

Colorado Regional Service Committee Meeting

November 20, 2005
10:00 a.m.
Colorado Springs, Colorado

Meeting was called to order at 10:00 a.m.

Opened with Serenity Prayer

Roll Call:

CRSC Chair- Torri F.

CRSC Vice Chair- Earl H.

CRSC Treasurer- Steve K. – (Absent)

CRSC Secretary- Brenda E.

R.D.- Chuck C. – (Absent)

R.D.A.- Don T.

CRSC Webservant- Don T.

CRSC Outreach- Don T.

CRSC Mtg. Coordinator- Linda L.

CRSC Literature- Rob L.

CRSC H&I- Open

CRSC PI- Brad K.

CRCNA Chair- Neal H.

CRCNA Vice Chair- Alan H.

CRCNA Treasurer- Alan S.

Boulder RCM- Rob L. & Angie L. – (Absent)

Mile High RCM- Jason H. & Erin A.

Mountain High RCM- Vicky K. & Reece F. – (Both absent)

Mountain West RCM- No RCM

Off The Wall RCM- Karen C. – (Absent) & Newt L.

Pikes Peak RCM- Mary Kay A. & Iris S.

Serenity Unlimited RCM- Mike H. & Dulcie N. - (Both absent)

Southern RCM- Kent Mc.

Minutes were approved without exception.

Reports:

Chair-

First of all, CRCNA was fantastic. I had a great time. I attended some workshops and a few marathon meetings. The speakers were good and I saw most addicts enjoying themselves. The hotel on the other hand was less than desirable. If that is what \$55.00 buys these days then I am ok with \$90.00! If CRCNA can stay away from spilt facilities from now on I would like that too. These were the only complaints that I heard of from the fellowship, though I am sure there are more, there are always more!

Secondly, after much consideration regarding the H&H chair I will say that the issue was handled and resolved in an appropriate manner. The chair and vice chair of CRCNA was in contact with myself and the vice chair for CRSC and through conversation with Earl WE decided that Earl would facilitate a meeting between the CRCNA administrative committee and the H&H chair. The H&H chair declined

to meet and requested that it be dealt with during the CRCNA meeting. At which time it was discussed and the H&H chair resigned. The chair has requested a list of reasons as to the request for resignation and that has been developed by the chair and vice chair. I can verify from experience and paper trails that the decision to oversee/replace responsibilities from the H&H chair was not only a good idea, but absolutely necessary. With out this occurrence, CRCNA would have had a very different outcome. I have a list of mishaps and miscommunications of the H&H chair. I would like to not make these documents public, but will share their content if the committee requests. I do not wish for this to be a smear campaign. The only thing that I would have suggested differently was that the resignation had been requested earlier. As the chair of this committee I ask that you all trust my entrustment and judgment on this issue. We chose not to make this a big dramatic event, it is over as is the convention and I hope that the election process is amended from how it was done last year. I did not add this issue to the agenda because I was hoping that it could simply be dealt with in my report.

Lastly, I filled out and mailed the updated contact list to the WSO and I signed the contract for CRCNA XX.

Gratefully - Torri

Vice Chair-

Not much to report this month.

I attended a meeting with Neal H and Alan H and the following CRCNA meeting at their request for a representative of the CRSC to be on hand for guidance concerning an issue with a subcommittee chair.

I also attended my first CRCNA and had a great time. The criticism I heard were few and most of them we all know about and we'll move forward with anticipation for CRCNA 20. I would give my thanks and congratulations to all of the members of the CRCNA 19 committee for their hard work and commitment.

Lastly I have to report that I have not done anything with respect to Regional H&I. Between new responsibilities at work, my wife and I moving to a house and my own personal commitments, I simply did not find any time. I will be traveling, both for work and Xmas vacation over the next couple months, but should nonetheless be able to find more time than has been available these past months.

Gtbos

Earl H.

Treasurer's Opening Balance: \$ 2,019.29
Opening CRSCNA Balance - Sept 18, 2005 **\$2,474.05**

Expenses:	Amount	Check #
Don Tilleman - Airfare, RMF Missoula	\$268.40	224
Chuck Corcoran - Airfare, RMF Missoula	\$268.40	225
Alan Holub, Banner Storage	\$109.78	226
Torri Fullwood, Travel Reimbursement	\$192.00	227

Receipts:	Amount	Check #	YTD '05
Boulder Area			\$573.32
Mile High Area			\$3,765.18
Mountain West Area			
Off The Wall Area			
Pikes Peak Area	\$200.00	1129+1133	\$800.00
Serenity Unlimited Area	\$100.00	1036	\$150.00
Golden Group	\$10.00	4206	\$57.00
Southern Area			
Road to Golden Recovery Group			\$10.55
Aspen Group			\$200.00
CRCNA XVIII			\$389.56
Fun Addicts Group			\$20.00
Total Receipts	\$310.00		\$5,965.61
Total Expenses	\$838.58		

Ending CRSCNA Balance -Sept 18, 2005 **\$1,945.47**

Opening CRSCNA Balance - Nov 20, 2005 **\$1,945.47**

Being held for Mountain West \$73.82

Bank Balance - November 18, 2005 **\$2,019.29**

Steve K, CRSC Treasurer

R.D.- No Report

R.D.A.-

I have been busy since September. I attended the Rocky Mountain Forum Annual meeting in Missoula and assisted the Chair and CRCNA Vice-Chair rewrite the contract for CRCNA XX with the information presented at the RMF workshop. I also presented a workshop on H&I and PI panels at the Utah indoor regional convention for the Rocky Mountain Forum. I am looking forward to attending the RMF CAR workshop in December in Salt Lake City and will be presenting a request for reimbursement for travel to the CAR workshop for \$270.40. I have been looking at travel expenses to the World Service Conference and am finding fares right around \$250, and will be working with the World Service Office for lodging at the conference participant hotels. I will have a better idea of the true expenses at the January CRSC.

Submitted in Loving Service,
Don T

CRSC Web servant-

I am still working on the message boards, have spent the last month working on defeating bots. I should have the message boards ready for testing in the next 2 weeks. I had to renew the web hosting for the next two years for \$216.00 I am submitting a request to be reimbursed this morning.

Web Stats:

Month	Unique Visitors	Number of Visits
November 2004	1444	2514
December 2004	1200	2084
January 2005	1220	2002
February 2005	1036	1835
March 2005	1215	2006
April 2005	1267	2177
May 2005	1347	2313
June 2005	1289	2092
July 2005	1422	2460
Aug 2005	1327	2636
September 2005	1521	2460
October 2005	1547	2969
November 2005	992	1793

Sorry I had a typo on the website about the location I will strive to be more accurate in the future. I have been working on the Serenity Unlimited website and will hopefully have their webpage redesigned by the end of the month. The problem is trying getting a good copy of their logo. 2 meetings added in Salida.

CRSC Outreach-

Morning all,

As always I will be presenting all three reports in a single document.

No outreach activities since September.

CRSC Literature-

The deadline for the Basic Text project is December. Submission forms can be found at

http://na.org/pdf/050224BTSolicitation_Final_Flyer.pdf

Input deadline for the Public Relations Handbook chapters 5-9 is December 1st. This can be done online at <http://www.na.org/conference/prhb/index.htm>

If anyone has any questions on these projects please give them my contact info; Rob L - brcm1@nacolorado.org or call me at 303/818-0283

- In loving service, Rob

CRSC H&I- Open

CRSC PI- No Report – Meeting scheduled on “Announcement List”.

CRSC Meeting Coordinator-

UNANSWERED QUESTIONS OR CONCERNS FROM THE SEPTEMBER 2005 CRSC

2. Since the CRSC is going to be meeting the 3rd week of July due to the 4th of July (approved in April of 2005) and we already meet the 3rd weekend in May due to Mother's Day (approved years ago), could we also move the CRSC to the 3rd weekend of Sept due to Labor Day and WCNA every other year??? (Note, this meeting today is the 3rd weekend of September...)

3. I have also been asked to supply Addendum A and B from the original CRCNA Guidelines. I have brought copies today and do suggest that they are reviewed for possible updates for approval at the CRSC Regional Assembly in 2006....

and, finally,

4. I was charged with redoing the CRCNA Rotation Schedule thru Areas should there be no bid forthcoming... IT WOULD SEEM A REASONABLE AND EQUITABLE ROTATION SCHEDULE (WITHOUT BIDS) WOULD BE:

2007 - Serenity Unlimited (but careful attention will be needed around space for us to meet/banquet...)

2008 - Off The Wall

2009 - Pikes Peak

2010 - Southern

2011 - Boulder

2012 - Mile Hi

2013 - Mountain Hi

2014 - Mountain West

AND NOW THE USU.....

Please remember that I have serve as the Regional Meeting Locator for more than 2 years now and my position is up for election at the 2006 April CRSC Regional Assembly. I have rotation info and hotel/motel/church solicitation forms I have developed which I will give to the next person at the April Assembly..

Pikes Peak Area - 11/20/05 Meeting of the COLORADO REGIONAL SERVICE COMMITTEE in Colorado Springs, CO

Hope you all are enjoying this venue.....

Off The Wall Area - 1/15/06 Meeting of the COLORADO REGIONAL SERVICE COMMITTEE - in Fort Morgan, CO

Have flyers today.... And, I will be asking for a check for \$134.52 (\$75.00 for meeting room + \$48.00 for 4 gal coffee and tea plus \$11.52 tax & service charge/gratuity) plus I have a copy of the contract for Steve. The check is made out to Comfort Inn.

Southern Area - 3/12/06 Meeting of the COLORADO REGIONAL SERVICE COMMITTEE - in La Junta, CO

Have flyers.. There is no charge for this meeting as it is being held in the Woodruff Memorial Library in La Junta, CO. There will be no beverages as this is a library. And, we cannot start our meeting until 11am (not 10am) as the library is not open until 1pm so no one will be there until 11am....

Boulder Area - 4/8/06 Meeting of the COLORADO REGIONAL SERVICE COMMITTEE + REGIONAL ASSEMBLY in Longmont, CO

Just to let you all know that my standard budget is available for you to use for this Regional Assembly - what do I need to do OR are you all just going to handle this yourselves as usual???

Mountain High Area - 5/21/06 Meeting of the COLORADO REGIONAL SERVICE COMMITTEE - in Steamboat Springs, CO Am asking CRCNA XX Chair to set this meeting up so we can be at the CRCNA XX hotel for this CRSC. The budget is about \$100 for room and coffee/tea/water.....

Mountain West Area - 7/16/06 Meeting of the COLORADO REGIONAL SERVICE COMMITTEE - in Breckenridge, CO Needs to be handled by new CRSC Regional Meeting Locator (RML)

Pikes Peak Area - 9/17/06 Meeting of the COLORADO REGIONAL SERVICE COMMITTEE - in Colorado Springs, CO Needs to be handled by new CRSC Regional Meeting Locator (RML)

Serenity Unlimited Area - 11/12/06 Meeting of the COLORADO REGIONAL SERVICE COMMITTEE - in Telluride, CO Needs to be handled by new CRSC Regional Meeting Locator (RML)

Mile High Area - 1/14/07 Meeting of the COLORADO REGIONAL SERVICE COMMITTEE - in Highlands Ranch, CO Needs to be handled by new CRSC Regional Meeting Locator (RML)

Note - The list above takes you all thru an entire set of CRSC meetings and all 8 Areas. City locations are go to go until March, 2007.

Still Lovin' Service,
Linda L - CRSC RML

CRCNA XIX Chair-

By most measures, CRCNA XIX was a success. We had 605 registrations, more than any of the five CRCNAs in my experience on the Registration Subcommittee. We had good representation from most areas in the region, and a significant number of out-of-state attendees. Personally, I was pleased that the average clean time of those registered at the convention was nearly six and a half years. Over the course of the entire convention cycle, we received over \$800 in newcomer donations. After the convention, \$253.55 in newcomer donations remained. The order has already been placed for 25 Basic Texts for the CRCNA XX F&E subcommittee to give to newcomers at their events. I should also point out that the workbooks used in the interactive workshops have been requested from and sent to several areas outside of Colorado, including areas in Rhode Island, Oregon, and Ohio. After three years, we were finally able to offer the convenience of credit card processing for registration, merchandise, and F&E auctions. It was very well received, reducing the amount of checks we received during the convention to around \$1,900.

Our wrap-up meeting last weekend was well attended, with only one subcommittee chair absent. Several subcommittee chairs presented suggestions in their reports for subsequent subcommittee chairs to consider. To my knowledge, no outstanding bills remain: we have settled our accounts with the Ramada Inn, the Pueblo Convention Center, and all of the vendors we used. Also to my knowledge, all income has also been received. I am pleased to report that CRCNA XIX is presenting a \$4,405.84 profit above our original \$5,000 seed. Considerably less merchandise remainders exist

from CRCNA XIX than from some prior years; however, some remainders are available to generate what are essentially free funds for subsequent CRCNAs. The F&E Subcommittee also still has some very nice auction-quality items to pass along to the CRCNA XX F&E Subcommittee.

I understand that the situation with lodging being separate from the convention facility was poorly received by some members of the Fellowship. This was part of the original proposal in July 2004 for holding CRCNA in Pueblo. To prevent this in the future, two alternatives could be considered. Either arrangements with proposed facilities could be made further in advance (e.g., as is occurring this year), or, in the sort of situation we had this year in which not enough rooms were available at the hotel attached to the convention center, explicit arrangements with multiple facilities could be made to block as many rooms as possible as close to the convention facility as possible. We were initially expecting all lodging facilities in Pueblo to count towards a room block, as we anticipated lodging to be coordinated through the municipality of Pueblo. For whatever reason, this turned out to not be the case.

If I remember correctly, we had discussed at a previous CRSC meeting the possibility of getting a larger storage unit. This is a genuine need as both CRCNA and CRSC materials are stored there, and the storage unit is currently overstuffed with CRCNA materials. The next size larger from that which we are currently leasing costs \$16 more per month (\$58 per month). I understand from the CRSC Treasurer that our contract with Public Storage is to be renewed in January. I request that the new contract be for a 5' x 10' storage unit. Currently, we must empty the entire storage unit in order to get to certain items, and there is not enough space to store everything CRCNA owns (e.g., I still have much of the Registration Subcommittee archives and materials in my garage) in addition to the CRSC archives and files stored there.

As Ron T., this year's Program Subcommittee Chair, put it, "I am not the same person I was when I started this." I've learned a lot about people over the course of this convention cycle, mostly about myself. I acknowledge that there was some misunderstanding of the CRCNA guidelines as they pertain to the Chair's responsibilities in negotiating contracts (specifically the phrase "final negotiations"), and that some mismanagement of the contract negotiation process occurred in terms of deliverables and deadlines. I also acknowledge that there was not communicate with sufficient frequency with the Regional Chair throughout the convention cycle. I am, however, grateful that the CRCNA Vice Chair had the time and ability to take on the tasks required to finalize the contracts in time to hold the convention.

At the risk of repeating myself from the September CRSC meeting, I will no longer be working at my current place of business after December 30th, and plan to move back to South Carolina sometime in the late winter or early spring. You can be quite certain that I will be attending CRCNA XX in Steamboat Springs next year. That will be my first CRCNA experience as a consumer, and I'm looking forward to it. As you heard me say at the Saturday night meeting at the convention, chairing the convention this year has really brought my recovery experience in Colorado full circle, as I got involved in the convention when I first moved to Colorado in order to ensure I was fully participating in my recovery. I am grateful to have had the opportunity to chair the convention, and to work with such a fantastic convention committee.

ILS,
Neal

CRCNA XIX Vice Chair-

Greetings and good morning,

I must say it's difficult to know where to start when basically, "suming up" a process that has taken nearly a year, and has been so rich and rewarding. So let's start with an update of some of my administrative / hotel and hospitality responsibilities. As Neal has filled you in on some of the

numbers etc., I will share with you a bit of the *behind-the-scenes* activities. These items are no particular order, other than how they appeared on my note pad, I prepare my report.

Hospitality Suite: Immediately following the convention the CWI chair, Jay B. the merchandise chair Flor M., and myself thoroughly cleaned the hospitality suite at the Ramada Inn. We would like to thank Angel, Iris and their committee for restoring the room to sanity. All leftover paper products and provisions were counted, boxed and stored. Please see the attached inventory for a detailed listing.

Exit Meetings: Neal and I stayed in Pueblo until the 24th. We held meetings on Monday with the Convention Center and the Ramada Inn. Both meetings were very productive. We left the Ramada Inn, paid in full, and had arrangements with the Convention Center to finalize the bill in the coming week. Subsequently, they have done so, we have paid them, they have cashed the check. Please note that the final **estimated** bill was \$14,981.22. With the help of the committee chair, we were able to negotiate that bill, down to \$11,158.66. Both facilities have provided for us with letters of recommendation that I will share with you now. Please see attached for copy.

Thank You Certificates: we presented framed, signed, certificates of merit to four individuals (two from the convention center, two from the hotel) on behalf of the CRCNA committee. These were packaged and sent to the respective event sites.

Thank You E-mails: Thank you e-mails were sent to the entire staff of each facility on behalf of the CRCNA committee.

Thank You Cards: We signed and hand-delivered a card with a donation of two basic texts, to the Englewood public Library for supporting us with meeting space. Additionally, we sent one to Chuck S. for his steadfast and continued support of CRCNA.

Storage Shed : As Neal had mentioned the storage unit is quite full. Upon exiting the property (after placing our CRCNA supplies in the unit) I saw the property manager at her desk in the office. I took the liberty of inquiring about available space. As it turned out, there is a 5 by 10 space in the same building just five or six units away from the one we currently use. The space is on reservation for us, until tomorrow, November 21st.

Related Items: a few months ago, Linda L. I think, provided us with addendum A. and B. to the CRCNA guidelines. The last I checked it had not been added to the regional web site, if possible could please do so. Along that same line, addendum A. states that: a bid procedure packet will be distributed to all areas at the January CRSC meeting for the following years CRCNA. I would be happy to produce these packets according to guidelines, and provide them in January. If his body sees fit, could please add this to new business for discussion, if still appropriate.

Now then, regarding this year's journey with CRCNA XIX. What an awesome experience. As most of my fellow committee members, I too am not the same person I was at the beginning of the convention cycle. I cannot begin to express the deep level of gratitude that I have for my fellow committee members, those of you who serve on this regional service body, and to my higher power. Never once did I find it difficult, challenging, or overwhelming to fulfill my commitment as Vice Chairman. When things got a little tough with only three weeks left in the convention cycle, it was my honor, to do whatever necessary to see that our responsibilities were maintained to this regional service body, and most importantly, the fellowship and members of Narcotics Anonymous. To each and everyone of you, I am very fortunate to be surrounded by a room full of winners. Thank you for your input, suggestions and support.

And lastly, I am truly humbled to be standing with you, near the bottom rung of our service ladder. May we always hold it strong and true, so that our members may climb the steps to a new way of life.

In faithful and loving service,

Alan H.

CRCNA XIX Vice Chairman

CRCNA Treasurer- General

The report presented here is something of a departure from the usual format of those submitted in previous years on behalf of CRCNA. Prior CRCNA Treasurer reports to the CRSC have generally been limited to a summary report of income, expenditures and profit with a reconciliation of the bank statement to the checking account. There has been little effort to examine the financial aspects of the convention with an eye toward using the financial information as an evaluative instrument by the CRSC or as an information and planning document by future CRCNA committees. CRCNA, however, has grown to a point that requires a more comprehensive view of its finances and financial operations. The growth of CRCNA is illustrated by two, if not more, factors. Attendance has grown to approximately 700 persons (with only some 600+ persons actually registered) and financial activity has increased to a point that it includes over 380 transactions with a cash volume of nearly \$80,000 per year in income, expenditures and internal transfers --- including more than 50 complex calculations required for sales tax payments to the State, various counties and multiple home rule municipalities. This volume, of course, is directly related to the increased attendance but in large measure has been caused by the inflation of costs for all equipment, supplies and purchased services. CRCNA has, for good or ill, matured. Financial complexities such as sales tax obligations, purchase of services contracts, oversight of "stand-alone" operations, banking relationships, credit card accounting, Newcomer Fund accountability and other oversight tasks have introduced considerable complexity. The "Report on the Accounts of CRCNA XVIII" (an informal audit, dated April 16, 2005), which was forced by the lack of complete financial records and the inability to secure closure of CRCNA XVIII, was and is indicative of the need for added or more sophisticated controls and the need for a somewhat more adequate and comprehensive plan of bookkeeping and accounting for the joint activities of both planning for and running a convention of this size.

Initiatives

Accordingly, during this past year, it was necessary to: (1) initiate a computer-based General Ledger (a listing of all income, expenditure and internal transfers of funds transactions on a continuous calendar basis) starting from the end date of the "audit" of CRCNA XVIII and (2) develop a new set of forms for the comprehensive and detailed reporting and recording of income sources, requests for "advance" funds and "change banks" as well as expenditure vouchers with backup information related to the solicitation of competitive bids, the resulting purchase contracts and their invoices for a variety of consumable supplies, equipment and services. These were all developed in accordance with Generally Accepted Accounting Principles (GAAP) as established and promulgated by the Financial Accounting Standards Board (FASB) and accepted by the American Institute of Certified Public Accountants (AICPA) as the standards and concepts recommended for clarity and consistency in financial reporting. At the same time, and also in accord with GAAP, FASB and AICPA standards, a format for Fund Accounting (by subcommittees) was developed with a comparative Budget, Actual and Variance display. A "one-write" checkbook and disbursement recording system was also implemented in order to provide assurance that all checks were accounted for in a regular and proper manner.

CRCNA XIX - Unified Budget, Financial & Bank Reconciliation Report

The attached "CRCNA XIX - Unified Budget, Financial & Bank Reconciliation Report" illustrates the Fund Accounting format which was developed and used to keep track of the discreet income and expenditure factors related to specific activities of the CRCNA XIX subcommittees and separated accounts. This "Unified Statement" has permitted and provided for constant monitoring and thus allowed for deviations from the budget and shifting of "working" expenditures from one cost center or subcommittee to another. It should be noted here that the "Budget" figures were developed very

early in the CRCNA cycle with only limited reference to any prior experience, while the "Actual" column reflects the direct subcommittee transactions and, in addition, includes transactions which were rightfully a part of that subcommittee's activities but in the past had been shown as income attributable to or expenses of another subcommittee. An example of these entries are costs shown here to belong to the Program subcommittee for Speaker Registrations, Speaker Meals and Speaker Hotel Rooms which in the past were included in (or assumed by) the Registration and Hotel & Hospitality subcommittees. This type of reassignment of charges provides the Program subcommittee, for example, with a true picture of their activity and allows for more accurate budget planning by future subcommittees. Other assigned charges include, among others, the direct charging of sales tax payments to the subcommittees which brought in the income --- Merchandise, Registration (for Pre-Registration merchandise) and F&E (Auction receipts). Payments of various kinds which could not easily or sensibly be directly charged were assumed to be general operating costs and were recorded centrally as charges to Administration. These included bank fees, Merchant Account (MC/Visa) fees and on-site radio rentals. There were also certain "unknowns" at the time of Budget development which will likely remain unknown in future years as well. These include commissions or donations earned from the contracted jewelry vendor (\$871.50) and the contracted sessions recordings vendor (\$325) and contributions to the Newcomer Fund (\$823.33). Contributions to and the expenses of the Newcomer Fund were consistently recorded and reported separately throughout the CRCNA XIX cycle.

Merchandise as a "Stand-Alone" Operation

CRCNA Guidelines state that, "*Efforts of this committee (Merchandise) are based strictly on the need to generate funds to ensure the success of CRCNA.*" This statement seems to indicate a "stand-alone" status for the Merchandise subcommittee's operations and, as such, implies an oversight role and function for the CRCNA Treasurer. In response to this implied status, role and function, an examination and operating analysis of the Merchandise subcommittee's activity throughout the CRCNA XIX year was performed. By definition of the Guidelines, there is no program or recovery value imputed to the Merchandise operation. While there is certainly some "service" value to the volunteers who worked on Merchandise throughout the year and on-site, *it is strictly a fund raising operation.* In light of the "stand-alone" and fund raising status of Merchandise, the only appropriate comparative standards to consider would be those which universally apply to all retail operations. The result of this analysis is shown on the attached "CRCNA XIX - Operating Analysis - Merchandise Subcommittee." In particular, the reader's attention is directed to the sections titled "Profit" and "Actual Direct Profit" as well as the notes at the bottom of the page. It should be noted that most standards (such as a 100% markup and a profit margin in excess of 80%) are applicable to long term store operations, long term customer exposure and customer return visit patterns. None of these beneficial factors is possible to realize with a retail operation of less than 48 hours duration which is targeted to a limited audience. Based upon a number of years of experience in various management aspects of the retail industry (collegiate bookstores, food service and appliance sales), there is no evidence of either excessive pricing or profit making. The Merchandise subcommittee did, in fact, ". . . *generate funds to ensure the success of CRCNA*" and provided \$4,256.04 (nearly 97%) of the \$4,405.84 CRCNA XIX profit.

Recommendations

Based upon the past year's experience, the following are suggested for implementation:

1. Qualifications for the Treasurer position should include a requirement for experience or training in accounting or as a senior bookkeeper. This is no longer a job for an inexperienced, though willing, volunteer or low level bookkeeper-clerk.
2. Purchase two (2) electronic MC/Visa terminals (Hypercom T7 Plus) and activate the terminals for April (Kick-off event) if phone line is available and October only. Use

manual units at all other events.

3. Set mailing address for Registration as convenient to the Registration subcommittee Chair. Once a month mail pickup at the PO box is not timely enough.
4. Institute a "service fee" (\$10 minimum?) for checks returned due to insufficient funds; also to apply to credit card insufficient funds returns when using mail order or other non-electronic-terminal charge methods. This requires prominent notice in brochures and at all F&E and Merchandise sales events.
5. Secure a Denver Retail Sales Tax License to avoid payment of Special Event Sales Tax License fee of \$5 per income-generating event.

Thank you for allowing me to be of service these past months.

Alan S., Treasurer - CRCNA XIX

Merchandise Operating Analysis

<u>COST OF ITEMS FOR RESALE</u>		<u>INCOME</u>	
Pre-Convention Items	\$1,894.50	Pre-Convention Gross	
On-Site Sales Items	\$5,973.25	In Colorado	2426
TOTAL COST	\$7,867.75	Out-of-State	345
			2771
STANDARD RETAIL MARKUP		On-Site Gross	
	1	Cash & Checks	6200
% of Markup Realized	\$0.65	MC/Visa	4470
			10670
SALES TARGET		Total Gross Income	13441
Cost + Markup	\$15,735.50		
% of Target Reached	\$0.77		
		Adjustments to Gross Income	
PROFIT TARGET		Sales Permits	-20
Sales Target	\$15,735.50	Sales Taxes	-913.57
Less Cost	(\$7,867.75)	MC/Visa Expenses:--	
Potential Sales Taxes	(\$1,084.20)	Terminal Line	-25
Net Profit Target	\$6,783.55	Program Terminal	-20
% of Profit Target		Account Setup	-131.95
	Reached	Processing Fees	-110.03
		Cash Register Rental	-96.66
		Total Adjustments	-1317.21
ACTUAL DIRECT PROFIT		NET INCOME	12123.79
Cost of Items for Sale	\$7,867.75		
Net Profit	\$4,256.04	PROFIT	
% Profit Yield	\$0.54	Net Income	12123.79
		Cost	-7867.75
		NET PROFIT	4256.04

NOTES:

These figures do not reflect certain other direct and indirect costs of the Merchandise subcommittee's operations which should be considered in any evaluation of the profit level. These factors, which would significantly reduce the percentage of actual direct profit shown here (54.09%), include --- but are not limited to --- the cost of equipment (\$123.52); operating supplies (\$88.08); items contributed to the Program subcommittee's speaker gifts, Hotel & Hospitality's table gifts and F&E's Auction (approximate total value of \$150) and the cost of the dedicated store space (included in Hotel & Hospitality's Convention Center expenses). Including these costs would reduce the profit by an estimated \$1,000 and would result in a net profit yield of only 41.38%.

CRCNA XIX- UNIFIED BUDGET, FINANCIAL & BANK RECONCILIATION REPORT

CRCNA XIX- UNIFIED BUDGET, FINANCIAL & BANK RECONCILIATION REPORT

SUBCOMMITTEE	INCOME			EXPENDITURES			NET (Income less Expenditures)		
	BUDGET	ACTUAL	VARIANCE	BUDGET	ACTUAL	VARIANCE	BUDGET	ACTUAL	VARIANCE
Administrative	\$10.00	\$15.16	\$5.16	\$1,536.00	\$1,959.93	(\$423.93)	(\$1,526.00)	(\$1,944.77)	\$418.77
Fund & Enter	\$6,322.00	\$5,483.14	(\$838.86)	\$5,660.00	\$3,774.83	\$1,885.17	\$662.00	\$1,708.31	(\$1,046.31)
Hospit & Inst	\$0.00	\$0.00	\$0.00	\$945.00	\$943.22	\$1.78	(\$945.00)	(\$943.22)	(\$1.78)
Hotel & Hosp	\$6,050.00	\$6,763.84	\$713.84	\$14,114.00	\$12,966.95	\$1,147.05	(\$8,064.00)	(\$6,203.11)	(\$1,860.89)
Info & Web	\$0.00	\$0.00	\$0.00	\$395.00	\$0.00	\$395.00	(\$395.00)	\$0.00	(\$395.00)
Merchandise	\$14,327.00	\$14,412.50	\$85.50	\$8,175.00	\$9,017.92	(\$842.92)	\$6,152.00	\$5,394.58	\$757.42
Print & Display	\$0.00	\$0.00	\$0.00	\$2,092.00	\$447.70	\$1,644.30	(\$2,092.00)	(\$447.70)	(\$1,644.30)
Program	\$0.00	\$325.00	\$325.00	\$1,200.00	\$2,630.05	(\$1,430.05)	(\$1,200.00)	(\$2,305.05)	\$1,105.05
Registration	\$17,925.00	\$13,624.00	(\$4,301.00)	\$4,302.00	\$4,477.20	(\$175.20)	\$13,623.00	\$9,146.80	\$4,476.20
Newcomer Fund	\$0.00	\$823.33	\$823.33	\$0.00	\$823.33	(\$823.33)	\$0.00	\$0.00	\$0.00
TOTALS	\$44,634.00	\$41,446.97	(\$3,187.03)	\$38,419.00	\$37,041.13	\$1,377.87	\$6,215.00	\$4,405.84	\$1,809.16
% of Budget		92.86%			96.41%			70.89%	

BANK ACCOUNT - CHECKBOOK RECONCILIATION (to date shown above):

Latest Bank Statement - October 31, 2005	+ Outstanding Deposits.....	\$79.00	Calculated Bank Balance....	\$9,405.84
Balance on Latest Bank Statement:	-Outstanding Checks & Charges.....	\$21,181.74	Checkbook Balance.....	\$9,405.84
\$30,508.58	=Net Adjustment.....	(\$21,102.74)	Variance.....	\$0.00

Summary: -- \$ 5,000.00; \$ 4,405.84 to Region

RMF Chair– RMF meeting December 9 & 10, 2005 in Salt Lake City, Utah CAR workshop by World Service Board members

AREA RCM Reports:

Boulder-

We have a new meeting in Boulder, Monday Noon @ 1st Baptist Church, 1237 Pine. This makes 19 meetings in our area, plus 3 Jail meetings, and a meeting at Longmont Community Treatment Center.

Finances are tough these days, and we are submitting a proposal to the CRSC requesting \$290 for H&I literature

Some concern came up that internet searches on the words "Drugs, Drug Addiction, Drug Problem, Drug Help" does not raise Narcotics Anonymous, either in Colorado or the WSO site. Nor is NA represented on many of the recovery clearinghouse resource sites. We feel that our websites should be represented under broader search parameters and would like to pass this concern along to the webmaster and the RA to take to the World.

We have a new PI Chair, Shavonne

We have a commitment for a CRCNA Liaison, Mike S

Open ASC positions

RCM2

Webmaster

Activities Chair

- Thank you for letting me be of service, Rob

Mile High-

Greetings Colorado Region,

We are glad to say the Mile High Area is busy taking care of business. We are going into 17 faculties through the H&I committee. We have performed a presentation at the Metro College in Denver through the PI committee. The phone line is looking for volunteers to assist in the 832-DRUG. Activities had an awesome Halloween/ Haunted House and are making plans for the incoming year. We are glad to see at the last area, 25 groups in attendance. The Outreach committee is making an effort to bring isolated groups in the area and invite them to come and join the area service committee.

Although, the area is taking care of business and volunteers are stepping up in to service we have found this cost money and are figuring out our priorities with an Ad-Hoc Budget Committee.

Activities

November 19, 2005 – 8085 E Hampden Thankful for NA dinner and dance.

Subcommittee is making plans for New Years

Continued Deflation is having a Thanksgiving dinner, with a big screen TV for the football game

Service

Subcommittees are always looking for volunteers

Phone line has many slots available for the 832-DRUG

In Loving Service,

Jason H.

Erin A.

Mountain High- No Report

Mountain West- No Report

Off The Wall-

Area met @Safeway in Loveland on November 6th, 2005. We had discussion in regards to rotating our Area meetings every 3 months.

We have a new meeting in our area; none other than in "Red Feather" I have enclosed w/my report is a flyer. The groups name is "Rocky Mountain Not Highs" on Monday night's w/an average of 4-10 members.

We currently have 15 groups in our Area, which most of the groups have several meetings in a week. I regret to inform the region that the only Fort Morgan group has been cancelled. It has lost its meeting place, is looking for new one. However, we do now have a meeting in Wray, CO. w/ 4 people in attendance, yeah!

We would also like to report that our Saturday morning meeting "Drug Busters," now has babysitting for addicts.

We are all excited about our new Activity to create Unity, "Capture the Banner," rules are enclosed w/my report. Each of our groups has either designed their own banner or has ordered a little flag at minimum cost to represent their group. The idea is to generate different members to visit other groups. If home group members go to another groups meeting, they can capture their banner. In order to get your home group banner back you have to go to their meeting to capture your banner back, as well as take theirs.

We also have Cosmic Bowling this month 11/19th in Greeley, hosted by Addicts Seeking Sanity-see flyer-also on Regional web.

Our Area has been blessed w/a new PI Chair, Kristie D. Our Activity Chair position has been filled quickly by Pat L. Thank you Brad for all you have done. Open positions are Vice-Chair, Merchandise, and CRCNA Liaison for CRCNA XX.

Regional stuff: Our Area reply to the September CRSC moving to the 3rd week. "Do what you want to!"

Our Area is very much in favor of the Region funding our RCM's travels. Our Area is just not able to budget overnight stays as well as gas. We are open to suggestions and solutions to take back to the groups.

The proposal #2, our response is that CRCNA does what it wants to "they are trusted servants." Without the Region dictating what kind of special interest meetings they should or shouldn't have. Our Area thinks it sounds like Politics.

Grateful to Serve,

Karen C. RCM

Newt L. RCM 2

Pikes Peak-

The Pikes Peak Area of NA met on October 6 and November 3, 2005. Our donation to the Colorado Region is \$200.00.

PPANA has the service positions of PI Chair and Secretary open.

We would thank Don T. for speaking at our November 5th

activity. Our New Years Eve Bash is selling tickets to the dinner portion of this activity up to December 27, 2005. Further information is posted at both the PPANA website and the Colorado Regional Calendar web page.

Thank you for allowing us to be of service.

In loving service,

Mary Kay A. & Iris S. RCM's

Serenity Unlimited- No Report

Southern-

The Southern area is Rocking & Rollin. The last area meeting in October Vickie from the last chance meeting stepped up and volunteered to be the H&I person for the Area. The area voted and she was approved. She has been gathering a lot of information on H&I and has formed a committee to help.

We also have a P&I person and his name is Drew. At the last meeting I did provide information on who is the alternate RCM, Earl S. The website needs to be changed to reflect these issues, PLEASE.

New Jersey Steve has fulfilled his obligation as the chair for the southern area and has stepped down. Earl stepped in as acting chair until we vote again on a new chair person.

We have a new meeting list that Earl worked very hard on and business cards to go with them. I am proud to say they look really good. I believe they were past out at the state conference.

I do have a problem that the Trinidad meeting has experienced and would like the advance from the region.

Lessa, our treasure, mistakenly sent the money to the World Service and to the Area; however, she sent it to AA instead of NA. I have obtained the receipts and will contact AA personally to try and get back the money or at least try to get it sent to the right place. Does the region have any suggestions on this problem? Also, I am the GSR for the Trinidad meeting and the RCM for the southern area. Is this a conflict of interest?

I have a question for the region about PSA's concerning NA. I am doing a TV show about substance abuse. Can I put a disclaimer at the end of my show where and how NA can be contacted? Does it have to be a completely separate page or can it be added with all the other organizations that have underwritten the show?

All groups are practicing the principles and doing well.

Thank you for letting me be of service R. Kent McKinney

Old Business:

Elections:

CRSC H&I Chair: Open

Open Discussion/Sharing:

"Key words" to locate Colorado N.A. website to World Wide Web. Discussion as to whether it is necessary to use these key words to search N.A. on the web.

New Business:

CRCNA guidelines discussion: removal of a subcommittee chair

Elections:

CRCNA Chair: Alan H. - Elected

CRCNA Vice Chair: Marilou L. - Elected

CRCNA Treasurer: Janet M. - Elected

CRCNA Secretary: Open

Proposals:

#1. To upgrade our (CRSC/CRCNA) storage facility to a 5 x 10 space at an additional expense of \$ 16.00/month for a total annual expense of \$696.00.

Intent: To have adequate space for our archives.

Consensus was reached

#2. To remove Torri as CRSC Chair.

Intent: Due to noncompliance of her position in concern to CRCNA duties, and failure to inform CRSC of problem. Also for lack of involving WSO and recommendations they make in CRSC problems.

Consensus was not reached

#3. The Boulder Area ASC requests \$290.00 to buy literature for the H&I meetings in Boulder for the Adams County jails and Longmont Community Treatment Center.

Intent: We have a large demand to get literature to the people in these facilities. BASC has been supplying 2-6 Basic Texts per month, plus PI pamphlets. The demand is more than BASC can afford to meet right now. Thank you for considering our request.

20 Basic Texts and 100 White Books

Consensus was reached

#4. Request for web hosting renewal fees and travel expenses to Salt Lake City for December RMF CAR workshop (RDA).

Web hosting: \$216.00

Air Fare: \$270.40

Total Costs: \$486.40

Intent: To carry the message to the addict who still suffers.

Consensus was reached

Closing Treasurer's Report: \$ 344.47

Donation to NAWS: \$ 0

Treasury Ending: \$ 344.47

Meeting adjourned at: 2:56

CRSC/CRCNA Storage Keys: Neal H. (2), Torri F. (1), Alan H. (1)

ANNOUNCEMENTS:

WSC - April 21 – 23, 2006 - California

CRCNA XX – Meeting is January 14, 2006; Englewood Public Library; Englewood, CO- 11:00 am

CRSC PI – Meeting is January 14, 2006 @ 11:00 am; Check website for location

CRSC Ad Hoc Committee – Meeting is December 17, 2005 @ Village Inn in Castle Rock

November 19, 2005 – 8085 E Hampden Thankful for NA dinner and dance- Denver

New Years Eve Bash is selling tickets to the dinner portion or this activity up to December 27, 2005 – Colorado Springs – More information on N.A. Colorado website.

TO DO LIST/TAKE ACTION LIST:

Retype Addendum A & B and submit to web server for upload to Regional website/cleanup of wording and submit to Region – **Linda L.**

Adhoc committee to research a Board of Directors for CRCNA: Chair is **Earl H.**

Incorporation for CRCNA/CRSCNA, Reason for BOD, Insurance rates for storage facility, Indemnify of liability (contractual) for N.A. members

CRCNA XX Secretary is open so please announce in your Areas – **RCMs**

CRSC H&I Chair position is open so please announce and discuss what is needed in your Areas – **RCMs**

Contact Public Storage – **Torri F.**

Move into new unit of CRSC/CRCNA archives – **Alan H.**

Find “key words” for search engine around the N.A. website – **Don T.**

Next Regional Meeting in January, 2006:

ATTENTION: RCM's, Admin Committee & ALL interested Addicts

C.R.S.C. Meeting
January 15, 2006
Fort Morgan, CO

SUNDAY - Jan 15th:
CRSC Meeting @ 10am
Comfort Inn
1417 Barlow Road
Fort Morgan, CO 80701
970-867-6700

check lobby board for CRSC meeting location

DIRECTIONS to the Meeting:

Take I-25 to I-76 EAST (do not know EXIT # as MapQuest directed to go on E-470 the TollRoad - too expensive!).
I-76is NORTH of I-70 tho... Anyway, take I-76 EAST to Exit #82.
EXIT #82 is Barlow road - go Left onto Barlow for about 0.2mi and the motel is right there..

For lunch, the motel is located within blocks of great restaurants and fast-food chains.....

CRSC Meeting for March, 2006:

ATTENTION: RCM's, Admin Committee & ALL interested Addicts

C.R.S.C. Meeting
March 12, 2006
La Junta, CO

SUNDAY - Mar 12th:
CRSC Meeting @ 11am
Woodruff Memorial Library
522 Colorado Avenue
La Junta, CO 80105
Public Meeting Room
719-384-4612

DIRECTIONS to the Meeting:

Take I-25 to EXIT #101A (US-50 EAST). Go EAST on US-50 for 63.8 miles toward La Junta (Note: after about 34.9 miles US-50 becomes Cranston Ave for a short distance - then it goes back to being called US-50.) Turn RIGHT on Colorado Ave in La Junta - go for 0.3 miles and the Library is on the RIGHT.

NOTE: Since the RML report to the CRSC, the Library has informed us that we need to set up tables and chairs AND return them when we leave... We can, however, have some beverages and snacks (no meals tho) so bring your own - BUT here too we need to clean up when we are done! Thanks!