

Approved by Policy
Committee 9-24-10

GSR

Orientation and Information

Booklet

ADDICTS

GROUPS

AREA

REGIONS

WSO

NARCOTIC ANONYMOUS
SERVICE PYRAMID

Brought to you by: The Southern Antelope Valley Area Policy Committee

GSR ORIENTATION SHEET

WHAT IS A GSR : - A trusted servant of their group.
- The voice of their group at Area Service Comm.
- The voice of Area at their group.
- The financial link between their group and Area.

HOW DO THEY DO IT: - Attend the group meeting regularly.
- Attend the ASC Meeting monthly.
- Report to the ASC on group status, donations, problems, and concerns.
- Buy the literature for their group at the monthly ASC Meeting.
- Report to the group on ASC matters and events.
- Bring issues from the ASC to the group for a group conscience and report back to the ASC.
- Learn about the subcommittees of the ASC.
 - What do the subcommittees do.
 - Where do they meet.
 - Who may attend.
 - Which subcommittee needs support.
- Attend subcommittee meetings.
- Learn the service structure
 - What are the ASC, RSC, WSC, WSO etc.
- Study the Temporary Working Guide.

QUALIFICATIONS : - The GSR is an addict.
- Attend the group they represent.
- Willingness to serve.
- One year clean time.
- Knowledge of the Steps and Traditions or the willingness to study them.
- Knowledge of the service structure of N.A. or willingness to study it.
- An understanding of , or the willingness to learn the duties of a GSR.

S.A.V.A. NA AREA GSR WORKSHOP

THE GSR REPORT

The GSR report provides two way communications: First, from the group to the area and secondly from the area, and or NA as a whole, to the group.

1) THE GSR REPORT AT THE ASC – “The voice of the group.”

The purpose of this report is to provide the area with pertinent information regarding the functioning, financial status, concerns, and situations or needs which the group may have which it cannot handle on its own.

This written report should include and reflect:

- A. Name of the group, address of the group, day and time of the meeting.
- B. Numbers and type of attendance at the group
- C. Current status of service positions
- D. Financial status/donation
- E. Motions or discussions to be brought up at the ASC
- F. Special needs and interests

2) THE GSR REPORT TO THE GROUP – “The Ears of NA.”

The purpose of this report is to keep the group informed about what is happening in NA on an area, regional and world level.

This report should include and reflect:

- A. Motions from the area, regional, or world level which require the vote of the group.
- B. Area meetings needing support
- C. Upcoming activities for the area/region. i.e. provide flyers
- D. Area sub-committee status or news
- E. Area donation to the Region
- F. Issues or concerns discussed at ASC which effect area, group or NA as a whole.
- G. An opportunity for group members to ask questions, ask for clarification, or address concerns that the individual group members may have

3) ADDITIONAL CONSIDERATIONS

- A. It is suggested that the GSR report be presented at the first group meeting following the ASC meeting. This provides the group with information which is up to date, plus allows the group adequate time to reflect, discuss, and vote on motions prior to the next ASC meeting. It is the responsibility of the GSR to inform the group secretary that he/she wishes to present the report at that meeting to the group. In accordance with the 4th Tradition, it is up to each group to determine where and when in its format that they wish to have this report take place. If the group currently does not have this process set up, it is suggested that the group have a business meeting to establish when the GSR report will occur.
- B. Unbiased reporting is an important task for each GSR to consider. As addicts, we usually have opinions on everything and frequently “know” we are “right”. If we are to faithfully follow the principles of the NA fellowship, it is necessary to present the GSR report in a factual and objective way as possible, remembering that we are but trusted servants, and that the purpose of the report is to provide information to the group, not and editorial comment.

AREA GSR WORKSHOP

WHAT THE ASC MEETING IS FOR: FUNCTION AND ISSUES

The purpose of the ASC meeting is to provide support by serving the specific needs of its member groups. The ASC can provide guidance and experience; however, not enforcement. This is not a stated or implied function of the ASC. It can, and will, when appropriate, send one of its officers to a meeting to assist the group in resolving its specific concerns. The general guidelines for issues or concerns to be brought to the ASC would be those situations or needs which the group has not been able to handle on its own. It is suggested that issues should be discussed initially at a group level via business meetings in an effort to maintain group autonomy. Typical examples of this would be:

1. Meeting format/structure issues.
2. Membership problems.
3. Tradition controversy

This does, in no way, suggest that the ASC meeting cannot be used as a forum for discussion of a meeting that is seeking guidance or advice in these matters. It is our experience that in the interest of NA unity we are at our best when we are helping each other.

N.A. GROUP OUTLINE

N.A. MEMBER

- A. Stay clean.
- B. Carry the message of recovery to addicts who still suffer by working with others.
- C. Any addict can be a member – the only requirement is a desire to stop using.
- D. Without active membership – there would be no N.A.
- E. Responsible to share freely – experience, strength and hope with fellow addicts.
- F. Works to ensure that what was so freely given to us remains available to the newcomers and old-timers.
- G. Gathering of 2 or more recovering addicts constitutes an N.A. meeting.
- H. When a meeting is held regularly – it becomes a group.
- I. Many members choose one group as their “Home Group”.
- J. The most valuable this a member can do is to behave as an attraction and not a promotion.

N.A. MEETING

- A. Uses only NA conference approved literature.
- B. Is a forum for sharing recovery based on the 12 Steps of Narcotics Anonymous.
- C. Is led or chaired by a person who considers themselves a member of N.A.
- D. All members are provided with a chance to express themselves and to hear experiences of other members.
- E. Two types of meetings:
 1. Open to the general public
 2. Closed to the public (for addicts only)
- F. Some formats of meetings:
 1. Participation
 2. Speaker
 3. Question & Answer
 4. Topic Discussion
 5. 12 Step Study
 6. Step and Tradition Study
 7. 5th & 10th Step Study
 8. Basic Text Study
 9. Some are a combination of all of these
- G. A written format improves stability and consistency.
- H. Proven to be most successful vehicle for 12 Step work.
- I. Provides a setting where newcomers can find identification by hearing a number of recovering addicts.

N.A. GROUP

- A. Strives to abide by the Twelve Traditions.
- B. Primary purpose is to carry the message to the still suffering addict, by providing a setting for identification.
- C. Providing a healthy atmosphere for recovery.
- D. Is any meeting which meets regularly at a specified place and time.
- E. May have one meeting per week or more than one scheduled meeting per week.
- F. Can be described as the steering committee that puts on the NA meeting.
- G. Membership should not be denied to any addict seeking recovery.
- H. Has no outside affiliations.
- I. Receives no outside financial support.
- J. Should register with WSO of NA to facilitate communication, unity and better serve NA as a whole.
- K. The Second level of the NA Service Structure.
- L. The most valuable thing a group can do is to be an attraction and not a promotion.
- M. Meetings are a place where newcomers can come for relief and help.
- N. Is the level at which day-to-day business of NA is taken care of.
- O. Pays rent.
- P. Buys and distributes literature.
- Q. Provides refreshments if possible.
- R. Keeps meeting hall clean.
- S. Begins and ends meetings on time.
- T. Makes NA related announcements.
- U. Stays in contact with other Groups in its Area and with the rest of NA.
- V. First level at which fellowship funds are handled.
- W. Correct use of money is essential for preservation of the group.
- X. Principle of Trusted Servants happens at the group level.
- Y. Trusted servants are the nucleus of the group's steering committee.
- Z. Steering committee is made up of members who regularly attend the group and also attend the business meetings:

Note: Officers of the group elected by a majority vote at a group's business meeting:

- 1. Secretary
- 2. treasurer
- 3. GSR
- 4. GSR Alternate
- 5. Any other positions a group decides to have:
 - *Coffee Maker
 - *Literature person
 - *Chairperson
 - *Greeters

A business meeting is not to be held in the middle of a recovery meeting.
Groups with multiple meetings and secretaries often elect a steering committee chairperson.

GROUP TRUSTED SERVANTS OUTLINE

GROUP SECRETARY

- A. Responsible for structure, safety & unified meetings.
- B. Responsible for day to day functions of the group.
- C. Responsible to ensure the group meeting takes place when and where it is suppose to.
- D. Selects leaders or speakers for each meeting.
- E. Makes sure coffee and refreshments are ready if available.
- F. Arranges for the group's business meeting at the end of each month.
- G. Arranges for celebration of birthdays (anniversary's) of regular attendees of the specific meeting.
- H. Makes sure meeting hall is left in proper order.
- I. Answers all correspondence.
- J. Willingness and desire to serve.
- K. At least 1 year continuess clean time.
- L. Knowledge of the 12 Steps and 12 Traditions of NA.
- M. Active participation in the group they serve.
- N. Without a good secretary a group has little chance of surviving and providing an atmosphere of recovery.

GROUP TREASURER

- A. Responsible for funds which come into the group from the collection.
- B. Responsible for handling and distributing funds.
- C. Money should be carefully budgeted.
- D. Keeps accurate records of all of their groups financial transactions.
- E. Purchases literature or gives funds to the GSR for literature purchase.
- F. Provides money for refreshments when available.
- G. Buys supplies and covers the cost of expenses.
- H. Money from the group's collection and member's contributions must always be used to further NA's primary purpose.
- I. Group's must first support themselves.
- J. After bills are paid – funds should be put in a group bank account (if possible)
- K. Accumulates money reserve adequate to run the group for 2 to 3 months.
- L. Excess funds, beyond the groups prudent reserve, are to be passed to the ASC.

NOTE

- A. Secretary and Treasurers serve for 1 year.
- B. Use of any drug while serving as an officer is automatic resignation.
- C. Responsibility of officers of groups is to train other group members to replace them.
- D. Continuity of service can be aided by staggering and overlapping the election and terms of service of trusted servants.

GROUP TRUSTED SERVANTS OUTLINE (continued)

GROUP SERVICE REPRESENTATIVE (GSR)

- A. First link of communication between groups and NA as a whole.
- B. Link that binds groups together in carrying the NA message.
- C. Responsible to keep the group informed.
- D. Responsible to express the group's conscience in all matters.
- E. Voice of their group.
- F. Takes an active part in NA business.
- G. Active representation can strengthen the ties that bind us together and promotes common welfare.
- H. Speaks for their group at ASC meetings.
- I. Takes part in planning and implementation of any functions which affects members of their groups.
- J. Members should be able to go to the GSR to find out:
 - 1. About their own group.
 - 2. Other groups.
 - 3. How the NA service structure works.
 - 4. The Twelve Traditions.
 - 5. How they can become more involved.
- K. Serves for a period of 2 years; first year is spent as GSR Alternate and the second year is spent training a alternate in the duties of GSR.
- L. Responsible for attending ASC meetings. (Send the Alternate when unable to do so)
- M. Is the voice and ears of the group – they represent YOU.
- N. Willingness and desire to serve.
- O. Suggested 1 year of continuess clean time in NA.
- P. Active participation in the group they serve.
- Q. Knowledge of the 12 Steps and 12 Traditions of NA.
- R. Understanding of the NA service structure and responsibilities of GSR.
- S. Responsible for keeping & updating the groups archives (group treasury archives, ASC and subcommittees guidelines, contact numbers, etc..)
- T. Responsible for adhering to and knowledge of ASC guidelines.

GSR ALTERNATE

- A. Works closely with GSR.
- B. Learns duties of office for the 1st year.
- C. Takes over in case GSR is ill or can no longer serve.
- D. Can vote at ASC in absence of GSR as long as the meeting they are representing is able to vote.
- E. Learns Area Guidelines.
- F. Responsibilities are the same for Alternate GSR as they are for the GSR except it is suggested Alternates have 6 months clean time.

NOTE

- A. Group officers serve and are accountable to individual group members.
- B. Apprentice system of GSR and GSR alternate Serves 2 purposes:
 - 1. It helps to provide continuity of service so that a group is always represented.
 - 2. One year as an Alternate GSR provides the training necessary to become an effective GSR.

NEW MEETING NOTES – HANDLING MONEY

GROUP TREASURER

Willingness to serve
Suggested 1 year clean time
Knowledge of the 12 Steps and 12 Traditions of NA
Active participation in the Group

ENVELOPE SYSTEM

The envelope system is a way to safeguard and audit Group funds and to not lose track when financial records fall behind. Each week the Secretary or Treasurer places the basket contributions in an envelope. On each envelope is written the date, amount in the basket, subtractions for expenses, additions for literature sales, and the total amount enclosed. Any receipts are also put in the envelope with the money. The Secretary or Treasurer also writes this information on the Group Treasurers Record.

The Treasurer keeps a small amount of cash for reimbursing Group expenses and deposits the remaining funds in the Groups bank account (if one is available). All of the Group envelopes are kept by the Treasurer and usually wrapped in a rubber band.

The envelope system provides and audit trail of the Groups funds (meeting logs and old envelopes), it's not obvious and it's simple. Many Groups find the envelope system a good way to handle money.

BANK ACCOUNTS

Open a group bank account requiring at least Two (2) signatures on each check. Supporting and assisting our trusted servants means helping them to NOT HAVE TO DO IT ALONE. Putting the income in a bank account and writing checks for disbursements provides a record of what the group does with it's money. For a treasurer to be able to refer to bank statements takes a lot of weight off their shoulders. Here are some shared experience:

Most banks charge a monthly fee on checking accounts. Also, a lot of banks have a minimum deposit amount. Often, the minimum deposit amount is \$200 - \$300. This is much more money than a Group needs for a prudent reserve.

Some banks do not charge monthly fees on non-profit organization checking accounts. There are also banks that do not charge monthly fees for non-profit group to maintain a checking account but do charge for each check that is written. Always ask about both charges.

All banks are required to ask for a Tax-ID number WSO recommends providing the SSN of a group member, usually the treasurer. A phone call to other fellowships confirms they do the same thing.

SOME NOTES ON GROUP CONSCIENCE IN NARCOTICS ANONYMOUS

WHO:

Member of NA

WHAT:

The process of members gathering together to discuss and decide on NA matters

WHEN:

1. Anytime as long as it's NOT during an NA meeting. Preferably before the reading of "Who, What, How and Why", or after the closing prayer.
2. Some groups regularly have a Group Conscience at the meeting just prior to the next ASC.
3. Any regular member of that group may request a Group Conscience. Such requests is usually made during the Secretary's report.

HOW:

The following is offered as a suggestion:

1. Chaired by a group Chairperson or a Secretary
 2. Begin with reading the 12 Traditions of NA
 3. Determine the number of voting members and observers present.
 4. Secretary reports on literature and chips' supply
 5. Treasurer reports on group funds.
 6. GSR brings up topics from ASC requiring group input or vote.
 7. Any other business to be discussed.
 8. for each topic:
 - Discussion
 - Decide to vote or table
 - Restate the motion
 - Vote
- For each election
- Read the service position description
 - Nominations
 - Seconds
 - 3 min. statement from each nominee
 - Clean time
 - Other current positions
 - Desires
 - Willing to serve full term or state otherwise.
 - Nominees leave room
 - Discussion with 2 pros and 2 cons for each
 - Vote
9. The Group Conscience ends when a motion to close is passed.

WHAT IS A "HOME GROUP"?

In some N.A. communities, it has become customary for members of the fellowship to make a personal commitment to support one particular group — their "home group". Though this custom is not universal, many believe its practice can benefit the individual member as well as the group. For the individual member, it can provide a stable recovery base — a place to call "home," a place to know and be known by other recovering addicts. For the group, it insures the support of a core of regular, committed members. A strong home group can also foster a spirit of camaraderie among its members that makes the group both more attractive and more supportive of newcomers. The home group is one very specific way in which, by making a personal commitment to N.A. Unity, group members can enhance their own recovery as well as insure that the same opportunity exists for others.

While the home group concept is the accepted norm in some N.A. communities it's unheard of in others. There are many, many ways of talking and thinking about the bond established among addicts in their groups. Do what seems most suitable in your own N.A. community.

WHAT IS A "GROUP BUSINESS MEETING"?

The purpose of the group business meeting is fairly self-explanatory: to conduct the business of the group in such a way that the group remains effective in carrying the recovery message. Some of the questions a typical group business meeting addresses are:

- Is the group effective in carrying the N.A. message?
- Are newcomers being made welcome?
- Do solutions for problems at recent meetings need to be sought?
- Is the meeting format providing sufficient direction?
- Is attendance steady, or growing?
- Are there good relations between the group and the facility in which the meeting is held?
Between the group and the community?
- Are the group's funds being used wisely?
- Is there enough money being donated at meetings to meet the group's needs and also provide for contributions to the rest of the service structure?
- Are literature and refreshment supplies holding up?
- Is there a service vacancy in the group?
- Has the area, the region, or the national service conference asked the group for advice or support.

Group business meetings — sometimes called steering committee meetings — are usually held before or after a regular recovery meeting, so that the recovery meeting remains focused on its primary purpose. The group selects someone to lead the business meeting. Group officers give reports on their areas of responsibility, and subjects of importance to the group are raised for discussion. Some groups hold business meetings on a regular basis; others only call them when something specific comes up that needs the group's attention. All group members are welcome — even encouraged — to attend, raise questions related to the group's work, and take part in discussion.

N.A. SERVICE STRUCTURE

UNIT	PURPOSE / RESPONSIBILITY	ACCOUNTABILITY TO:
MEMBER	<p>Staying clean, working the Twelve Steps and adhering to the Twelve Traditions. Participating in the lives of other recovering addicts, society at large, working towards becoming a productive responsible member of society, participating in Twelfth Step work, participating in Homegroup activities and service meetings. Practicing these Principles in all our affairs.</p>	<p>To N.A. Principles, N.A. as a whole, still suffering addict, home group, sponsor or sponsees, society, Higher Power</p>
GROUP	<p>Meets regularly at specified place and time, carrying the message to the addict through adherence to the Twelve Steps & Twelve Traditions and availability of N.A. approved literature. Functions as a completely self-supporting, autonomous entity and is wholly dependant upon the participation of N.A. Homegroup members. Acts as a vehicle for Twelfth Step work, sponsorship, opportunities for Homegroup members to give back what was freely given to them through N.A. and to serve N.A. formally through our committee based service structure. Hold Group Conscience meetings to determine what is best for the Group and N.A. as a whole to provide stable recovery environment.</p>	<p>It's members, N.A. as a whole, still suffering addict, N.A. Principles, service structure to which it belongs.</p>
AREA	<p>Provides means for communication, implementation and discussion among Groups to determine the needs of an unspecified number of N.A. homegroups and assist them in the fulfillment of the directive given in Tradition 5. Area Committees are established to interface with society in a way that fulfills the 5th Tradition and protects the atmosphere of recovery so necessary for the day to day operation of N.A. Groups. Provides means for formal committee service for members expressing desire to serve.</p>	<p>To Groups it serves, service structure, N.A. as a whole, society at large, N.A. Principles.</p>
REGION	<p>Made up of an unspecified number of Areas for the purpose of communication, implementation, discussion and coordination of service efforts of Areas specifically to interface with local regional, medical, judicial, professional associations and governmental agencies for the Areas and Groups that those Areas represent. To make society aware of the existence of N.A. and to further the primary purpose of N.A. through its service committee activities. To provide a forum for interaction with society and all other service elements of N.A. worldwide.</p>	<p>To Areas it serves, service structure, N.A. as a whole, society at large, N.A. Principles.</p>
WSC	<p>Provide a means for worldwide communication, discussion, coordination, implementation of the desires, needs and decision of the entire worldwide Fellowship through agenda items published yearly for the entire Fellowships consideration. To interface with international media, governmental organizations, world health services, etc. through its established WSC committee structure for the purpose of furthering the growth and development of N.A. worldwide. To direct and oversee the activities of the WSO, Inc. To provide guidance through its committees to the N.A. Fellowship.</p>	<p>Worldwide Fellowship, society at large, Groups through Tradition based service structure, to operate activities of its Boards, committees and service center.</p>
SERVICE OFFICES	<p>To carry out the directive of the service body that created it in matters that relate to communications and information for N.A., its services, groups and members. Office maintains correspondence with N.A. groups and service committees, printing and distributing WSC approved literature, maintains archives, and files of N.A.</p>	<p>Directly to service committee or board that created it, efficient performance, fiscal responsibility.</p>

SUPER Group Service Representative

The following are suggestions that come from experience. Although these ideas are only suggestions, we believe that they will make your service more enjoyable.

The GSR Report

1. **BE ENTHUSIASTIC!** Do not moan or mumble your way through this report. Speak loudly. Have fun with it. Laugh. Get angry if its called for. Explain the consequences of inaction (lay guilt) if necessary. Be positive. If a committee or meeting needs support, avoid saying "needs support" and emphasize something positive about the meeting that will attract others to it. Share your enjoyment of service, not your obsession of revulsion.
2. **BE INFORMED!** Get copies of "The Temporary Working Guide to the Service Structure, A Guide to Service in NA" ("TWIGS") and the Area's Guidelines. Attend all Area meetings and ask questions when you do not understand. Know the phone numbers of all subcommittee chairs and when and where their next meetings will be. Know what they are working on. Know what the requirements are to be in various positions of service. The best way to be informed is to select one committee to be of service on and to periodically visit other subcommittees.
3. **BE BRIEF.** Only announce functions or subcommittee meetings that are coming up in the next week (except for conventions or other major events). Select one or two meetings that need support and get people enthusiastic about them. Never announce functions that have passed. Reread your report prior to each meeting and cross out old material and highlight the next week's events. Do not read phone numbers or addresses out loud during your report (people almost never have their pens and paper ready and doing so often puts out addresses or phone numbers of people not wishing to be of service).
4. **BE CLEAR.** Avoid the use of service slang and NA abbreviations. Ask if there are any questions or if there is anything the meeting would like you to change or improve about your report.

THE MEETING YOU REPRESENT: Whether the GSR or the Alternate is giving the report, both should attend every meeting of the group they represent if at all possible. They should arrive early and greet people and stay afterwards and answer questions and socialize. They should be the one suggesting that people go out for coffee afterwards if this is not already being done. They should share their love for the meeting and the importance it plays in their recovery both at the meeting and away from it. If there are problems with the meeting, they should have a steering committee and be a part of the solution and not bad rap the meeting to others outside the steering committee. They should keep their eyes open for those who attend the meeting that would benefit from service commitments and approach them individually after the meeting or at the break. Make sure that newcomers get literature and get introduced to those who may be willing to sponsor them. Finally, make fliers for all functions in the quantities necessary for the group and also have a schedule of the functions and committee meetings with their times and locations copied and on the table. Remember to be an example of appropriate meeting behavior. Do not chat during the meeting. If you must talk to someone in a crisis, take it outside of the meeting. If a member of the opposite sex needs to talk, arrange for someone of their sex to talk to them with you or better yet, instead of you. Clap at the appropriate times and sing along.

LITERATURE DISPLAY: Create an inviting literature display and information corner that will attract the eye of the newcomer and oldtimer alike. Have a poster with IP's, fliers of upcoming functions and a calendar of upcoming committee times and locations. Keep the information current.

THE STEERING COMMITTEE: Get the phone numbers of the Secretary, Treasurer, GSR and GSR Alternate. Discuss with them how the meeting is doing. If something that they are doing is working, compliment them on it. If there is a problem, discuss what can be done to solve it. If nothing is going on, get together and socialize with them. The spirit of friendship within the steering committee will spread to the group.

THE AREA SERVICE COMMITTEE MEETING: You are there to represent your group and to participate in the seeking of God's will. Remind yourself of that before you walk in to the ASC meeting. Get a copy of the minutes and take notes on the minutes regarding new meetings and meetings that need support. Meet with the Outreach Committee to get a contact sheet of phone numbers, Area Guidelines, a listing of subcommittees and their functions and a guide to the Area slang and abbreviations. Avoid chatting with those next to you, but do ask questions when you get confused.

OTHER SUGGESTIONS:

1. Ask your meeting if they want a meeting copy of "The NA Way".
2. Get the NA poster set and mount the steps of whichever posters you wish and display them at your meeting.
3. Ask the WSO to send you "The Newslines" (free).

Building Support for Your Meeting

NA meetings need various kinds of support. When meetings are starting or are very small, they need all kinds of support. Meetings sometimes have strong support from residents of local treatment facilities that are not able to donate money and have only limited experience, strength and hope to share. Some meetings while serving the needs of the oldtimers of the area, have difficulty attracting newcomers to the meeting. Some meetings have plenty of support for everything except those willing to be trusted servants for the meeting.

The following are some suggested steps for increasing general support for your meeting:

1. Let It Begin With Me. Look at your own behavior at the meeting. As a trusted servant, are you arriving on time and staying until the end of the meeting and attending every week? While the meeting is going on, are you in the room listening and participating, or are you outside chatting or worse, inside being rude? Do you like the meeting or are you conveying to others by your words and actions that if it wasn't for your commitment, you would be somewhere else? Do you warmly greet people that come to your meeting and invite them to keep coming back? Are you regularly attending other NA meetings and talking to others about your meeting's need of support?
2. Take inventory of the meeting. The best place to do this is to have a steering committee meeting after the meeting at the meeting place or at a local coffee shop. All trusted servants are expected to attend and anyone else who supports the meeting is invited. Is the meeting violating any traditions that is leading it to die? Is it time for a format change? Is there another NA meeting that has started that has depleted some of the support for your meeting? Is there an atmosphere of recovery at your meeting or are people being rude, talking about the disease instead of recovery, and engaging in controversy?

3. The following is a list of things people have done to attract addicts to their meeting:
1. Invite 5 people a week from other meetings to read at your meeting and one to lead it.
 2. Get speakers from inside the Area that everyone enjoys and outside the Area that everybody hasn't heard a thousand times before.
 3. Send members to other meetings to make specific appeals for support.
 4. Change the format of the meeting (by group conscience).
 5. Call local treatment facilities and inform them of the time and location of your meeting and invite them to attend.
 6. When problems arise with residents attending from recovery homes and the problems cannot be resolved at a group level, contact should be made with PI or Outreach.
 7. Ask those who are being rude or disruptive to leave the meeting.
 8. Encourage changing into a home group.
 9. Provide childcare or some other service that would permit addicts to attend.
 10. Go to other meetings and subcommittees and reach out to other addicts in a concerned way that attracts them to you and your meeting.
 11. Change the meeting time or location so it does not conflict with a local popular meeting.
 12. Announce what the money for the 7th Tradition goes to pay, as part of the meeting format.
 13. Pass the basket a second time or cut expenses (i.e., no chips, no cookies, less variety in literature, smaller room for less rent)

4. Area Support. Announcing at the Area meeting that your meeting needs support has led to GSR's announcing this at their meeting but not much in terms of results. Have you talked to the chairs of the Phonelines and H&I committees and made sure that they are referring addicts that call to your meeting? Have you asked the Outreach Committee or Public Information to ask for suggestions regarding fliers or a possible change in meeting location to a less expensive hall? Are you saying out loud at the Area meeting that you want a commitment from 5-10 of those attending that they will support your meeting for the next month on a weekly basis and offer suggestions to you on how to improve your meeting?

Although we all need support of one kind or another, the attitude of always wanting more is characteristic of our disease. It is important not to deplete our Area's time and resources by asking for support when in actuality your meeting is self-supporting. If your meeting is covering its monthly expenses and addicts are attending, then your meeting does not need support. In fact, having an attitude of needing support may lead others to feel there is something wrong with the meeting when the only problem with the meeting is the attitude of the trusted servants.

The following is a reprint of the statement addressing our behavior in public as it was first presented. If you have not yet done so, we strongly urge each of you to call upon the Group Conscience to determine whether this statement can be incorporated into your meeting format.
Thank you.

SUPER-GSR II: THE SEQUEL

Although many of the truths that existed when "How To Be A Super GSR" still apply, there are a number of truths that have unfolded since then. The following is meant to be an addendum rather than a replacement for the initial handout. There are more service commitments than there were before and more meetings that need support. The GSR can still be the loneliest person in the world after a meetings. Maybe some of this will help. The following is also directed at those who have been a GSR before and were super at it. These people may need more challenges to keep it interesting.

Good News: One of the things that can make a Group Service Representative (GSR) lonely is that they are often the one that brings the bad news or that need someone else to do something. This meeting needs support, this committee is going to fail, the amount of money was lost, etc. It is important to bring the good-news. Twenty-eight of the thirty meetings in this area are doing great. This committee just completed Project X. The following people just go elected. This many newcomers chips were purchased suggesting we are still growing....

Focus: I don't know about you, but I tend to get bored easily if I do the same thing over and over again. For the oldtimer that thinks they have already done being a GSR and their is nothing new, or for the person who was a GSR Alternate for 2 years and is serving their second term of office as GSR, the following should help keep things fresh. Each month pick a specific focus. The following are examples of what a year might look like. It is important to pick a focus that serves your meeting's needs at that time.

- * **January:** Purchase a poster set and mount them. Each meeting put these up around the meeting.
- * **February:** Try to find someone that regularly attends the meeting to serve on the phonenumber right before the meeting. That way any newcomers that call can get a ride from them to the meeting that day.
- * **March:** Organize going out for coffee (or tea, bottled water) after the meeting. This will build unity at the meeting and help with your own social skills.
- * **April:** Pick a meeting that needs support month. Invite other members to come with you to support a struggling meeting. Talk about your positive experiences doing this. Know that what you give as a meeting will come back ten fold.
- * **May:** Trusted Servant Acknowledgement Month. Pick a committee and do things like have those who are of service raise their hands and be applauded. Invite the chair of the committee to your meeting to speak or to lead the meeting. In your GSR Announcement highlight special accomplishments of that committee. Adopt that committee at your meeting, and give it special support.

- * June: Newcomer Month. For a month give away either a Basic Text or a copy of Just For Today. Each week. Announce this at other meetings and have sponsors bring their new sponsees to the meeting.
- * July: Get to know your members month. Create a phone list of the those that attend your meeting and call them and ask them how they are doing. If there is a group conscience make this list available to newcomers.
- * August: Home Group Month: Share about the value of home groups. Photocopy articles from the N.A. Way about the importance of home groups and put it on the literature table. Have a steering committee meeting and discuss the home group concept.
- * September: Literature Month. Create a display of the available N.A. literature. If you are not artistic ask one of the members of the meeting for help. Get extra copies of 4 different I.P.'s and give each a week to focus on how they have helped your recovery.
- * October: Have your meeting host an N.A. function. This can be anything from a dance, to a subcommittee meeting, to a learning day for meeting secretaries. Have the function either right before or right after your meeting meets at the location where the meeting meets. Make sure that your function does not conflict with other N.A. functions and that the people you rent from approve.
- * November: N.A. Way month. Share about the benefits of receiving the monthly publication of our fellowship. Have the meeting use the N.A. way to pick topics for discussion. Review current N.A. controversies in the monthly steering committee meeting. Announce Conventions and Campouts from the magazine that are occurring in exotic places. Buy the meeting a subscription to the N.A. Way. Sell subscriptions to individual members or recovery houses that attend the meeting.
- * December: Have a party and invite those who attend the meeting to it. If it is a small meeting it could be a dinner party. Large parties could be potlucks. It is nice to have fun and socialize (no matter what your disease tells you).

This list is by no means, exhaustive. There are many more things that a GSR could do. It might also be that because of your own busy life or your own defects of character that you just can't do this much. If this is the case pick one thing and try to do it. Remember that this handout is for the SUPER GSR. Stronger than normal GSR's, they can leap buildings with a single bound... Allow it to be an ideal to work towards not a standard that you beat yourself up with for never reaching.

Many of these suggestions involve other trusted servants or N.A. members. Do not go off on self-will. Seek a group conscience at your meeting or at the steering committee for undertaking projects that impact others. First be a GSR, then a Super GSR, and if there is anything left then shoot for being a SUPER GSR II

Allow your service to be an act of Love.