris T

- Chris T. Several items to go to home groups.. The details are attached in the minutes under new business.
- Our RD gave an overview of the lawsuit against WSO: WSO has had to spend 210K defending it. It is currently under appeal.
- It was suggested that all areas consider changing to consensus based decision making. The topics that are being discussed are: How to count virtual meetings: Submissions are being accepted on the WSO website for a new piece of literature called Spiritual Principle A Day.
- NA World is postponed until 2022 in Melbourne, Australia. Date is T/B/D
- Susan O. Does the 210K that World Service spent on the lawsuit come out of their general revenue?
- Motion to Create Task panel to study racial trauma in recovery did not pass. No group action needed.
- Two Admin positions are open at the Regional Level...Alt Secretary and Alt Treasurer
- Jan L: What is the lawsuit about?
- Chris T: As it was reported at Region, the rights to literature are being challenged and after the suit was dismissed, it was appealed by the plaintiff and additional funds need to be expended.
- Shelia G: Nothing to add.

o Policy Report - Dennis P.

- Report on the floor: Myself and 2 others are currently pushing through the Policy Document and making proposed changes as needed.
- P.S. If anyone else wants to attend and help review our policy we welcome your help
- Stephanie: Are you using Zoho for your email as Policy Parliamentarian?
- Dennis: No!
- Shelia G. What day and time do you meet?
- Dennis P. Thursday at 7:00 PM

Lit Distribution: Matthew Z

Matthew Z: In December we brought in 218.00. I have a delivery tomorrow that will bring the total to 335.00. in money received I need to spend 358.30 in new books and key tag replenishment. Curt: We need an inventory of what you have now in stock Scott L: You don't need permission to spend over 300.00 on any one order

Curt: You can spend whatever you need to bring the inventory value to 3500.00

Report Attached

H&I Report - Vacant:

- Report by Stephanie.
- Wellstar responded and said we can drop off literature. Cobb Jail said no thanks but can we get literature monthly. WSR was offered.
- Report attached.

Activities Report - Vacant:

- Report by Stephanie
- I am working on budget with Curt's help. It has been submitted for approval
- Report Attached

• PR Report - Chris E:

- Chris E. Report We meet today with 4 in attendance.
- Question from committee...How much longer do we have to request money?
- Curt: Budget will be voted on next month
- The online store is working better now.
- You will get a confirmation email regarding order fulfillment. If you do not get an email reach out to us
- Report attached
- Budget was submitted along with the report. See attached!

• WSR Report - Louis B:

- Report attached
- Louis B. We met today with 5 members. We had 7 letters total. It has been a slow month again. We discussed settling last years budget by zeroing out our checking account.

24 Hour Room Report - Susan O.

- Report attached
- We met today. We had virtual events last month. We collected 59.00 plus 52.00
- Motion to increase money held over from 750.00 to 2,000.00 from the end of the year main event has been submitted. See Attached
- Susan O. Balance is 2394.00 and a new budget has been submitted

Old Business:

<u>None</u>

New Business:

Motion 12-1: WSR

Maker: Louie B2nd: Jan L

■ Pay 15.00 to NAWS

■ Intent: To allow zero the balance at year end

■ Motion Carried by 7 0 1 affirming

Motion 12-2: 24 Hour Room

Maker: Susan O

2nd; Jan L GSR End of the Road

Motion to raise seed money retained from end of the year events

from 750.00 to 2,000.00

Send to groups
See Attached

Nominations for this subcommittee are being made this month for

Trusted servants positions

Motion 12-3

Maker: Richard G Treasurer

Second: Jodi M.

Motion to accept budgets as submitted by subcommittee chairs

Sent to groups

Motions from Region for Group Vote

2020-006: By Jason W – Treasurer: Adjust/add language & capabilities as needed to the GRSCNA Policy Guidelines to make electronic payments available (example: ability for areas/groups/fellowship to make donations, etc.)

Specific Policy Impacted: Article 13. Section A.

4-a: ... "shall be paid by check, electronic funds transfer (ETF) or electronic payments

such as: Paypal, CashApp, Venmo, or Zelle."

4-b: Replace "check" with "payment"

4-c: Replace "check" with "payment"

4-d: Replace "EFT" with "electronic payments"

4-f: add "or downloaded as electronic transactions by treasurer@grscna.com"

4-h: add "in the form of MO, check or electronic payments"

Financial Impact - None

TAKE BACK TO GROUPS

<u>2020-008</u>: By Jay H. – PR Facilitator: To introduce Additional Needs Guidelines recommended and provided by Jocho B, the Georgia Regional Additional Needs Point of Contact. The following guidelines are attached:

- 1. GRSCNA Additional Needs Vision Guidelines
- 2. GRSCNA Additional Needs Hearing Guidelines
- 3. GRSCNA Service Dog Guidelines

Intent: To get GRSCNA to adopt these guidelines as policy.

Policy Affected: Will be an addition to policy.

Financial Impact: \$0 to adopt TAKE BACK TO GROUPS

Group Announcements and Celebrations:

- Just for Sunday (Chris T): Billie R celebrates 5 years on January 31;
 Pedro M celebrates 2 years on January 17 and Shelia G celebrates 2 years on January 24th . Patrick K 10 years on 2/22
- Chris E: Erin H Celebrates 3 years at Taco Tuesday 1/19/2021 at 7:00
 PM
- o Another Chance: Jodi M.: Chuck M Celebrates 15 years on January 16
- o Alvin L celebrates 30 years on 1/12/2021 at NA at Noon
- o Unity Group on 1/21 Todd celebrates 1 year and Kyle celebrates 2 years
- Scott L: Easy Does It is closed for 2 weeks due to Covid exposure

Motion to Close: Alvin L

Seconded by: Matt M

Closed at 4:03 p.m

NEXT MEETING SCHEDULED:

Sunday, January 31st , 2021 @ 2:00 PM

Available Area Trusted Servant Positions:

- No Nominations for Following Positions:
 - Alternate Treasurer
 - Alternate Literature Distribution
 - H&I Chair
 - Activities Chair

Refer to MASCNA Policy for cleantime/service requirements and duties for each position. Policy can be found at MariettaNA.org

Marietta Area Service Committee Treasurer's Report

MASC Area Group Meeting for:

01/10/21

Starting Balance: \$4,443.25
Prudent Reserve: \$1,788.00

Group Name	Donation
Addicts in the Attic	\$0.00
Another Chance	\$0.00
Architects of Adversity	\$0.00
Back to the Basics	\$0.00
Dopeless Hope Fiends	\$0.00
Easy Does It	\$0.00
End of the Road	\$0.00
Fifth Tradition	\$0.00
Hold on to Hope Group	\$0.00
Just for Sunday	\$0.00
Living the Program	\$0.00
Mimosa	\$0.00
NA @ Noon	\$111.00
One is Too Many	\$0.00
Serenity on the Square	\$0.00
Spiritual Awakenings	\$0.00
Surrender on Sunday	\$0.00
We Group	\$0.00
We Recover Together	\$0.00
Taco Tuesday	\$210.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
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	\$0.00
	\$0.00
	\$0.00
Difference - Bank Stated Collection	\$0.00
	\$0.00
	\$0.00
GROUP SUBT	

Other Funding		
Literature Sales	-	\$406.00
Literature Sales H&i		
H&I		
Just for Sunday Rent H&I		
24Hr Room Donation for 2019		
	SUBTOTAL	\$406.00

Expenses	Check	Amount	Circ
24 Hour Room			
Activities - Advance			
Activities - Reimbursement			
Bank Fee Cash deposit processing			
Bank reconciliation adj			
Check Voided			
H&I			
H&I - Lit			
H&I - Reimbursements			
Lit Committee - New Meeting Packet			
Lit - Reimbursment			
Literature Order - Florida Region	2816	\$288.24	Y
Meeting Schedules / P.R Advance			-
Meeting Schedules / P.R Reimbursement	1		
Monthly Expenses			
NAWS (WSR)	2818	\$60.00	Y
P.R Advance			
P.R Reimbursement	2815	\$70.34	Y
PO Box Rent			
Policy Committee			
RCM Reimbursement			
RCMA Reimbursement			
Region Donation		V	
Secretary - Advance			
Secretary - Reimbursement			S -
Treasurer - Checks			
Treasurer - Reimbursement			
Website - Reimbursement			
WSR - Advance			
WSR - Reimbursements	2817	\$106.00	Y
Regional Forum rent		Time -	
SUBTO	TAL EXPENSES	\$524.58	

TOTAL DONATIONS & FUNDING	\$727.00	Received
FUNDS PRE-EXPENSE	\$5,170.25	
PRUDENT RESERVE	\$1,788.00	
AVAILABLE ENDING FUNDS (Less PR)	\$3,382.25	
SUBTOTAL EXPENSES	\$524.58	Paid
ENDING BALANCE	\$4,645.67	Next Month's Start

Curt Hersey	2813	\$59.96
	Total Uncleared	\$59.96

 Bank Statement Ending Balance
 4,558.95

 Bank Statement Date
 06/05//2020

 Difference
 59.96

Initiate Business Checking^{sм}

December 31, 2020 Page 1 of 3



MASC-NA PO BOX 813252 SMYRNA GA 30081-8252

Questions?

Available by phone 24 hours a day, 7 days a week: Telecommunications Relay Services calls accepted

1-800-CALL-WELLS (1-800-225-5935)

TTY: 1-800-877-4833 En español: 1-877-337-7454

Online: wellsfargo.com/biz

Write: Wells Fargo Bank, N.A. (297)

P.O. Box 6995

Portland, OR 97228-6995

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Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to wellsfargo.com/biz or call the number above if you have questions or if you would like to add new services.

Business Online Banking
Online Statements
Business Bill Pay
Business Spending Report
Overdraft Protection

Statement period activity summary

 Beginning balance on 12/1
 \$4,503.21

 Deposits/Credits
 727.00

 Withdrawals/Debits
 - 524.58

 Ending balance on 12/31
 \$4,705.63

Account number:

MASC-NA

Georgia account terms and conditions apply

For Direct Deposit use

Routing Number (RTN): 061000227

For Wire Transfers use

Routing Number (RTN): 121000248

Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo branch.



Transaction history

	ance on 12/31	7,000		\$524,58	4,705.63
12/29	2818	Check		60.00	4,705.63
12/28	2816	Check		288.24	4,765.63
12/22	2817	Check		106.00	5,053.87
12/14		Deposit Made In A Branch/Store	727.00		5,159.87
12/8	2815	Check		70.34	4,432.87
Date	Number	Description	Credits	Debits	balance
	Check		Deposits/	Withdrawals/	Ending daily

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

Summary of checks written (checks listed are also displayed in the preceding Transaction history)

Number	Date	Amount	Number	Date	Amount	Number	Date	Amount
2815	12/8	70.34	2817	12/22	106.00	2818	12/29	60.00
2816	12/28	288.24						

Monthly service fee summary

For a complete list of fees and detailed account information, see the disclosures applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq for a link to these documents, and answers to common monthly service fee questions.

Fee period 12/01/2020 - 12/31/2020	Standard monthly service fee \$10.00	You paid \$0.00	
How to avoid the monthly service fee	Minimum required	This fee period	
Have any ONE of the following account requirements			
Average ledger balance	\$1,000.00	\$4,794.00	
Minimum daily balance	\$500.00	\$4,432.87	
CHIC+			

Account transaction fees summary

		Units	Excess	Service charge per	Total service
Service charge description	Units used	included	units	excess units (\$)	charge (\$)
Cash Deposited (\$)	400	5,000	0	0.0030	0,00
Transactions	6	100	0	0.50	0.00
Total service charges					\$0.00

Other Wells Fargo Benefits

Our National Business Banking Center customer service number 1-800-CALL-WELLS (1-800-225-5935) hours of operation have temporarily changed to 7:00 a.m. to 11:00 p.m. Eastern Time, Monday through Saturday and Sunday 9:00 a.m. to 10:00 p.m. Eastern Time. Access to our automated banking system, the ability to report a fraud claim on your business credit or debit card, and access to report a lost or stolen business card will continue to be available 24 hours a day, 7 days per week. Thank you for banking with Wells Fargo. We appreciate your business.



General statement policies for Wells Fargo Bank

■ Notice: Wells Fargo Bank, N.A. may furnish information about accounts belonging to individuals, including sole proprietorships, to consumer reporting agencies. If this applies to you, you have the right to dispute the accuracy of information that we have reported by writing to us at: Overdraft Collections and Recovery, P.O. Box 5058, Portland, OR 97208-5058.

You must describe the specific information that is inaccurate or in dispute and the basis for any dispute with supporting documentation. In the case of information that relates to an identity theft, you will need to provide us with an identity theft report.

Account Balance Calculation Worksheet	Number	Items Outstanding	Amount
Use the following worksheet to calculate your overall account	unt balance.		
 Go through your register and mark each check, withdrawal transaction, payment, deposit or other credit listed on your Be sure that your register shows any interest paid into your any service charges, automatic payments or ATM transacti from your account during this statement period. 	statement.		
 Use the chart to the right to list any deposits, transfers to youtstanding checks, ATM withdrawals, ATM payments or a withdrawals (including any from previous months) which are your register but not shown on your statement. 	any other		
ENTER			
A. The ending balance			
shown on your statement\$			
ADD			
3. Any deposits listed in your \$			
register or transfers into \$			
your account which are not \$			
shown on your statement. + \$			
CALCULATE THE SUBTOTAL			
(Add Parts A and B)			1
TOTAL \$			
SUBTRACT			
The total outstanding checks and			
withdrawals from the chart above			
CALCULATE THE ENDING BALANCE			+
(Part A + Part B - Part C)			1
This amount should be the same			
as the current balance shown in			-
your check register \$			
			-

Marietta Area Administrative Committees Annual Itemized Budgets

Jan. 2021-December 2021

Combined Budget Total: \$12,346

Chair/Vice-Chair	Total - \$205
Supplies	\$25
ASC Zoom Subscription	\$180
	7-55
Secretary/Alt. Secretary	Total - \$25
Supplies: \$25	\$25
Treasurer/Alt Treasurer	Total - \$630
PO Box	\$100
ASC Rent	\$400
Postage	\$30
Other Supplies	\$50
Bank Related Items	\$50
Palin	Total Aze
Policy	Total - \$75
Learning Day	\$50
Other Supplies	\$25
Literature Distribution/Alt. Lit. Dist.	Total - \$20
Supplies	\$20
RCM	Total - \$548
Mileage to four RSCs at \$42 per meeting	\$168
Hotel for four RSCs at \$85 per night	\$340
Supplies	\$40
RCMA	Total - \$632
Mileage to four RSCs at \$63 per meeting	\$252
Hotel for four RSCs at \$85 per night	\$340
Supplies	\$40
Public Relations – confirmed - \$2550	Total - \$2550
Meeting Schedules	\$420
Mileage to RSC	\$280
	\$100
Supplies	\$100
Postage Literature for Outreach	\$1500
PR Learning Day	\$200
H&I	Total - \$1490
Literature for 6 facilities @ \$200 per facility	\$1200
Supplies	\$50

Mileage to four RSCs at \$60 per meeting	\$240				
	,				
Writing Steps in Recovery	Total - \$1481				
Step Working Guides	\$975				
Postage	\$200				
Copies	\$100				
Supplies	\$100				
PO Box	\$106				
Food for Annual Check-in (none this year)	\$0				
Activities	Total - 1120				
General Committee Supplies	\$100				
Jan. Ice Skating	\$0				
Feb. Dance					
Rent for Venue	\$200				
Food and Decorations	\$100				
March Scavenger Hunt	\$0				
April Spring Campout					
 Annual Campground Membership 	\$40				
Food and Supplies	\$105				
May Field Day – Supplies	\$50				
June Bowling	\$0				
July Beach Bash – Rent for Venue	\$125				
August Tubing	\$0				
September Hiking	\$0				
October Campout – Food & Supplies	\$100				
November Gratitude Feast					
Rent for Venue	\$200				
Food & Supplies	\$100				
24 Hour Room (starting funds - \$2394)	Total - \$3570				
Current Seed Monday - \$1394					
Prudent Reserve - \$1000	4				
Supplies for December Event	\$400				
Zoom Subscription	\$180				
Storage Room Rental at Milford Baptist	\$240				
Rent for December Event	\$1000				
Merchandise Seed Money	\$1000				
Opening Night Event	\$250				
New Year's Eve Event	\$500				

- WellStar Facility:
- They are happy to receive literature and are hoping to have virtual meetings when they are prepared with the equipment. I'm working with Matt Z to arrange that.
- Cobb County Jail:
- Said that a "library" would be useless to their 2K inmates and would we send them a monthly allowance of literature.
- I have replied that that would be above our budget that we are not able to accommodate that request. I offered the website for ordering, WSR Commity, and offered again what we are able to give.
- Cherokee County Jail:
- I had the wrong email as I was also guessing who to reach out to. I will be sending out the correct contact the information.
- Bartow County Jail:
- I also received a reply with the proper contact email as well.
- Cobb County Stabilization:
- I still haven't found a contact at that facility

Activities Report

I worked on the annual budget and am looking for approval. Form there I would proceed with planning.

Date: 1/10/2020

Marietta Area of Narcotics Anonymous

Public Relations Subcommittee Minutes

Attendance:

Enn H.	
ChrisE.	
David B.	
Scott L.	

Agenda

Meeting Called to	Order 12:01 DW	
Serenity Prayer	Chris	
Twelve Traditions	David	
Twelve Concepts	Chris	
Previous Minutes	Erin	

Open Forum

David-Jacko found a brailler that would print
plastic strips that can be applied to our current business
cards. The cost of this brailler would be ~\$30.00. Chris
thinks this is a good idea. The subcomitee agrees that
he should purchase the brailler.
Also, Back to Basics is on both Marietta & West GA Schedules.
Scott Said they're technically in our area. We agreed that
'it's helpful tox that addita 150 king tox a Westing for the
neuting to be on both schedules.

Old Business

We're comfortable with our latter to first responders. We have decided to Start Sending out the letter with 5 business cards paper dipped to each letter.

Lit has been delivered the nebsite has been up	to MM AC , dated. All tasks	mailed to from last	Jesup.
been computed.			
	2010.2		
			Taken and the same

New Business

he put Small IP racks out at the POCC & Georgia Licovery Centurs. Georgia Lecovery Centurs here increasibly grateful that he placed 50 me lit there is put in an order for 20 basic that that they would like to have on hand to pass out. David would like to find out if we can put IPs out at the zone.

We will need to order more business causes Soon. We will look into getting 10,000 this time.

Task Assignment

Chris-let GSPs know at area that the lit orace form is livertal cto Cheroce Campian Start Sending out First Responder letter out w/5 cards in each.

David -talk to the fore about putting out an IP rack & reach out to world PR to find out about ordering lit for PR w/ the bonus lit they offer. Price 10,000 basiness capas.

Meeting Closed with Serenity Prayer: 12、ちらかん

book we owe \$ for. Intent is to close out 2020 modget. Data base of vactive writers. next were meeting will be 1/3/at

December USR

1/10/21

Attendance - John, Louie, Nicole, Jory,

meeting opened at 1:03 pm ut Serenity

Traditions read by Jerry

OR MONOR DO MAN DE CONTRACTOR DE CONTRACTOR

Bridget has been submitted to Areait will go back to groups this month.

Postal Facillitator Report - See in Google Drive

open Forum: A Step Guide asked for into for a Goddaughter to write to 1888. When she writes in derry will make sive her letter does not go to step Guide she knows.

- Jerry has made frames for USR patches to give to Step Guides.

New Business - 1/31/21 at 1:00pm Annual
Step Guide Check in will be held virtually,
Louise sent out email with Call into to Guides

notion to pay nous \$15.00 for a

	12/1 - 12/30		Postal F	Facilitator:	Jerry Mays	i						
	2020											
Total Le	etters Received:	7		Total	Workbooks	Ordered:	3					
T			Out of	Out of	T				This	Year to	Budget	Under/Over
New Letters:		Georgia	State	Region	Total				Month	Date	Amount	Budget
	Men		1		1		Supplies Expense: Copies Expense:			\$61.00	\$100.00	\$39.00
	Women				0					\$0.00	\$0.00	\$0
			Gı	rand Total:	1		Postage Ex	xpense		\$111.00	\$200.00	\$89.00
							P.O. Box			\$0.00	\$92.00	\$92.00
								nual Check-in)		\$82.85	\$80.00	-\$2.85
							Workbook		\$45.00	\$495.00	\$975.00	\$480.00
								Grand Total	45.00	749.85	1447.00	697.15
***Needs Step	Guide Assigned	and Workbo	ok Ordered									
	Out of O		Out of			Beginning Cash on Hand		\$742.15				
1st 25% of Step 1			State	Region	Total		Plus Cash Advances					
	Men		1	1	2		Less Total Expenses		45.00			
	Women	1			1		Ending Cash on Hand		697.15			
	Grand Total		rand Total:	3								
Step Guide	Already Assign	ed and Wri	ter has Wo	rkbook								
							Step					
			Out of	Out of			Guide	Totals:				
Continuing		Georgia	State	Region	Total		Women:	1				
	Men	1	1	1	3		Men:	6				
	Women				0							
	Grand Total:			3								
Notes:												