

## **N.A. GOLDEN HEART AREA GUIDELINES**

- 1- Only NA approved literature will be used in the Golden Heart Area.
- 2- All GSR's (Group Service Representatives) must submit written reports at the monthly ASC (Area Service Committee) meetings.
- 3- The only voting members of the ASC are the GSR's or their elected alternates. In the absence of a GSR or Alternate, a Group Secretary or Group Treasurer may vote if previous arrangements have been made with the Area Chairperson.
- 4- Voting— there must be a quorum to carry a vote; a quorum requires over 50% of the groups in the Area to be represented at the ASC.
- 5- Motions for the Golden Heart Area can be made only by the GSR's or their alternates. Subcommittee Chairs can make motions pertaining only to their respective subcommittees.
- 6- For a motion to pass, over 50% of the voting members present must vote yes- providing there is a quorum. In case of a tie vote, the motion fails. Abstentions count as no votes.
- 7- Any additions and/or changes to the Golden Heart Area Guidelines shall take a yes vote of at least 75% of the voting members present- providing there is a quorum.
- 8- The Golden Heart Area will utilize the time requirements stated in the N.A. *Temporary Guide to Our Service Structure* with the option to waive time requirements on an individual basis. There will be no waiving the time requirements in the case of electing chairpersons for Area subcommittees (one year requirement) or in the case of electing an Area Service Representative (three year requirement). The secretary of the ASC will track terms of office; from election to the end of service commitment. Officers will notify the ASC 60 days in advance of the end of their service commitment.
- 9- Area subcommittees are: Literature, Hospitals and Institutions, and Public Information. Subcommittees are free to develop their own guidelines. All subcommittee meetings will be attended by the ASC Vice Chair and must submit written reports of their meetings at the monthly ASC meetings.
- 10- If an Area Officer misses two consecutive Area meetings, their position becomes open. The same is true for Area Subcommittee Chairs except when they appoint a person to represent them who does not hold another Area position.

- 11- After new groups are represented at Area at least once, they are eligible to vote at the following ASC meeting.
- 12- If a group is not represented at two consecutive meetings, they cannot vote at the next ASC meeting they attend.
- 13- All motions submitted must include who made the motion and the intent of the motion.
- 14- Nominations to Area must include the following information on each nominee: clean time, experience, willingness and availability. This information and the time requirements for each position open must be placed on the monthly agenda.
- 15- Area agendas are to be made available ten days before Area Service.
- 16- Every month after all the bills are paid, the Area will decide how much money to send to Region.
- 17- The Area Chair and the Literature Chair will each have a key to the mailbox.
- 18- A group that cannot make the ASC meeting because of distance may be allowed to vote by proxy.

*amended March, 1992*