

# Chicagoland Regional Meeting Minutes

March 26, 2017

## Secretary / Policy and Procedure Report

Proposed Changes for Regional Policy, need to bring back to area for input. Policy and Procedure will start at 11am (1 hour before Region) on April 23, 2017, to review proposed changes and suggestions.

### HIPR

Has an annual budget of \$2,500... With 50 facilities and 200 monthly meetings, HIPR Chair would like to adjust HIPR annual budget to best accommodate the needs of all meetings.

Subcommittees agreed to use the the H&I forms from the H&I handbook for area and regional reports.

Mentioned RRAGS multiple times in regards to our efforts and accomplishments of our H&I and PI sub-committees and the great job they are doing.

Requested all of the RCM contact info and all towns/cities we hold NA meetings that are in our area.

### RD & RDA

March visits to area meetings include, SWANA and RRAGS, will visit North Suburbs in April and RD attended the MZF March 3-5 in Adrian, MI.

MZF: Discussions included: direction of MZF, WSC structure, modes / test runs of communication modes, fundraising, donations from regions, various regional challenges, USSCNA disbanded / \$3k will be distributed among participating regions, committee supports MZF facilitators to be included in WSC 2018 forum, RD communications and review of guidelines. Chicagoland has not made a donation to the MZF and the RD apologized and was unaware that we are to donate to MZF when attending and suggested that we donate back monies missed to the MZF and to continue to donate in upcoming MZF's. \$200 donation to MZF was accepted by region... Next MZF dates: May 26-28 in Pelican Lake, MN (will not attend) and Oct 2017 (exact dates TBD) in Indianapolis, IN.

RD/RDA participated in a webinar from WSO March 18, focus was Future of WSC, next webinar is April 18. There are several webinars that members are encouraged to sign up and participate in, for more details, go to [www.na.org](http://www.na.org) and search for webinars,

April 13, Tommie, Jose, Jim B., Gwen, and NAWS PR Manager and Assistant, Doug, will have a zoom call to address how to proceed with the Lisa Ling piece on heroin in Chicago.

Gwen, our RD, will head up an Ad Hoc Committee to create a magazine to document and celebrate the 30 years of Chicagoland Regional NA History. The goal is to complete for sale and presentation at CRCNA XXX. Gwen has members that are willing to participate in the committee and contribute items and documents from the past 30 years!

Reminders: Environmental Scan due by April 30; Daily Meditation Survey due by June 1; Mental Health/Mental Illness (MHMI) Informational Pamphlet due by June 1: for more details and to give input, go to the world service website at [www.na.org](http://www.na.org) and search for the aforementioned surveys...

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Literature Distribution Survey, handed off to Mark, Lit Chair, and Rich, Lit Co-Chair

Convention

CRCNA XXX dates have been moved to Jan 18-21 at the request of the hotel, adjustments to room rates and parking have been made... Room Rate will be \$108 a night and parking per night will be \$18.

Tag line on flyers will include "Why should I register for the convention? Your registration pays for the convention"

April and June convention meetings will be rescheduled due to holidays. April 9 and June 11 are the tentative dates to be confirmed with the convention center...

Fundraising: Youth in Recovery Speakerthon was not a success, had great speakers, however there was a lack of participation. Contributing factors include, not promoted in a timely manner and location issue...; May Bowling Event May 13, cost \$15 per person, includes 3 games and shoes rental; June 3 Movie Marathon 12pm-8pm - free - refreshments to be sold

Programming has received 10 CD's, submission deadline for speaker CD's is Oct 1, 2017; will continue to attend meetings to vet speakers...

CD Mailing Address is: UPS #3261 at 3473 S. King Dr. Chicago, IL 60616 PO Box 128

Requested RCM's to obtain registrations to sell in their area... No, I did not take any...

Registration is \$20 - includes: dance, comedy show, and fashion show. Banquet is not included and is a separate cost. An accountability statement has been requested to be signed by members selling registrations.

A preliminary budget was submitted.

*Circle of Sister Convention*  
COS Convention  
*[Signature]*

Presented a preliminary report of finances with a net profit of over \$30K! Donation of approximately \$15K to Chicagoland Region and \$15K to World Service Office. They did an initial donation to CRSC of \$5K and also paid \$1980 in rent for use of the CSO and donated 35 Basic Texts back to the CSO.

BOD

Insurance annual premiums paid in full: Chubb (BOD Liability) \$1834.95; AM Trust (General Liability & Sexual Discrimination) \$1K; Hartford (WC) \$360

South Suburbs has decided to purchase literature from the CSO, after a BOD presentation/discussion at Area with the GSR's

CSO on-the-go was in Fort Wayne, Indiana for the annual ISNAC convention.

Working with regional members to improve financial reporting as well as to prepare for 2016 taxes.

CRSC Treasurer

Reports attached

In Loving Service

Chris M.



**Region Treasury Status Report: Regarding CSO QuickBooks Financial Reports**  
**Adhoc Committee Members: Jacqui, Patty, LaTonya, Tracy, and Thenese**  
**March 26, 2017**

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On 3/8, a conference call was completed to determine game plan and brainstorm ideas for the project. Gwen was included to provide input as the RD. We decided to meet with the CSO store key players: Emmett, CSO Store Manager, Michelle, Special Worker, and Barbara BOD General Manager. Barbara, BOD General Manager, Jacqui, RDA, and Thenese, CRSC Treasurer were also present at that meeting. The meeting was held on 3/19 at the CSO. During the meeting the following items were identified to complete this project in a timely manner; and provide more clear and concise financial reports to the Region going forward. It was determined that the earliest date a P&L could be presented would be the April 2017 Regional Meeting.

Two main goals were established:

1. Create a viable report format, preferably from QuickBooks (QB).
2. Prepare for timely submission of 2016 financial reporting to the IRS and IL Attorney General.

Here is a summary of the work plan and timeline developed by the committee:

Providing financial reports to the CRSC was identified as a primary short-term goal during our 3/19 meeting. We all recognize this as an acutely time-sensitive piece. It was determined the CSO store needed to purchase an updated QuickBooks (QB) 2017 Program. It was purchased for \$125.00. The Regional Treasurer recommends that the CSO store also replace the antiquated computer now in use.

Bank Reconciliation needs to be completed from previous year (2016). Patty will complete all bank reconciliation for 2016 starting on 4/8/2017. Various data must be entered into QB before reconciliation can happen.

End-of-year Inventory needs to be entered into QB. Latonya and Barbara will start this process on 3/25 thru 3/31/2017.

Emmitt and Michelle starting 3/25- thru 3/31/2017 will enter 2016 payroll into QuickBooks.

For current year bank reconciliation, Jacqui and Thenese will provide additional training to Michelle and Emmitt to ensure it is completed monthly.

Patty will work with the BOD, CRC and CRSC to complete the taxes for 2016 starting in May.

# March 2017 CRSC Treasurer Report

Beginning Balance \$ 6,458.82

I N C O M E :		
<b>Donation Income:</b>		
<u>Area/Group</u>	<u>Check #</u>	<u>Amount</u>
MidCity	70938	\$100.00
Joliet	2111	\$75.00
SWANA	1314	\$155.12
Passage to Freedom	1955130	\$32.80
Small Miracles	5055	\$25.00
Lake Borderline		\$33.00
Near West		\$200.00
<b>Total:</b>		<b>\$620.92</b>
<b>Other Income:</b>		
CRC		\$5,372.00
COS XX		\$5,000.00
interest		\$0.05
<b>Total other income</b>		<b>\$ 10,372.05</b>
<b>TOTAL INCOME:</b>		<b>\$10,992.97</b>

E X P E N S E S :			
<u>Payable to:</u>	<u>Expense</u>	<u>Check #</u>	<u>Amount</u>
Gwen M	RD Travel	1963	\$245.50
CHASE	bank fee		\$20.00
CSO	Rent/copier	1961	\$1,123.51
Jackie L	RDA Travel	1962	\$40.00
CSO	HI Literature	1964	\$104.50
Tommie W	HI Travel	1965	\$33.51
Midwest Zonal Forum	Donation	1966	\$200.00
<b>TOTAL EXPENSES</b>			<b>\$1,767.02</b>

Ending Balance: \$ 15,684.77