

# Lake Erie Area Service Committee of Narcotics Anonymous

## Guidelines of Policy and Procedure

### Revision Log Book

#### October 15<sup>th</sup> 2017:

Greater Erie Area of Narcotics Anonymous approves Joint Policy Review Committee's submittal of Guidelines of Policy and Procedure **Draft Rev 2.1**

#### November 5<sup>th</sup> 2017:

Erie County Area of Narcotics Anonymous approves Joint Policy Review Committee's submittal of Guidelines of Policy and Procedure **Draft Rev 2.1**

Effective making Guidelines of Policy and Procedure **Draft Rev 2.1** into  
Guidelines of Policy and Procedure **Rev 1.0**

#### **Rev 1.1**

##### October 15<sup>th</sup> and November 5<sup>th</sup> of 2017:

- A motion was passed to change **5.4.1**.
  - From: Money in excess of the prudent reserve (not including the escrow accounts) will be donated to the region (TSRSO) in June of each year.
  - To: LEASCNA will make a 2% donation to the Tri-State Region Service Office and a 2% donation to NA World Services based from our monthly net income.

#### **Rev 1.2**

##### April 15<sup>th</sup> 2018:

- The Unnamed Area of Narcotics Anonymous approves the official name of Lake Erie Area Narcotics Anonymous (L.E.A.N.A). All Service Body Guidelines of Policy and Procedure of this area are to update to this new name.

#### **Rev 1.3**

##### July 15<sup>th</sup> 2018:

- A motion was passed to approve a new position of Website Chair into policy, creating **4.3.4.8**.

#### **Rev 1.4**

##### September 16<sup>th</sup> 2018:

- A motion was passed accepting Spiritual Retreat Policy 2018 changing **5.5.2.1**.
  - From: \$400.00
  - To: \$1000.00
- A motion was passed better explaining what constitutes an absence, creating **5.5.2.1**.

## **Rev 1.5**

May 19<sup>th</sup> 2019:

- A motion was passed decreasing the clean time requirement for Website Chair changing **4.3.4.8.1**.
  - From: 2 years
  - To: 1 year
- New outline format submitted to P&A subcommittee during the process of adhering to **4.3.4.15**. and to facilitate the creation of this document in accordance to **4.3.4.1.4**.

## **Rev 1.6**

June 16<sup>th</sup> 2019:

- A motion was passed increasing H&I Subcommittee's budget changing **4.3.4.2.3**.
  - From: \$60 every two months
  - To: \$200 every two months
- A motion was passed for LEANA Literature Subcommittee go through the Tri-State NA Regional Office for NA Literature.
  - Effectively voiding out **4.3.4.3.5**. under Policy Rev. 1.5
    - Groups will pay 12% for shipping and handling on their literature orders.
  - Creating **4.3.4.3.5**. under Policy Rev 1.6
    - NA Literature to be purchased through Tri-State NA Regional Office.

## **Rev 1.7**

August 18<sup>th</sup> 2019:

- A motion was passed for the creation of LEANA Notification System.
  - Creating **4.3.4.8.10**. under Policy Rev 1.7
    - Maintain and monitor the LEANA Notification Systems to provide LEANA event information and meeting schedule changes or cancellations.

## **Rev 1.8**

October 20<sup>th</sup> 2019:

- A motion was passed to assign 12% (combining 7% sales tax and 5% shipping) to the cost of literature for LEANA home groups. Any additional costs incurred by varying shipping costs are to be covered by LEANA.
  - Creating **4.3.4.3.5.1**. under Policy Rev 1.8
    - LEANA Home Groups will be charged an additional 12% to cost of literature. (Combining 7% sales tax and a flat 5% shipping charge)
  - Creating **4.3.4.3.5.2**. under Policy Rev 1.8
    - Any additional costs incurred by varying shipping costs from Tri-State NA Regional Office are to be covered by LEANA
  - Changes were made to the LEANA Group Report to the Treasurer Standard Form.

## **Rev 1.9**

November 17<sup>th</sup> 2019:

- A motion passed to add LEANA Election Form to the Standard Report Forms.
  - Changing **4.4.4.** under Policy Rev 1.8 from:
    - Nominees should have a nomination from their home group and attend the ASC meetings during the election process.
  - To **4.4.4.** under Policy Rev 1.9:
    - Nominees will fill out a LEANA Election Form from their home group and attend the ASC meetings during the election process.