



San Diego Imperial
Counties
Of
Narcotics Anonymous
Regional Service
Committee
Board of Trustees
Guidelines

(Date Approved by Regional Service Committee 07-08-2010)

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The SDICRSC Board of Trustees Guidelines last updated 07-08-2010



1 A. Purpose:

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3 The SDICRSC Board of Trustees does not govern. The SDICRSC Board of Trustees
4 contributes to the continuation, growth, and serves as a primary resource for our San
5 Diego Imperial Counties Regional Fellowship. Its nature is that of a custodian, and
6 providing spiritual guidance.

7

8 The purpose of the SDICRSC Board of Trustees and what it is providing:

- 9 1. A resource pool of individuals with clean time, service experience and leadership
- 10 2. To provide input and solutions on various SDICRSC issues and spiritual direction
11 to solve them.
- 12 3. To carry out the directives of the SDICRSC

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14 All the actions of the SDICRSC Board of Trustees are guided by Narcotics Anonymous
15 Twelve Steps, Twelve Traditions and Twelve Concepts of Service with overseeing of a
16 loving high power.

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18 B. SDICRSC Board of Trustees Service Requirements:

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- 20 1. Members of the SDICRSC Board of Trustees are elected by the RSC, per RSC
21 Guidelines. Potential members of the SDICRSC Board of Trustees should
22 have a minimum of eight (8) years clean with a minimum of five (5) years of
23 NA service experience. Additionally, it is suggested that the candidate have a
24 working knowledge of the Narcotics Anonymous Twelve Steps, Twelve
25 Traditions and Twelve Concepts of Service.
- 26 2. The SDICRSC Board of Trustees staff should not exceed seven (7) members;
27 three Officers and 4 participating members.
- 28 3. The SDICRSC Board of Trustees Officers are: Chair, Vice Chair and
29 Secretary. All members of the SDICRSC Board of Trustees have one (1) vote
30 except the Chair, who's only votes to break a tie.



- 31 4. Voting is decided by Consensus.
- 32 5. Terms of service of the SDICRSC Board of Trustees members is for Two (2)
- 33 years with a maximum of Two (2) terms.
- 34 6. The SDICRSC Board of Trustees meetings are open to Observers from the
- 35 Fellowship. Although input from observers is welcomed, voting is limited to
- 36 the Board of Trustees only.
- 37 7. SDICRSC Board of Trustee Meeting Agenda
- 38 A. Meeting opening (Second Thursday @6:30 P.M. RSC)
- 39 B. Reading of Serenity
- 40 C. Reading of Service Prayer
- 41 D. Reading of 12 Traditions
- 42 E. Reading of 12 Concepts
- 43 F. Introduction of attendees
- 44 G. Report of the last RSC meeting
- 45 H. BOT Old Business
- 46 I. BOT New Business
- 47 J. BOT Open Forum
- 48 K. Closing Prayer

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50 C. SDICRSC Board of Trustees Officers Duties and Responsibilities:

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52 Chair

- 53 1. To open the meeting at the appointed time, and call the meeting to order; opening
- 54 the meeting with the Serenity prayer, reading of the SDICRSC Board of Trustees
- 55 Purpose, reading of the Twelve Traditions of NA, Twelve Concepts of NA
- 56 Service by a selected member of the SDICRSC Board of Trustees in attendance.
- 57 2. To use an agenda at the SDICRSC Board of Trustees meeting for organization of
- 58 the topics for discussion.
- 59 3. To recognize members and observers who are entitled to the floor.



- 60 4. To make sure that the SDICRSC Board of Trustees are represented at the monthly
61 RSC Meeting.
- 62 5. To ensure that the SDICRSC Board of Trustees reports are presented at the RSC
63 in even number months.
- 64 6. To ensure that the business of the SDICRSC Board of Trustees is conducted in an
65 efficient and thorough manner.

66 Vice-Chair:

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- 68 1. In the absent of the Chair, to ensure that the responsibilities of the chair are filled.
- 69 2. To co-ordinate special projects for the SDICRSC Board of Trustees.
- 70 3. In the Event that the Chair was vacated, the Vice-Chair will act as the Chair until
71 a new Chair is elected, Per RSC Guidelines.

72 Secretary:

- 73 1. Is to keep all minutes and records of all the SDICRSC Board of Trustees
74 meetings. To provide copies of the minutes to the SDICRSC Board of Trustees
75 Officers and it's members. The SDICRSC Board of Trustees Secretary will
76 provide an extra copy of the report to the SDICRSC Board of Trustees Chair for
77 the RSC Secretary for the SDICRSC Board of Trustees bi-monthly report.
- 78 2. In the absence of the Chair and the Vice-Chair, the Secretary will ensure that the
79 responsibilities of the Chair and/or Vice Chair are fulfilled and represent the
80 SDICRSC Board of Trustees at the RSC monthly meeting if required.
- 81 3. Will use and maintain the SDICRSC Board of Trustees e-mail account.

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83 SDICRSC Board of Trustees Members:

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- 85 1. All of the SDICRSC Board of Trustees Officers and members are Non-Voting
86 Members of the RSC.



- 87 2. Attendance at RSC meetings is required for the SDICRSC Board of Trustees
88 Chair and are optional for all other the SDICRSC Board of Trustees members
89 except as stated under duties of Vice-Chair or Secretary.

90 Elections/Terms of Service:

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- 92 1. All SDICRSC Board of Trustees Officers can be elected from the current Board
93 of Trustees members. Elections are held after the RSC annual elections or when a
94 vacancy occurs.
- 95 2. Any Narcotics Anonymous member who meets the suggested service
96 requirements can fill out a service resume. Once submitted to the RSC the
97 individual can be voted as a SDICRSC Board of Trustees member or into a
98 SDICRSC Board of Trustees Officer position.
- 99 3. The SDICRSC Board of Trustees Officer or member may be removed by a vote
100 of the RSC. The SDICRSC Board of Trustees Officers are responsible to notify
101 the RSC when an SDICRSC Board of Trustees Officer or member is not fulfilling
102 their commitment. Reason for notification may include the following:
- 103
- 104 A. Missing three or more consecutive SDICRSC Board of Trustees meetings or
105 missing four or more SDICRSC Board of Trustees Board meetings within the
106 past Twelve (12) months.
- 107 B. Inability to work within the SDICRSC Board of Trustees Board structure or
108 lack of participation on the Board.
- 109 C. Loss of abstinence by admission.