

Northern California Region of Narcotics Anonymous

**Regional Service Office
Board of Directors**



Annual Report

2016/2017



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INTRODUCTION

It is an expectation that California Public Benefit Non-Profit Corporations provide their membership with a complete Annual Report after the close of each fiscal year. To that end, the Northern California Regional Service Office (NCRSO) has prepared this report for the fellowship of Northern California. This report will focus on the activities of the 2016-2017 fiscal year and the plans for the 2017-2018 fiscal year. This report includes reports and financial information from the NCRSO, Northern California Convention of Narcotics Anonymous (NCCNA), and the Northern California Regional Service Committee (NCRSC).

Activity during 2016-2017 at the Office:

I. Financial

- A. Total net income was \$17525.27 at the end of the fiscal year; the NCRSO had \$3.66 in accrued interest in Certificate of Deposits.
- B. The over 90 days due account balances remained at an acceptable amount. They have been very low over the course of the year.
- C. The NCRSO Board of Directors (BOD) continued to work closely with NCCNA on fiscal management of the convention. This continued partnership between the two committees allowed the financials to be completed in a timely and efficient manner.
- D. Continued to provide reports to simplify the financial message, making it more available to the fellowship as a whole.

II. Equipment & Software Purchases

Equipment & Software Purchases		
Description	Date Acquired	Cost
1 QuickBooks Online for COS	07/06/2016	\$50.00
3 Lenovo Extended Warranties	07/07/2016	\$267.00
2 Lenovo Flex 3 Laptops	08/01/2016	\$1074.98
2 3yr Laptop Protection Plan	08/24/2016	\$269.76
4 Mouse Pads, 2 bags, & 1 mouse	08/24/2016	\$77.50
1 Adobe Creative Cloud Member	02/10/2017	\$239.88
1 Adobe Creative Cloud Expense	02/27/2017	\$5.00
1 Logic Tec Mouse	02/24/2017	\$31.40
1 Charger for IPAD	12/20/2016	\$20.64
10 Register Keys - Sharp	03/24/2017	\$102.37
Steel Racks for New Office Space	08/02/2016	\$380.50

III. Sales

The 2016-2017 fiscal year experienced a decrease of 0.5% from the previous year in literature and gift sales. During the year, total literature sales were \$412,271.43

Total sales of gift items were \$138,768.48. NCRSO newest items that were added to the inventory are the key fobs, recovery cards, Guiding Principles book, triple book cover, IP-29, NA & Persons receiving Medication-Assisted Treatment, and new book covers.

- A. NCRSO sales at NCCNA were successful again this past year. NCRSO sold \$7,170.20 in literature and \$14,540.41 in gifts during the four-day on-site NCCNA in Sacramento, California.
- B. At the alternative store on Sunday of NCCNA, the entire previous NCCNA merchandise inventory was sold for a total income of \$3,060.65.

- C. NCRSO attended one other fellowship convention. NCRSO sold \$3,232.25 at Tri-Area Convention (TAC).

IV. Board of Directors (BOD) Members and Office Personnel

- A. The BOD has 9 active members out of 12 openings. The BOD has 3 two-year seats open.
- B. The BOD continued to work closely with NCCNA on fiscal management of the convention. This continued partnership between the two committees continues to grow.

V. Challenges and Accomplishments:

Challenges:

- A. Internet service at the office is slow during BOD, NCRSC, and NCCNA meetings. At times, it is hard to conduct business and do reports, as the members are trying to be paperless.
- B. NCRSO faced financial challenges regarding the number of accidental liability cases with the fellowship.
- C. NCRSO has been working with the NCRSC in pursuing a Literature Contact with the State of California Prison Systems for an excess of \$200,000.00.
- D. Temporary replacing the office staff during medical leave through a temporary agency.
- E. The new Guiding Principles book roll out was challenging, as NCRSO did not anticipate the demand and popularity.
- F. NCRSO has been working with the NCRSC is getting volunteers for the new BOD Directors seats for the 2017-2018 fiscal year. We have 3 BOD Directors leaving in July 2017 and no potential replacements

Accomplishments:

- A. BOD successfully worked at replacing the current provider of Internet Services with Comcast and improved the speed and performance of the Wi-Fi and Internet services for the entire 3 Committees and Office work.
- B. Received the 22.5% discount from World Service Office (WSO) for literature purchases.
- C. The Meeting Insurance Packet and the Special Events Insurance Packet had the term "Childcare" changed to "Child Supervision." With the BOD members and Insurance Liaison's approval of the change, the new documents were posted to the NorCalINA.Org by the BOD Web Coordinator.
- D. Change to the Bylaws of NCRSO. ARTICLE 6 - DIRECTORS 6.03, 7. Any such directors, henceforth referred to as "pool seats", shall be eligible for election for a maximum of **two (2)** consecutive two (2) year terms provided: To any such directors, henceforth referred to as "pool seats", shall be eligible for election for a maximum of **three (3)** consecutive two (2) year terms provided.
- E. Added to the Bylaws of NCRSO, ARTICLE 6 - DIRECTORS, 6.03, 7. C. President, Vice-President, and Treasurer can only hold those BOD positions for a maximum of two (2) consecutive years.
- F. The BOD installed administration software on most all NCRSO issued laptops and personal computers to provide remote technical assistance and troubleshoot for users.
- G. NCRSO finished added additional office space and organized and labeled the literature. With the increase in insurance and adding the additional space, the rent to NCRSC and NCCNA was increased.

BUSINESS PLAN
Fiscal Year 2017/2018 Goals

- A. NCRSC/NCRSO/NCCNA continued collaboration
- B. Increase sales and profit margin through outreach and retention and gift items
- C. Mentorship/recruitment and retention
- D. Improve/create written processes/guidelines
- E. To have contract language for NCCNA contracts that are consistent in the wording for cancellations and other areas of importance.
- F. To reorganize and/or rearrange Meeting Committee area to make it practical for the Committees meeting in this area. NCRSC will be forming a Steering Committee to reorganize the room.
- G. To upgrade and maintain the current laptops with Windows 10 and virus detection programs for those are required by members of the BOD, NCRSO, NCRSC, and NCCNA.

LETTER FROM BOARD PRESIDENT Fiscal Year 2016/2017

I would like to thank the Northern California Region of Narcotics Anonymous (NA) for allowing me to serve on the Board of Directors (BOD) for the past two years. The committee has run with nine BOD members for a few years. The BOD sales have remained fairly steady, with little change from the prior fiscal year. It is the belief of the BOD that a stable office workforce and a stable BOD will help the sales to increase in the coming fiscal year. The Northern California Regional Service Office (NCRSO) employees are commended time and again for excellent customer service.

Adding the new office space was a huge accomplishment this past year. NCRSO had 3,166 square feet and added another 920 square feet for a total of 4,086 square feet. For this to be useful, NCRSO had to add a door between the two spaces. NCRSO added more shelving. The base rent went up as follows:

July 1, 2016 – June 30, 2017 = \$2,662 per month
July 1, 2017 – June 30, 2018 = \$2,715 per month
July 1, 2018 – June 30, 2019 = \$2,770 per month
July 1, 2019 – June 30, 2020 = \$2,825 per month
July 1, 2020 – June 30, 2021 = \$2,881 per month

The NCRSO continues to have two full-time employees. This allows the NCRSO to once again qualify for a group health insurance policy.

On a personal note, I would like to thank NA for allowing me to serve on the BOD for the past three years. The committee is small and functions proficiently. This is one of the most rewarding service experiences to the fellowship that I have had during my time clean. I will share that my previous service on the BOD in 2003 to 2006 changed my life dramatically and opened new doors that would not have opened had I not participated on the BOD at that time, gaining that experience. Since some time has passed since that experience on the BOD, I returned to give back what has been so freely given to me, every time I serve the fellowship.

I would like to humbly thank all of the members who have helped keep me teachable. We do this service with what gifts and knowledge we have gained from NA. It is my hope that the BOD, NCRSC, and NCCNA will continue to take each other into consideration, not only the efforts and the work done with each other, but the commitment to the recovery process, as well. I look forward to the next year of cooperation and collaboration.

If after reading through this report, there is an interest in finding out more, please feel free to call, email, or visit the BOD meeting. The BOD welcomes members who have the desire to serve. The BOD would love to answer any questions members might have.

The BOD meets the first Saturday of every month at the NCRSO in Fairfield, California. BOD meetings begin at 10:00 am and are normally completed before 7:00 pm. Usually, there are 10 to 12 members in attendance, including the liaisons from NCCNA and NCRSC. Due to the number of attendees, the BOD meetings are run normally less formal than most other service committees, allowing time for brainstorming and lengthy discussions, when necessary.

If members are interested in this type of service, it is strongly recommended that members come to a BOD meeting to sit as a visitor. All members are welcome. The BOD meetings are open, and it will help members get a sense of what the BOD does.

Unlike other service committees, the BOD is tasked with managing the “business” side of the NCRSO. For those members of NA who have strong business skills, this is a great opportunity to use those skills in service to the fellowship. For those members who are business-minded but have never had the opportunity to build those skills, this is a great chance to do just that while giving back to NA. These positions offer very little recognition for the hard work, but it offers a magnitude of rewards through selfless service, given freely by the members that give of their time to serve on the BOD and keep the NCRSO operating.

The BOD's objectives and purpose are found in the by-laws of the corporation and available at the website (http://www.norcalna.org/regional_forms-docs-reports.php). Here is a simplified list of the services provided by the NCRSO and managed by the BOD.

- By incorporating, NCRSO provides a legal “umbrella” over the regional services, protecting the fellowship and individual members from possible lawsuits, as well as possible financial losses. The BOD signs all legal documents and contracts for the region, resulting in the corporation bearing the legal exposure.
- The BOD offers Areas the ability to put the phone lines under the regional “umbrella”, protecting the fellowship from problems with individual members being listed as the phone line owner and protecting the phone line from being shut off if the Area committee misses paying the bill.
- The BOD corporate status allows the convention contract negotiator to leverage the Region's established credit to negotiate contracts with convention centers, hotels, and other large vendors.
- The NCRSO, as a distribution center for NA literature, is able to get a substantial discount on literature from the World Service Office (WSO), allowing the Region to pass down a portion of that discount to the Areas and Groups that would not normally be receiving a discount.
- The BOD maintains the regional website, including online literature sales and convention registrations.
- The NCRSO provides a central location for the regional committees in northern California to meet on a regular basis, as well as a location to store equipment, files, archives, and literature used to carry the message to the fellowship.
- The BOD works on various projects for the fellowship, as directed by the NCRSC and/or as the need arises.

Thank you for allowing me to be of service,

Frank Williams
Board of Directors, President
NCRSO, Inc.
2016/2017

Interested in learning more?
Email: president@ncrso.org

NCRSO BOARD OF DIRECTORS

The NCRSO BOD has 3 one-year direct elect seats available and four two-year pool seats available. If members would like to qualify for this committee, attend the NCRSC meeting on the second Saturday of every month, except August, November, and January for fiscal year 2017/2018. Qualifications are normally held at 3:00 pm. Members will need a service resume, available online at www.norcalna.org.

The requirements for the BOD are as follows:

- Candidates must qualify at the NCRSC meeting.
- Minimum of four years clean time.
- Has read and has an understanding of the NCRSO Bylaws, which are available online.

If members would like to find out more about the various positions available on the BOD, the BOD duties are available online.

If members are interested in finding out more about being of service on the BOD, please send an email to president@ncrso.org.

2015/2016 NCRSO Board Of Directors

Frank Williams
President
1 year Direct Elect
Term Expires 2017

Becky Goldberg
Secretary
1 year Direct Elect
Term Expires 2017

Ed Walden
Assistant Treasurer
Two-Year Pool Seat
Term Expires 2018

Marion Graham
Sales/Inventory
Two-Year Pool Seat
Term Expires 2018

Janet Brown
Member at Large
Two-Year Pool Seat
Term Expires 2017

Open Position
Member at Large
Two-Year Pool Seat

Leslie Fisher
Vice President
Two-Year Pool Seat
Term Expires 2017

Mary Morello
Treasurer
Two-Year Pool Seat
Term Expires 2018

Barbara Miller
Office Operations / Personnel
Two-Year Pool Seat
Term Expires 2017

Diana Dresser
Contracts/Insurance
Two-Year Pool Seat
Term Expires 2017

Open Position
Member at Large
Two-Year Pool Seat

Open Position
Member at Large
Two-Year Pool Seat

LITERATURE SALES POLICIES

Discount Structure

Sales Amount Range	Discount %
\$0.00 - \$100.00	0%
\$100.01 - \$500.00	5%
\$500.01 - \$5,000.00	8%
\$5,000.01 +	10%

Shipping & Handling Charges – Within California (Based on sub-total before taxes)

Sales Amount Range	Charges
\$0.00 - \$25.00	\$8.00
\$25.01 - \$70.00	\$10.00
\$70.01 - \$150.00	15%
\$150.01 - \$500.00	11%
\$500.01 +	9%

Shipping & Handling Charges – Outside of California (Based on sub-total before taxes)

Sales Amount Range	Charges
\$0.00 - \$25.00	\$10.00
\$25.01 - \$70.00	\$11.00
\$70.01 - \$150.00	15%
\$150.01 - \$500.00	12%
\$500.01 +	10%

Will Call Charges (Based on sub-total before taxes)

Sales Amount Range	Charges
\$0.00 - \$150.00	7%
\$150.01 - \$500.00	6%
\$500.01 +	5%

Medallions

Individual purchase of medallions 1 to 25 ship at a cost of \$6.45

Medallion purchase with other items will shipped at regular shipping cost

Literature Return Policy

1. If an order is placed online using a credit card and then canceled prior to shipment, the total order cost will be refunded, minus a \$6.00 service fee or 10% of the order, whichever is greater.
2. Items mistakenly ordered or unwanted are accepted for return within two weeks (14 days) after shipping. These return items must be undamaged. The refund will be at the purchase price, less any discount received on the initial order. This does not include shipping and handling or return shipping.
3. Any confirmed errors on the part of NCRSO will be readily exchanged or accepted for return within two weeks (14 days) after shipping. Return shipping to be paid by NCRSO.
4. Any request for returns more than two weeks (14 days) after shipping must be approved by the Sales Director prior to processing the return. These return items must be undamaged. The refund will be at the purchase price, less any discount received on the initial order. This does not include shipping and handling or return shipping. There will also be a minimum restocking charge of \$6.00 or 10% of the order, whichever is greater.
5. The NCRSO will not accept returns on discontinued, opened, or damaged items. Only items in resalable condition will be accepted. No refunds will be paid until items are received and condition has been verified.
6. Check the ship-to address carefully. The fee to re-route or intercept packages that have left the NCRSO warehouse but have not been delivered is \$35.00. Packages delivered to an address incorrectly provided by the purchaser are completely out of NCRSO's control.

NA SERVICE BODIES CREDIT POLICY

1. The NCRSO extends credit to NA Area and Regional level service bodies.
2. New clients must pre-pay the first three orders.
3. After three pre-payment orders, eligible clients may extend to net 30 terms if we have the following information.
 - a. The NCRSO must have acknowledgement of terms and conditions signed by the chairperson of the service body. In addition, contact information is required from both the individual responsible for ordering, and the individual responsible for paying for the orders. Required information includes name, address, phone number, e-mail, and the end date of their service commitment.
4. In the event an account is over 30 days past due (*60 days from date of shipment*), the account will be placed on credit hold, a collection letter will be sent, and a 2% per month fee will be charged.
5. Five days after mailing the collection letter a call will be made to the individual on file.
6. For Northern California NA Area or Regional accounts, a second letter will be hand delivered to the appropriate Regional Committee Member (RCM) at the next NCRSC meeting.

NOTE: If either the Area Service Committee (ASC), or one of its 'subcommittees' accounts is 30 days past due*, all ASC related accounts from that Area will be placed on credit hold until payment is received.

*This includes non-payment of insurance related fees.

7. In the event that an account has overpaid and/or has credit that is being held for more than \$100.00 by the NCRSO, that credit will be applied to future orders until the balance returns to below \$100.00. The NCRSO will not carry monies on the books.
1. NA service bodies must update contact information within 30 days of the election of new trusted servants. Accounts on credit hold due to nonpayment will remain so until payment is received and contact information updated.

BUSINESS CREDIT POLICY

1. The NCRSO extends credit to established businesses.
2. New clients must pre-pay the first three orders.
3. After three pre-payment orders, eligible clients may extend to net 30 terms if NCRSO has the following information:
 - a. A completed credit application must be on file with NCRSO. This application will include all Federal Tax ID information.
 - b. In the event an account is over 30 days past due (*60 days from date of shipment*), the account will be placed on credit hold, a collection letter will be sent, and a 2% per month fee may be charged.
 - c. Credit will not be re-instated until the account is current and the NCRSO BOD has agreed to re-instatement.
 - d. Accounts on credit hold due to non-payment will remain so until payment is received.
 - e. The credit application can be completed and sent to the NCRSO via:

Fax (707) 422-9128
Phone: (707) 422-9234
Email: ncrsosw@norcalna.org
Mail: 1820 Walters Court, Suite A-1, Fairfield, CA 94533
 - f. Please notify the NCRSO of any changes to the application.

NCRSO ACTUALS (Fiscal Year 2016/2017) and
BUDGET (Fiscal Year 2017/2018)

Ordinary Income/Expense	2016-2017 Actuals (6/15)	2017-2018 Proposed
Income		
110 - Sales		
112 - Gift Income		
112.1 - Gift Sales at RSO	112,891.10	120,000.00
112.2 - Traveling Booth	0.00	0.00
112.3 - Gift Sales at NCCNA	14,540.41	12,500.00
112.4 - Sales of Previous NCCNA	3,060.65	3,000.00
Mdse		
112 - Gift Income - Other	232.45	0.00
Total 112 - Gift Income	130,724.61	135,500.00
113 - Freight		
113.1 - Shipping and Handling	43,070.30	42,500.00
113.2 - Will Call Handling	7,248.98	7,500.00
Total 113 - Freight	50,319.28	50,000.00
114 - Literature		
114.1 - Literature Sales at RSO	380,323.13	440,000.00
114.2 - Traveling Booth	3,232.25	5,000.00
114.3 - Literature Sales at NCCNA	7,170.20	10,000.00
114 - Literature - Other	0.00	0.00
Total 114 - Literature	390,725.58	455,000.00
115 - PO Discounts	142,638.91	159,250.00
Total 110 - Sales	714,408.38	799,750.00
120 - Equipment Rentals		
121 - Cash Register Rental	200.00	300.00
121.1 - Cash Register Deposit	0.00	0.00
122 - Easel Rental	0.00	0.00
123 - Safe Rental	0.00	100.00
124 - Bill Counter Rental	0.00	25.00
Total 120 - Equipment Rentals	200.00	425.00
130 - Facility Rent	49,699.00	47,000.00
140 - Insurance Income		
141 - Insurance Certificate	6,425.00	6,500.00
142 - General Liability Reimb - RSC	13,636.00	13,500.00
Total 140 - Insurance Income	20,061.00	20,000.00
150 - Interest	1.74	0.00
160 - Inventory Adjustment	0.00	0.00
170 - Area Phonelines (Reimbursement)		
170.1 - Alameda Area Phone	0.00	0.00

170.2 · Contra Costa Area Phone	740.22	800.00
170.3 · Napa Solano Phone	807.37	800.00
170 · Area Phonelines (Reimbursement) - Other	0.00	0.00
Total 170 · Area Phonelines (Reimbursement)	<u>1,547.59</u>	<u>1,600.00</u>
180 · Miscellaneous Income		
181 · Donations	97.60	0.00
183 · Rebates	0.00	0.00
185 · Bad Check Payment	15.00	0.00
180 · Miscellaneous Income - Other	1,690.70	0.00
Total 180 · Miscellaneous Income	<u>1,803.30</u>	<u>0.00</u>
190 · NCRSC		
191 · RSC 1-time supplemental income	5,000.00	0.00
200 · NCCNA		
201 · NCCNA Sales Tax Received	4,913.93	5,200.00
203 · BOD Room Reimbursement	2,340.80	3,600.00
204 · RSO Booth Start Up	0.00	2,000.00
Total 200 · NCCNA	<u>7,254.73</u>	<u>10,800.00</u>
210 · Convention Start Up (NON NCCNA)	0.00	600.00
49030 · Returned Check Charges	0.00	0.00
Total Income	<u>799,975.74</u>	<u>880,175.00</u>
Cost of Goods Sold		
5000 · Cost of Goods Sold	534,759.33	599,812.50
Total Cost of Goods Sold	<u>534,759.33</u>	<u>599,812.50</u>
Gross Profit	265,216.41	280,362.50
Expense		
300 · Bank Expenses		
301 · Bank Service Charges		
301.1 · Banking Fees	162.00	200.00
301.2 · Credit Card Fees	2,590.14	3,000.00
301.3 · Online Credit Card Fees	2,510.76	2,700.00
301 · Bank Service Charges - Other	0.00	0.00
Total 301 · Bank Service Charges	<u>5,262.90</u>	<u>5,900.00</u>
300 · Bank Expenses - Other	0.00	0.00
Total 300 · Bank Expenses	<u>5,262.90</u>	<u>5,900.00</u>
310 · Accounting Services	1,495.00	3,000.00
320 · Area Phonelines		
320.1 · Alameda Tri Area Phone	0.00	0.00
320.2 · Contra Costa Phone	821.96	800.00
320.3 · Napa Solano Area Phone	684.82	800.00
320 · Area Phonelines - Other	0.00	0.00
Total 320 · Area Phonelines	<u>1,506.78</u>	<u>1,600.00</u>
330 · Convention Expense		
331 · Hotel Room-Spcl Workers/RSC Rep		

331.1 · Per Diem - Special Worker	0.00	250.00
331 · Hotel Room-Spcl Workers/RSC Rep - Other	0.00	1,000.00
Total 331 · Hotel Room-Spcl Workers/RSC Rep	0.00	1,250.00
332 · Raffle Item	162.75	0.00
333 · Other Booth Start Up Fund	0.00	400.00
334 · NCCNA Merchandise Sales Tax	6,125.80	5,200.00
335 · Post Closing Convention Expense	0.00	0.00
336 · Convention Booth Phone/Elect.	1,319.40	1,500.00
337 · RSO Booth Start Up	0.00	2,000.00
338 · On Site Expenses	32.09	200.00
339 · RSO Traveling Booth	0.00	1,000.00
330 · Convention Expense - Other	0.00	0.00
Total 330 · Convention Expense	7,640.04	11,550.00
340 · Directors Expense		
341 · Mileage	6,414.45	8,000.00
342 · Parking	335.00	500.00
343 · Rooms (Convention)	6,568.60	7,200.00
344 · Travel	779.28	600.00
345 · Supplies	0.00	250.00
Total 340 · Directors Expense	14,097.33	16,550.00
350 · Employment Expenses		
351 · Health Insurance	6,082.44	9,000.00
352 · Payroll Services	17,693.71	5,000.00
353 · Salary	41,318.44	65,000.00
354 · Taxes	20,518.69	30,000.00
355 · Travel Reimbursement	0.00	250.00
356 · Continuing Education	0.00	500.00
357 · Meals	168.67	200.00
Total 350 · Employment Expenses	85,781.95	109,950.00
360 · Insurance		
361 · Executive Risk-Flexi Five	1,349.00	1,500.00
362 · General Liability	20,365.49	13,500.00
363 · Cost of Riders-Umbrella	5,235.00	3,500.00
364 · Workers Compensation	1,606.00	3,500.00
Total 360 · Insurance	28,555.49	22,000.00
370 · Handling Costs		
371 · Incoming Freight	6,230.09	7,000.00
372 · Outgoing Freight	35,705.38	36,000.00
373 · Packaging Supplies	1,341.97	2,000.00
Total 370 · Handling Costs	43,277.44	45,000.00
380 · Inventory Adjustment Expense	2,031.21	0.00
400 · Office Expenses		
400 · Office Expenses - Other	0.00	0.00
401 · Security	1,090.51	1,200.00
402 · Maintenance and Repairs	728.56	2,000.00
403 · Janitorial	1,797.64	2,000.00
404 · Computer Expense	1,846.12	1,500.00
406 · Equipment Purchases	524.41	600.00
407 · Equipment Repairs	0.00	200.00
408 · Garbage	1,340.76	1,500.00
409 · Gas & Electric	5,589.35	6,000.00

410 - Office Supplies	1,450.77	1,500.00
412 - Printing & Production 07-01-09	62.27	100.00
413 - Telephone	2,429.82	2,100.00
414 - Rent	32,122.66	33,000.00
415 - Pest Control	475.00	600.00
416 - Software	220.00	300.00
417 - Postage	143.00	400.00
418 - Licenses and Permits	330.71	300.00
422 - Bank Check Purchase	0.00	100.00
423. Internet Service Provider	660.00	720.00
Total 400 - Office Expenses	50,811.58	54,120.00
430 - Printing and Reproduction	90.37	100.00
450 - Copy Machine Costs		
451 - Copy Machine Rental	3,770.51	3,750.00
452 - Copy Paper	279.93	300.00
453 - Ink Supplies	49.99	200.00
454 - Copy Machine Maintenance	555.65	450.00
Total 450 - Copy Machine Costs	4,656.08	4,700.00
460 - RSC Donation	(25.00)	0.00
470 - Web Site		
471 - Website Hosting	151.36	820.00
472 - Website Development	0.00	500.00
473 - Website Maintenance	3,056.56	3,100.00
Total 470 - Web Site	3,207.92	4,420.00
490 - Unbudgeted Expenses	0.00	0.00
500 - Sales Tax Expense	0.00	0.00
520 - Advertising	0.00	0.00
60900 - Business Expenses	0.00	0.00
60930 - Fines, Penalties, Judgments	0.00	0.00
Total 60900 - Business Expenses	0.00	0.00
66900 - Reconciliation Discrepancies	0.42	0.00
983 - Penalties and fines	0.00	0.00
Total Expense	248,389.51	278,890.00
Net Ordinary Income	16,826.90	1,472.50

LETTER FROM NCCNA CHAIR

NCCNA 39 is closed with a donation of \$83,800.76. In accordance with NCCNA Guidelines, as directed by the NCRSC, NCCNA is responsible to “replenish” the Newcomer Fund each year to bring it back to a total of \$10,000 for the following convention. Following is a breakdown for the Newcomer Fund from NCCNA 39:

Beginning NCCNA 39 Newcomer Fund	\$10,005.00
Pre-Reg Newcomer Donations	\$1,728.00
On-Site Donations	\$2,503.00
Raffle Income	\$3,926.40
Newcomer Workshop Donations	\$158.74
Total Newcomer Fund with income	\$18,321.14
Registrations Given Out (263*35)	\$9,205.00
Total Remaining Newcomer Fund For NCCNA 40	\$9,116.14
NCCNA 39 Gross Profit	\$84,684.62
Total To Deduct From NCCNA Profit to bring back to \$10000 for NCCNA 40	\$883.86
Net Profit Less Newcomer Deduction	\$83,800.76
NCCNA 39 Net Profit	\$83,800.76

In analyzing the profit please note the following: Income was \$51,612.03 higher and expenses were \$41,693.73 lower than what was budgeted. The huge success of the “combo ticket” shows in increased registrations and definitely attributed to selling out of all rooms available in both the Hyatt and Sheraton and thus increased hotel room rebates. Our contracts team not only saved us well over \$5000 in audio visual costs (e.g. light, sound, stages, screens for main speaker meetings), but was able to negotiate the use of 2 additional hotels that our members utilized (Marriott and Holiday Inn) and a \$1000 donation increase from the Sacramento Convention and Visitors bureau to a total of \$3500. Every committee far exceeded our expectations and this donation was only possible thru the thousands of hours of unselfish work by a truly outstanding committee and our Higher Power. It is with immense gratitude that I was able to work with such a fine group of individuals who all believed that Recovery = Miracles!

There is no doubt the convention was a phenomenal success. I have remained in contact with a newcomer who was on the stage on Saturday night, with 1 day clean, and he continues to tell others the positive affect NCCNA has had on his recovery. I am sure we will all agree that this is why we do what we do!

We learned from the NCCNA election process that additional Guidelines changes are necessary and will hopefully be reviewed. During the cycle, there was discussion of structuring the program subcommittee the same as Registration and Host with both the Chair and Vice-Chair being elected from the representing area. The consensus was this would be worthy of further discussion in future cycles.

When NCCNA was started 39 years ago, the dream was to bring a celebration of recovery to Northern California that was beyond anyone’s wildest dreams. NCCNA 39 continued the success of far exceeding

anyone's expectations. It has been an incredible 5 years and I would not trade it for anything! I am not sad this chapter of my life is coming to a close, but rather excited at what new adventures the future will bring! I shall always cherish each and every memory!! To my predecessors, thank you for your willingness to teach others – even an addict like me. Let us never forget that we belong to one of the greatest organizations in the world - Narcotics Anonymous.

As stated in "Living Clean – The Journey Continues" page 21 "Narcotics Anonymous is a bridge to life, and a path we can walk throughout our lives. The gift is freedom." We are all, each of us, miracles.

Dreams do come true!

Eternally grateful,

Robert G.
NCCNA 39 Chair
rgreear@comcast.net
916-370-5501

NCCNA 39 FINANCIALS

NCCNA 39 Final Budget vs. Actuals (BVA)

INCOME		Budget	Variance	Total	Actual	Difference	%
01	Registrations	158500.00	0.00	158500.00	200900.00	(42400.00)	
01.1	Total Pre-Registrations	65000.00	0.00	65000.00	100480.00	(35480.00)	
01.1a	Online Pre-Reg 1400@35	49000.00		49000.00	44730.00	4270.00	
01.1AA	Online Pre Reg @ \$30				1320.00		
01.2b	Trad Pre-Reg 100 @35	3500.00		3500.00	4130.00	(630.00)	
01.2c	OnlineCombo Packages 125@100	12500.00		12500.00	46200.00	(33700.00)	
01.2C-T	Combo Packages				4100.00		
01.2	Onsite Reg 1400@ 40	56000.00		56000.00	70245.00	(14245.00)	
01.3.	Saturday Day Pass 1500 @ 25	37500.00		37500.00	30175.00	7325.00	
02	Comedy Show	14375.00	0.00	14375.00	15745.00	(1370.00)	
02.1	Pre-Reg Comedy	6875.00	0.00	6875.00	5425.00	1450.00	
02.1a	Online Comedy250 @25	6250.00		6250.00	4975.00	1275.00	
02.1b	Trad Comedy 25@ 25	625.00		625.00	450.00	175.00	
02.2	Onsite Comedy Show 250@30	7500.00		7500.00	10320.00	(2820.00)	
03	Live Music	2500.00	0.00	2500.00	2925.00	(425.00)	
03.1	Pre-Reg Live Music	1000.00	0.00	1000.00	2925.00	(1925.00)	
03.1a	Online Live Music	750.00		750.00	2745.00	(1995.00)	
03.1b	Trad Live Music 25 @10	250.00		250.00	180.00	70.00	
03.2	Onsite Live Music 100 @15	1500.00		1500.00	0.00	1500.00	
04	Bingo	1500.00	0.00	1500.00	0.00	1500.00	
04.1	Pre-Reg Bingo	1500.00	0.00	1500.00	0.00	1500.00	
04.1a	Online Bingo (wash)	750.00		750.00	0.00	750.00	
04.1b	Tradition Bingo (wash)	750.00		750.00	0.00	750.00	
04.2	Onsite Bingo	0.00		0.00	0.00	0.00	
05	Golf	2500.00	0.00	2500.00	2325.00	175.00	
05.1	Pre-Reg Golf	2500.00	0.00	2500.00	2025.00	475.00	
05.1a	Online Golf (wash)	2250.00		2250.00	1950.00	300.00	
05.1b	Traditional Golf (wash)	250.00		250.00	75.00	175.00	
05.2	Onsite Golf	0.00		0.00	300.00	(300.00)	
06	5K Run	1000.00	0.00	1000.00	1475.00	(475.00)	
06.1	Pre-Reg 5K Run	1000.00	0.00	1000.00	1200.00	(200.00)	
06.1a	Online 5K Run	750.00		750.00	1175.00	(425.00)	
06.1b	Traditional 5K Run	250.00		250.00	25.00	225.00	
06.2	On-Site 5K Run	0.00		0.00	275.00	(275.00)	
07	LGBT	8700.00	0.00	8700.00	7520.00	1180.00	
07.1	Pre-Reg LGBT	2700.00	0.00	2700.00	2460.00	240.00	
07.1a	Online LGBT 150 @ 15	2250.00		2250.00	2280.00	(30.00)	
07.1b	Traditional LGBT 30 @15	450.00		450.00	180.00	270.00	
07.2	Onsite LGBT 300 @20	6000.00		6000.00	5060.00	940.00	

40	Merchandise Sales	62850.00	0.00	62850.00	57925.00	4925.00	
40.1	Pre-Reg Merchandise	10850.00	0.00	10850.00	7760.00	3090.00	
40.1a	Online Pre-Reg Merchandise	10000.00		10000.00	6800.00	3200.00	
40.1b	Traditional Pre-Reg Merchandise	850.00		850.00	960.00	(110.00)	
40.2	On-Site Merchandise	52000.00		52000.00	50165.00	1835.00	
55	Newcomer Money	0.00	0.00	0.00	9116.14	(9116.14)	
55.1	Previous Cycle Newcomer Money			0.00	10005.00	(10005.00)	
55.2	Pre-Reg Newcomer Money	0.00	0.00	0.00	1728.00	(1728.00)	
55.2a	Online Newcomer Money			0.00	1427.00	(1427.00)	
55.2b	Traditional Newcomer Money			0.00	301.00	(301.00)	
55.3	Onsite Newcomer Money	0.00	0.00	0.00	6588.14	(6588.14)	
55.3a	Registration Newcomer Money			0.00	2503.00	(2503.00)	
55.3b	Raffle			0.00	3926.40	(3926.40)	
55.3c	NCW Newcomer Money			0.00	158.74	(158.74)	
57	Newcomer Registrations	0.00		0.00	9205.00	(9205.00)	
60	Onsite Vendors	4500.00	0.00	4500.00	9016.61	(4516.61)	
60a	Jewelry Vendor	2500.00		2500.00	3854.61	(1354.61)	
60b	Recording Vendor	2000.00		2000.00	3433.00	(1433.00)	
60c	Misc Vendors	0.00		0.00	1729.00	(1729.00)	
70	Online Transaction Fees \$2	2000.00		2000.00	2376.00	(376.00)	
82	Cash Over Account			0.00	474.28	(474.28)	
91	Member Reimbursement	9100.00		9100.00	4389.00	4711.00	
92	Hotel Comps	0.00		0.00	0.00	0.00	
93	Hotel Room Rebate	10000.00	3320.00	13320.00	18270.00	(4950.00)	
	Total Income	277525.00	3320.00	280845.00	332457.03	(51612.03)	

		Budget	Variance	Total variance	Actual	Difference	%
EXPENSE							
Arts & Graphics							
101	Travel/ Parking	1250.00		1250.00	1332.93	(82.93)	107%
102	Postage/Copies/Supplies	100.00		100.00	78.25	21.75	78%
111	Main Logo Development	1000.00		1000.00	950.00	50.00	95%
112	Brochure Development	750.00		750.00	425.00	325.00	57%
113	Program Development	1000.00		1000.00	950.00	50.00	95%
114	Merchandise Logo Development	200.00		200.00	100.00	100.00	50%
115	Banner/Design	350.00		350.00	338.00	12.00	97%
120	Badge Lamination/Lanyards	3200.00		3200.00	3240.51	(40.51)	101%
121	Signs	3000.00		3000.00	3002.64	(2.64)	100%
122	Printing	9000.00		9000.00	6936.14	2063.86	77%
123	Shipping	50.00		50.00	0.00	50.00	
124	Equipment Rental	0.00		0.00	0.00	0.00	
125	Miscellaneous	100.00		100.00	0.00	100.00	
126	Table Banners	500.00		500.00	0.00	500.00	
130	Hotel Room	1200.00		1200.00	885.48	314.52	74%
Total Arts & Graphics		21700.00	0.00	21700.00	18238.95	3461.05	84%
Entertainment							

201	Travel/ Parking	1250.00		1250.00	1352.00	(102.00)	108%
202	Postage/Copies/Supplies	100.00		100.00	0.00	100.00	
210	Comedy Show	6000.00		6000.00	4007.99	1992.01	67%
210.	Stage/Risers	500.00		500.00	495.00	5.00	
210.	A/V	2500.00		2500.00	0.00	1992.01	
211	Live Music	2000.00		2000.00	24891.41	(22891.41)	1245%
211.	Stage/Risers	500.00		500.00	297.00	203.00	
211.	A/V	3000.00		3000.00	500.00	2500.00	
212	Bingo	500.00		500.00	0.00	500.00	
212.	A/V	1000.00		1000.00	0.00	1000.00	
213	Golf Tournament	2500.00		2500.00	2179.97	320.03	87%
214	5K Run	1000.00		1000.00	462.75	537.25	46%
215	LGBT	2000.00		2000.00	661.21	1338.79	
215.	Stage/Risers	500.00		500.00	495.00	5.00	
215.	A/V	2750.00		2750.00	0.00	2750.00	
217	DJ/Karaoke	4200.00		4200.00	3600.00	600.00	86%
217.	Stage/Risers	500.00		500.00	297.00	203.00	
217.	A/V	4000.00		4000.00	170.00	3830.00	
239	TBT	350.00		350.00	0.00	350.00	
239.	stage/risers	250.00		250.00	0.00	250.00	
239.	A/V	500.00		500.00	0.00	500.00	
240	NA Unplugged	500.00		500.00	0.00	500.00	
240.	Stage/Risers	250.00		250.00	0.00	250.00	
240.	A/V	500.00		500.00	0.00	500.00	
241	Music Festival	500.00		500.00	0.00	500.00	
241.	Stage/Risers	250.00		250.00	0.00	250.00	
241.	A/V	500.00		500.00	0.00	500.00	
250	A/V TOTAL	14750.00		14750.00	0.00	14750.00	
251	Dance Floor/Risers TOTAL	2750.00		2750.00	0.00	2750.00	
260	Decorations	0.00		0.00	0.00	0.00	
270	Games/Prizes	500.00		500.00	200.00	300.00	40%
290	Miscellaneous	100.00		100.00	0.00	100.00	
299	Hotel Room	1200.00		1200.00	1180.64	19.36	98%
Total Entertainment		40200.00	0.00	40200.00	40789.97	(589.97)	101%
Executive							
301	Travel/ Parking	12500.00		12500.00	7985.26	4514.74	64%
302	Postage/Copies/Supplies	750.00		750.00	503.58	246.42	67%
303	Meeting Rent (RSO)	8400.00	1200.00	9600.00	10100.00	(500.00)	105%
304	Equipment Purchase/Repair	500.00		500.00	0.00	500.00	
305	Gratuity	750.00		750.00	520.00	230.00	69%
306	Web Design/Mail Chimp	600.00		600.00	250.00	350.00	42%
309	Suite Food NCCNA/Treasury	600.00		600.00	549.54	50.46	92%
310	Merchant Servies/Authnet Fee	4500.00		4500.00	9695.33	(5195.33)	215%
314	Bad Checks	50.00		50.00	0.00	50.00	
315	Bank Charges	100.00		100.00	376.67	(276.67)	377%
320	Convention Center Rent	26000.00	6820.00	32820.00	32793.00	27.00	100%
321	Communications Rental	3000.00		3000.00	2748.45	251.55	92%

322	Armored Car Service	1000.00	200.00	1200.00	0.00	1200.00	
323	Insurance	2500.00		2500.00	1245.38	1254.62	50%
326	On-site Meeting Rent	350.00		350.00	0.00	350.00	
327	Appreciation Gift Baskets	500.00		500.00	500.00	0.00	100%
328	Equipment Rental	100.00		100.00	0.00	100.00	
329	Hotel Rooms	12000.00		12000.00	(524.41)	12524.41	
330	Cash Short and Over	0.00		0.00	500.00	(500.00)	
331	Damages	500.00		500.00	418.45	81.55	
332	AV	30000.00		30000.00	25110.56	4889.44	
		Budget	Variance	Total	Actual	Difference	%
333	Lighting/Electrical	5000.00		5000.00	24.98	4975.02	
331	Stage/Chair Rental/Risers	1500.00		1500.00	4350.00	(2850.00)	290%
Total Executive		111200.00	8220.00	119420.00	97146.79	22273.21	81%
Host							
401	Travel/ Parking	1250.00		1250.00	835.95	414.05	67%
402	Postage/Copies/Supplies	250.00		250.00	153.49	96.51	61%
404	Subcommittee Meeting Rent	500.00		500.00	257.78	242.22	52%
406	Hospitality Supplies (sheets/markers)	300.00		300.00	187.16	112.84	62%
413	Medical Standby	2000.00	(2000.00)	0.00	0.00	0.00	
414	Convention Center Security	2500.00		2500.00	1228.00	1272.00	49%
415	Decorations	1500.00		1500.00	844.89	655.11	56%
416	Truck & Van Rental	1750.00		1750.00	1988.74	(238.74)	114%
420	Hotel Room	1200.00		1200.00	590.32	609.68	49%
Total Host		11250.00	(2000.00)	9250.00	6086.33	3163.67	66%
Merchandise							
501	Travel/ Parking	1000.00	(132.01)	867.99	503.88	364.11	58%
502	Postage/Copies/Supplies	100.00	132.01	232.01	232.01	0.00	100%
505	Miscellaneous	50.00		50.00	0.00	50.00	
510	Merchandise	45000.00	(1500.00)	43500.00	44007.36	(507.36)	101%
510.1	Pre-Reg Merchandise	10000.00		10000.00	11225.00	(1225.00)	112%
510.2	Onsite Merchandise	35000.00	(1500.00)	33500.00	32782.36	717.64	98%
511	Shipping	500.00		500.00	15.00	485.00	3%
512	Sales Tax	6000.00		6000.00	4913.93	1086.07	82%
513	Registration Packet Items	10000.00		10000.00	10467.60	(467.60)	105%
514	Bags	200.00		200.00	0.00	200.00	
515	Volunteer Ribbons	200.00		200.00	0.00	200.00	
520	Merchandise Room Security	900.00	(200.00)	700.00	650.00	50.00	93%
521	Cash Register Rental	100.00		100.00	100.00	0.00	100%
522	Credit Card Phonenumber	3000.00		3000.00	359.13	2640.87	12%
522.1	Credit Card Machine Rental	750.00		750.00	0.00	750.00	
530	Hotel Room	1200.00		1200.00	590.32	609.68	49%
Total Merchandise		69000.00	(1700.00)	67300.00	61839.23	5460.77	92%
Program							
601	Travel/ Parking	2000.00		2000.00	2283.50	(283.50)	114%
602	Postage/Copies/Supplies	500.00		500.00	165.18	334.82	33%
603	P.O. Box Rental	150.00		150.00	130.00	20.00	87%
604	Subcommittee Meeting Rent	400.00	160.00	560.00	560.00	0.00	

606	Miscellaneous	100.00		100.00	0.00	100.00	
620	Literature For Newcomers	1300.00		1300.00	1294.25	5.75	100%
621	Main Speakers Travel	3000.00	(160.00)	2840.00	1214.86	1625.14	43%
622	Main Speakers Hotel Rooms	3600.00		3600.00	2713.15	886.85	75%
623	Main Speakers Registration Packages	180.00		180.00	210.00	(30.00)	117%
625	Interpreters	2100.00		2100.00	1480.50	619.50	71%
630	Hotel Room	1200.00		1200.00	737.90	462.10	61%
Total Program		14530.00	0.00	14530.00	10789.34	3740.66	74%
Registration							
701	Travel/ Parking	1250.00		1250.00	867.91	382.09	69%
702	Postage/Copies/Supplies	500.00		500.00	471.02	28.98	94%
703	P.O. Box Rental	150.00		150.00	102.00	48.00	68%
704	Subcommittee Meeting Rent	650.00		650.00	650.00	0.00	100%
707	Miscellaneous	50.00		50.00	0.00	50.00	
720	Registration Envelopes	300.00		300.00	34.96	265.04	12%
730	Cash Register Rental	100.00		100.00	100.00	0.00	100%
731	Credit Card Phonenumber	3000.00		3000.00	359.13	2640.87	12%
731.	Credit Card Machine Rental	750.00		750.00	0.00	750.00	
740	Hotel Room	1200.00		1200.00	1180.64	19.36	98%
Total Registration		7950.00	0.00	7950.00	3765.66	4184.34	47%
Total Expense		275830.00	4520.00	280350.00	238656.27	41693.73	85%
Total Income		277525.00	3320.00	280845.00	332457.03	(51612.03)	118%
Total Expenses		275830.00	4520.00	280350.00	238656.27	41693.73	85%
Net Income		1695.00	(1200.00)	495.00	84684.62	(84189.62)	17108%

LETTER FROM NCRSC CHAIR

Thank you for the honor of being the chairperson of the Fellowship Services Team and the Regional Service Committee again this year. I am always in awe of how amazing this fellowship is and how with all the strong personalities and differences, we're able to come together in group conscience for the betterment of our Fellowship and the Region. In the past year, the RSC has become a place where doing service is welcome. The whole committee, RSC and FST alike, have made an effort to make the RSC a place more welcoming and open; have respected each person's right to an opinion; and have made patience, kindness, and love the norm. Sometimes a crisis must occur to bring about change. The need to write a policy for the region against harassment of any kind has reminded us all to welcome differences with an open mind.

Over the 2015/2016 cycle, the RSC set the following goals for the next year, after participating in an environmental scanning exercise with the areas gathering the items of importance to them and communicating those at the RSC.

Over the past cycle the goals and objectives were many, but still many were achieved or are continuing. Here is the recap.

Goals and Objectives for 2016/2017 Cycle

Priority Goals

1. Goal: Facilitate ongoing awareness within the Fellowship Services Team of the FST and RSC guidelines, and the issues presented by the region at the annual planning session. - Completed and continuing.
2. Goal: Improve NAs relationship with local criminal justice systems. - Ongoing and progressing.
3. Goal: Develop an audio/visual library for H&I facility meetings. – Ongoing
4. Goal: Increase Outreach to the Medical Community by developing tools to assist area PR committees. - Was not completed in 2015/2016 Cycle, but this is ongoing, as seen below.
5. Goal: Provide resources to the areas to assist in the education of their trusted servants. – Continuing, provided a Treasurer's Best Practices Workshop and many other workshops continue to be available.
6. Goal: To create resources for mentorship and modeling of effective leadership. – Was not completed but still working on this as an overall goal.
7. Goal: Provide tools to assist and facilitate training on the traditions and concepts. – Researching already existing tools, especially in light of the new book coming out on the traditions.
8. Goal and Objective: Research and then ask NAWS to create an Issue Discussion Topic (IDT) on Service and reducing apathy. – Completed by RD.
9. Goal and Objective: PR & H&I do Outreach to the California and close bordering regions to start a discussion on larger organized shared services. – In progress, meetings being held during WSLD and the Regional Delegates Sharing forum. In January 2016, there was a full day of meetings related to the California coalition.
10. Goal and Objective: To create a more universal packaged presentation for the school's projects. – In progress.

Secondary Goals - Too many goals to be able to complete these in the prior year.

1. Goal: Develop H&I training documents.
2. Goal: Gather demographic data for the Northern California Region.
3. Goal: Assist the groups at area level with the creation of group sharing forums in needed/wanted.

Following this letter are the Regional Service Committee Goals from our **Action Plan** for 2016/2017. The goals aren't prioritized, and all have their importance. Many have already been set in motion with the creation of Working Groups with an FST member appointed to facilitate each one. If you are interested in being involved in any of the working groups, please feel free to complete a **Regional Resource Pool Form**.

The Fellowship Services Team is also available to assist the Areas by coming to present workshops, attend Area meetings, and facilitate inventories at the Area level. To submit a travel request just complete **the form here**. Again, thank you for the honor of being able to lead the Regional Service Committee during the 2016/2017 cycle. This is my last year and I'm extremely grateful to have had the opportunity to serve.

Sincerely and Hugs,

Sue Lydick

FST Chairperson

2016/2017 Action Plan Goals for the Northern California Regional Service Committee

1. Goal is to have regular leadership training sessions that include mentorship, attributes of a good leader, and more to develop effective leaders in the Northern California Region. List of some of the attributes thought important, however not exhaustive:
 - a. Able to communicate what your responsibilities are. Continuity in service. Teachable, listening to the body. Mentorship. Open-minded. Proactive, what happens in between the scheduled meetings. Responsible for tasks they do which aren't defined within guidelines. Taking ownership of their position/role. Integrity, respect, Commitment to doing their position.
 - b. Accountable. Delegation and Training of the next person. Attendance. Responsiveness.
 - c. Ability to work within a team. Facilitation skills.
 - d. Role models. Responsible.
2. Goal: The Fellowship Services Team and the Regional Service Committees as a whole commit to creating an Environment of Love, Humility and Encouragement in all of our committee meetings. The FST is committed to this and will work together to be sensitive to all members, as well as the group as a whole.
3. Goal: We are committed to keeping things purpose focused, within the various service committees and workgroups of the Northern California Region. Always remembering to keep the primary purpose of Narcotics Anonymous and the primary purpose of the groups in mind as we go through the business of the committees.
4. Goal: To have a speaker on a Tradition and/or Concept at every regional meeting instead of the current 5-minute speaker.
5. Goal: Redesign the service resume and the regional resource pool form to be more inclusive of the principles of recovery and other needed adjustments. Also create a list of permanent questions to be asked during qualifications.
6. Goal is to generate more enthusiasm in service in the Northern California Region.
7. Goal: Assist our fellowship in moving into a more mobile friendly environment and helping to attract the next generation of addicts.
8. Goal: To develop resources and tools that can be used through the region to help to bring in speakers from around the world that can help to motivate others by talking about what it's like to be of service in their part of the world.
9. Goal: Develop an Audio/Visual library for H&I facility meetings. Objectives: Develop a library of pre-recorded "shares" in audio/video formats, working with local Areas in integrating them in their H and I Services.
10. Goal: Increase Outreach to the Medical Community by developing tools to assist area PR committees. OBJECTIVES:
 - A. Creation of different types of presentation materials, based on type of medical professional.
 - B. Creation of best practice resources to share with the area PR committees.Assistance with training of local PR members on talking to the Medical Community.
11. Goal: Find out who is and who isn't in our meetings. Collect data within each of the 23 areas in Northern California. Once collected the data will be available to be used by both the region and the areas to assist in serving the fellowship more effectively.
12. After discussion by the FST we decided to move the one problem area that received a substantial amount of votes (listed here below this paragraph) into the Sharing Forum Goal of Outreach to the Medical community and to not create any goals and plans around this topic. This is for information purposes only and will be removed from the action plan when approved. *Dr. Does not have enough info about recovery, Dr. is misinformed about NA being a completely drug free program - 11*

2016-2017 P&L NCRSC

Income

1 · DONATIONS - RSC Income

100 · Area Donations

Jul '16 - Jun 17

101 · American River Area	4,553.67
103 · East Bay Central Area	5,491.00
104 · East Bay North Area	850.00
105 · Greater San Jose Area	3,500.00
107 · Lake County Area	1,200.00
108 · Marin County Area	2,086.91
109 · Medocino County Area	1,079.87
110 · Mission Peak Area	7,280.02
111 · Monterey Area	5,090.34
112 · Napa/Solano Area	2,460.00
113 · 916 North Area	600.00
114 · Peninsula Area	3,445.05
115 · River Cities Area	2,119.96
116 · Sacramento Area	1,714.54
117 · San Francisco Area	550.00
118 · Santa Cruz Area	1,590.00
119 · Shasta Area	1,306.16
120 · Sierra Foothills Area	2,089.14
121 · Sonoma County Area	3,835.85
122 · Area De Habla Hispana Del Norte	776.56
123 · Middle Mountain Area	200.16

Total 100 · Area Donations 51,819.23

200 · Group Donations

211 · We do recover (Sonoma)	65.00
213 · Sunday night serenity ARANA #92	172.50
223 · "Easy Does it Group" (Vallejo)	58.92
227 · NA Nooners Group	480.00
229 · Tuesday Men's night out	5.00
230 · Back to Basics Cotati	164.50
245 · Friday Night Alternative	335.23
249 · Davis NA Group 104	436.78
251 · Sunday Morning Vallejo JFT 930	61.00
253 · Orland Back to Basics	235.13
256 · Wild Recovery	158.00
200 · Group Donations - Other	597.75

Total 200 · Group Donations 2,769.81

300 · Individual Member Donations

991.63

400 · NCRSO Inc Donation to RSC

400.01 · NCCNA Donation

51,395.46

Total 400 · NCRSO Inc Donation to RSC

51,395.46

Total 1 · DONATIONS - RSC Income

106,976.13

900 · Savings Account Interest Income

11.18

Total Income

106,987.31

Gross Profit

106,987.31

Expense

1000 · ADMINISTRATIVE COSTS

1020 · RSC Supplies

184.76

1050 · Rent (RSO Subsidy)

36,000.00

1060 · Travel

Jul '16 - Jun 17

1060.01 · FST Mileage

1,917.16

1060.03 · RCM Mileage

604.10

1060.04 · RCM Hotel

286.50

1060.07 · PR Mileage

34.37

1060 · Travel - Other	14.00	
Total 1060 · Travel		2,856.13
1070 · Equipment & Software		556.00
1090 · Banking Fees		25.00
Total 1000 · ADMINISTRATIVE COSTS		39,621.89
2000 · Routine Fellowship Support		
2010 · Institutional Literature Fund		
2010.02 · PR Literature		698.84
Total 2010 · Institutional Literature Fund	698.84	
2020 · Professional Events		
2020.01 · Fees		1,650.00
2020.02 · Mileage		222.26
2020.03 · Hotel		68.65
2020.05 · Professional Events - Other		1,015.26
Total 2020 · Professional Events	2,956.17	
2050 · NCCNA - Fellowship Support		
2050.01 · NCCNA Mileage		144.13
2050.02 · NCCNA Hotel		703.31
2050.03 · NCCNA Supplies		86.28
Total 2050 · NCCNA - Fellowship Support	933.72	
2080 · Regional Insurance Policy Reimb	13,636.00	
Total 2000 · Routine Fellowship Support		18,224.73
3000 · Zonal & WSC Travel Activities		
3020 · WS Zonal Forum - Up to 2 people	981.43	
3050 · WS Learning Days - Up to 4	2,497.33	
3060 · Zonal & WSC Travel Activities	1,069.03	
Total 3000 · Zonal & WSC Travel Activities		4,547.79
4000 · RSC Donation to NAWS		18,857.65
4500 · DISCRETIONARY EXPENSES		
5000 · NCRSC FELLOWSHIP DEVELOPMENT		
5010 · FD Travel Requests		
5010.01 · FD Mileage	380.33	
5010 · FD Travel Requests - Other		63.00
Total 5010 · FD Travel Requests		443.33
5020 · FD Copies and Supplies		129.34
Total 5000 · NCRSC FELLOWSHIP DEVELOPMENT		572.67
6000 · NCRSC Project Work Groups		
6030 · NA 101		
6030.05 · NA 101 Rent	595.00	
6030 · NA 101 - Other	210.12	
Total 6030 · NA 101	805.12	
Total 6000 · NCRSC Project Work Groups		805.12
7000 · NCRSC Motions		
Jul '16 - Jun 17		
7000.1 · Mileage/Travel	967.20	
7000.7 · Equipment & Software	5,000.00	
Total 7000 · NCRSC Motions		5,967.20
8000 · NCRSC Project Proposals		
8000.1 · Mileage/Travel	56.00	
8000.2 · Hotel	368.96	
Total 8000 · NCRSC Project Proposals		424.96
Total 4500 · DISCRETIONARY EXPENSES		7,769.95
Total Expense		89,022.01
Net Income		17,965.30

2016 Balance Sheet – NCRSC

ASSETS	
Current Assets Checking/Savings	
2 - NCRSC Main Checking Account	22,090.05
3 - Savings Account	
3a - Prudent Reserve	9,800.00
3c - Encumbered Discretionary Funds	4,500.00
3d - Available Discretionary Funds	6,167.00
3 - Savings Account - Other	11.18
Total 3 - Savings Account	20,478.18
Total Checking/Savings	42,568.23
Total Current Assets	42,568.23
TOTAL ASSETS	42,568.23
LIABILITIES & EQUITY	
Equity	
30000 - Opening Balance Equity	43,042.10
32000 - Unrestricted Net Assets	-18,439.17
Net Income	17,965.30
Total Equity	42,568.23
TOTAL LIABILITIES & EQUITY	42,568.23