

# **Kentuckiana Bluegrass Appalachian Region**

## **Of Narcotics Anonymous**

### **Purpose:**

The Purpose of the Kentuckiana Bluegrass/Appalachian Region of Narcotics Anonymous (KBARNA) is to:

- a) Pool and develop local service resources that can be used both by groups and areas in better fulfilling their responsibilities
- b) Maintain contact between NA's world services and the local NA community by providing information on current world projects and offering a local perspective to the work of world services.
- c) Represent its member Regions at the World Service Conference

### **Boundaries and Participants:**

KBARNA compasses the entire State of Kentucky and any interested outlying border Area

KBARNA is made up of the Kentuckiana and Bluegrass Appalachia Regions. Each member Region will continue to function autonomously with their own guidelines, committees and budgets.

All participating Areas of the member Regions are considered members of KBARNA

### **Location and Times:**

KBARNA Assembly will meet bi-annually in the months of February and July. The meeting will be held on a Sunday, the specific date will be determined by the Host Organizer. The location will alternate between the member Regions and be organized by the KBARNA Hosting Organizer.

On World Service Conference years, the first regional assembly (February) will be focused on the Conference Agenda Report (CAR)

### **Conference Agenda Report:**

Every group in the KBARNA gets one vote per motion in the Conference Agenda Report. The RCM should collect the votes and turn them in to the RD/RDA before the World Service Conference. The total votes of all groups will be tallied and that will be the vote submitted at the WSC by the RD/RDA. A simple majority of votes collected will carry the group conscience to the World Service Conference. The RD/RDA has the regions vote of confidence regarding proposals and motions presented at the WSC.

### **Executive Committee:**

The Executive committee will consist of a Facilitator, Secretary, and Treasurer.

### **Participating Members:**

Executive Committee, Public Relation Resource Panel (PRRP), Regional Delegate (RD), Regional Delegate Alternate (RDA), Regional Committee Members (RCM), Area Delegated Representative (ADR)\* and project coordinators.

\*An Area may choose to send a delegated representative that is not it's RCM

All Narcotics Anonymous members are invited to attend and participate in the KBARNA business meetings. Any member may make a motion but it must be seconded by an RCM to be considered for business. Only RCM's or ADR's may vote.

### **Public Relations Resource Panel**

The Public Relations Resource Panel (PRRP) should consist of 4 members. Two from The Kentuckiana Region and two from The Bluegrass Appalachia Region.

The purpose of the PRRP is to

- a) Gather information through service resumes from interested trusted servants from all Areas of the KBARNA
- b) Serve as a point of reference to share information between member regions and areas
- c) Create work groups and project plans for the purpose of carrying out our Fellowships primary purpose.
- d) The PRRP will work together to assist in the needs of local service committees.

### **Facilitator**

The role of a facilitator is to help the body with the following:

- a) Move through their intended agenda,
- b) Help reach decisions that all participants can support
- c) Help ensure that these decisions are in harmony with the principles of the NA program.
- d) Have a clear understanding of the purpose of the gathering.
- e) Have an awareness of any relevant resources, such as local guidelines, service handbooks, tradition and concepts essays etc., and make these available when required.

## **Secretary**

### **Duties and Responsibilities:**

- a) Attend all KBARNA assemblies and take accurate minutes at the business meeting.
- b) Update members contact list at each KBARNA Assembly Email/mail minutes to participants within 3 weeks.
- c) Available between KBARNA Assemblies for communication and assistance with projects

## **Treasurer (This position has a 5year clean-time requirement)**

### **Duties and Responsibilities:**

- a) Prior experience handling NA funds
- b) Attend each KBARNA Assembly
- c) Reconcile bank statement, balance checkbook
- d) Account for income and expenditures between KBARNA assemblies
- e) Present written report each KBARNA Assembly
- f) Retain and have available all financial records. For any members requesting that information and all new participants of the KBARNA Assembly
- g) Maintain a \$\_\_\_\_\_ prudent reserve.
- h) Establish an EIN for the service body

**Hosting Organizer:****Duties and Responsibilities**

- a) Site selection for the KBARNA Assembly
- b) Flyer production, distribution
- c) Utilize local groups for meeting space, when possible. All NA members are welcome to participate in the KBARNA Assembly. This must be taken into consideration when choosing the facility
- d) Regular progress reports to update Facilitator
- e) Determines which Sunday the meeting will be held (should consider meeting times of other areas and regions)
- f) Selects Issue Discussion Topic (IDT) workshop and presenters.

**Project Coordinator:**

- a) Will coordinate any project chosen by the members of KBARNA at have a specific beginning, middle, and end
- b) Work with the PRRP to assemble a workgroup to perform the task assigned.

Elected by the KBARNA Assembly.

Position ends when Project is complete.

## **KBARNA Elections**

All KBARNA positions will be elected by the Regional Assembly the First meeting (February) of Non World Service Conference years. New officers will begin the second meeting (July) of that year. All positions are 2 year commitments with a two consecutive term limit. (With the exception of Project Coordinators and Hosting Organizer)

\* If any position becomes vacant mid-cycle, the KBARNA body may appoint a replacement with a majority vote of RCM's present at the assembly. The position is complete at the end of the cycle, not two years from that point.

### **All KBARNA positions require the following (unless otherwise noted):**

- a) 3 years clean-time
- b) Time and Resources to fulfil position
- c) One year prior NA service/committee experience
- d) Must be present for nomination and selection
- e) Nominee requires simple majority of present voting RCM's. If there is more than one nominee, the nominee with the most votes takes the position.

### **Regional Delegate and Alternate (RD/RDA)**

The RD and RDA will alternate between Regions. Example: For the 2016-2018 Conference cycle The RD is from the Kentuckiana Region and the RDA is from the Bluegrass Appalachia Region. For the 2018-2020 cycle the RDA from Bluegrass Appalachia becomes the RD and the Kentuckiana Region will elect the RDA.

If the RDA position remains open for more than six months, the other region has the option of electing the RDA. The rotation will change accordingly.

### **Regional Committee Members (RCM) and Area Delegated Representative (ADR)**

RCM are elected by their Regions Areas

## **KBARNA Meeting Agenda**

Open Meeting with a moment of silence followed by the Serenity Prayer

### **Read:**

The Twelve Traditions of Narcotics Anonymous

The Twelve Concepts of NA Service

A Vision for NA Service

### **Accept Minutes from last meeting**

Review and amend if necessary

### **Introductions**

### **Reports:**

Treasurer

RD/RDA

RCM's

PRRP

Workgroups

### **Old Business:**

A review of last meetings "new business"

### **New Business**

In order to conduct new business at least three representatives must be present with the minimum of one representative from each region.

Any member may make a motion but it must be seconded by an RCM to be considered for business. Only RCM's may vote. (See participating members section)

### **Elections**

Hosting organizer, Project coordinators, and vacant positions. Any other position previously described.

### **Close**

Gratitude Prayer: My Gratitude Speaks,

When I care and when I share with others, the NA way.