

Northern California Region of Narcotics Anonymous

Regional Service Office
Board of Directors



Annual Report

2013 - 2014



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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 2013-2014 fiscal year and the plans for the 2014-2015 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 2013-2014 at the Office:

I. Financial

- A. Expense was less than income by \$13,141.44 at the end of the fiscal year; the RSO had \$5.25 in accrued interest in Certificate of Deposits.
- B. The over 90 days due account balances remain 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.

II. Equipment & Software Purchases

Equipment & Software Purchases		
Description	Date Acquired	Cost
Edge Router, Port Switch, Wi/Fi	06/07/2014	\$480.00
2 Adobe XI programs from Tech Crawl	01/07/2014	\$318.00
Quick Books 2012 with 3 seats	09/03/2013	\$65.00
1 Printer	09/05/2013	\$80.00
8 Nano Mice & 8 Laptop Bags	09/11/2013	\$138.36
1 Laptop	09/11/2013	\$760.00
8 Microsoft Office 2013	10/25/2013	\$192.00
4 Laptops	10/28/2013	\$1,740.00
4 Nano Mice & 4 Laptop Bags	10/28/2013	\$99.82

III. Sales

The 2013/2014 fiscal year experienced a decrease of .91% from the previous year in literature and gift sales. During the year, total literature sales were \$403,771.59. Total sales of gift items were \$ 115,775.40. NCRSO newest items that were added to the inventory are the 30th Anniversary Basic Text, the 30th Anniversary mug, and the Living Clean mug. All are selling well.

- A. NCRSO Sales at NCCNA were successful again this past year. NCRSO sold \$ 9,207.17 worth of literature and \$4,413.24 in gifts, during the four days on-site in Sacramento, California.
- B. At the Alternative Store on Sunday at NCRSO, the entire previous NCCNA Merchandise inventory was sold for a total income of \$2,706.00.

IV. BOD Members and Office Personnel

- A. The BOD started the year with nine active members. Sadly, the BOD lost one member due to his passing. The BOD had one resignation and added two more members by the end of fiscal year 2013/2014. So the BOD started the fiscal year with nine members and ended the year with nine members.

- 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. It continues to be a challenge in this ever changing world of technology to find volunteers who are qualified in the area of Information Technology.
- B. Because of the knowledge needed in the world of banking and the NCRSO's use of QuickBooks, it is equally challenging to fill the Treasurer and the Assistant Treasurer position on the BOD.
- C. The BOD is successfully working towards having all entities, the Northern California Regional Service Committee (NCRSC), Northern California Convention of Narcotics Anonymous (NCCNA and NCRSO being on the same accounting system.
- D. The newest challenge that was faced was that the online filing and document storage system, Airset, unexpectedly shut down. The BOD is currently faced with learning a new online system to manage documents, reports and files.
- E. Closing NCCNA books for XXXV in a timely manner was a challenge for a multitude of reasons. Due to the challenges, people stepped up to help and there was an amazing amount of teamwork created.
- F. NCRSO faced financial challenges regarding the ability to be self-supporting. The RSC and NCRSO came together to find solutions to be self-sufficient.

Accomplishments:

- A. NCRSC and BOD have successfully worked at becoming united as cohesive working committees. The NCRSC is in full support of the NCRSO and have committed both verbally and financially to its ability to function successfully.
- B. The NCRSO network was upgraded to improve the intranet access.
- C. The BOD is currently in its second year of a five year lease with its current landlord, which started with a decrease in rent; increasing in small amounts over the next five years.
 - a. With the signed five year lease, the building owner agreed to internal improvements: The bathrooms were both redone and upgraded. A new HVAC system was installed, and the overall building was improved.
- D. The NCRSO was approved by the California Department of Corrections (CDC) as a non-profit vendor. Letters were sent to all CDC facilities to introduce the NCRSO and offer literature to CDC facilities. This is one of the efforts to increase sales.
- E. A thorough time line was created for the BOD Treasurer to follow. This will increase efficiency for future BOD Treasurers.
- F. Installed a network access storage on the network
- G. Improved archive and file security.

NCRSO BOARD OF DIRECTORS BUSINESS PLAN
Fiscal Year 2014/2015 Goals

- A. NCRSC/NCRSO/NCCNA continued collaboration
- B. Increase sales and profit margin through outreach and retention and gift items
- C. Re-instate janitorial services.
- D. Mentorship/recruitment and retention
- E. Improve/create written processes/guidelines

LETTER FROM BOARD PRESIDENT **Fiscal Year 2014/2015**

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 three 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.

This year had its successes along with its challenges. NCRSO got on board with QuickBooks (QB) and continues to improve data input and output. NCRSO had members, who are not on the BOD, step up to help with the technology challenges. NCRSO improved the ability to gain internet access through improved technology. These dedicated members spent numerous hours researching the details of how information was entered in QB. Through all this, the office continued to provide service to the fellowship. These members helped NCRSO employees find errors and reconcile the bank statements. Most importantly, the data reporting continues to improve each year.

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

The Regional Service Center RSC created the budget for 2014/2015 that included a line item increase to the NCRSO of almost \$1,000.00 per month. This was unsolicited by the BOD and was made due to the NCRSC's desire to fully support the NCRSO and allow the NCRSO to continue to function in a business-like manner.

On a personal note, this has been a challenging year for this new President. The year as Vice-President and going forward the next year as President was unforeseen. It was a year of surprises and rewards. This is my second time serving on the BOD. I served for four years from 2003 to 2007 and, again, qualified and served on the BOD in 2011. It has been an honor to serve in this capacity and I have always felt that BOD service is truly selfless service. Participating in the RSC administration committee and the RSC has been a pleasant surprise. NCRSC have verbally and financially embraced the NCRSO. NCRSC's language is inclusive when issues are discussed which involve the NCRSO. The NCRSC and the NCRSO BOD have truly become partners in helping the NCRSO survive the tough economic times that the NCRSO just come through. The BOD and the NCRSC continually looks at the priorities. It has been my pleasure to participate in the NCRSC administration committee each month.

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 Narcotics Anonymous. 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 we do 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 help and 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 a.m. and normally are completed before 7:00 p.m. Usually there are 10 to 12 members in attendance, including the liaisons from NCCNA and the NCRSC. Due to the member's size, the BOD meetings are run normally less formally 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 recommend 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 regional service OR NCRSO. For those members that have strong business skills, this is a great opportunity to use those skills in

service to the fellowship. For those members of NA that 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 offer 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 http://www.norcalna.org/regional_forms-docs-reports.php. Here is a simplified list of the services provided by the NCRSO 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 literature distribution center for NA literature, is able to get a substantial discount on literature from the World Service Office, 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,

Toni Nestore
Board of Directors, President
NCRSO, Inc.
2014/2015

Interested in learning more?
Email: rsopres@norcalna.org

NCRSO BOARD OF DIRECTORS

The NCRSO BOD has two one-year direct elect seats available and one two-year pool seat. If members would like to qualify for this committee, attend the NCRSC meeting on the second Saturday of every month, except September, December, and February for fiscal year 2014/2015. Qualifications are normally held at 5:00 p.m. 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 four years clean time.

Has read and has an understanding of the NCRSO Bylaws; 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 rsopres@norcalna.org.

2014/15 NCRSO Board of Directors

Toni Nestore
President
One-Year Direct Elect Seat
Term Expires 2015

Myra Hicks
Treasurer
Two-Year Pool Seat
Term Expires 2015

Becky Goldberg
Secretary
Two-Year Pool Seat
Term Expires 2016

Donna Hubbard
Contracts/Insurance
Two-Year Pool Seat
Term Expires 2015

Leslie Fischer
IT coordinator
Two-Year Pool Seat
Term Expires 2015

Open Position
Member at Large
Direct Elect

Frank Williams
Vice President
Two-Year Pool Seat
Term Expires 2016

Mary Morello
Assistant Treasurer
Two-Year Pool Seat
Term Expires 2016

Barbara Miller
Office Operations/Personnel
Two-Year Pool Seat
Term Expires 2015

Christi Garcia
Sales/Inventory
Two-Year Pool Seat
Term Expires 2015

Open Position
Member at Large
Two-Year Pool Seat
Term Expires 2016

Open Position
Member at Large
Direct Elect

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	14%
\$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%

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 the Regional Service Office will be readily exchanged or accepted for return within two weeks (14 days) after shipping. Return shipping to be paid by the RSO.
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 RSO 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 your ship to address carefully. The fee to re-route or intercept packages that have left our warehouse but have not been delivered is \$35.00. Packages delivered to an address incorrectly provided by the purchaser are completely out of our 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 (3) 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 person responsible for ordering, and the person 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 phone call will be made to the person on file.
6. For Northern California NA Area or Regional accounts, a second letter will be hand delivered to the appropriate RCM at the next RSC meeting.

NOTE: If either the 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.
8. NA service bodies must update contact information within 30 days of the election of new trusted servants (*page 2*). 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 (3) orders.
3. After three pre-payment orders, eligible clients may extend to net 30 terms if we have the following information.
 - a. A completed credit application must be on file with our office. This application will include all Federal Tax ID information. (*page 2*)
 - 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 Board of Directors has agreed to re-instatement.
 - d. Accounts on credit hold due to nonpayment will remain so until payment is received.
 - e. The credit application on page 2 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 your application.

NCRSO ACTUALS FY2013/2014 AND BUDGET FY2014/2015

	Actual	Budget
	Jul '13-Jun '14	Jul '14-Jun '15
Ordinary Income/Expense		
Income		
110 - Sales		
112 - Gift Income		
112.1 - Gift Sales at RSO	108,655.64	112,000.00
112.3 - Gift Sales at NCCNA	4,413.24	4,500.00
112.4 - Sales of Previous NCCNA Mdse	2,706.52	1,000.00
Total 112 - Gift Income	115,775.40	117,500.00
113 - Freight		
113.1 - Shipping and Handling	40,999.93	42,000.00
113.2 - Will Call Handling	5,189.75	5,500.00
Total 113 - Freight	46,189.68	47,500.00
114 - Literature		
114.1 - Literature Sales at RSO	394,564.42	405,000.00
114.3 - Literature Sales at NCCNA	9,207.17	10,000.00
Total 114 - Literature	403,771.59	415,000.00
115 - PO Discounts	131,989.01	133,560.00
Total 110 - Sales	697,725.68	713,560.00
120 - Equipment Rentals		
121 - Cash Register Rental	170	275.00
121.1 - Cash Register Deposit	-400	0.00
123 - Safe Rental	50	50.00
124 - Bill Counter Rental	25	50.00
Total 120 - Equipment Rentals	-155	375.00
130 - Facility Rent	28,800.00	39,780.00
140 - Insurance Income		
141 - Insurance Certificate	7,340.00	7,500.00
142 - General Liability Reimb - RSC	13,614	17,000.00
Total 140 - Insurance Income	7,340.00	24,500.00
150 - Interest	4.24	0.00
160 - Inventory Adjustment	10.4	0.00
170 - Area Phonelines (Reimbursement)		
170.1 - Alameda Area Phone	380.11	
170.2 - Contra Costa Area Phone	820.34	
170.3 - Napa Solano Phone	809.02	
170 - Area Phonelines (Reimbursement) - Other	0	1,600.00
Total 170 - Area Phonelines (Reimbursement)	2,009.47	1,600.00
180 - Miscellaneous Income		
181 - Donations	130.49	0.00
185 - Bad Check Payment	0	100.00
180 - Miscellaneous Income - Other	1012.7	0.00
Total 180 - Miscellaneous Income	1139.19	100.00
190 - NCRSC		
191 - RSC 1-time supplemental income	7,546.70	0.00
Total 190 - NCRSC	7,546.70	0.00
200 - NCCNA		
201 - NCCNA Sales Tax Received	8,882.14	5,500.00
203 - BOD Room Reimbursement	1,644.00	3,000.00
204 - RSO Booth Start Up	2,250.00	2,000.00
Total 200 - NCCNA	12,776.14	10,500.00
210 - Convention start ups (NON NCCNA)		1,000.00
Total Income	750,849.64	791,415.00
Cost of Goods Sold		
5000 - Cost of Goods Sold	525,358.87	530,000.00
Total COGS	525,358.87	530,000.00
Gross Profit	231,052.95	261,415.00

Expense	Actual Jul '13-Jun '14	Budget Jul '14-Jun '15
300 · Bank Expenses		
301 · Bank Service Charges		
301.1 · Banking Fees	440.95	500.00
301.2 · Credit Card Fees	2,944.39	3,000.00
301.3 · Online Credit Card Fees	1,761.94	1,800.00
301 · Bank Service Charges - Other	26	0.00
Total 301 · Bank Service Charges	5,173.28	5,300.00
Total 300 · Bank Expenses	5,173.28	5,300.00
310 · Accounting Services	1,892.57	6,000.00
320 · Area Phonelines		
320.1 · Alameda Tri Area Phone	380.11	canceled
320.2 · Contra Costa Phone	908.96	
320.3 · Napa Solano Area Phone	748.04	
320 · Area Phonelines - Other		1,600.00
Total 320 · Area Phonelines	2,037.11	1,600.00
330 · NCCNA Convention Expense		
331 · Hotel Room-Spcl Workers/RSC Rep		
331.1 · Per Diem - Special Worker	250	250.00
331 · Hotel Room-Spcl Workers/RSC Rep - Other	616.00	1,000.00
Total 331 · Hotel Room-Spcl Workers/RSC Rep	866	1,250.00
332 · Raffle Item	12.75	200.00
334 · NCCNA Merchandise Sales Tax	8,882.00	5,500.00
335 · Post Closing Convention Expense	0	500.00
336 · Convention Booth Phone/Elect.	1,110.00	1,500.00
337 · RSO Booth Start Up	2,250.00	2,000.00
338 · On Site Expenses	200	200.00
330 · Convention Expense - Other	0	0.00
Total 330 · NCCNA Convention Expense	12,704.75	12,400.00
339 · Other Convention Expenses		1,000.00
340 · Directors Expense		
341 · Mileage	5,125.82	8,000.00
342 · Parking	482	500.00
343 · Rooms (Convention)	4,384.00	6,000.00
344 · Travel	135	200.00
345 · Supplies	10.82	250.00
Total 340 · Directors Expense	10,137.64	15,950.00
350 · Employment Expenses		
351 · Health Insurance	5,701.20	10,500.00
352 · Payroll Services	1,349.68	1,500.00
353 · Salary	56,876.37	75,000.00
354 · Taxes	26,138.76	30,000.00
355 · Travel Reimbursement	129.78	250.00
356 · Continuing Education	32.85	500.00
357 · Meals	41.17	50.00
Total 350 · Employment Expenses	90,269.81	117,800.00
360 · Insurance		
361 · Executive Risk	1,761.50	1,600.00
362 · General Liability	12,852.50	10,850.00
363 · Cost of Riders	4,136.00	3,900.00
364 · Workers Compensation	3,021.00	3,500.00
Total 360 · Insurance -	21,771.00	19,850.00
370 · Handling Costs		
371 · Incoming Freight	4,191.54	5,000.00
372 · Outgoing Freight	28,165.88	30,000.00
373 · Packaging Supplies	1,439.43	1,700.00
Total 370 · Handling Costs	33,796.85	36,700.00
380 · Inventory Adjustment Expense	-1,120.85	-1,200.00

	Actual Jul '13-Jun '14	Budget Jul '14-Jun '15
400 · Office Expenses		
401 · Security	683.23	750.00
402 · Maintenance and Repairs	184.16	600.00
403 · Janitorial		2,500.00
404 · Computer Expense	2,110.78	1,500.00
406 · Equipment Purchases	675.27	500.00
407 · Equipment Repairs	137.5	200.00
408 · Garbage	1,230.96	1,500.00
409 · Gas & Electric	3,267.59	4,000.00
410 · Office Supplies	1015.03	1,100.00
413 · Telephone	1,828.60	1,900.00
414 · Rent	24,655.25	24,400.00
415 · Pest Control	570	600.00
417 · Postage	415.47	500.00
418 · Licenses and Permits	259.76	300.00
Total 400 · Office Expenses	37,033.60	40,350.00
450 · Copy Machine Costs		
451 · Copy Machine Rental	4,189.05	4,500.00
452 · Copy Paper	280.92	300.00
453 · Ink Supplies	0	200.00
454 · Copy Machine Maintenance	126.57	200.00
Total 450 · Copy Machine Costs	4,596.54	5,200.00
460 · RSC Donation	-34	0.00
470 · Web Site		
471 · Website Hosting	480	800.00
472 · Website Development	0	100.00
473 · Website Maintenance	57.5	100.00
Total 470 · Web Site	537.5	1,000.00
490 · Unbudgeted Expenses	0.06	0.00
500 · Sales Tax Expense	283.89	300.00
520 · Advertising	28.16	0.00
60900 · Business Expenses		
60930 · Fines, Penalties, Judgments	30.66	50.00
Total 60900 · Business Expenses	30.66	50.00
66900 · Reconciliation Discrepancies	-2.94	50.00
983 · Penalties and fines	25	25.00
Total Expense	219,164.70	261,375.00
	11,888.25	261,415.00
Net Ordinary Income		40.00

LETTER FROM NCCNA 37 CHAIR



Once again NCCNA 36, held in Sacramento on April 17th - 20th, 2014, continued its trend of successful celebrations of recovery. NCCNA 36 realized an increase in total registrations of 487 from NCCNA 35. Total registrations for NCCNA 36 were 4,383. The net profit from NCCNA 36 totaled \$62,538.27. Convention merchandise sales totaled \$50,600. For the Entertainment events, 578 attended the Comedy Show, 783 attended the New Q Review, 77 participated in the 5K Run, and there were 25 golfers in the Golf Tournament. Many more enjoyed the DJ Dances, Salsa Dancing, Team Pictionary and Karaoke events. The census for the Saturday Night Main Speaker Meeting revealed an estimated 5,000 in attendance. Newcomer registration packages totaled 272. They were given free to those with 30 days or less in recovery. It is with great anticipation that we are looking forward to 2015 for NCCNA 37 in San Jose and we are hopeful to continue the upward trend of registrations for NCCNA 37.

The first few months of the 36 convention cycle were focused on completing the financial picture of our wonderful celebration of recovery for NCCNA 35 in Santa Clara. The remainder of the cycle was spent on the footwork that led us to the doorstep of our 36th annual spiritual celebration of recovery. The economic results of this event helped to fund the services that our Region's 23 Areas have directed the NCRSO to provide. The hotel and convention center staff treated us with courtesy and professionalism. To top off the celebration, our Main Speakers carried the NA message of recovery to thousands of addicts filled with the "Burning Desire" to find a new way to live. We could not have fulfilled this mission without our volunteer's selfless service to our convention. This 100% volunteer-supported event is a clear demonstration of NA's First Tradition at work:

Our common welfare should come first; personal recovery depends on NA unity.

NCCNA 36 was the second event since our Regional Service Committee directed NCCNA to become a fully badged event. In other words, a registration badge was required to attend a meeting or entertainment event or participate as a volunteer, topic speaker or secretary. Attendance and financial reports for NCCNA 35 and 36 indicated that the Northern California Region's fellowship supports the badged requirement. This is good news since the convention itself was in financial jeopardy when in 2011 fewer than 4,000 attendees paid for their registration and yet 9,000 attendees were onsite for the event. Clearly NCCNA needed to stop looking the other way when attendees were unwilling to register. The time had come for NCCNA to quit planning an event for thousands who refuse to support the event financially. Finally, the spirit of NA's Seventh Tradition principles was put into action.

NA membership gave us back our lives. And though the only requirement for NA membership is a desire to stop using, many privileges come with it. With privileges come responsibilities. One of the greatest of these is the privilege and the responsibility of paying our own way—to help NA be self-supporting. In active addiction we were always dependent on others. In recovery we begin to support ourselves, and we support the group that supports us. In doing that we help maintain our newfound dignity and freedom.

Today we are well on our way to NCCNA 37. We have budgeted for a convention with nearly 5,000 attendees. Our budgeted income projections total **\$298,050** and the budgeted expenses are \$291,880, resulting in a budgeted profit of \$6,170. One significant expense this year is the increased cost for audio visual services. These services literally carry the messenger's message of NA and have been increasing steadily for the past several years as the venues in Sacramento, San Jose and Santa Clara have exclusive rights to provide in-house, union labor vendors for audio visual services. This year we are expecting to include in the Program an ASL interpreted meeting track that would enhance the convention for the hearing impaired along with the usual line up of dynamic Main Speakers from the NA nation. We are hopeful that NCCNA 37 will carry the message to the addict and provide an atmosphere of recovery that goes beyond "Living the Dream."

Respectfully submitted

Gary Rains
Chair, NCCNA 37

NCCNA 36 FINANCIALS

		36 Budget	Variance	Total w/variance	Actual	Difference
INCOME						
01	Registrations	131000.00	10500.00	141500.00	144410.00	(2910.00)
01.1	Total Pre-Registrations	54000.00	0.00	54000.00	53970.00	30.00
01.1a	Online Pre-Registrations	45000.00		45000.00	46710.00	(1710.00)
01.2b	Traditional Pre-Registrations	9000.00		9000.00	7260.00	1740.00
01.2	Onsite Registration	77000.00	10500.00	87500.00	90440.00	(2940.00)
02	Comedy Show	12000.00	3000.00	15000.00	15875.00	(875.00)
02.1	Pre-Reg Comedy	7500.00	0.00	7500.00	7325.00	175.00
02.1a	Online Comedy	6250.00		6250.00	6275.00	(25.00)
02.1b	Traditional Comedy	1250.00		1250.00	1050.00	200.00
02.2	Onsite Comedy Show	4500.00	3000.00	7500.00	8550.00	(1050.00)
03	Live Music	4400.00	(4400.00)	0.00	0.00	0.00
03.1	Pre-Reg Live Music	1800.00	(1800.00)	0.00	0.00	0.00
03.1a	Online Live Music	1500.00	(1500.00)	0.00	0.00	0.00
03.1b	Traditional Live Music	300.00	(300.00)	0.00	0.00	0.00
03.2	Onsite Live Music	2600.00	(2600.00)	0.00	0.00	0.00
04	Bingo	0.00	0.00	0.00	0.00	0.00
04.1	Pre-Reg Bingo	0.00	0.00	0.00	0.00	0.00
04.1a	Online Bingo	0.00		0.00	0.00	0.00
04.1b	Tradition Bingo	0.00		0.00	0.00	0.00
04.2	Onsite Bingo	0.00		0.00	0.00	0.00
05	Golf	2850.00	0.00	2850.00	2325.00	525.00
05.1	Pre-Reg Golf	2850.00	0.00	2850.00	1650.00	1200.00
05.1a	Online Golf	2625.00		2625.00	1425.00	1200.00
05.1b	Traditional Golf	225.00		225.00	225.00	0.00
05.2	Onsite Golf	0.00		0.00	675.00	(675.00)
06	5K Run	1625.00	0.00	1625.00	1925.00	(300.00)
06.1	Pre-Reg 5K Run	1375.00	0.00	1375.00	1550.00	(175.00)
06.1a	Online 5K Run	1250.00		1250.00	1450.00	(200.00)
06.1b	Traditional 5K Run	125.00		125.00	100.00	25.00
06.2	On-Site 5K Run	250.00		250.00	375.00	(125.00)
07	LGBT	5250.00	0.00	5250.00	9860.00	(4610.00)
07.1	Pre-Reg LGBT	1500.00	0.00	1500.00	3770.00	(2270.00)
07.1a	Online LGBT	1500.00	(300.00)	1200.00	3420.00	(2220.00)
07.1b	Traditional LGBT	0.00	300.00	300.00	350.00	(50.00)
07.2	Onsite LGBT	3750.00		3750.00	6090.00	(2340.00)

		36 Budget	Variance	Total w/variance	Actual	Difference
08	Ice Cream Social	0.00	0.00	0.00	0.00	0.00
08.1	Pre-Reg Ice Cream Social	0.00	0.00	0.00	0.00	0.00
08.1a	Online Ice Cream Social	0.00		0.00	0.00	0.00
08.1b	Traditional Ice Cream Social	0.00		0.00	0.00	0.00
08.2	Onsite Ice Cream Social	0.00		0.00	0.00	0.00
09	DJ Dance	0.00	0.00	0.00	0.00	0.00
09.1	Pre-Reg DJ Dance	0.00	0.00	0.00	0.00	0.00
09.1a	Online DJ Dance	0.00		0.00	0.00	0.00
09.1b	Traditional DJ Dance	0.00		0.00	0.00	0.00
09.2	Onsite DJ Dance	0.00		0.00	0.00	0.00
10	Hypnotist	0.00	0.00	0.00	0.00	0.00
10.1	Pre-Reg Hypnotist	0.00	0.00	0.00	0.00	0.00
10.1a	Online Hypnotist	0.00		0.00	0.00	0.00
10.1b	Traditional Hypnotist	0.00		0.00	0.00	0.00
10.2	Onsite Hypnotist	0.00		0.00	0.00	0.00
11	Illusionist	0.00	0.00	0.00	0.00	0.00
11.1	Pre-Reg Illusionist	0.00	0.00	0.00	0.00	0.00
11.1a	Online Illusionist	0.00		0.00	0.00	0.00
11.1b	Traditional Illusionist	0.00		0.00	0.00	0.00
11.2	Onsite Illusionist	0.00		0.00	0.00	0.00
12	Movie Night	0.00	0.00	0.00	0.00	0.00
12.1	Pre-Reg Movie Night	0.00	0.00	0.00	0.00	0.00
12.1a	Online Movie Night	0.00		0.00	0.00	0.00
12.1b	Traditional Movie Night	0.00		0.00	0.00	0.00
12.2	Onsite Movie Night	0.00		0.00	0.00	0.00
13	Riverboat Cruise	0.00	0.00	0.00	0.00	0.00
13.1	Pre-reg Riverboat Cruise	0.00	0.00	0.00	0.00	0.00
13.1a	Online Riverboat Cruise	0.00		0.00	0.00	0.00
13.1b	Traditional Riverboat Cruise	0.00		0.00	0.00	0.00
13.2	Onsite Riverboat Cruise	0.00		0.00	0.00	0.00
40	Merchandise Sales	55000.00	0.00	55000.00	62800.00	(7800.00)
40.1	Pre-Reg Merchandise	10000.00	0.00	10000.00	12250.00	(2250.00)
40.1a	Online Pre-Reg Merchandise	7500.00		7500.00	9450.00	(1950.00)
40.1b	Traditional Pre-Reg Merchandise	2500.00		2500.00	2800.00	(300.00)
40.2	On-Site Merchandise	45000.00		45000.00	50550.00	(5550.00)
55	Newcomer Money	7480.00	0.00	7480.00	5587.03	1892.97
55.1	Previous Cycle Newcomer Money	0.00		0.00	7306.39	(7306.39)
55.2	Pre-Reg Newcomer Money	1680.00	0.00	1680.00	1639.00	41.00
55.2a	Online Newcomer Money	0.00		0.00	1134.00	(1134.00)
55.2b	Traditional Newcomer Money	0.00		0.00	505.00	(505.00)

		36 Budget	Variance	Total w/variance	Actual	Difference
55.3	Onsite Newcomer Money	5800.00	0.00	5800.00	6161.64	(361.64)
55.3a	Registration Newcomer Money	0.00		0.00	2586.00	(2586.00)
55.3b	Raffle	0.00		0.00	3329.85	(3329.85)
55.3c	NCW Newcomer Money	0.00		0.00	245.79	(245.79)
57	Newcomer Registrations	0.00		0.00	9520.00	(9520.00)
60	Onsite Vendors	4000.00	100.00	4100.00	5545.00	(1445.00)
60a	Jewelry Vendor	2500.00		2500.00	3280.00	(780.00)
60b	Recording Vendor	1500.00		1500.00	2160.00	(660.00)
60c	Misc Vendors		100.00	100.00	105.00	(5.00)
70	Online Transaction Fees \$2	2000.00		2000.00	2102.00	(102.00)
80	Interest Income	0.00		0.00	5.20	(5.20)
91	Member Reimbursement	8640.00		8640.00	9384.00	(744.00)
92	Hotel Comps	0.00		0.00	684.25	(684.25)
93	Hotel Room Rebate	10000.00	(760.00)	9240.00	14210.00	(4970.00)
	Total Income	244245.00	8440.00	252685.00	284232.48	(31547.48)

LETTER FROM 2014/2015 NCRSC CHAIR

To the Fellowship of the Northern California Region of Narcotics Anonymous,

It is a great honor to once again be chosen to be the chairperson of the Northern California Regional Service Committee (NCRSC) of Narcotics Anonymous. I hope to continue with my personal goal in bringing the three regional committees closer together, allowing us to further our primary purpose: To carry the message of recovery to the addict who still suffers from the disease of addiction.

Over the last year we have completed a number of the goals that we had set for ourselves. We had monthly "Train the Trainer" sessions as part of our committee meetings to enable our participants to learn the skills necessary to train the members in their Areas. We identified two groups that were missing from our meetings, Vietnamese and veteran, and performed outreach to both. I am happy to say that there are now meetings in the Northern California Region which cater specifically to the Vietnamese, and that we have a presence in the various events which are focused on veteran services.

It has been an exceptionally busy year as we prepared for the bi-annual World Service Conference (WSC). This preparation included taking many workshops to different locations throughout Northern California to inform interested members on the issues and motions that were to be presented at the WSC. Then it was necessary for us to create a ballot and collect the votes from our members desiring to participate

We are preparing for our thirty seventh annual regional convention and an additional service based convention which we won the bid to host. The Western Service Learning Days (WSLD) is to be in Sacramento in October 2014. The Northern California Convention of Narcotics Anonymous (NCCNA) will be in San Jose in April 2015.

We have been able to serve our member Areas in a number of ways through our Travel Request process. I am happy to be able to report that we have been able to complete 100% of the requests received.

Our goals for the next year include: improving our relationship with local criminal justice systems, to provide mentorship and training for our member Areas, initiate a study of our region to better understand the needs and opportunities that exist for fellowship development.

I feel that through the application of the principles embodied in our Twelve Concepts of Service, the three regional committees are working better together in our efforts to achieve our common goal: Carrying the message of recovery to the addict: EVERY ADDICT.

Together we can,
Tim Adams
NCRSC Chairperson

NCRSC BALANCE SHEET
Accrual Basis as of June 30, 2014

Jun 30, 2014

Current Assets

Checking/Savings

2 · NCRSC Main Checking Account 25,712.42

3 · Savings Account

3a · Prudent Reserve 4,860.42

3b · Prepaid Expense Funds 2,345.18

3c · Encumbered Discretionary Funds 7,285.90

3d · Available Discretionary Funds 17,535.96

3 · Savings Account - Other 1.99

Total 3 · Savings Account 32,029.45

Total Checking/Savings 57,741.87

Total Current Assets 57,741.87

57,741.87

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 18,158.67

Total Accounts Payable 18,158.67

Total Current Liabilities 18,158.67

Total Liabilities 18,158.67

Equity

30000 · Opening Balance Equity 43,042.10

32000 · Unrestricted Net Assets -12,606.55

Net Income 9,147.65

Total Equity 39,583.20

57,741.87

NCRSC PROFIT AND LOSS 2013/2014 and BUDGET 2014/2015

	<u>Jul 13 – Jun 14</u>	<u>Budget 14-15</u>
Income		
1 - DONATIONS - RSC Income		
100 - Area Donations		
101 - American River Area	11,666.18	
102 - Contra Costa Area	5,255.41	
103 - East Bay Central Area	2,200.00	
104 - East Bay North Area	2,282.00	
105 - Greater San Jose Area	4,200.00	
106 - Humboldt Del Norte Area	100.00	
107 - Lake County Area	838.00	
108 - Marin County Area	1,433.00	
109 - Mendocino County Area	1,587.98	
110 - Mission Peak Area	7,376.25	
111 - Monterey Area	4,533.40	
112 - Napa/Solano Area	7,775.80	
113 - 916 North Area	1,293.56	
114 - Peninsula Area	2,495.35	
115 - River Cities Area	1,272.37	
116 - Sacramento Area	1,400.00	
117 - San Francisco Area	550.00	
118 - Santa Cruz Area	6,900.00	
119 - Shasta Area	603.31	
120 - Sierra Foothills Area	2,769.18	
121 - Sonoma County Area	7,936.42	
122 - Area De Habla Hispana Del Norte	1,033.66	
123 - Middle Mountain Area	1,832.31	
100 - Area Donations - Other	200.00	
Total 100 - Area Donations	77,534.18	50,000.00
200 - Group Donations		
143 - Los Gatos Home Group - GSJO Are	847.76	
204 - Orland Mustard Seed Group	47.37	
211 - We do recover (Sonoma)	385.00	
212 - Stepping Fearlessly-MP	12.50	
213 - Sunday night serenity ARANA #92	522.66	
218 - Belmont Hills Group	92.89	
219 - Alcohol is a drug (Tues. night)	40.00	
222 - Group 66 - Monday Grab Bag Meet	42.11	
223 - "Easy Does it Group" (Vallejo)	57.00	
230 - Back to Basics Cotati	277.00	
244 - Wednesday Night Unity #51	82.00	

	<u>Jul 13 – Jun 14</u>	<u>Budget 14-15</u>
245 · Friday Night Alternative	113.96	
246 · Welcome Home Men #82	205.10	
247 · Gilroy Home Group	98.47	
248 · Lodi Fellowship	61.88	
249 · Davis NA Group 104	391.95	
250 · Tuesday Night Alcohol is a Drug	50.00	
251 · Sunday Morning Vallejo JFT 930	35.00	
200 · Group Donations - Other	733.31	
Total 200 · Group Donations	4,095.96	3,500.00
300 · Individual Member Donations	97.47	
400 · NCRSO Inc Donation to RSC		
400.01 · NCCNA Donation	60,299.41	
400 · NCRSO Inc Donation to RSC - Other	884.00	
Total 400 · NCRSO Inc Donation to RSC	61,183.41	20,000.00
500 · Special Events Income		
501 · Conference Agenda Reports	220.00	
Total 500 · Special Events Income	220.00	
1 · DONATIONS - RSC Income - Other	30.00	
Total 1 · DONATIONS - RSC Income	143,161.02	73,500.00
900 · Savings Account Interest Income	18.49	25.00
Total Income	143,179.51	73,525.00
Expense		
1000 · ADMINISTRATIVE COSTS		
1010 · Telecommunications	468.00	491.40
1020 · RSC Supplies	101.00	350.00
1050 · Rent (RSO Subsidy)	21,000.00	32,000.00
1060 · Travel		
1060.01 · FST Mileage	5,256.79	7,500.00
1060.02 FST Hotel		1,000.00
1060.03 · RCM Mileage	2,543.36	2,625.02
1060.04 · RCM Hotel	537.12	630.00
Total 1060 · Travel	8,337.27	11,755.02
Total 1000 · ADMINISTRATIVE COSTS	29,906.27	44,596.42
2000 · Routine Fellowship Support		
2010 · Institutional Literature Fund		
2010.01 · H&I Literature	463.03	1,000.00
2010.02 · PR Literature	503.43	528.66
Total 2010 · Institutional Literature Fund	966.46	1,528.66

	<u>Jul 13 – Jun 14</u>	<u>Budget 14-15</u>
2015 · Regional Fire Camp		
2015.01 Mileage and Hotel		500.00
2015.02 · Literature & Supplies	1,108.63	1,400.00
Total 2015 · Regional Fire Camp	1,108.63	1,900.00
2020 · Professional Events		
2020.01 · Fees	575.69	1,500.00
2020.02 Mileage		150.00
2020.03 Hotel		150.00
2020.04 Literature		400.00
Total 2020 · Professional Events	575.69	2,200.00
2040 · Regional Assemblies(CAR)		
2040.02 · CAR Reports	800.00	
2040.03 · Per Diem	50.00	
Total 2040 · Regional Assemblies(CAR)	850.00	
2050 · NCCNA - Fellowship Support		
2050.01 · NCCNA Mileage	72.80	300.00
2050.02 · NCCNA Hotel	771.19	1,200.00
2050.03 · NCCNA Supplies	62.13	500.00
2050.04 · Hard-Wired Internet for SKYPE	760.00	1,100.00
Total 2050 · NCCNA - Fellowship Support	1,666.12	3,100.00
2080 · Regional Insurance Policy Reimb	17,189.00	15,000.00
Total 2000 · Routine Fellowship Support	22,355.90	23,728.66
3000 · Zonal & WSC Travel Activities		
3010 · World Serv. Conf. - Up to 2	2,359.00	
3020 · WS Zonal Forum - Up to 2 people	975.83	1,024.62
3050 · WS Learning Days - Up to 4	1,326.40	1,500.00
Total 3000 · Zonal & WSC Travel Activities	4,661.23	2,524.62
4000 · RSC Donation to NAWS	56,205.73	1,200.00
4500 · DISCRETIONARY EXPENSES		
5000 · NCRSC FELLOWSHIP DEVELOPMENT		
5010 · FD Travel Requests		
5010.01 · FD Mileage	567.17	
5010.02 · FD Hotel	249.49	
5010.03 · Per Diem	50.00	
Total 5010 · FD Travel Requests	866.66	
5020 · FD Copies and Supplies	97.49	
Total 5000 · NCRSC FELLOWSHIP DEVELOPMENT	964.15	

	<u>Jul 13 – Jun 14</u>	<u>Budget 14-15</u>
6000 · NCRSC Project Work Groups		
6040 · WSLD 2014 Work Group	5,000.00	
Total 6000 · NCRSC Project Work Groups	<u>5,000.00</u>	
7000 · NCRSC Motions		
7000.4 · Rent	50.00	
7000.5 · Literature	406.57	
7000.6 · Per Diem	100.00	
7000.7 · Equipment & Software	3,233.34	
7000 · NCRSC Motions - Other	7,546.70	
Total 7000 · NCRSC Motions	<u>11,336.61</u>	
8000 · NCRSC Project Proposals		
8000.1 · Mileage/Travel	869.85	
8000.2 · Hotel	104.99	
8000.3 · Copies/Supplies	847.13	
8000.4 · Rent/Insurance	1,780.00	
Total 8000 · NCRSC Project Proposals	<u>3,601.97</u>	
Total 4500 · DISCRETIONARY EXPENSES	<u>20,902.73</u>	
Total Expense	<u>134,031.86</u>	<u>72,049.71</u>
Net Income	<u>9,147.65</u>	<u>1,475.29</u>