

UNITY AREA OF NARCOTICS ANONYMOUS

057/17/2026

Minutes by Chari M

Called the meeting to order with a moment of silence, reading of the Service Prayer, reading 12 Traditions of NA, 12 Concepts of NA Service, and Definition & Purpose of the Area Service Committee.

QUORUM CALL: Henry D, John R, Courtney A, Robbie G, Austin, Elomendo

ROLL CALL:

ADMIN COMMITTEE

Chair - Greg - present

Vice Chair - vacant

Treasurer - Chad M. -Present

Vice Treasurer - Scott R. - Absent

Secretary - Chari M.- Present

Area Service Rep - Jessica A - present

SUBCOMMITTEES

Hospitals & Institutions -Gerald - present

Public Relations - Michelle K - Present

Literature - Saeed - present

Activities and Fundraisers - Ashley D. - Present

Guidelines Committee - Danette - Present

GSRs AND ALTERNATES

Conscious Contact - Henry D - Present

First Step Group -

Flying High -

Hardcore - Courtney -Present

Keep Your Chair & Share - Amy B - Absent

SNRP - Johnny - absent

Survivor's Group - Reese - absent

It Works - Arnold - absent

Awaken Spiritually - vacant ONLINE

Just for Today -Robbie G- Present

Living Clean - vacant

Out of Dark, Into Light - Sabrina A. - absent

Stairway to Life - John R - present

Freedom Friday - Emily - Absent

Honest Sharing -Elomondo -Present

Any Addict - Austin- Present

SECRETARY'S REPORT - minutes on table, motion was made to waive reading of minutes.

OPENING TREASURER REPORT - Opening balance of \$5,309.02. See attached report

GSR REPORTS

Stairway to Life - John R - See attached report
Conscious Contact - Henry D - See attached report
Hardcore - Courtney A - See attached report
Honest Sharing - Elomondo - See attached report
Any Addict - Austin F. - See attached report
Just for Today - Robbie G - See attached report

ASR REPORT - Jessica A - Absent

SUBCOMMITTEE REPORTS

Hospitals & Institutions - Gerald - See attached report
Literature - Saeed - No report
Activities and Fundraisers - Ashley D - See attached report
Public Relations - Michelle K - See attached report
Ad Hoc Guidelines - Danette P - See attached report

OLD BUSINESS:

The website is down. Working on finding out why and rectifying it.

Henry D - Motion to donate \$140 to H&I Learning Day with the agreement that any unused funds be returned to Area with proof of purchase receipts provided.

Vote - 5 yes, 0 no, 0 abstain... passed

NEW BUSINESS:

H&I returned \$60.

Suspended the rules to discuss the suggested revisions.

Michelle - All of the guideline changes were voted on by the groups in the last 3 years.

Robbie G. - Asked if these were new changes and Ashley D stated that the groups had already voted on these changes to the policy. Nobody corrected the guidelines.

Motion to accept guidelines - 6 yes, 0 no, 0 abstain - Passed

Ashley D explained the suggested revisions to the group.

Ashley D emailed the suggested revisions to the guidelines to the GSRs that are present and I will send them out with the minutes.

Ashley suggested a Zoom meeting to allow everyone to discuss the revisions to the guidelines.

Nominations:

Henry nominated Danette for Secretary. Second - Michelle. Accepted

Chad accepted the nomination for Treasurer

Henry D nominated for Chair. John R seconded. Accepted

TREASURER'S CLOSING REPORT: The closing balance is \$5,645.06 \$276.04 from donations and literature and \$60 returned from H&I. .

MOTION TO CLOSE

Closed with a moment of silence and the serenity prayer.

Next AREA meeting will be on June 28, 2026



JPMorgan Chase Bank, N.A.
 P O Box 44959
 Indianapolis, IN 46244 - 4959

April 01, 2026 through April 30, 2026

Account Number: [REDACTED]

00000184 ORI 552 211 12126 NNNNNNNNNN 1 00000000 63 0000
 UNITY AREA NARCOTICS ANONYMOUS
 PO BOX 11122
 NEW ORLEANS LA 70181-1122

CUSTOMER SERVICE INFORMATION

Web site: **Chase.com**
 Service Center: **1-800-242-7338**
 Para Espanol: **1-888-622-4273**
 International Calls: **1-713-262-1679**
 We accept operator relay calls



CHECKING SUMMARY

Chase Business Complete Checking

	INSTANCES	AMOUNT
Beginning Balance		\$5,036.46
Deposits and Additions	1	738.66
Checks Paid	2	-440.00
ATM & Debit Card Withdrawals	1	-7.58
Ending Balance	4	\$5,327.54

Congratulations, we waived the \$15 Monthly Service Fee for this statement period, based on your qualifying activity

How to Avoid the Monthly Service Fee (MSF)

If you meet any of the following qualifying activities for this Chase Business Complete CheckingSM account in a statement period, we will waive the \$15 MSF.

Here's the business activity we used to determine if you qualified for the MSF waiver:

- \$2,000 Minimum Daily Ending Balance: Your lowest daily ending balance was \$4,728.88.
- \$2,000 Chase Payment SolutionsSM Activity: \$0.00 was deposited into this account
- \$2,000 Chase Ink[®] Business Card Activity: \$0.00 was your total Ink activity.

You can also avoid the MSF if you:

- Maintain a linked Chase Private Client CheckingSM account OR
- Meet Chase Military Banking requirements

For complete details on all requirements to avoid the MSF, please review the Additional Banking Services and Fees for Business Accounts at chase.com/business/disclosures or visit a Chase branch.

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
04/06	Deposit	\$738.66
Total Deposits and Additions		\$738.66

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
1000 ^		04/01	\$300.00



April 01, 2026 through April 30, 2026

Account Number: [REDACTED]

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:

Call us at 1-866-564-2262 or write us at the address on the front of this statement immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt.

For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information.

- Your name and account number;
- A description of the error or the transaction you are unsure about, and why you think it is an error or want more information; and
- The amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will provide provisional credit to your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

For business accounts, our practice is to follow the procedures described above as detailed in your Deposit Account Agreement or other applicable agreements, but we are not legally required to do so. For example, we require you to notify us no later than 30 days after we sent you the first statement on which the error appeared. We may require you to provide us with a written statement that the disputed transaction was unauthorized. We are also not required to give provisional credit.

IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC FUNDS TRANSFERS: Contact us immediately if your statement is incorrect or if you need more information about any non-electronic funds transfers on this statement. For more details, see your Deposit Account Agreement or other applicable agreements that govern your account.

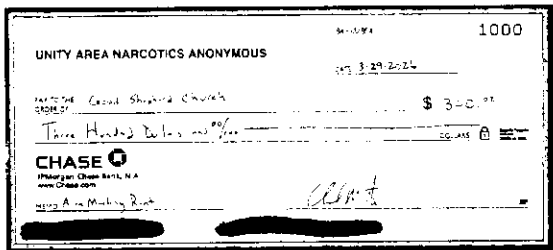
JPMorgan Chase Bank, N.A. Member FDIC



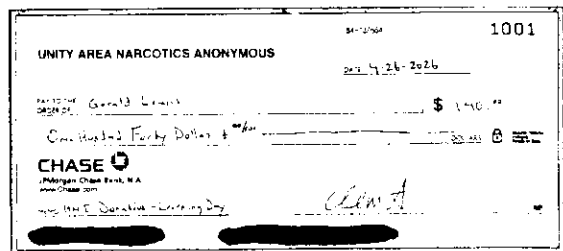
IMAGES

ACCOUNT # [REDACTED]

See both front and back images of cleared checks at Chase.com. If you're not enrolled in this free service, please enroll now.



009570977575 APR 01 #0000001000 \$300.00



005980898841 APR 28 #0000001001 \$140.00



Unity Area of Narcotic Anonymous

GSR Report Form

Group Name: Just for Today Date: 5/19/26

When is your group conscience? Sat before Area

GSR Name: Robbie G

GSR Address: _____

GSR Email Address: _____

GSR Phone #: 504 - 427 - 4401

Alternate GSR Name: Ben C

Alternate GSR Address: _____

Alternate GSR Email Address: _____

Alternate GSR Phone #: 504 - 453 - 4397

Average Weekly Attendance: 7-10

Average Newcomers Per Meeting: 0-1

Average 7th Tradition Donation: \$16

Area Donation: \$ 25

Group Report (Comments, Concerns, Special Needs, Etc.): Need support and homegroup members.



Unity Area of Narcotics Anonymous



GSR Report Form

Group Name: ~~Beasts~~ Conscious Contact Date: 5/11/26

Location: Melvic Ridge Presbyterian

When is Group Conscience? Monday BY Area

GSR Name: Henry J

GSR Address:

GSR Email Address:

GSR Phone Number:

Alternate GSR Name: Taylor R

Alternate GSR Address:

Alternate GSR Email Address:

Alternate GSR Phone Number:

Average Weekly Attendance: 12

Average Newcomers Per Meeting: 1

Average 7th Tradition Donation: \$ 15

Area Donation: \$ -

Literature Order: \$ -

Group Report (Comments, Concerns, Special Needs, Etc.):

Speak & Eat 2nd Monday of June





Unity Area of Narcotics Anonymous



GSR Report Form

Group Name: Stairway to Life Date: May 17, 2026

Location: 1002 Talbot Ave. Thibodaux, 70301

When is Group Conscience? Second Tuesday of the Month

GSR Name: John R.

GSR Address: on file

GSR Email Address: on file

GSR Phone Number: 404/353-4350

Alternate GSR Name: Derrick O.

Alternate GSR Address: on file

Alternate GSR Email Address: on file

Alternate GSR Phone Number: on file

Average Weekly Attendance: 50

Average Newcomers Per Meeting: 0-1

Average 7th Tradition Donation: \$ 25.00

Area Donation: \$ 50

Literature Order: \$ 20.04

Group Report (Comments, Concerns, Special Needs, Etc.):

The Stairway to Life group has suspended its Saturday meeting from 7pm to 8pm indefinitely

We ask that all necessary adjustments be made to the area meeting list thank you





Unity Area of Narcotics Anonymous



GSR Report Form

Group Name: Hardware Date: 5/17/26

Location: John Calvin

When is Group Conscience? 2nd Wednesday of the month

GSR Name: Gwynn A.

GSR Address: _____

GSR Email Address: _____

GSR Phone Number: _____

Alternate GSR Name: Jennifer M.

Alternate GSR Address: _____

Alternate GSR Email Address: _____

Alternate GSR Phone Number: _____

Average Weekly Attendance: 18

Average Newcomers Per Meeting: 2

Average 7th Tradition Donation: \$ 30

Area Donation: \$ 50

Literature Order: \$ _____

Group Report (Comments, Concerns, Special Needs, Etc.):





Unity Area of Narcotics Anonymous



GSR Report Form

Group Name: Any Addict Date: 5-17-24

Location: 935 W/B EXPRESSWAY, GARDENA

When is Group Conscience? EVERY 3rd SATURDAY

GSR Name: AUSTIN F

GSR Address: 713 LANDER ST WESTWOOD, CA

GSR Email Address: PASTOR.FREDERICK2148@GMAIL

GSR Phone Number: 504-493

Alternate GSR Name: CONNIE K

Alternate GSR Address: _____

Alternate GSR Email Address: _____

Alternate GSR Phone Number: _____

Average Weekly Attendance: 30

Average Newcomers Per Meeting: ~~10~~ 10

Average 7th Tradition Donation: \$ 35-40

Area Donation: \$ 20.00

Literature Order: \$ 77.00

Group Report (Comments, Concerns, Special Needs, Etc.):





Unity Area of Narcotics Anonymous



GSR Report Form

Group Name: West Springs Date: 5-17-26

Location: 3245 Mar Hattan Blvd

When is Group Conscience? Every 1st Friday of the month

GSR Name: Elmendo of Bay

GSR Address: _____

GSR Email Address: ~~Elmendo B~~ Elmendo571@gmail.com

GSR Phone Number: 470-654-3028

Alternate GSR Name: ALVIN STEPTER

Alternate GSR Address: 1852 BRADFORD PL. HARVEY LA.

Alternate GSR Email Address: astepster@att.net

Alternate GSR Phone Number: (504) 912-6329

Average Weekly Attendance: 10

Average Newcomers Per Meeting: 1

Average 7th Tradition Donation: \$ 27.00

Area Donation: \$ 0

Literature Order: \$ 0

Group Report (Comments, Concerns, Special Needs, Etc.):
Our group is doing well more attendance
We need new literature order form
and Larry since Elmendo





Subcommittee Report Form

Date: 5-17-26

- Activities and Fundraisers
- Hospitals and Institutions
- Public Relations

Subcommittee Chairperson: GERALD LEWIS

Subcommittee Chairperson's Phone Number: (504) 339-4563

Subcommittee Co-Chairperson: _____

Subcommittee Co-Chairperson's Phone Number: _____

Monthly Subcommittee Meetings Held

When? 3RD SUNDAY OF THE MONTH AT PACINO'S.....

Where? _____

Report to GSRs

Upcoming Orientations or Training:

Type: _____

Date: _____

Time: _____

What's happening?

ALL MEETINGS GOING WELL.
STARTED NEW MEETING NOGA. DETOX (EVERY THURSDAY AT 11:00)
LEARNING DAY - 30 PEOPLE SHOULD VP (GREAT OUT-COME)





Unity Area of Narcotics Anonymous



Subcommittee Report Form

Date: 5/17/26

- Activities and Fundraisers
- Hospitals and Institutions
- Public Relations

Subcommittee Chairperson: Ashley d.

Subcommittee Chairperson's Phone Number: 504.444.2312

Subcommittee Co-Chairperson:

Subcommittee Co-Chairperson's Phone Number:

Monthly Subcommittee Meetings Held

When? 2nd Tuesday before meeting

Where? St matthews

Report to GSRs

Upcoming Orientations or Training:

Type:

Date:

Time:

What's happening?

Having difficulty obtaining a venue for the game night but still hoping to have event for late June (20th, 27th)





Unity Area of Narcotics Anonymous



Subcommittee Report Form

Date: 5/17/2020

- Activities and Fundraisers
- Hospitals and Institutions
- Public Relations

Subcommittee Chairperson: Michelle K

Subcommittee Chairperson's Phone Number: (904) 307-3706

Subcommittee Co-Chairperson: Robbie G.

Subcommittee Co-Chairperson's Phone Number:

Monthly Subcommittee Meetings Held

When? Usually meet before UASC meeting

Where?

Report to GSRs

Upcoming Orientations or Training:

Type: n/a

Date:

Time:

What's happening?

1) We had (2) calls on phone line - addicts looking for meetings & location

2) Social media - being monitored & info from NAWs. Car audio posted w/ schedule.

3) Domain renewal lapsed - website was down for several days - spoke with Regional Chair to have renewed - website was back up within 2 hrs.

4) IP Racks are still full @ JP Diversion & St. Bernard Drug Court.



5.) Worked with Lt. Chair - new lit sheet w/ 2020 pricing in Unity Form.. see attached to be uploaded to website.

Unity Area of N.A. Order Form

Group:		GSR:			Phone:			Date:		
#1 Books & Booklets					#2 Pamphlets					
Item	Description	QTY	Price	Total	Item	Description	QTY	Price	Total	
1101LP	NA Basic Text - Large Print		\$ 21.30		3129	Intro to NA Meetings		\$ 0.29		
1101	NA Basic Text		\$ 15.65		3101	IP# 1 Who, What, How and Why		\$ 0.29		
1201	Guiding Principles		\$ 13.35		3102	IP# 2 The Group		\$ 0.38		
1140	It Works How and Why		\$ 12.30		3105	IP# 5 Another Look		\$ 0.29		
1112	Just For Today Meditations		\$ 12.30		3106	IP# 6 Recovery & Relapse		\$ 0.29		
1400	NA Step Working Guide		\$ 11.60		3107	IP# 7 Am I an Addict		\$ 0.29		
1150	Living Clean		\$ 13.35		3108	IP# 8 Just For Today		\$ 0.29		
1130	Sponsorship Book		\$ 11.25		3109	IP# 9 Living the Program		\$ 0.29		
1200	Introductory Guide to NA		\$ 2.45		3111	IP# 11 Sponsorship Revised		\$ 0.29		
1164	The Twelve Concepts		\$ 2.50		3112	IP# 12 Triangle of Self Obsession		\$ 0.29		
1500	White Booklet		\$ 0.92		3113	IP# 13 Young Addict for Young Addicts		\$ 0.38		
1600	The Group Booklet		\$ 1.15		3114	IP# 14 One Addict's Experience		\$ 0.29		
1601	Behind the Walls		\$ 1.15		3115	IP# 15 PI and the NA Member		\$ 0.29		
1603	In Times of Illness		\$ 3.40		3116	IP# 16 For the Newcomer		\$ 0.29		
2111	A Guide to Local Services		\$ 8.60		3117	IP# 17 For those in Treatment		\$ 0.38		
2202	Group Business Meetings		\$ 0.29		3119	IP# 19 Self Acceptance		\$ 0.29		
2203	Group Trusted Servants		\$ 0.29		3120	IP# 20 H&I and the NA Member		\$ 0.29		
2205	NA Groups and Medication		\$ 0.38		3121	IP# 21 The Loner - Staying Clean		\$ 0.38		
3124	Money Matters Self Support		\$ 0.56		3122	IP# 22 Welcome to NA		\$ 0.29		
3128	Funding NA Services		\$ 0.44		3123	IP# 23 Staying Clean on the Outside		\$ 0.29		
3110	Working step Four in NA		\$ 0.95		3126	IP# 26 Accessibility/Special Needs		\$ 0.29		
9020	Group Starter Kit		\$ 10.00		3127	IP# 27 for the Parents of Young Addicts		\$ 0.38		
9130	Group Reading Cards (set of 7)		\$ 5.65							
1110	A Spiritual Principal A Day		\$ 14.95							
Total #1					Total #2					
#3 Medallions - Bronze					#4 Key Tags					
Item	Description	QTY	Price	Total	Item	Description	QTY	Price	Total	
4300	18 Months		\$ 4.37		4100	Welcome (WHITE)		\$ 0.64		
4301	1 year		\$ 4.37		4101	30 Days (ORANGE)		\$ 0.64		
4302	2 years		\$ 4.37		4102	60 Days (GREEN)		\$ 0.64		
4303	3 years		\$ 4.37		4103	90 Days (RED)		\$ 0.64		
4304	4 years		\$ 4.37		4104	6 Months (BLUE)		\$ 0.64		
4305	5 years		\$ 4.37		4105	9 Months (YELLOW)		\$ 0.64		
	_____ years		\$ 4.37		4106	1 Year (MOONGLOW)		\$ 0.64		
	_____ years				4107	18 Months (GREY)		\$ 0.64		
	_____ years				4108	Multiple Years (BLACK)		\$ 0.64		
4399	Eternity				total #4					
Total #3					total #1 _____					Subtotal: _____ Shipping (13%): _____ Grand Total: _____
#5 Meeting List (additional)					total #2 _____					
Item	Description	QTY	Price	Total	total #3 _____					
	Meeting List		\$ 0.10		total #4 _____					
<input type="checkbox"/>	15 free meeting list				total #5 _____					
Total #5										

List Back Order Items Here:



Unity Area of Narcotics Anonymous



Subcommittee Report Form

Date: 5-17-26

- Activities and Fundraisers
- Hospitals and Institutions
- Public Relations

* Ad Hoc Guidelines Committee

Subcommittee Chairperson: Danette P.

Subcommittee Chairperson's Phone Number: 504 273937

Subcommittee Co-Chairperson: Jessica A

Subcommittee Co-Chairperson's Phone Number: _____

Monthly Subcommittee Meetings Held

When? _____

Where? _____

Report to GSRs

Upcoming Orientations or Training:

Type: _____

Date: _____

Time: _____

What's happening?

we are submitting guidelines changed today



Suggested Revisions to the UASC Guidelines 2026

There are no suggestions for changes to sections I - IV.

Section V: Meeting Times and Locations

Moving the Area Meeting Date:

Moving the area meeting can occur for more than just the reason of a Saints game. General practice has also been to consider regional events which may affect attendance, such as a camping event or a parade. Revising the guideline shall make that practice policy.

Motion 1:

- **Current guideline:** The Unity Area Service Committee will meet the third Sunday of every month.
 - If the New Orleans Saints play a 3pm game, the committee may vote to move the week that the committee meets. This is due to time restrictions of the meeting facility.
- **Suggested revision:** The Unity Area Service Committee will meet the third Sunday of every month.
 - If a local event occurs on the same day which will prevent reasonable travel or attendance expectations, the committee may vote to move the date of the meeting. The time of the meeting cannot be updated due to time restrictions of the meeting facility.

There are no suggestions for changes to sections VI - VIII.

Section IX: Motions

Requesting of Funds:

The "Section X: Motions" and the "Section XI: Voting" both indicate that all motions requesting funds for over \$200 be sent back to groups for voting, except when A&F requests "monies" or "funds". As A&F has made motions for funds not related to event planning, the suggestion is to revise this language to "except when A&F requests Event Seed Funds" to clarify that any other motion made by A&F over \$200 must still go back to groups for voting.

Motion 2:

- **Current guideline:** All motions for expenditures over \$200.00 must go back to groups, with the exception of monies for A&F.

- **Suggested revision:** All motions for expenditures over \$200.00 must go back to groups, with the exception of A&F requests for Event Seed Funds.

Section X: Debate and Discussion

Clarification of Discussion Rules:

Discussion of motions is often limited to GSRs as they are the voting members. Robert's Rules of Order suggest that the standard bylaw will allow any discussion, however ours have been understood as limited to GSRs. There is nothing in the UASC guidelines that clarifies this point.

Motion 3:

- **Current guideline:** A motion is limited to 2 pros and 2 cons
- **Suggested revision:** Any Officer, any Subcommittee Chair, or any GSR may participate in the discussion of a motion, and offer pros or cons, or ask questions
 - Discussion is limited to 15 minutes time
 - A motion is limited to 2 pros and 2 cons only
 - Only GSRs may vote after the discussion

Section XI: Voting

Clarification on Abstentions:

The guidelines do not provide much clarity on the effects of abstention votes. Robert's Rule of Order indicates that abstentions should always be ignored, but acknowledges that specific bylaws can overrule this standard.

Motion 4:

- **Current guideline:** Motions creating or affecting policy require a 2/3rds majority to pass. All other motions require a simple majority
- **Suggested revision:** Motions creating or affecting policy require a 2/3rds majority to pass. All other motions require a simple majority
 - Abstentions will be ignored for simple majority votes. Votes requiring a 2/3 majority will have abstentions count towards the head count only

Requesting of funds:

The "Section X: Motions" and the "Section XI: Voting" both indicate that all motions requesting funds for over \$200 be sent back to groups for voting, except when A&F requests "monies" or

"funds". As A&F has made motions for funds not related to event planning, the suggestion is to revise this language to "except when A&F requests Event Seed Funds" to clarify that any other motion made by A&F over \$200 must still go back to groups for voting.

Motion 5:

- **Current guideline:** All motions involving expenditures of \$200 or more must go back to group for conscience, except when A&F requests funds
- **Suggested revision:** All motions involving expenditures of \$200 or more must go back to groups for conscience, except when A&F requests Event Seed Funds.

Section XII: Nominations and Election of Officers and Subcommittee Chairs

Clarification on Multiple Positions:

There is clarity found in the guidelines regarding the positions held by the ASC Officers, with one position held at a time for no more than two service years. However, there is a lack of clarity around representation in subcommittees and groups.

Motion 6:

- **Current guideline:** No officer is to hold more than one position at one time, or to serve more than 2 consecutive terms
- **Suggested revision:** No trusted servant is to hold more than one position at one time, or to serve more than 2 consecutive terms. Any subcommittee position can be held by someone also serving as their Group Service Representative
 - A GSR who is also a Subcommittee Chair can vote as that group's representative. If there is a motion made as the Subcommittee Chair or in the scope of the Subcommittee Chair's position, that Chairperson shall recuse themselves as a GSR for the vote

Under Procedure for Electing and Ratifying:

No where in the numbered points is it indicated what we are doing on the day of nomination versus the day of election. The following suggested additions clarify when the portions of the procedure should occur. Additionally, clarification is required for the guideline regarding the subcommittee chairpersons.

Motion 7:

Number 1:

- **Current guideline:** Nominations for Administrative Officers are open to the floor. Nominees for subcommittee chairpersons will be presented by their respective subcommittees for ratification. All nominees must be present at time for nomination

- **Suggested revision:** Nominations for Administrative Officers are open to the floor in May or June, or any month in advance of an election.
 - Any member of the area may nominate Administrative Officers; Subcommittee Chairs will be nominated by the subcommittee unless there is no standing committee or nomination; if so, someone may therefore be appointed by the UASC Chair.

The following suggestions are made in order to continue clarification of when and how election processes occur, as well as clarify the discussion rules regarding nominations.

Motion 8:

Number 3:

- **Current guideline:** Discussions on the merits of nominees are held. Nominees are asked to leave the room. A vote by show of hands is taken.
- **Suggested revision:** Discussions on merits of nominees are held in June, or any month in advance of an election. The discussion will follow the usual standards of table discussion: 2 pros, 2 cons, 15 minutes. Nominees are asked to leave the room during discussion.

Motion 9:

Number 4:

- **Current guideline:** Nominees are asked to return to the room
- **Suggested revision:** In July, or any month of an election, nominees are asked to leave the room for voting. A vote by show of hands is taken. Nominees will then be asked to return to the room.

There is a lack of clarity about how to manage the ratification of subcommittee chairs. The current policy was not well understood.

Motion 10:

Number 6:

- **Current guideline:** In the case of only one nomination, a vote of acclamation is taken. If a simple majority of voting participants does not approve the nomination, the issue goes back to the groups or respective subcommittee for further nominations
- **Suggested revision:** In the case of only one nomination of a trusted servant, a vote of acclamation is taken. If a simple majority of voting participants does not approve the nomination, the issue goes back to the groups for further nominations

Motion 11:

Number 7:

- **Suggested addition: #7.** Subcommittee Chairpersons will be elected within the subcommittee and will be presented as the Chair at the July meeting of the ASC, alongside the Officers, ratified automatically by area. Any voting must take place within the subcommittee structure. If a subcommittee is unable to elect someone to the position, the Chair of the ASC can dissolve the subcommittee or appoint a new Chair.

There are no suggestions for changes to Section XIII.

Section XIV: Qualifications and Duties of Area Trusted Servants

Under Treasurer:

There are currently no cyclical processes in place to continue our Seventh Tradition and contribute to self support for region or world. The suggestion would add a 7th Tradition policy.

Motion 12:

- **Suggested addition:** The Treasurer will introduce a quarterly motion (March, June, September, December) to send a percentage of the unencumbered funds to the LRSC or WSC, to be voted on by the GSRs. If this percentage is above \$200, the vote will go back to groups for group conscience.

Additional suggestions for any changes to the section on the Treasurer duties are budget related; please see the last section on Budgets.

Section XV: Standing Subcommittees.

Under Public Information Committee:

In addition to the Approved Motion of November 2023 (See Approved Motions 2023-2026 Document) regarding the maintenance of the Facebook Admins, language should also be added regarding the website:

Motion 13:

- **Current guideline:** Public Relations (PR) - the purpose of this committee is to inform the public that NA exists and offers recovery from the disease of addiction. A public relations committee helps to ensure that accurate information about our fellowship is available to the public. This subcommittee has an allotted budget of \$150.00 quarterly

- **Suggested revision:** Public Relations (PR) - the purpose of this committee is to inform the public that NA exists and offers recovery from the disease of addiction. A public relations committee helps to ensure that accurate information about our fellowship is available to the public. This subcommittee has an allotted budget of \$150.00 quarterly
 - The Public Relations/Information subcommittee will be responsible for maintaining the website unityna.org by adding all monthly minutes, documentation regarding updates to policy, standing Committees Guidelines, Event Information, Meeting Literature and Lists, as well as communication with the Site Administrator in the event of outages and other issues as needed.
 - The Public Relations/Information committee shall be responsible for communicating with the Literature Chair regarding the current inventory of meeting lists, and ensuring that new lists are printed and delivered in a reasonable amount of time as to avoid running out by communicating with the printer as needed, at least 3 days before the lists are needed.

Under Literature and Hospitals and Institutions Committee:

Motion 14:

The suggestion for any changes to the section on the Literature Subcommittee are budget related; please see the last section on Budgets.

The suggestion for any changes to the section on the Hospitals and Institutions Subcommittee are budget related; please see the last section on budgets.

There are no suggestions for changes to sections XVI - XVIII.

Section XIX: Unity Area Budget

Clarification on Budgets:

There is no current policy regarding whether or not monthly costs should come out of the Area budget or a Subcommittee budget. For example the website comes out of the PI budget, but the storage unit does not come out of A&F. All recurring budgets are outlined amongst the encumbered funds in the last section on ASC Budgets.

Motion 15:

- **Suggested addition:** Any monthly cost that serves the area as a whole, regardless of the subcommittee overseeing that monthly cost item, will be part of the ASC encumbered funds monthly. One time costs for events and singular purchases will come from the subcommittee budget or seed fund.

An itemization of all encumbered and unencumbered items the area is responsible for budgeting around, as well as a complete breakdown of the prudent reserve, shall also be listed.

Add Section XX Assets:

There is currently no list describing the Area's assets. Adding this information to the guidelines will assist with the understanding of the budgets as well as an inventory of what we own.

Motion 16:

- **Suggested addition:** A list of assets, both physical and digital, which the Unity Area Service Committee owns and manages.
- Physical - describe assets, rough values/costs (eg. PA system, \$900 purchase price, stored in Storage Unit, maintained by A&F)
- Digital - describe assets, rough values/costs (eg. Website unityna.org, \$12 monthly cost, maintained by PR)

Definitions, Forms and Examples:

The business of UASC meetings is often new to many members, and a section of the guidelines that presents definitions of legalistic terms used as well as examples of completed forms and processes may serve the area both within the meeting, by helping our members come more prepared, and out of the meeting, by helping our members be better equipped to return to their homegroups and define the information to be shared with their homegroups. The suggested appendices and their references within the guidelines are as follows:

Motion 17:

Appendix A: Examples of Completed Forms

- **Add Appendix A:** Copies of blank forms and examples of completed forms will be included in the guidelines.
- **Suggested Addition to Section IX:** See Appendix A for an example of a completed motion form.
- **Suggested Addition to Section VI:** See Appendix A for all examples of completed report forms and literature request forms.
- **Suggested Addition to section XII:** See Appendix A for an example of a completed Service Resume.

Motion 18:

Appendix B: Definition of Terms

- **Add Appendix B:** Definition of Terms

- **Suspend the Rules** - a motion allowing the committee to bypass its regular agenda in order to expedite important or unexpected business.
- **Table a Motion** - to set aside or postpone the discussion of a proposal temporarily.
- **GSR** - Group Service Representative; a trusted servant elected by the group to participate on its behalf at the Area Service Committee or other local service body.
- **ASR** - Area Service Representative; a trusted servant elected by the Area committee to participate on behalf of the Area at the Regional Service Committee.
- **UASC** - Unity Area Service Committee; a local administrative body composed of group representatives and trusted servants, with a primary purpose of unifying local NA groups.
- **NA** - Narcotics Anonymous; a nonprofit fellowship or society of men and women for whom drugs had become a major problem. We are recovering addicts who meet regularly to help each other stay clean.
- **PR** - Public Relations Subcommittee.
- **A&F** - Activities and Fundraisers Subcommittee.
- **H&I** - Hospitals and Institutions Subcommittee.
- **Quorum** - the minimum number of members required to be present at a meeting to legally conduct business, hold votes, or make official decisions.
- **Group conscience** - the collective decision-making process of a group, prioritizing respectful discussion, shared information, and mutual agreement over simple majority voting.
- **Ratification** - the official, formal approval that validates a document, agreement, or action.
- **Vote of acclamation** - used when there is only one nominee for each position and the bylaws do not require a ballot vote.
- **Point of information** - a procedural motion in meetings used to ask a question or request clarification from a speaker.
- **Encumbered Fund** - a sum of money set aside or "reserved" for a future, approved expense to prevent an organization from overspending its budget.
- **Unencumbered** - the portion of an allocated budget that has not yet been spent or reserved for future obligations, representing the truly available funds.

2026 Treasury Recommendations

As of now the Prudent Reserve and Encumbered Funds total is \$4,930.

Encumbered Funds	
Prudent Reserve	\$4,000.00
UASC Rent (annual)	\$300.00
UASC Storage (annual)	\$480.00
Meeting List (biannual)	\$150.00
Total Encumbered Funds	\$4,930.00
Budgets	
H&I (Quarterly)	\$225.00
A&F (Quarterly)	\$1,600.00
PI/PR (Quarterly)	\$150.00
Literature (as needed)	\$500.00
ASR (Quarterly)	\$250.00
Misc. Supplies (Quarterly)	\$1,275.00
Total Other Funds Received:	\$4,000.00

In reviewing the Literature Budget, in collaboration with the Treasurer, the committee reviewed our spending for 2024 & 2025. Until recently the UASC was not tracking Literature purchases for H&I or PI subcommittee; it was left up to the Subcommittee Chairs to honor their budgets. However, the monetary amounts were not considered in the UASC Literature purchases, only the GSR group's literature purchases.

In 2024, we found that Groups were responsible for \$2,450.35 of literature purchases, not including the \$75 a month that H&I was allowed to spend. We could not locate all the literature order forms for H&I; many were not dated. The ones that were on hand had all totaled \$75, for the year that would have been an additional \$900 spent on literature. Bringing the amount of Literature to approximately \$3,300. The PI

Subcommittee was not considered in the numbers, due to not having a chairperson until Aug 2024, PI reports in the 2024 minutes no literature was needed.

In 2025, we found that Groups were responsible for \$2,154.68 of literature purchases, not including the \$75 a month that H&I was allowed to spend. We could not locate all the literature order forms for H&I; many were not dated. The ones that were on hand had all totaled \$75, for the year that would have been an additional \$900 spent on literature. The PI subcommittee we were able to locate totaled \$175. Bringing the amount of Literature to approximately \$3,200.

In 2026, NAWS increased their fees on literature 15% across the board. At this time, we are not sure how much of that increase will affect the UASC purchases from Florida Region. However, we ought to adjust the Literature Subcommittee's budget.

****Our recommendation is that the UASC increases the Literature budget to \$950 per quarter.**

Breakdown: $\$3300 \text{ per year} \times 15\% = \$495 \text{ (approx. increase)}$
 $\$3300 + \$495 = \$3795 \text{ (yearly spending + increase)}$
 $\$3,795 \text{ divided by } 4 = \$948 \text{ (est. yr spending divided by quarter)}$

In reviewing the H&I Budget, the budget was increased to \$75 per month or \$225 per quarter. The committee is consistent in ordering \$75 worth of pamphlets for panels. In 2026 NAWS announced a 15% increase across the board to literature, this will mean the H&I budget may need to be increased or less literature will be available to the committee.

****Our recommendation is that the UASC increases the H&I budget to \$260 per quarter.**

Breakdown: $\$225 \text{ per quarter} \times 15\% = \$33.75 \text{ (approx. increase)}$
 $\$225 + \$33.75 = \$258.75 \text{ (quarterly spending + increase)}$

In reviewing the A&F Budget, the budget was increased to \$800 in Aug 2025 to reflect the overall inflation in prices. The spending of the committee is usually limited to one event per quarter.

****Our recommendation is that the UASC clarifies the A&F budget to one \$800 event per quarter.**

In reviewing the PI Budget, the primary and most consistent expense is the web site domain to Digital Ocean. \$7.58 is drafted from the UASC bank account monthly, \$22.74 a quarter. The bulk of the Literature Order used in 2025 was to set up (2) IP Racks with Pamphlets (approx. \$107 setup), and Resource Pamphlets needed for Presentations.

****Our recommendation is that the UASC make no changes to the PI budget.**

In reviewing the Misc. Supplies/Expenses Budget, these fees are associated with making copies of the blank forms filled out by GSRs, Subcommittees, and UASC. In reviewing the statements that were available, the totals were less than \$300 a year.

****Our recommendation is that the UASC decreases the Misc. Supplies/Expenses budget to \$200 per quarter.**

We did not review the ASR Budget, the RSC meeting moves around the state throughout the year. The budget is currently \$250 to help cover expenses with travel.

****Our recommendation is that the UASC decreases the Prudent Reserve to \$2610.**

Now that the other budgets are properly listed under encumbered funds, we can decrease the Prudent Reserve and allow for more funds to be available for operations.

At glance are the recommendations below:

Encumbered Funds	
Prudent Reserve	\$2610.00
UASC Rent (annual)	\$300.00
UASC Storage (annual)	\$480.00
Meeting List (biannual)	\$150.00
Total Encumbered Funds	\$3,540.00
Budgets	
H&I (Quarterly)	260.00
A&F (Quarterly)	\$800.00
PI/PR (Quarterly)	\$150.00
Literature (Quarterly)	\$950.00
ASR (Quarterly)	\$250.00
Misc. Supplies (Quarterly)	\$200.00

Total Other Funds Received:	\$2,610.00
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Motions to Revise the Unity Area Service Committee Guidelines for 2026

Motion Number Motion Details

Yay Nay Abstain

- 1 Section V: Update to the suggested revision regarding moving the area meeting date.
- 2 Section IX: Update to the suggested revision regarding language; Event Seed Funds.
- 3 Section X: Update to the suggested revision regarding Motion Discussion Rules.
- 4 Section XI: Update to the suggested revision regarding Abstentions.
- 5 Section XI: Update to the suggested revision regarding language; Event Seed Funds.
- 6 Section XII: Update to the suggested revision regarding the number of other positions a subcommittee chairperson may hold.
- 7 Section XII: Update Number 1 to the suggested revision regarding when and how elections occur.
- 8 Section XII: Update Number 3 to the suggested revision regarding when and how elections occur.
- 9 Section XII: Update Number 4 to the suggested revision regarding when and how elections occur.
- 10 Section XII: Update Number 6 to the suggested revision regarding ratification of positions.
- 11 Section XII: Add a suggested Number Seven regarding election and ratification of subcommittee chairs.
- 12 Section XIV: Add a suggested duty to the Treasurer section regarding the 7th tradition donations to Region or World.
- 13 Section XV: Update Number one to include a more detailed description of the actual duties of the Public Relations Subcommittee Chair.
- 14 Section XV: Update to the suggested revision regarding changes to the budget for the Literature and Hospitals and Institutions Subcommittees.
- 15 Section XIX: Add a suggested paragraph to the section's description to define where monthly costs are deducted from.
- 16 Add Section XX: Add a section itemizing the inventory of assets owned by the UASC.
- 17 Add Appendix A: Add a section with all forms listed, blank and complete examples.
- 18 Add Appendix B: Add a section with the definitions of commonly used terms within a business meeting.

Budget Motions Motion Details

Yay Nay Abstain

- | | |
|------------|--|
| Literature | Increase the Literature Budget to \$950 per quarter. |
| H&I | Increase the H&I budget to \$260 per quarter. |

A&F	Clarify the A&F budget is limited to one \$800 event per quarter.
Misc/Supplies	Decrease the Misc. Supplies and Expenses budget to \$200 per quarter.
Prudent Reserve	Decrease the Prudent Reserve to \$2610.

As of now the Prudent Reserve and Encumbered Funds total is \$4,930.

Encumbered Funds	
Prudent Reserve	\$4,000.00
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Literature (as needed)	\$500.00
ASR (Quarterly)	\$250.00
Misc. Supplies (Quarterly)	\$1,275.00
Total Other Funds Received:	\$4,000.00

In reviewing the **Literature Budget**, I collaborated with the Treasurer to look at our spending for 2024 & 2025, until recently the UASC was not tracking Literature purchases for H&I or PI subcommittee, it was left up to the Subcommittee Chairs to honor their budgets. However, the monetary amounts were not considered in the UASC Literature purchases only the GSR group's literature purchases.

In 2024, we found that Groups were responsible for \$2,450.35 of literature purchases, not including the \$75 a month that H&I was allowed to spend. We could not locate all the literature order forms for H&I; many were not dated. The ones that were on hand had all totaled \$75, for the year that would have been an additional \$900 spent on literature. Bringing the amount of Literature to approximately \$3,300. The PI Subcommittee was not considered in the numbers, due to not having a chairperson until Aug 2024, PI reports in the 2024 minutes no literature was needed.

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In 2026, NAWS increased their fees on literature 15% across the board. At this time, we are not sure how much of that increase will affect the UASC purchases from Florida Region. However, we ought to adjust the Literature subcommittee's budget.

****Our recommendation is that the UASC increases the Literature budget to \$950 per quarter.**

Breakdown: $\$3300 \text{ per year} \times 15\% = \$495 \text{ (approx. increase)}$
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 $\$3,795 \text{ divided by } 4 = \$948 \text{ (est. yr spending divided by quarter)}$

In reviewing the **H&I Budget**, the budget was increased to \$75 per month or \$225 per quarter. The committee is consistent in ordering \$75 worth of pamphlets for panels. In 2026 NAWS announced a 15% increase across the board to literature, this will mean the H&I budget may need to be increased or less literature will be available to the committee.

****Our recommendation is that the UASC increases the H&I budget to \$260 per quarter.**

Breakdown: $\$225 \text{ per quarter} \times 15\% = \$33.75 \text{ (approx. increase)}$
 $\$225 + \$33.75 = \$258.75 \text{ (quarterly spending + increase)}$

In reviewing the **A&F Budget**, the budget was increased to \$800 in Aug 2025 to reflect the overall inflation in prices. The spending of the committee is usually limited to one event per quarter.

****Our recommendation is that the UASC decreases the A&F budget to one \$800 event per quarter.**

In reviewing the **PI Budget**, the primary and most consistent expense is the web site domain to Digital Ocean. \$7.58 is drafted from the UASC bank account monthly, \$22.74 a quarter. The bulk of the Literature Order used in 2025 was to set up (2) IP Racks with Pamphlets (approx. \$107 setup), and Resource Pamphlets needed for Presentations.

****Our recommendation is that the UASC make no changes to the PI budget currently.**

In reviewing the **Misc. Supplies/Expenses Budget**, these fees are associated with making copies of the blank forms filled out by GSRs, Subcommittees, and UASC. In reviewing the statements that were available, the totals were less than \$300 a year.

****Our recommendation is that the UASC decreases the Misc. Supplies/Expenses budget to \$200 per quarter.**

We did not review the **ASR Budget**, the RSC meeting moves around the state throughout the year. The budget is currently \$250 to help cover expenses with travel.

At glance are the recommendations below:

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PI/PR (Quarterly)	\$150.00
Literature (Quarterly)	\$950.00
ASR (Quarterly)	\$250.00
Misc. Supplies (Quarterly)	\$200.00
Total Other Funds Received:	\$2,610.00

Approved Motions 2023-2026

The following motions were approved between 2023 and 2026, and as they have already been approved, need to be added to the guidelines and policies as stated in the minutes. Each motion below can be reviewed by visiting <https://unityna.org/unity-area-minutes/> and reviewing the months notated for introduction of the motion and the passing vote.

July 2023 - Motion to make all minutes digital except for one paper copy to be stored in the archives. All minutes are already available via email to GSRs and on the Unity ASC website. Motion was voted on and passed. - This will be added to the section on Secretary's role.

November 2023 - Motion to update the area Facebook page to include all current Chairs, Vice Chairs, and PI Chairs to serve as administrators for the page. To maintain accountability, these roles should continue to be updated to the current persons of service. This motion was voted on and passed in January 2024. - This will be added to the section on the Chairperson's role.

March 2024 - Motion to increase H&I budget from \$50 to \$75 a month to cover the cost of pamphlets going out to facilities. Budget increase will now need to be considered for the prudent reserve. Motion was voted on and passed. - This will be added to the treasurer/budget section, as well as the section on H&I subcommittee role.

December 2024 - Motion to increase prudent reserve to \$4,000. Motion was passed in March 2025. This will be added to the treasurer/budget section.

April 2025 - Motion to repay Stephen H for 3 months of our ASC website cost passed. Cost of website will now need to be considered for the prudent reserve. This will be added to the treasurer/budget section.

May 2025 - The area has obtained a debit card to simplify costs with bill payment such as website. The current treasurer will hold the card and will not give the card to anyone. This card was obtained under Concept 3 for NA Service, Delegated Authority and Right to Decision. The change of service roles will require the debit card to be destroyed and a new one for the new treasurer obtained. This will be added to the treasurer/budget section.

August 2025 - Motion to increase the seed money for A&F budgeting from \$600 per event to \$800. Passed in September 2025. This will be added to the treasurer/budget section, as well as the section on A&F subcommittee role.

October 2025 - Motion was introduced to obtain a storage unit for the area's assets, such as the decorations for our events and the PA system. The storage unit will be an annual budget item of over \$200, so this will need to be added to the prudent reserve considerations. Motion passed in November 2025. This will be added to the treasurer/budget section.

November 2025 - Motion to set expectation on timeline for ASC minutes to be available between each meeting. The motion set a time limit of two weeks after the conclusion of each meeting. Passed in January 2026. This will be added to the section on Secretary's role.

December 2025 - Motion to ensure area equipment is protected by having an accompanying qualified member of the ASC or relevant subcommittee at any event, most especially any event where the equipment is being lent to another area or the region. For example, if another area wishes to borrow the PA system, someone within the area who has previously operated the system will need to be available to go to the event and be of service over the use of that system. Motion passed. This will be added to the section on the A&F subcommittee role.