

ARIZONA AREA SERVICE COMMITTEE MEETING MINUTES

Saturday, Nov. 19, 2011

*Meeting Location: Jason's Office
Phoenix AZ*

- **Serenity Prayer 10:30 am**
- **Introductions -Barbara, Jason, Jackson, Sharon E, Boomer, Ruby, Susan, Randall, Mark, Jena, Erica, Steve, Ed, Michael H.**
- **Jena motion to suspend the rules 2nd, mp**
- **Jackson motion to allow everyone in attendance to have a vote, mp**
- **Establish Quorum -8**
- **Traditions- Erica read**
- **Concept 11** While the Trustees hold final responsibility for C.A.'s world service administration, they should always have the assistance of the best possible standing committees and service boards, staffs and consultants. Therefore the composition of these underlying committees and service boards, the personal qualifications of their members, the manner of their induction into service, the system of their rotation, the way in which they are related to each other, the special rights and duties of our staffs and consultants, together with a proper basis for the financial compensation of these special workers will always be matters for serious care and concern. -Barbara read
- **Concept 12** General Warranties of the Conference: In all its proceedings, the World Service Conference shall observe the spirit of the C.A. Tradition, taking great care that the Conference never becomes the seat of perilous wealth or power; that the sufficient operating funds, plus an ample reserve, be its prudent financial principle; that none of the Conference members shall ever be placed in a position of unqualified authority over any of the others; that all important decisions be reached by discussion, vote, and whenever possible, by substantial unanimity; that no Conference action ever be personally punitive or an incitement to public controversy; that though the Conference may act for the service of Cocaine Anonymous, it shall never perform any acts of government; and that, like the Fellowship of Cocaine Anonymous which it serves, the Conference itself will always remain democratic in thought and action. -Susan read
- **Pass Sign-In Sheet-passing around**

Erica-motioned to read concept 9 at the beginning of every meeting. 2nd mp

Erica read: Concept 9 Good service leaders, together with sound and appropriate methods of choosing them are at all levels indispensable for our future functioning and safety.

- **Review / Accept minutes from last meeting after review minutes accept**

Treasurer's Report:

Jena- Couple of interesting months were had by the Treasurer.

1. Chase Bank tagged both our Convention and our Area accounts for non-compliance.
 - a. It appears that they allowed me to make a deposit on 9/16/11 without any notification that there was an issue
 - b. Not sure what the non-compliance was in any case

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2. Chase Accounts were closed in October
3. Two new Wells Fargo accounts were opened in November. Temporary checks to be distributed today to Michael Higgins for the Convention Account
 - a. One for Area
 - b. One for Convention
 - c. Today – Michael Higgins and I will need to go to the bank to add him as a signer.

Area Balance Reported in September at the meeting:

\$8842.71

-726.26 – Jackson cleared paying for airfare to SWR, Conf. per diem \$100, Conf. Rm nights \$259

\$8116.45 – balance we show after check cleared

\$496 – Erika Decker did not clear

\$433.86 – to Jack Paul did not clear

\$959.66 – to SVI for the Angel Line did not clear

*** Chase bank released the account and gave a closing check for \$8167.99

Convention Checking account remained with the \$5800 – none of the Guideline split checks cleared

Re-opened the new account and have checks to distribute for Area, SVI and CA of AZ in the same amounts as reported last month.

I have the Ledger which shows what I had from the old Chase Account and the new Wells Fargo account

I have also included the 2011 Budget and the monthly cash flow or income report on it to show where we are in relationship to the current budget. I did note one error after and the registration fees (checks not distributed yet for them) for SWR were supposed to be \$15 each and I put \$25 each in the November line item.

Things that have yet to be paid may be other Delegate expenses for Jackson at SWR. We have already covered his airfare. So this is pretty close to accurate at this point and we show about a \$250 profit year-to-date.

Future agenda items for January include:

2012 Budget

Cash Handling Procedures for Area & Convention Accounts to give policy for the check signers

- Area Treasurer to be a signer on both accounts at all times
- Chair & Treasurer of Convention to be a signer on Convention Account (Michael H is Vice Chair so makes sense to add him as signer now and leave him on the account through his term as Area Convention Chair for some consistency)

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- Area Chair & Treasurer to be signers on the Area Account – recommend adding Jay Parker as signer to Area Account at this time as his term as Chair is upcoming and it will allow some consistency through his term as Vice Chair and Chair.

Unity Day is in December in Tucson – I am unsure as to how much money she will need, I am recommend a “not to exceed” amount for Seed Money for that event. I don't think the Chair of it realizes it is an Area Function and I believe she was going to ask for the amount from Tucson district, but I can ensure she gets it from Area and we need to approve a “not to exceed amount” for that.

Other items of interest: The weather has turned quite cold and I am not thrilled about it. Wish it were a tad warmer, my husband has battled blood clots again and he needs your prayers, I am on Grand Jury Duty right now and really tired of it – interesting, but really reminds me of my program and practicing my principles with the other Jurors and allows me to see how addiction is in full force out there right now. Go God and gratitude month!!! Hope we all had a chance to recognize our CA birthday – 29 wonderful, life saving, years – we rock!!!!

Discussion on report. Sent 3 to OK, The banks had more money when account was closed but it was less than 3%. Barbara has checks for SVI from Area. Ending bal 6665.07 balance as of. 11-19-2011

Erica asked question about conference meal allowance. Discussion on language of what allowances are.

Jena is going to redo the format for area budget.

PI expense that were not included in budget

Jason pointed out that the net is in the black at the end of the year. Unity day is in Tucson.

Jena- Motion that we approved not to exceed 300.00 for unity day. Erica. Discussion. mp

Jena-In January will discussing who should be on the account.

Barbara motion to except treasures report- Erica 2nd discussion, Federal law requires that secretary or treasure need to be on account. mp

SVI (Phoenix District) Report-

Susan- reports, met November 10th chips and lit well stocked. Ruby and Barbara had resumes for Delegate. Barbara Jessica and Rafael were nominated for BOD.

Motioned to have the structures and by laws restructure the area district. Ed is FOCA chair, Round up committee is full, April 27-29 of April, Living in a State of Grace is theme. Entertainment is having a dance at The Solution on New Year's eve. Structures and Bylaws meetings on the second Tuesday in Athem. (misinformation, Motioned to have the structures and by loaws restructure the area district.

CA of AZ (Tucson District) Report:

ARIZONA AREA SERVICE COMMITTEE MEETING MINUTES

Saturday, Nov. 19, 2011

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Steve-reports unity day Dec 3. Nominated a few new people for positions. Having voting next month for positions. Only have 4 people on committee. No one has stepped up to host

Better Late Than Never dance. More information to follow. Erica is getting some things together for a panel.

Mark did not remember to do anything for the Delegate slate. Discussion on how many go on slate. Tucson did not bring a slate.

Jason motion to suspend the rules-motion out of order

2012 Arizona Area Convention Committee Report:

Boomer reports that Tempe Mission Palms. July 6-7, may start convention earlier and stay later on Sunday. 85.00 a night. Contract is not signed so cannot register at hotel. 25. Early reg. 30 after June first 10.00 internet access fee for usage each day. Theme is "*Foundation Stone*"

Delegates' Reports:

Jackson reports- per guideline has submitted written report. Conference was great. Has no notes from SW regional. Trustee Slate Jason and Jay, Debra and Robin from OK, Rob from CO. Jason and Rob are on the trustees at Large Slate.

Mark reports – New Mexico is hosting 2012 SW regional. OK hosted 2011, check out lifeline. Trying to talk to young member and do things their way. November is gratitude month. Check out yahoo for future conferences. Wants to thank everyone for allowing him to attend. There was discussion of not attending delegate orientation, but had two new members so they attended. Did the meet and greet.

Anymore information please contact your Delegate.

Susan asked who is going forward as Trustees-Jay and Jason are on the slate for trustee, Jason explained the trustee process. Will know who is elected at conference

Michael H did not have his report.

Unity Day Report:

Jena reports- flyer is on website, Unity Day is Dec 3rd, 2011, Edi is secretary, to be held at Jacobs Park 3301 N Fairview Ave, Ramada #1. Discussion on pull date and disclaimer on flyer.

Structures and Bylaws- Jason reported that he has found the most update Area guidelines and is going to update with the newest changes with the exception of the internet committee guidelines. Jackson asked about scheduling a meeting for structures and bylaws. Jason will let us know when this meeting will take place.

Internet Committee Report:

Sharon reports-they had their first internet committee meeting Oct. 9th. There were several people there. Discussion on redesign of the website. Still looking for individuals who have skill settings for this position. Will be stepping down when someone is able to take over this position.

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There is someone able to fulfill this position. Need to update guidelines. Review world internet guidelines. No technical difficulties with website. They were Frontpage issues that were affecting website in the past.

Public Information Report – Jackson reports Scott has stepped down from the position. Need to reach out to the fellowship for someone interested in the position. Need chair and newsletter volunteers.

Info line is being answered

Jonel has moved to NJ but will have a newsletter out to be approved.

Old Business:

- Guidelines for Unity Day- left tabled
- Structure and Bylaws to print us new structure and by laws and bring to the next meeting. Left tabled
- Minutes from July meeting- Jason motioned to accept minute, motion 2nd mp

New Business:

- Open nominations for open positions.
- Discussion on election process of PI Chair and who where the election process takes place. Whether it is Area or within the subcommittee. Internet Committee is going to elect the chair of their committee. Sharon will stay in position until needed.

Vice chair – Wally G, Dustin C, nominated

Erica -Motion to suspend the rules for alternation between district on Tucson and Phoenix. 2nd mp

Boomer - Motion to open up nomination to both districts for any area member for chair or vice chair. Jason 2nd disc on motion, Erica motion to table, Ed 2nd.

Erica motions deferred nominations to January with elections in March, 2011 meeting. Jason 2nd. Rescinded

Erica Motion to leave nominations for vice chair open to January meeting. 2nd

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Secretary- Jason *Motion to leave nominations for secretary open to January meeting. 2nd mp*

P I Chair –

Erica nominated to keep the Delegate nominations to January. 2nd mp

Phoenix has a slate of Ruby M and Barbara W.

Discussion / Notes:

- 7th Tradition 31.00
- Next Meeting January 21st 2011, Jena office in Tucson. 180 w Magee rd,# 134, Tucson 85714 at 10am
- Establish Time and Location for March meeting, March 24th 2012, Jason's office, 10am
- Close Meeting Barbara motioned to close at 2:23pm ruby 2nd mp