

Resolution 1. (Approved & Adopted October 12, 1986) Mid City Area Services Committee of Narcotics Anonymous is the official name of this Area's Services committee and shall appear on Area Documentation, either in its entirety or its abbreviated form: M.C.A.S.C.N.A.

Intent: To better identify The Mid - City Area.

Resolution 2 (approved & Adopted October 12, 1986) The Mid - City Area Services Committee of Narcotics Anonymous does serve the needs of the following geographic Areas.

- A. Eastern Boundary: State Street
- B. Western Boundary: Austin Avenue
- C. Northern Boundary: North Avenue
- D. Southern Boundary: Stevenson Express way

(Spiritual boundaries include any Narcotics Anonymous Meeting)

Intent: To show the boundaries serviced by the Mid - City Area, not to our exclude spiritual boundaries.

Resolution 3. (Approved & Adopted December 14, 1986) That no meeting covered in resolution (2) should in any way be affiliated with the meeting facility, or any outside organization.

Intent: To keep in accordance with our (6th) Tradition

Resolution 4 (Revised January 26, 1991) Public Information will go to any facility requesting to join the M.C.A. as a new meeting, give a presentation and answer any questions the facility may have about N.A. or how the meeting will run and report back to the area.

Intent: To inform the facility of how N.A. and N.A. meetings work

Resolution 5 (Approved & Adopted December 14, 1986) In the case of a complaint made against any meeting covered in Resolution (2), two G.S.Rs from the area and one area Officer shall attend that meeting to see if the complaint is valid and report to the area. If the complaint is valid, three area representatives may call a business meeting to discuss the violations.

Intent: To ensure that the M.C.A. meetings are adhering to our Traditions.

Resolution 6 (Approved & Adopted December 14, 1986) (Amended January 18, 2003) When a meeting covered in Resolution (2), continually breaks the N.A. Traditions (after being counseled) the area shall vote to remove the group from the rotation, and (advise the facility) the meeting is no longer approved by the M.C.A.

Intent: To enforce Resolution 5

Resolution 7 (Revised January 26, 1991) If a meeting covered in Resolution (2) misses two (2) consecutive area meeting, a representative from the area will be sent to check on, and(inform) the group of its status and report to the area. If the group does not send a representative to the next area meeting, a vote by the G.S.R.s will be taken whether or not the M.C.A. will continue to approve that meeting. (Amended August 12, 2008) If a meeting is taken off the rotation fore faller to comply with (Resolutions 5, 6 and 7) that meeting must attend three (3) consecutive area meetings to be reinstated.

Intent: As a final action after (Resolution 5, 6 and 7) have been enforced.

Resolution 8 (Revised January 26, 1991) (Amended January 18, 2003) Representatives of a new meeting must attend three (3) consecutive area meetings before they are accepted in the M.C.A rotation.

Intent: To ensure that the group is in accordance with N.A. Stapes and Traditions

Resolution 9 (Approved & Adopted August 9,1987) (Amended January 26, 1991 & January 12, 1992) Upon confirmation of a new meeting, the area (in compliance with the Area Policy) will supply a new meeting with a starter kit, if (Necessary) to include a Temporary Workers guide. (Amended October 9, 2005) (10) Directories, (6) of each IP's Sponsorship, Who What and Why, Am I an Addict, For the Newcomer, (5) White books, (5) of each key tags and one Group Booklet, may substitute.

Intent: To ensure that new meetings to the area have some literature to start

Resolution 10 (Revised January 26, 1991) to all subcommittee chairs, it is required that you attend the appropriate regional subcommittee meeting; if a subcommittee chairs miss two (2) consecutive regional subcommittee meeting without sending a representative (co-chair) there will be a special election (on the area floor) in the THIRD MONTH to impeach the elected official from office

Intent: To keep our committee chairs (and area) informed of what's going on at the region

Resolution 11 (Approved & Adopted March 8, 1987) (Amended August 10, 1988) All M.C.A.Officers and Subcommittee Chairpersons will attend the monthly policy & administration subcommittee meeting and area meetings. If any officer or subcommittee chairperson misses two (2) consecutive months without sending a representative, there will be a special election (on the area floor) in the THIRD MONTH to impeach the officer or chairperson

Intent: Describes who is to attend policy & administration meetings, months that can be missed (2) and action to be taken in the third month. (All members are welcome to attend)

Resolution 12 (Approved & Adopted October 12,1986) (Amended January 16, 2003) All Mid – City Area service committce meetings of N.A. shall be open meetings. (To all N.A. members)

Intent: So that all M. C. A. members may have a better understanding of how the M. C. A. (area) business is taken of.

Resolution 13 (Approved & Adopted August 10, 1988) (Amended March 29, 2005) Mid - City area service committee of N.A. **SHALL NOT CONVENE UNTIL A QUORUM OF 50% OF THE GROUP SERVICE REPRESENTATIVES ARE PRESENT.** In the event of the A.S.C. not having a quorum of G.S.R's the executive committee will be allowed to make decisions on the dispensation of N.A. funds to each subcommittee. However, a quorum of G.S.R's must be present to make changes to existing policy, and to hold elections.

Intent: To ensure the continuation of N.A. services provided by the area service committee, and the distribution of the necessary funds needed to carry out these services, and to describe what business cannot be carry out without a quorum of G.S.R's.

Resolution 14 (Approved & Adopted April 12, 1987) a 2/3 majority vote of the quorum in a standing roll call is needed to: (A) Change established policy (B) To be observant of a meeting (C) Remove an officer (D) Call a special meeting (E) To abolish an existing subcommittee (F) Approve official statements by the area (G) To make police

Intent: To describe area business that requires a 2/3 majority vote of the quorum (Amendment to the policy Approved & Adopted July 12, 1987) that any abstentions shall be counted as a no vote.

Resolution 15 (Approved & Adopted October 12, 1986) Only G.S.R's or (G.S.R.A's) in the absence of the G.S.R., may vote in the M.C.A. service committee meetings. Each G.S.R. shall have but one vote at the area service meeting, even if she or he represents more than one group. (See tradition 4)

Intent: To keep down any contradictions & confusion that may exist between groups.

Resolution 16 (Approved & Adopted November 9, 1986) (Amended March 29, 2005) The M.C.A.S.C. of N.A. Chairperson, or Co - Chairperson (in the absence of the chairperson) can only vote to break a tie.

Intent: to cast a final diction on any issues that needs to be voted on.

Resolution 17 (Approved & Adopted October 12, 1986) M.C.A.S.C.of N.A. Officers and subcommittee Chairperson are voting members of the Policy & Administration Subcommittee. All N.A. members are encouraged to serve on the subcommittee.

Intent: To show who can vote at P. & A. meetings. All N.A. members are welcome.

Resolution 18 (Approved & Adopted July 12, 1987) (Amended January 12, 1992) (Amended January 18, 2003) The M.C.A.S.C. of N.A. shall produce a flyer announcing nominations for area offices during the September Area meeting.

Intent: To make Mid -City area member aware of area positions open, and allow all the opportunity to run for office.

Resolution 19 (Approved & Adopted July 12, 1987) (Amended January 12, 1992) (Amended January 18, 2003) The M.C.A.S.C. of N.A. shall nominate candidates for all open (Subcommittee) positions during the October area meeting.

1. At the end of roll call, the chairperson shall call a suspension of the format so that nominations may be held.
2. Upon a second, a G.S.R. roll call vote shall be taken to suspend the format.
3. Upon reaching a majority to suspend the format, the qualifications and requirements of the position open for nomination shall be read by the chairperson.
4. The chairperson shall open the floor for nominations. (Any member attending may make nominations or second nominations).
5. Any member nominated and second may decline at any time after his/her nomination.
6. After a nomination has been made, second and accepted any member present may motion to close nominations. Upon a second, and a (majority) show of hands by G.S.Rs the floor may be closed for nominations to that office and procedure #3, 4, 5 and 6 shall be continued thru the nomination.
7. At the end of the voting process the chairperson shall call for the reinstatement of the format. Upon a second, and a G.S.R. (majority vote) the format will be reinstated.

Subcommittee Positions

- A) Public Information – Chair two (2 yrs) clean
- B) Policy & Administration – Chair two (2yrs) clean
- C) Hospitals & Institutions – Chair two (2yrs) clean
- D) Recreation & Activities – Chair three (3yrs) clean
- E) Literature – Chair three (3 yrs) clean
- F) Newsletter – Chair one (1yr) clean
- G) Ad-Ho – Chair three (3 yrs) clean

Intent: To allow all interested members the opportunity to be nominated to an area service position. (Subcommittee co-chairs should have the first opportunity to move up to the chairs position)

Resolution 20 (Approved & Adopted August 9, 1987) (Amended January 12, 1992) The M.C.A.S.C. of N.A. shall have elections for Executive Officers during the November area meeting. (Executive co-chairs should have the first opportunity to move up to the chairs position) Should the co-chair decline the position, then the committee shall follow the procedures outlined in resolution 19 (All positions will be voted on during the November area meeting)

Executive Positions

- A) Area – Chair two (2yrs) clean
- B) Area – Co – Chair one (1yr) clean

- C) Area – Secretary three (3yrs) clean
- D) Area - Co – Secretary one (1yr) clean
- E) Area – Treasurer five (5yrs) clean
- F) Area - Co – Treasurer four (4yrs) clean
- G) Area – R.C.M. – four (4yrs) clean
- H) Area – Alternate – R.C.M. two (2yrs) clean

Intent: to ensure that the area's elections remain open to all members wishing to run for office.

Resolution 21 (Approved & Adopted April 12, 1987) (Amended August 13, 1989) (Amended January 1992) for the simplicity of area business meetings, discussion should be limited to motions that have been second. Motions made on the area floor will be limited to two (2) pros and two (2) cons with two (2) minutes for each pro and con.

Intent: To ensure that area business is proceeding in a timely and orderly fashion.

Resolution 22 (Approved & Adopted January 26, 1991) (Amended January 12, 1997) all motions made on the area floor must be in writing, on a motion request form, with the resolution # and date.

Intent: Procedure for making a motion.

Resolution 23 (Approved & Adopted April 13, 2003) that the area treasurer must have five (5) years clean. The treasurer is responsible for managing and keeping records of the M.C.A.'s bank account. He/She is responsible for monitoring budget expenses and preparing a monthly financial statement. The treasurer must work closely with the executive committee. **It is strongly recommended that he/she is good at managing their personal finances and must have a job.**

Intent: To show clean time requirements and accountability of our treasurer

Resolution 24 (Approved & Adopted August 11, 1995) any members that have significant others who are in the same position of service (where money is to be distributed and signed for). Can not both hold signing rights to such money.

Intent: To prevent enticement and discourage misappropriation of M.C.A. funds

Resolution 25 (Approved & Adopted December 8, 2002). That on money is to be dispensed to (subcommittees) until there is an accurate bank account and the area is able to give a check for Literature and Hospital & Institutions purchases, keep an accurate account of any money that comes in or go out of the M.C.A.

Intent: To keep an accurate account of all bank transactions, know what type of account it is, is there a monthly fee and who in the area can sign checks on the account.

Resolution 26 (Approved & Adopted July 13, 2008). **(Only Money Orders)** will be accepted on the area floor for literature purchases and area donations.

Intent: For the safety of our treasurer. So that he/she don't have to carry large amounts of cash.

Resolution 27(Approved & Adopted August 9, 1987) (Amended January 26, 1991) (Amended January 12, 1992). The area treasurer shall start receiving money orders at

12:30p.m on the day of the area and stop at 2:30p.m. & shall deposit them after the area meeting

Intent: To allow the treasurer time to prepare a financial report for the area.

Resolution 28 (.....)In the event the treasurer or co – treasurer is unable to pick the money after the monthly social the Area Chairperson or Recreation & Activities Chairperson will pick up the money and make arrangements to either drop it off or have the treasurer or co – treasurer pick it up (and get a receipt).

Intent: So that the money can be swiftly deposited into the M.C.A.'s bank account.

Resolution 29 (Approved & Adopted March 9, 2003). That no cash is allotted to subcommittees, only checks.

Intent: To keep accountability of money going in and out of the M.C.A.

Resolution 30 (Approved & Adopted August 11, 1995). In order for subcommittees to receive funds for the current month the receipts, records and documentation for the previous month must be reviewed and approved by the area during their monthly report.

Intent: To have a checks and balance system in place to prevent misappropriation of M.C.A. funds

Resolution 31 (Approved & Adopted January 11, 1998) (Amended February 9, 2003) (Amended September 11, 2005). To start a prudent reserve of \$100.00 per month for M.C.A. special events, beginning one month after the annual picnic.

Intent: To have enough money for special events and give notice of location of event in a timely manner.

Resolution 32 (Approved & Adopted January 26, 1991) (Amended September 11, 2005) (Amended July 13, 2008). Money for Recreation & Activities prudent reserve will be maintained in the area's bank account and \$100.00 will be taken out every other month until it reaches \$1000.00 for that subcommittee.

Intent: To show where money will be safely kept for recreation & activities and how much will be maintained at all time.

Resolution 33 (Approved & Adopted January 26, 1991) (Amended January 18, 2003). All subcommittee chairs must submit a projected annual budget every January (for the year) to the treasurer.

Intent: To ensure that all subcommittee chairs know what their budget is for the year.

Resolution 34 (Approved & Adopted January 26, 1991). All subcommittee chairs must submit a financial and inventory report on a quarterly basis.

Intent: To help the M.C.A. keep an accurate account of financial expenditures and inventory.

Resolution 35 (Approved & Adopted September 10, 1995). That all G.S.R.'s show the secretary their receipts for literature purchases and area donations. All G.S.R.'s must give the secretary a monthly report.

Intent: So that the secretary can keep an accurate record of the monthly meetings.

Resolution 36 (Approved & Adopted September 10, 1995). That the M.C.A. rent space at the C.S.O. office to store literature. With the literature chair making his/her self available at (their convenience), to sell literature by appointment.

Intent: To keep our Literature Chair from transferring heavy boxes and to maintain inventory control.

Resolution 37 (Approved & Adopted September 14, 1991) (Amended January 18, 2003) For meetings at hospital facilities to make their rent payments in the form of literature donations once a month.

Intent: To consolidate, eliminate and expedite all matters concerning rent.

Resolution 38 (Approved & Adopted August 11, 1996). To put the name of members in the hot sheet (but not to be read, just as a point of information) that have misappropriated N.A. funds. When a group's funds are suspected of being misappropriated or stolen and are missing for sixty (60) days or more the M.C.A.S.C. will send an area representative to the group to confirm that the person identified is the correct person, (so as not to incriminate any wrongly). If the money is not returned, that persons name will be publicized in the M.C.A.'s newsletter or hot sheet for one year, or until restitution has been made.

Intent: To inform and alert members in a business meeting of individuals that have misappropriated N.A. funds.

Resolution 39 (Approved & Adopted November 9, 1986). The M.C.A.S.C. of N.A. provides financial support to the hospitals & institutions subcommittee each month on an on going for the purchase of literature.

Intent: To stay in accordance with our 5th tradition.

Resolution 40 (Approved & Adopted August 9, 1987). That the M.C.A.S.C. incorporates a treasury form to send to all groups, showing where the area has designated money.

Intent: To keep better track of financial expenditures.

Resolution 41 (Approved & Adopted January 12, 1992). The literature subcommittee will only receive (**completed**) literature order forms (**money orders only**) between the hours of 12:00 noon and 2:00p.m on the day of the area meeting.

Intent: To allow the literature committee time to fill orders and prepare a financial and inventory report.

Resolution 42(Approved & Adopted September 14,1986) (Amended October 16, 1996). All literature will be distributed at the close of the area meeting. (Literature means back orders, flyers, newsletters and any N.A. Literature)

Intent: To establish when literature will be available for pick - up.

Resolution 43(Approved & Adopted October 13, 1996) (Friendly Amended December 1997). That the Area Chair, Literature Chair and Policy Chair have a key to the C.S.O.

Intent: So that Subcommittee Chairs will be able to enter the C.S.O. to conduct M.S.A. business.

Resolution 44 (Approved & Adopted October 12, 1986). The M.C.A.S.C. of N.A. shall establish and maintain archives.

Intent: To maintain a record history.

Resolution 45 (Revised June8, 1997). That the M.C.A. adopts reporting forms for G.S.R.'s, G.S.R.A.'s and all subcommittees.

Intent: To have accurate reports, to direct questions only to what's stated in the report and to do it in a timely manner.

Resolution 46 (Approved & Adopted January 26, 1991). All M.C.A.S.C. of N.A. monthly meetings shall be mechanically taped recorded from opening to closing in their entirety. The tape recordings shall be used by the area secretary and the assistant area secretary to prepare the official minutes of the monthly area meeting.

Intent: To describe how and who records the monthly meeting minutes and the minutes are prepared from those recordings

Resolution 47 (Approved & Adopted August 10, 1986). That the M.C.A.S.C. of N.A. set up workshops for review of literature to be approved and/or reviewed on a needed basis. With the area to absorb all incurred cost of said workshops.

Intent: To ensure we adhere to the needs and growth of the area.

Resolution 48 (Approved & Adopted March 10, 1996). Change in format; that we send around a sign in sheet for area trusted servants to sign with name and telephone numbers. To be distributed among area trusted servants (**only**).

Intent: So that area trusted servants are able to get in touch with each other. In the event special activities come up, or information is needed to give subcommittee chairs.

Resolution 49 (Approved & Adopted March 9 1997). To develop an R.C.M. file to keep at the area, for information forms received at the region for the M.C.A.

Intent: To establish a place for information forms from the region to be kept so that members can view them at their discretion.

Resolution 50 (Approved & Adopted September 14, 1986). That the M.C.A.S.C. of N.A. joins with other interested areas to form a new Chicago Land Region. To better serve the needs of addicts both in and out of our fellowship.

Intent: To stay in accordance with the 5th tradition

Resolution 51 (Approved & Adopted October 12, 1986) (Amended January 16, 2003). The M.C.A.S.C. of N.A. adopts the Guide to local Services in N.A.

Intent: to give balance and structure to our area.

Resolution 52(Approved & Adopted January 26, 1991). Recreation & Activities Subcommittee has a vote of confidence in planning activities. (Amended August 10, 2008). That two (2) executive committee members (Area Chair/ Co- Chair Treasure/Co-treasure) be in on all negotiations dealing with money transfers, AS in such cases as moving from place to place, paying rent, signing contracts and all money handling positions.

Intent: To stay in accordance with the 7th and 9th Tradition

Resolution 53 (Approved & Adopted January 12, 1992). Each subcommittee develop their own policy to be presented to the area policy subcommittee for review then to the area floor for the G.S.R.'s to vote on.

Intent: To avoid any conflict with any other set policy.

Resolution 54 (Approved & Adopted July 13, 2003). To have a annual fundraising event for H & I along with the Ad-Hoc committee.

Intent: To raise money for H & I.

Resolution 55(Approved & Adopted July 11, 2005). Area subcommittee chairs Rec. & Act, H & I, P & I and P&A. must attend the Monthly Regional Committee Meeting as part of their duties (requirement) So that information can be brought back to the area and meetings in the M.C.A.

Intent: To keep the area informed thru multiple committees and to ensure that the region have members on an subcommittee level, to ensure that the M.C.A. has a vote at (Regional Subcommittee Meetings).

Resolution 56 (Approved & Adopted 11, 2005). That all Executive Committee members along with Chairs & Co-Chairs, and G.S.R.'s & G.S.R.A.'s be present at all learning days, to be included as part of your services commitment.

Intent: We lead by example, and to show unity in the M.C.A.

Resolution 57 (Approved & Adopted December 8, 2002). That all subcommittees be accountable for Xerox copies they make at the C.S.O.

Intent: To better keep track of a subcommittee's budget.