

## REPORTS

1. At R.S.C. meetings:
  - a) All reports are limited to ten minutes per report.
  - b) All reports are to be written or typed, and turned into the Secretary.
2. Yearly Reports:
  - a) Each July on the odd year (2010/12/06), each member is responsible to file a written report with the Regional Delegate. These reports are to be typed.
  - b) ~~Secretary: Compile a list of Motions from this year's minutes.~~
  - c) Treasurer: Compile yearly report consisting of the past year's activities.
  - d) Standing Committee Chairperson: Compile a report consisting of the past year's activity, accomplishments, specific problems, situations, financial record and plans for the coming year.
  - e) A.S.R.s compile a report consisting of the following information:
    1. Number of meetings: H&I, groups, and total # of meetings
    2. Size of the local fellowship
    3. H&I Activity
    4. PI activity
    5. Other committee activity
    6. Major accomplishments in cooperation with hotline service, area service office(s), clubhouses, Nar-Anon, cooperation with professional groups.
    7. Specific problems or situations.
    8. Plans for the upcoming year.
    9. Brief history of N.A. in your area from the first meeting until now. Update yearly.
    10. Brief summary of what your area would like to accomplish at the World Service Conference.

### Duties and Responsibilities of Elected Officers

#### Chairperson—Duties and Responsibilities

1. Compiles a pre-arranged agenda prior to each R.S.C. meeting.
2. Presides over all meetings in the La. R.S.C.
3. Maintains lines of communication between the La. R.S.C. and any/all Area Service Committees throughout the year.
4. Enforces the rules of decorum and discipline (Robert's Rules of Order).
5. To be absolutely fair and impartial.
6. To refrain from discussing a motion when presiding.
7. Co-signer on all bank accounts of the La. R.S.C.
8. Coordinates and keeps records, files, and archives of the region.
9. Chairs administrative committee.
10. Must read the entire guidelines. \*09/10/07

SECRETARY REPORT 2019

JAN 2018

Motion – 2018/01/01 – Trent H for North Shore  
For the convention in 2019 to be granted to the North Shore bid committee  
Intent: to carry the message

Passed 9/0/0

Motion – 2018/01/02 – Brittani S for North Area  
To remove from regional guidelines page 16, under financial guidelines #2, #7, and #10  
Intent: to clarify financial guidelines

With-drawn and moved to Ad-hoc committee for guidelines

Motion – 2018/01/03 – Brittani S for North Area  
To state in regional guidelines on page 16, under financial guidelines that prudent reserve should consist of the following: \$4000 RD and Alt RD travel fund, \$1200 regional operational expenses, \$3500 regional liability insurance policy which makes a total of \$8700 for prudent reserve.

Intent: to clarify definition and amount prudent reserve

With-drawn and moved to Ad-hoc committee for guidelines

Motion – 2018/01/04 – Brittani S for North Area  
To change regional guidelines on page 16, under financial guideline #3 “travel fund approval” to “RD and Alt RD travel fund approval”

Intent: to clarify travel fund guidelines

With-drawn and moved to Ad-hoc committee for guidelines

Motion – 2018/01/05 – Unity Area  
That the Louisiana Regional service committee donate 3% of the amount above prudent reserve quarterly to the SZF

Intent: to support and fund the activities and services provided by the SZF

Brought back to areas and voted 4/8/18

Passed 8/0/1

Motion – 2018/01/06 – Melissa R second by Scotty H  
Request \$250 to hold 4<sup>th</sup> annual gumbo cook-off on March 31<sup>st</sup> in Hammond

Intent: to assist H&I to provide literature to Angola prison

Passed 9/0/0

Motion – 2018/01/07 – Ronald D as RD Alt  
\$500 for travel to Nashville, TN for January 2018 SZF

Intent: to fulfill responsibilities as RD

Passed 9/0/0

Motion – 2018/01/08 – Wanda McD second Melissa R  
To remove the RD from his position due to relapse

Intent: follow guidelines

Passed 9/0/0

Motion – 2018/01/09 – Steven H second Doug  
Requesting \$300 for Unity Area to host RSC meeting in April 2018  
Intent: fund RSC meeting

Passed 9/0/0

Motion – 2018/01/10 – Brittani second by Scotty H  
Withdrawal motions #2018/01/02 – 2018/01/04 and create an ad hoc committee to update Financial Guidelines

Intent: to update and clarify financial guidelines

Passed 8/0/1

Motion – 2018/01/11 – Melissa R second Scotty H  
Pay for expenses to RD Alt Elect to attend WSC with the RD Alt

Intent: for both to stay in their positions for voted n time so we are seated at WSC

Passed 9/0/0

#### APRIL 2018

Motion – 2018/04/01 – Melissa R second Scotty H  
Asking for \$342 for deposit for Chicot state park group camp for 4<sup>th</sup> annual unity speaker jam campout  
Intent: to help crete unity amongst the Central Area

Passed 9/0/0

Motion – 2018/04/02 – Wanda McD as Treasurer  
To pay region insurance of \$3249 plus certified check amount  
Intent: to have insurance for the next year

Passed 9/0/0

Motion – 2018/04/03 – Tyrone D second Melissa R  
To give \$250 for literature at Angola

Intent: to carry the message

Passed 9/0/0

Motion – 2018/04/04 – Brittani F second Scotty H  
\$300 for seed money to host July RSC

Intent: to be self-supporting in funding RSC

Passed 9/0/0

Motion – 2018/04/05 – Steven H second Jessie G

As RD at WSC 2018, Ronald D vote on all motions presented to the best of his ability as per #1 duty and responsibility which starts "the primary responsibility is to work for the common good of NA by providing two-way communication between regions and the rest of NA.

Intent: to ensure that the group conscious of LA Region is fully represented at WSC 2018 by the representative we are funding to attend.

Passed 5/2/1

Motion – 2018/04/06 – Lee P as RD Alt Elect  
To be reimbursed \$262.6 for airline ticket to WSC round trip  
Intent: travel budget

Passed 9/0/0

Motion – 2018/04/07 – to increase reimbursement for administrative committee for this weekend due to events going on in New Orleans to \$500  
Intent: to allow for RSC admin committee to be of service and give back to the program

Passed 9/0/0

Motion – 2018/04/08 – Melissa R second Scotty H  
Create a new prudent reserve policy currently states \$8700 with no financial breakdown  
Intent: clarify prudent reserve for guidelines

Motion withdrawn

Motion – 2018/04/09 – Trent H as treasurer  
To change the wording of motion 2018-01-05 from prudent reserve to unencumbered funds – also  
NAWS donation to be after unencumbered funds  
Intent: to clarify the amount of SZF donation to be figured after region bills are paid

Passed 8/0/0

Motion – 2018/04/10 – Melissa R second Doug F  
To create AD-HOC committee to go through the policy in order to clarify changes that have been made or need to be made.  
Intent: to assist the RSC in clarifying Policy so that the RSC will run smoothly in its operations

Passed 5/0/2

#### JULY 2018

Motion – 2018/07/01 – Scotty H second Elmore B  
To request \$300 to put on region in the lake area in Oct 2018  
Intent: to be fully self supporting

Passed 8/0/0

Motion – 2018/07/02 – Tyrone D second Terry V  
Asking for 50 dollars for gas and expenses for trip to new Orleans for H&I learning day on July 14<sup>th</sup>  
Intent: further carry the message of NA and develop a stronger commitment to H&I.

Passed /0/0

Motion 2018/07/03 – Melissa R as Activities  
\$300 for unity day at chico state park sept 21-23  
Intent: to be able to put the activity on

Passed 8/0/0

OCT 2018

Motion – 2018/10/01 – Policy Ad Hoc

To change page 10 (duties and responsibilities) regional Alt Elect #3 : the RD Alt elect will assume the RD Alt position after the World Conference at the July RSC 10/94-19

Intent: clear up policy

Passed 7/0/1

Motion – 2018/10/02 – Policy Ad Hoc

Page 11 #12 – Nomine must use the NA service resume for all nominations going back to groups. Remove.

Intent: clear up policy

Passed 7/0/1

Motion – 2018/10/03 – Policy Ad Hoc

Page 11 elections of officers #13 Add “the year before WSC” between occur and in to be read : Nominations of RD Alt Elect are to occur the year before WSC in July as ...

Intent: clear up policy

Passed 7/0/1

Motion – 2018/10/04 – Policy Ad Hoc

Page 14 general guidelines remove #s 5 & 7 completely

Intent: clear up policy

Passed 7/0/1

Motion – 2018/10/05 – Policy Ad Hoc

To change page 10 (duties and responsibilities) regional Alt Elect #3 : the RD Alt elect will assume the RD Alt position after the World Conference at the July RSC 10/94-19

Intent: clear up policy

Passed 7/0/1

Motion – 2018/10/01 – Policy Ad Hoc

Page 12 under terms of service #2 change to : nominations for all other positions will be brought from the areas to the RSC in July

Intent: clear up policy

Passed 7/0/1

Motion – 2018/10/06 – Policy Ad Hoc

Page 10 explanations for elections of RD, RD Alt, and RD Alt Elect. Change # of trips to WSC 2 year cycle to 2 instead of 3 and the # of times at WSC during full term from 3 to 2.

Intent: clear up policy

Passed 7/0/1

Motion – 2018/10/07 – Policy Ad Hoc

Page 7 reports section yearly reports: change the 1 to a 2 and add “before conference” saying: each july before the conference on the odd year (2010/12/06, each member is responsible to file a written report to the RD. these reports are to by typed

Intent: clear up policy

Passed 7/0/1

Motion – 2018/10/08 – Policy Ad Hoc

The entire policy needs to be reformatted to fix the numbering, bulletins and page #s

Intent: clear up policy

Passed 7/0/1

Motion – 2018/10/09 – Terry V second Steven H

\$300 for RSC in Acadiana area

Intent: full self-supporting as a region

Passed 8/0/0

Motion – 2018/10/10 – Lee P second Terry V

To reimburse RD Alt Elect for upcoming flight and one night hotel \$489.41

Intent: fully self-supporting as a region

Passed 8/0/0

Motion – 2018/10/11 – Robbie L second Terry V

Request the 2020 LRCNA convention based on the proposal presented for the central LA area

Intent: carry our message through a convention in 2020

Passed 8/0/0

IN LOVING SERVICE :]

NIKKI B

**July 2019**

**Acadiana ASR Yearly Report**

1. Number of meetings: H&I, groups, and total # of meetings – Acadiana Area has 5 home groups carrying 32 meetings. Our H&I carries 18 meetings a month into facilities.
2. Size of the local fellowship – Our local fellowship and approximately 300 people
3. H&I Activity – We carry 17 meetings/H&I panels into treatment centers and 1 meeting into the parish jail a month.
4. PI activity – They handle the area phonenumber, webpage and meeting schedules
5. Other committee activity – Activities puts on one convention fundraiser a year which is the PJ Jam. Acadiana Area also puts on functions for various holidays.
6. Major accomplishments in cooperation with hotline service, area service office(s), the Acadiana Area's meetings are rocking and growing. The men go to the jail and we are working on getting the women into the jail.
7. Specific problems or situations. Our area is starting to have better attendance. We now have enough women in the area who can sponsor other women, 20.
8. Plans for the upcoming year: try to get more recovering addicts to participate and to do service work.
9. Brief history of N.A. in your area from the first meeting until now.... Started in the 1980's. Enough said!
10. Brief summary of what your area would like to accomplish at the World Service Conference. Support the conscience of the Region

**July 2019**

**Lake Area ASR Yearly Report**

1. Number of meetings: H&I, groups, and total # of meetings – Lake Area has 8 home groups carrying 40 meetings. Our H&I carries 5 meetings a month into two local treatment centers, 2 meetings a week into the local parish jail.
2. Size of the local fellowship – Our local fellowship and approximately 400 people
3. H&I Activity – We carry 8 meetings/H&I panels into the parish jail a month. The area puts on two H&I activity training a year. The parish jail conducts training one time a year in order to be approved for the year.
4. PI activity – They handle the area phonenumber, webpage and meeting schedules
5. Other committee activity – Activities puts on 3 yearly functions- Feb- Speaker Jam and Gumbo Cook-off, March- Lake Area Unity Campout, October- Halloween Bash, convention fundraiser.
6. Major accomplishments in cooperation with hotline service, area service office(s), the Lake Area has seen the growth of two new meetings to our area this year, Our area had 25 NA members approved to go into the Calcasieu Parish Jail to carry the message to the addicts in jail. This is the largest number of members oriented.
7. Specific problems or situations. Our area is starting to have better attendance. We have many positions open but are reaching out to meetings in our area trying to fill all positions.
8. Plans for the upcoming year: try to get more recovering addicts to participate and to do service work.
9. Brief history of N.A. in your area from the first meeting until now.... Started in the 1980's. Enough said!
10. Brief summary of what your area would like to accomplish at the World Service Conference. Support the conscience of the Region