



# Autonomy Zonal Forum

## Mission and Purpose:

The Autonomy Zone brings all elements of Narcotics Anonymous (NA) from its participating regions together to further the common welfare of NA by providing events which:

- Create an opportunity for Regions to come together to exchange experience, strength, and hope and collectively express itself on matters affecting Narcotics Anonymous as a whole
- Train, mentor and/or inform participants about the fellowship of Narcotics Anonymous.

The AZF is ultimately responsible to the groups it serves inspired by the joy of selfless service, and the knowledge that our efforts make a difference.

## Meeting Agenda

July 25, 2021 @ 10:00 - 4:00 PM  
Zoom Link -- <https://zoom.us/j/81550635679> Pwd:112241

## Attendees:

Note: All contact information is to be removed prior to publishing on the website

Facilitator	Rob U	P	FlyersScore@gmail.com	
Secretary	Merle S	P	merlehug@gmail.com	
Treasurer	Trisha G	P	Trishacrowley24@gmail.com	
Central Atlantic RD	Randy D	P	Recovery274@gmail.com	
Central Atlantic RDA	Sherry V	P	svorbach@live.com	
Central Atlantic RDA2		V		
Chesapeake and Potomac RD	Greg J	P	62jones@cua.edu	
Chesapeake and Potomac RDA	Patricia J.	P	patriciageorgiapeach@gmail.com	
Eastern PA RD	Shawn J	P	sjonesmcse@gmail.com	
Eastern PA RDA	Vacant			
Free State RD	Christian B	P	Sten_christian@yahoo.com	
Free State RDA	John W	P	Jmwallace1995@gmail.com	
Greater Philadelphia RD	Clarence A	P	Llewtra1949@gmail.com	
Greater Philadelphia RDA	Ted D	P	Teddawson.td@gmail.com	

## Agenda Items

- Meeting opened at 10:01 am.
- Introductions, Others in attendance: Brother James, Craig R, Debbie M, Michael J, Kim A, Duwan, James, Pete, Cat E.
- Overview of agenda, Operational rules of the day - Rob
- Regional Reports - All regions

### Central Atlantic

The Central Atlantic Region has 12 Areas and 1 Metro that cover parts of Maryland, North Carolina, Virginia, and West Virginia. We have virtual, hybrid and in-person meetings throughout the Region. Our Regional Service Committee meets bi-monthly on even numbered months and our Subcommittees meet on the odd numbered months. Our website address is [car-na.org](http://car-na.org). The Region still meets virtually as well as the subcommittees.

Etta F served her term as Chair. Antionette B was voted in as Chair. Jennifer D was acclimated as Secretary. Brian C is Treasurer (pro temp). Richard S PR (pro temp) Sherry V voted in as RDA. Policy: Lisa B. Vice chair: open. Vice treasurer: open since 173rd RSC. Speaker Jam: open. H&I chair: open. Outreach: project driven. RDA2: open. Randy D is the RD. We had an ad hoc for archival organization and it didn't work. The region approved an annual budget increase to support the



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AZF from \$257.50 to \$457.00. A check will be sent to the AZF treasurer. Yap is up and running in the Region. We had some complaints about prank callers. The Piedmont Area did a presentation with drug court. We have an ad hoc for strategic planning in carna facilitated by David H, the delegate team is on the committee. We are not accepting donations through pay pal due to tax issues. The RDA attended the Asian Pacific forum and reported to the Region. The delegate team attended the Florida Service Symposium. All recordings of this event are on <https://naflorida.org/fss/wholesymposiumrecordings>. The alt delegate is set to attend the MZSS.

Our April GSR Assembly was had many good presenters and well attended. The Piedmont Area hosted the regional speaker jam. US Zone vision and purpose-resolution is okayed by our region. No oppositions

The Regional Convention is being planned for January 21 – 23, 2022 at Hotel Madison and Shenandoah Valley Conference Center 710 S. Main Street Harrisonburg, VA 22801 <https://car-na.org/events/39th-avcna-regional-convention> hosted by Shenandoah Valley Area of NA. (<https://shevana.org>) Flier attached.

The Delegate team was contacted by NA world services about an event in Keyser West Virginia requesting NA attendance. (In the Gateway to Freedom Area) They contacted and discussed the event during their ASC meeting. Since they do not have a PR committee, they accepted assistance from the Almost Heaven Area to put on the event in October. 2 members from AHA and the Chair of GTF will attend the event named Hope fest 21.

Carna attended virtually the Virginia Summer Institute on Addiction Studies (VSIAS) and we received request for H&I meeting in person/virtually, request for NA literature along with meeting information.

At our last RSC in June, Areas that are not coming to RSC and not participating, by policy we required to remove them from region. 1 or more years without participating should be removed. Resolution; Appalachian Area, Gateway to Freedom, Outer Limits, New River Valley and Roanoke Valley. Checked back 1-1 ½ years to verify no participation.

The Delegate Team attended and participated in the AZF July 25, 2021, learning day virtually. They also attended the CP webinar on the same day that was talking about WSC 2022 options.

That's about it, Your Car-Na Delegate Team

Randy D RD

Sherry V RDA

### C&P

The C&P Region has 11 Areas within the region, and 9 Areas were represented at the June 12, 2021, RSC. The C&P Region meets every even month of the year and has been meeting



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by virtually since April 2020. Our next RSC will meet virtually on Saturday, August 14<sup>th</sup> from 1:00 PM - 6:00 PM.

Our Region has now added Cash App as a additional vehicle to receive donations.

Our Special Events committee is sponsoring a Regional Picnic on Saturday, August 21,, 2021 at the Laurel Hill Park in Lorton, VA from 11 AM – 5 PM. The flyer is attached.

The C&P Annual Regional Convention CPRCNA XXXIV was held virtually on April 16-18, 2021, and was a success, as the message of NA went forth. We are planning an in-person convention for CPRCNA XXXV with our theme “More Powerful Than Words” to be held April 8-10, 2022, as in Ocean City, MD. Please visit <https://www.cprcna.org/> for updates.

The Regional Subcommittees are functioning well and elections were held on June this day for all positions except the RD and RDA. We welcome Sonia J. as the Regional Chair, and Al B. as the Regional Vice Chair.

Greg J. – RD, and Patricia J. – RDA



### Eastern PA

EPARNA region continues to operate with 3 areas Bucks, Pure and Simple, and Twin Rivers areas. All areas within the region are meeting regularly as they did before the pandemic disruption. All of the areas besides Bucks County continue to meet on the zoom platform. Bucks' county has returned to in-person area sessions as of June 2021.

EPARNA continues to support areas affected by the pandemic by providing guidance and funding for Covid 19 cleaning supplies as requested by the areas. The areas also continue to provide H&I and PR services to their perspective areas and groups, despite the pandemic. These H&I meetings are held in-person and via zoom where requested.

EPARNA regional meeting was held in June via zoom and will continue to do so, although there is a motion to be discussed in August session, as to whether we should return to in-person sessions. This motion will be discussed when the region meets again on August 1<sup>st</sup>. During the June EPARNA session a motion was brought before the region that explores the options of continuing to operate as an unseated region within the WSC service structure or disbanding EPARNA. The intent of the motion is as follows:

There are two intents for this motion.

1. The first intent is to obtain a vote in Narcotics Anonymous.
2. The second intent is to foster unity with Greater Philadelphia Region, Narcotics Anonymous as a whole, and maintain the unity with the three remaining areas in EPARNA.

EPARNA region continues to refine this motion for consumption by its areas and groups. A new refined motion will be presented at the August 1<sup>st</sup> meeting of EPARNA. This motion has not been formally presented to the areas and groups within EPARNA at this time.



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Open positions:

REGIONAL CO-CHAIR, CO-SECRETARY, REGIONAL DELEGATE- ALTERNATE, POLICY CHAIR, PUBLIC RELATIONS CHAIR

In loving service

Shawn Jones

EPARNA RD

### **Freestate:**

Christian B RD

[sten\\_christian@yahoo.com](mailto:sten_christian@yahoo.com)

443-603-4373

John W AD

The Freestate Region consists of 10 areas covering Maryland, Delaware and Virginia. Many meetings and service bodies are beginning to meet in person or hybrid. Some of our areas are having more success than other re-opening and filling positions. The Freestate Regional Committee could not come to a consensus on whether to meet hybrid or stay on line, so we will continue to meet on line. Our meeting place is open with restrictions. We meet the second Saturday of the month via Zoom starting at 11am. The region will be holding elections in August and all positions are available with the exception of the Delegate team which has another year on their term to coincide with the WSC Cycle. We have not had many subcommittee meetings or reports from regional subcommittees and would like to hear some best practices of regions that are having success with their regional subcommittees. Many of the subcommittee chair positions are open as are some of our executive body alternate positions.

The Region has put up billboards rotating throughout our Region in different areas as well as experimenting with QR codes at bus stops around Baltimore and throughout the region.

Freestate has been fortunate to have received regular donations from various areas and have been able to donate to the world on a fairly regular basis.

The FSR put forward a motion to be placed in the CAR.

Motion:

To direct NA World Services to remove the Hospitals and Institutions Handbook from the inventory

Intent:

To remove an outdated service manual from WSO inventory

Rationale:

The H&I handbook has not been updated since the 1980's and with our current literature update process, will never be prioritized high enough. We believe a better approach would be to update the Public Relations Handbook Chapter 6 (Criminal Justice) resource section and H&I Basics with more information relevant to current practices and methods for carrying our



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message that could include using virtual platforms and tools. We believe this will better serve our trusted servants involved in H&I service by providing more current and better tools

The motion has been received by the WSO. We are awaiting a written response from the World Board.

The FSRCNA will be held 11/26-28 in person at the BWI Marriott. Registration is open at [fsrcna.org](http://fsrcna.org).

Pre-registration is \$10 for members with 3 years or less and \$20 for members with more than 3 years.

There will be several eating meetings, bingo, karaoke, comedy show, a dance and much more. The Freestate Regional will have a 1 hour and 15 minute workshop on Saturday afternoon from approx. 3pm to 4:15. There are still rooms and package deals available.

The delegate team will be attending the Multiple –Zonal Service Symposium from Aug 27-29 in San Antonio.

The Freestate Region will be hosting the next AZF in January of 2022 which will likely be in person. We will be looking for ideas and suggestions from the AZF. The Car report will be out by then so I'm sure our Saturday event will revolve around that.

Thank you for your service  
The Freestate Region Delegate Team

### Greater Philadelphia

Greetings and Salutations,

The Greater Philadelphia Region is comprised of the following 12 Areas

InnerCity Area, South Phila. Area, NorthWest Area, Schuylkill Valley Area, Downtown Area, Greater Camden Area, Clean Acres Area, Delaware County Area, Montco Area, Philadelphia Area, Pyramid of Freedom Area, WestSouthWest Area

We are in the planning stages of returning to face to face RSC Meetings

There are 345 active meetings in our region. 192 virtual, 16 hybrid. The City of Philadelphia has lifted restrictions and 137 groups are now meeting face to face, while still following the recommendations from the city and CDC.

The Regional Phoneline is experiencing an increase in calls. Addicts looking for face to face meetings.

Our Region is having a Regional Unity day on September 4<sup>th</sup> at Burlholme Park, 401 Cottman Ave. Phila. PA. The time is from 2pm -6pm. Fellowship-Food-Fun All are welcome.

We are having our Second Regional Information Day  
August 22<sup>nd</sup> 2pm-6pm

Topics :

Why Aren't you Interested In Service?

What Makes NA Service Unattractive?

Information on Zones (Fellowship Development)

Zoom Info: Id# 532 740 6231

ID # 1234



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This is going to be an “Open Mic” event. No speakers.

Please pass this on to members in your region.

The flier is posted on the AZF website and at [naworks.org](http://naworks.org)

In Service

Clarence A. RD

Ted D. RDA

RD Team

### Treasurer Report – Trisha

Good morning everyone. I received a bill from Webmastery for a year of website hosting for our webpage. I talked to the company and have made arrangements to pay the bill thru our Venmo account in the amount of \$15.00. There were no donations since my last report. Attached I have included the statements for the last 4 months. Please send any donations from your homegroup, area or region to any of our accounts or you may mail a check to 883 Brighton Pl., Glen Burnie MD, 21061.

PayPal: @autonomyzone

Cash Ap: \$AutonomyZone

Venmo: @Autonomy-Zone

ILS,



Trisha C.

### ○ AZF Web Site – Kim

All information with regards to the website domain registration and hosting has been moved to the AZF Google Docs account with Rob and Kim having been given access.

- Since we last met, I submitted an invoice from Webmastery.Org to [treasurer@autonomyzonalforum.org](mailto:treasurer@autonomyzonalforum.org) July-June (12 months) domain registration (\$15.00) charges.
- Updates made to the website include the following.
  - BMLT was added to the website which means our website now has listings for all meetings within our zone. I personally found this very helpful when I was trying to access meetings outside of my area and weren't sure which region the meetings were in!
  - I uploaded the minutes the secretary forwarded.
  - I updated the next meeting information
  - I uploaded new events (and flyers) as they were sent to me.
  - I feel there are a few outdated links on the website. If the tech team proposal passes today, I hope these can be looked at.

### Upcoming Events

<b>APR</b> <b>19</b> Mon	<b>7:00 pm</b> AZF Electronic Meeting @ Zoom ID: 872 1211 6010 // Passcode: 121212
<b>JUL</b> <b>24</b> Sat	<b>10:00 am</b> AZF 2 day event – Eastern PA Region
 Add ▾  View Calendar →	

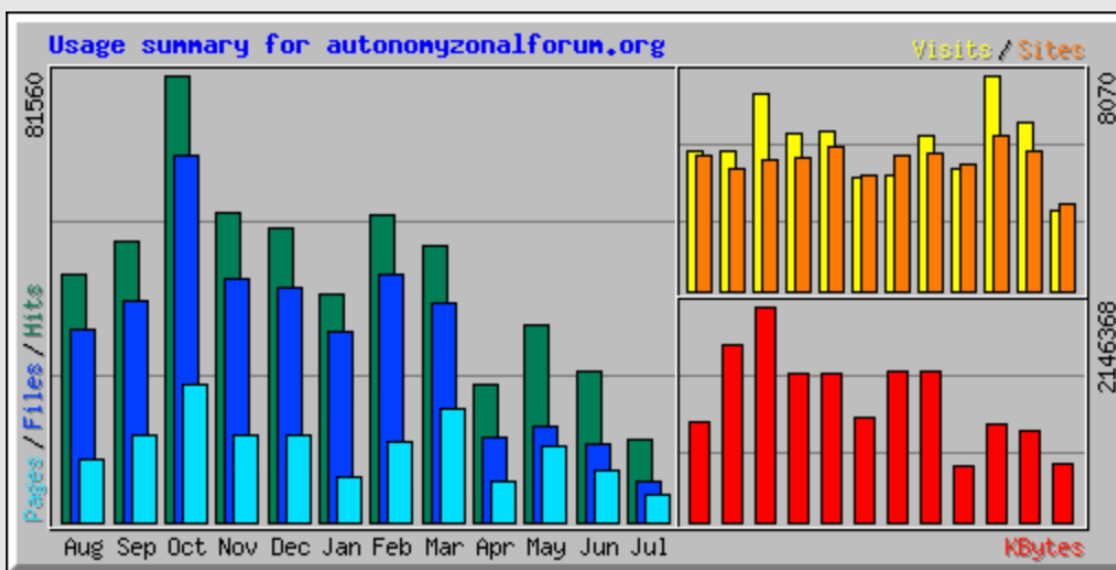
Website Stats:





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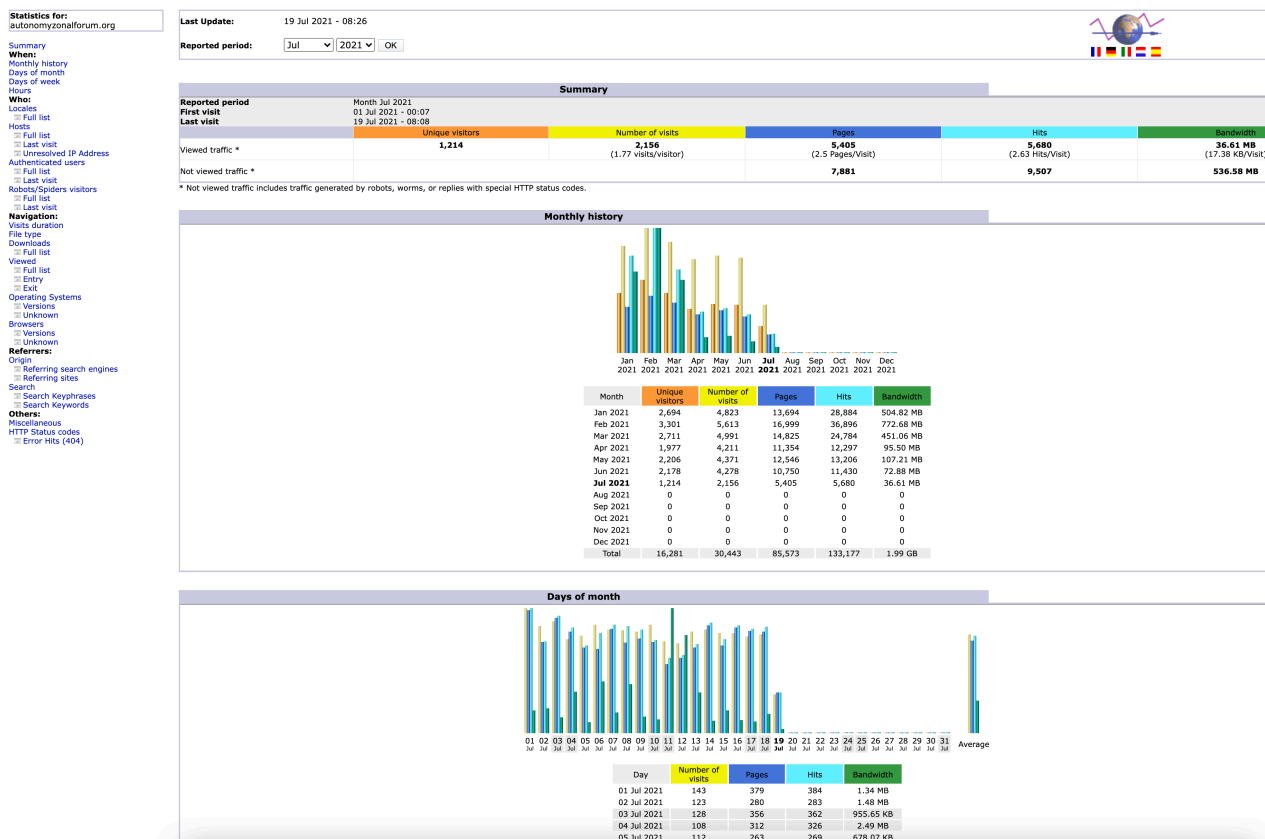
Summary by Month										
Month	Daily Avg				Monthly Totals					
	Hits	Files	Pages	Visits	Sites	KBytes	Visits	Pages	Files	Hits
<a href="#">Jul 2021</a>	799	391	270	159	3286	587607	3025	5141	7431	15187
<a href="#">Jun 2021</a>	921	472	314	209	5246	901152	6299	9449	14176	27639
<a href="#">May 2021</a>	1156	567	449	260	5768	966916	8070	13943	17606	35842
<a href="#">Apr 2021</a>	843	521	251	153	4745	557267	4605	7546	15640	25294
<a href="#">Mar 2021</a>	1626	1288	663	187	5126	1500610	5802	20554	39943	50420
<a href="#">Feb 2021</a>	1996	1611	529	153	5077	1493652	4310	14830	45117	55905
<a href="#">Jan 2021</a>	1804	1508	365	184	4329	1047789	4240	8404	34701	41498
<a href="#">Dec 2020</a>	1734	1375	513	191	5422	1475590	5941	15920	42644	53761
<a href="#">Nov 2020</a>	1888	1483	524	195	4972	1469552	5855	15726	44517	56646
<a href="#">Oct 2020</a>	2630	2155	809	238	4894	2146368	7388	25089	66805	81560
<a href="#">Sep 2020</a>	1705	1341	529	174	4575	1766654	5241	15884	40234	51179
<a href="#">Aug 2020</a>	1460	1129	363	167	5054	995935	5196	11255	35017	45266
<b>Totals</b>						<b>14909092</b>	<b>65972</b>	<b>163741</b>	<b>403831</b>	<b>540197</b>



Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2021	2,694	4,823	13,694	28,884	504.82 MB
Feb 2021	3,301	5,613	16,999	36,896	772.68 MB
Mar 2021	2,711	4,991	14,825	24,784	451.06 MB
Apr 2021	1,977	4,211	11,354	12,297	95.50 MB
May 2021	2,206	4,371	12,546	13,206	107.21 MB
Jun 2021	2,178	4,278	10,750	11,430	72.88 MB
<b>Jul 2021</b>	<b>1,214</b>	<b>2,156</b>	<b>5,405</b>	<b>5,680</b>	<b>36.61 MB</b>



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In grateful, loving service,  
Kim A

## Communication Task Team – Kim

The team was comprised of

Communications Team Members	Phone	Email
Kim A		webservant@autonomyzonalforum.org
James M		technolefty@gmail.com
John W		jmwallace1995@gmail.com
Anne E		annemellis@yahoo.com
Trish C		trishacrowley24@gmail.com
Richard S		gutterwall@gmail.com
Rob U		flyersscore@gmail.com

We met 3 times.

Based on the survey results, our efforts focused on the following Ideas for improved zonal communications:

1. It is **Technically feasible to improve our communications regarding providing meeting information on the AZF website.** The meetings option that existed on the website was replaced by adding BMLT. People are no longer being redirected to the NA.org site. Instead, the meeting information from within our zone is now available on our zonal website.





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Questions:

Q: On the proposal, who would create the messaging?

A: Whoever creates the message

Q: Task Team Leader- how would that position be chosen and is there a 5 member limit (one from each region) or could we consider more than 5 members on the team?

## ○ Service Work Group - FD/PR Creation – Craig

Agenda:

➤ Planning: Review Issues/opportunities, develop goals and prioritize

### ISSUE 1

- **Lack of coordination and communication with and within the AZF +5**
  - **Lack of collaboration between area/regional subcommittees within our zone**
  - **Ineffective communications throughout service bodies in the zone**

#### Goals

- Information on service, resources, events, and contact with and within the AZF are more effectively broadcast +3
- **Communications with the AZF and between its member regions are more effective, available and responsive +5**
- Increase in fulfilled collaboration opportunities between the AZF's member regions/areas

### ISSUE 2

- **Service delivery inconsistent or lacking in some areas and regions +7**
  - **Lack of continuity in service throughout our regions**
  - **Inconsistency in service delivery amongst our areas and regions**
  - **Lack of mentorship, training**
  - **Few learning days, workshops**
  - **Lack of a sharing of service information forum**

#### Goals :

- **More resources and training opportunities are available to members and service bodies +8**
- Service and training workshops are made to be more fun and engaging
- There is an increase in service continuity and effectiveness, measurable through newcomers, website hits, and other similar metrics

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### Issue 1 original goals

- Increased service information sharing
- Networking
- Enhanced communications to support and enable service delivery

### Issue 2 original goals

- Trusted servant development
- More training and mentorship of trusted servants
- Increased consistency in service delivery



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### Other issues/opportunities

- **Lack of awareness, perceived value, understanding of the zone at the group level**  
+3
  - **Apathy and lack of motivation to be involved at region or zone**
- **Lack of coordination and communication with service bodies outside of the AZF**  
+1
  - **No interface to effectively collaborate on FD/PR with other zone**

### Other goals

- The AZF is viewed as a helpful resource to members, areas and regions
- Groups, areas and regions become more aware of the AZF
- Better, more effective collaboration within the zones and other zones

Issue 1: Lack of coordination and communication with and within the AZF

Q: Please give examples of lack of communication within the Zone

A: Gap between areas in not knowing what is going on in neighboring areas/regions

Q: How do we hold our chair people accountable to communicate the information and are following up with requests from the RDs

A: That is the region's job, the zone can help create opportunities to make that happen and encourage communication.

Q: What platform will we use to know a region needs help

A: More of how do we do that?

Craig: Am I correct in assuming we are all in agreement with communication being the top issue?

Response: If I were not part of a position, I would not I am not clear about my duties, and how to get that information to our areas and groups. I think part of my responsibility is to stay closer to the RDs.

A: the Zone responds to the needs of the regions and their areas. Increase in fulfilled opportunities to collaborate with each other.

Overall acceptance on the approaches listed under issue 1.

Issue 2: Service delivery inconsistent or lacking in some areas and regions

No discussion or questions

### Recap from Craig:

Meetings take place the second Thursday of every month, at 7 pm

**Issue 1**, AZF is in support this is the top issue to focus on and we agree on the goals and 3 approaches (members of our zone will have access to the google drive, and we can tailor the access as needed). Think inclusivity about this

**Issue 2**: AZF is in support this is the top issue to focus on and we agree on the goals and 3 approaches

### ○ **US Meeting of Zones Update - Rob, Merle**

- Vision Statement and Purpose
- Voting criteria
- Video - What Is a Zone?

-Question/ comment: Is this a CBDM decision making process, this should be settled, Since AZF is consensus based, I think that is the direction we should go.

-Response: in the past we have had 100% consensus, so no previous need to make this as a policy. The AZF body needs to give direction to our representatives.



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-Feels like a push to me.

-We are getting further along in this process, and we are in need to set up guidelines as to proceeding.

-If that body needs to make a decision immediately, our contacts are the trusted servants, so there would be a need to have a discussion amongst ourselves to make decisions to support or oppose.

Straw poll: Is everyone comfortable with the two contacts representing the Zone if we need to make a decision that cannot go back.

\*\*\*Would like to see quorum (number of zones in support) established at the beginning of the meeting of the US Zones.

### ○ Discussion

#### ▪ Increase voting participants – Clarence

-I believe the ADs should have a voice at the zone, regardless of whether the RD is present or not. I do not see how having the ADs have a vote will affect us. If just allows us more information

-cannot have both votes in other forums (WSC)

-it will not affect the regions, just the zone. Nothing has ever come up that affects one region over another.

-the uncomfortability comes when there is a difference between the team, and they may see things differently. If we each have a different vote, how would that affect the team.

-We need more than just 5 votes making decisions. X2

-One vote per region X2

-When we have to make decisions that are not going back to the region, we need to be able to make decisions on the floor. This allows for a larger vote.

-consensus means we hear from all voices, and we get to hear all sides

-Listening to a thought-out proposal, the vote is not really an issue, fully participating in the decision-making process

-Sometimes we have different ideas

STRAW POLL- RDs and RDAs to vote, 3 in support

DECISION-Failed

### ○ Proposals –

Communications Task Team has 3 proposals

1. Create a standing Technology Team and approve the proposed guidelines

2. Create a social Media Account on FB, Instagram, and Twitter. (ITT would not create the messaging)

3. Create/ enact a self-messaging service and put a link to it on the website

Reactions:

-we need to take time to review the guidelines. It is suggested we table this discussion until we have time to look it over.

-A friendly amendment; Create a standing Technology Lead. No second to this amendment.

-We are creating a leader without having a team first. Understand what that body will be doing. Form follows function.

-the task team should have some of the responsibilities that fall under the leader's duties.

The leader would have oversight for these responsibilities. There would then be shared effort.



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-This is a proposal that has an immediate effect on the Zone. This position is bigger than the website, it is about the communication that is important.

-email or text Kim the suggestions

-the webservant has operated for 8 years without any guidelines, and the proposed guidelines are what the webservant has already been doing.

RECAP/DECISION: Some hesitancy on voting on this today, bring input to Kim and continue the communication team and discuss that again at our next zonal meeting. Take this back to the regions, allow the team to continue to meet, and bring it up as old business for the next meeting.

### NO ADDITIONAL PROPOSALS

### DISCUSSION FOR NEXT ZONAL MEETING

-Separate secretary and treasurer positions in the guidelines

New guidelines are under review, it is my understanding they have not yet been approved. We need to take care of this.

-review number of days approved for reimbursement at next Zonal meeting

-Operational meeting numbers

### ○ **Open Forum**

-Central Atlantic removed areas from their region. In my heart, we need to maintain their place in our region.

-We still maintain communications with these areas and reach out to them. They are still part of the BMLT.

Financial Planning for our next meeting, which will be face-to-face

-Zone will help out with expenses. Not sure which part of the financial process the Zone will cover.

-Freestate would contact the area which would host the event.

-What was the discussion about the Zone helping out financially? No determination, but in the budget line it includes assistance.

-Discussion regarding the budget from the AZF, some members are unaware of this information on page 6 of the updated guidelines.

-We have to show some benefit to participating in supporting the zone financially, since we are fully self-supporting. We want regions to contribute to the zone when they earmark money to the two-day event. Just make a contribution to the zone.

-Instead of each region hosting, we want the zone to be the host. It is a zonal event.

-Need direction how to move forward with our next zonal forum.

-Freestate was fine last year with the current zonal budget. The only expenses would be for the RD and RDA attending other zones.

- SUGGESTION: Freestate should plan and pay for this next 2-day event, and AZF can take responsibility for the next zonal forum (to be held July 2022).

-proposal to not redact email addresses from the archived minutes

-this should be a secretarial duty to redact or not to redact email addresses X2

-webservant wants an across the board decision



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-3 RDs in favor, 1 stand aside. 3/4 is consensus not to redact email addresses  
DECISION: We will redact phone numbers, and leave in the email addresses.

Take a look at hosting a US Zonal meeting: Yes, approved by AZF.

- **Future Agenda Items / Prioritize**
- -review in guidelines number of days approved for reimbursement at next Zonal meeting

### **Upcoming AZF Schedule**

**Next meeting will be held virtually September 20, 2021 @7:00 pm**

- January 29, 30 2022/ Freestate
- July 30, 31 2022/ Greater Philadelphia
- January 28, 29, 2023/ Central Atlantic
- July 29, 30, 2023/ Chesapeake and Potomac
- January 27, 28, 2024/ Eastern PA

# Autonomy Zonal Forum Communications Team Report and Proposals

The team was comprised of

<b>Communications Team Members</b>	<b>Phone</b>	<b>Email</b>
Kim A	860.309.1404	webservant@autonomyzonalforum.org
James M	571.337.5666	technoleft@gmail.com
John W	505.573.1386	jmwallace1995@gmail.com
Anne E	301.979.1072	annemellis@yahoo.com
Trish C	443.517.9338	trishacrowley24@gmail.com
Richard S	804.519.7367	gutterwall@gmail.com
Rob U	484.880.2368	flyersscore@gmail.com

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2. **It is Technically feasible to add a Fellowship Project Services Request form inviting opportunities for mentorship/assistance to the website.** These requests could go to a Fellowship Development team.
3. It is **Technically feasible to improve our communications via Social Media.**

After some research and brainstorming our recommendation is

- a) Get social media accounts (FB, Instagram, Twitter)
- b) Monitor these accounts for a period of time
- c) If warranted enact an open-source social media platform

Financial Impact – Free-\$99/month (or paid annually)

Content to be distributed on these accounts would be developed by another Communications (PR) Team or Fellowship Development Team

4. It is **Technically feasible to enact a self-subscribe service that distributes MMS, SMS messages.** All MMS messages could link to content on the AZF website. (ex: Post the minutes and then mass text the notification... post events on the website and then mass text to notify people)
5. **We Worked on Guidelines for the Web Servant or a Web Team** and our proposal is for a Technology Team Leader (TTL) who oversees a standing Technology Team Workgroup.

Our proposed guidelines follow:



# **Proposed AZF Technology Team Leader (TTL) Guidelines**

## **Qualifications**

1. Minimum 8 years continuous clean time
2. Previous service experience
3. Computer tech expertise
4. Access to internet, email, skilled with HTML, WordPress and other website tools
5. Ability to delegate / organize
6. Ability to collaborate with others

## **Duties and Responsibilities**

1. Provides an activity report at each AZF meeting
2. Creates email accounts and forwarders for Facilitator, Secretary, Treasurer, and Web Servant (TTL)
3. Maintains maintenance guides and tutorials
4. Maintains website content based on zonal input. No external links except to member RSC committed, other zones, and NAWS
5. Maintains AZF Guidelines / calendar of events as received from individuals within zone
6. Has access to the AZF electronic communication account
7. Maintains an online document of all passwords and account information and shares access with Facilitator

## **MISC**

1. Elected, non-voting member of the AZF
2. One Technology Team (TT) trusted servant will have edit permissions to update website content at a time. (Facilitator has backup editing permission should the need arise)
3. Attendance at AZF meetings optional unless funded
4. Position is a two-year term coinciding with the cycle, with a maximum of two consecutive terms
5. Oversees a standing Technology Team Workgroup which is composed of 5 volunteers; ideally; one from each of our participating regions. The workgroup meetings will be open to all NA Members
6. Volunteers of the TT will work in cooperation with the TTL and the AZF. Meetings can be called on an as needed basis.

## **Website**

- Purpose: information exchange between other Regions, Zones, and NA World Services.
- Should be owned, funded, and hosted by zone.
- Storage place for all archived Information.

In Conclusion we are prepared today to make 3 proposals –

1. Create a Standing Technology Team (TT) (and approve the proposed guidelines)
2. Create A social Media Account on FB, Instagram, and Twitter (The TT would not create the messaging)
3. Create/Enact A Self-subscribe messaging service and put a link to it on the website.

# Web Site Report AZF

July 25, 2021

All information with regards to the website domain registration and hosting has been moved to the AZF Google Docs account with Rob and Kim having been given access.

- Since we last met, I submitted an invoice from Webmastery.Org to treasurer@autonomyzonalforum.org July-June (12 months) domain registration (\$15.00) charges.
- Updates made to the website include the following.
  - BMLT was added to the website which means our website now has listings for all meetings within our zone. I personally found this very helpful when I was trying to access meetings outside of my area and weren't sure which region the meetings were in!
  - I uploaded the minutes the secretary forwarded.
  - I updated the next meeting information
  - I uploaded new events (and flyers) as they were sent to me.
  - I feel there are a few outdated links on the website. If the tech team proposal passes today, I hope these can be looked at.


## Upcoming Events


**APR**  
**19**  
Mon

**7:00 pm** AZF Electronic Meeting @ Zoom ID: 872 1211 6010 // Passcode: 121212

**JUL**  
**24**  
Sat

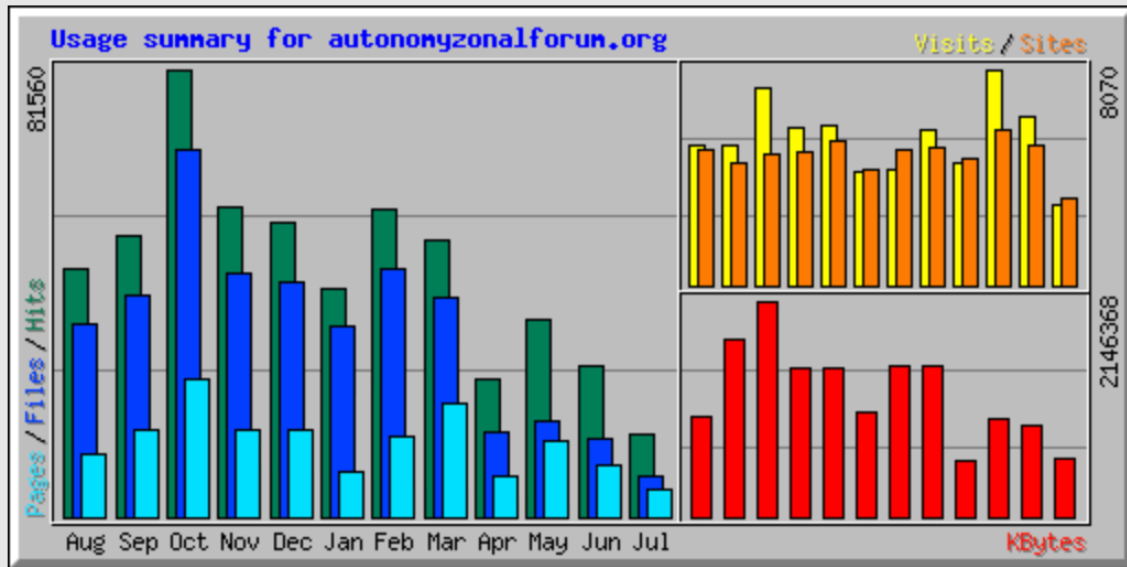
**10:00 am** AZF 2 day event – Eastern PA Region

 Add ▾

 View Calendar →

## Website Stats:

Summary by Month										
Month	Daily Avg				Monthly Totals					
	Hits	Files	Pages	Visits	Sites	KBytes	Visits	Pages	Files	Hits
<a href="#">Jul 2021</a>	799	391	270	159	3286	587607	3025	5141	7431	15187
<a href="#">Jun 2021</a>	921	472	314	209	5246	901152	6299	9449	14176	27639
<a href="#">May 2021</a>	1156	567	449	260	5768	966916	8070	13943	17606	35842
<a href="#">Apr 2021</a>	843	521	251	153	4745	557267	4605	7546	15640	25294
<a href="#">Mar 2021</a>	1626	1288	663	187	5126	1500610	5802	20554	39943	50420
<a href="#">Feb 2021</a>	1996	1611	529	153	5077	1493652	4310	14830	45117	55905
<a href="#">Jan 2021</a>	1804	1508	365	184	4329	1047789	4240	8404	34701	41498
<a href="#">Dec 2020</a>	1734	1375	513	191	5422	1475590	5941	15920	42644	53761
<a href="#">Nov 2020</a>	1888	1483	524	195	4972	1469552	5855	15726	44517	56646
<a href="#">Oct 2020</a>	2630	2155	809	238	4894	2146368	7388	25089	66805	81560
<a href="#">Sep 2020</a>	1705	1341	529	174	4575	1766654	5241	15884	40234	51179
<a href="#">Aug 2020</a>	1460	1129	363	167	5054	995935	5196	11255	35017	45266
<b>Totals</b>						<b>14909092</b>	<b>65972</b>	<b>163741</b>	<b>403831</b>	<b>540197</b>



Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2021	2,694	4,823	13,694	28,884	504.82 MB
Feb 2021	3,301	5,613	16,999	36,896	772.68 MB
Mar 2021	2,711	4,991	14,825	24,784	451.06 MB
Apr 2021	1,977	4,211	11,354	12,297	95.50 MB
May 2021	2,206	4,371	12,546	13,206	107.21 MB
Jun 2021	2,178	4,278	10,750	11,430	72.88 MB
<b>Jul 2021</b>	<b>1,214</b>	<b>2,156</b>	<b>5,405</b>	<b>5,680</b>	<b>36.61 MB</b>

Statistics for:  
[autonymyzonalforum.org](http://autonymyzonalforum.org)

Summary

When:

Monthly history

Days of week

Hours

Who:

Locales

Full list

Hosts

Full list

Unresolved IP Address

Authenticated users

Full list

Last visit

Robots/spiders visitors

Full list

Last visit

Navigation:

Visits duration

File type

Downloads

Full list

Viewed

Full list

Entry

Exit

Operating Systems

Versions

Unknown

Browsers

Versions

Unknown

Referrers:

Origin

Referring search engines

Referring sites

Search

Search Keyphrases

Search Keywords

Others:

Miscellaneous

HTTP Status codes

Error Hits (404)

Last Update: 19 Jul 2021 - 08:26

Reported period: Jul 2021 OK

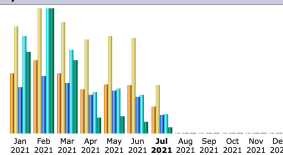


#### Summary

Reported period	Month Jul 2021				
First visit	01 Jul 2021 - 00:07				
Last visit	19 Jul 2021 - 08:08				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	1,214	2,156 (1.77 visits/visitor)	5,405 (2.5 Pages/Visit)	5,680 (2.63 Hits/Visit)	36.61 MB (17.38 KB/Visit)
Not viewed traffic *			7,881	9,507	536.58 MB

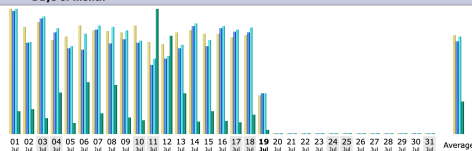
\* Not viewed traffic includes traffic generated by robots, worms, or replies with special HTTP status codes.

#### Monthly history



Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2021	2,694	4,823	13,694	28,884	504.82 MB
Feb 2021	3,301	5,613	16,999	36,896	772.68 MB
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May 2021	2,206	4,371	12,546	13,206	107.21 MB
Jun 2021	2,178	4,278	10,750	11,430	72.88 MB
Jul 2021	1,214	2,156	5,405	5,680	36.61 MB
Aug 2021	0	0	0	0	0
Sep 2021	0	0	0	0	0
Oct 2021	0	0	0	0	0
Nov 2021	0	0	0	0	0
Dec 2021	0	0	0	0	0
Total	16,281	30,443	85,573	133,177	1.99 GB

#### Days of month



Day	Number of visits	Pages	Hits	Bandwidth
01 Jul 2021	143	379	384	1.34 MB
02 Jul 2021	123	280	283	1.48 MB
03 Jul 2021	128	356	362	955.65 KB
04 Jul 2021	108	312	326	2.49 MB
05 Jul 2021	117	363	360	678.07 KB

In grateful, loving service,  
Kim A

## Web Site Report AZF

### April 19, 2021

I wanted to just let you all know what has been changed/updated with regards to my duties managing the AZF website.

After Rob U took over as Facilitator, I gave him access to all information with regards to the website domain registration and hosting. As a backup, he has all the information that anyone would need to take over the website. For total transparency I am pasting the domain registration information below. This information should assure everyone that the domain owner is the AZF.

Owner	Administrator	Billing	Technical
Autonomy	Kim	Kim	Kim
Zonal Forum	Adams	Adams	Adams
Autonomy Zonal Forum	Webmastery.org	Webmastery.org	Webmastery.org
PO Box 1959	4067 Beulah Road	4067 Beulah Road	4067 Beulah Road
Chesterfield	Nathalie	Nathalie	Nathalie
United States	United States	United States	United States
Virginia	Virginia	Virginia	Virginia
23832	24577	24577	24577
+1.8603091404	+1.8603091404	+1.8603091404	+1.8603091404
+1.4343337015	+1.4343337015	+1.4343337015	+1.4343337015
facilitator@autonomyzonalforum.org	webservant@autonomyzonalforum.org	kim@webmastery.org	kim@webmastery.org

- Since we last met, I submitted an invoice from Webmastery.Org to C&P and received payment for January-June (6 months) domain registration (\$7.50) charges.
- Webmastery.Org will submit the next invoice to the AZF Treasurer July 1<sup>st</sup> for the next 12 months. The payment schedule for the AZF will be July 1st each year and the amount will be \$15.00 (unless the domain registration costs paid by Webmastery.Org increase).
- Updates made to the website include the following.
  - Merle mentioned she felt the calendar used on other zonal websites was better than the one we had been using, so I researched this and implemented another calendar. I would be glad to screen share this and show it to you or you can visit [autonomyzonalforum.org](http://autonomyzonalforum.org). I didn't remove the old calendar yet, but will do so if authorized today.
  - I uploaded the January report from the Virtual Meeting of the Zones and provided a link to it from the side menu.
  - I uploaded the minutes from the January meeting and also updated the schedule of our meetings.

#### Upcoming Events

**APR**  
**19**  
 Mon

**7:00 pm AZF Electronic Meeting @ Zoom ID: 872 1211 6010 // Passcode: 121212**

**JUL**  
**24**  
 Sat

**10:00 am AZF 2 day event – Eastern PA Region**

Add

View Calendar

Make a Donation



- I posted the payment options on the website
- I updated the next meeting information
- I uploaded new events (and flyers) as they were sent to me.
- I feel there are a few outdated links on the website. We used to do a review of the website in our meeting, but this seems to be an outdated procedure. I would not be opposed to forming a task team to look over the website and come back with suggestions of links that need to be removed or added.

It's feeling like it may be time to formalize the position of Webservant. It was not part of the secretary duties, though, as the past secretary I did do it also. I would like to stay connected to the AZF, but do believe in rotation of service. I would like the opportunity to be the first "official" webservant and would like to work with you to create guidelines should you agree that it's time to formalize the position.

In grateful, loving service,  
Kim A

Recap: Service Work Group

Date: July 8, 2021

Attendees: Craig R, Sherry V, James, Randy D, Genina, Kris R, Merle S, Dennis M

Agenda:

- Planning: Review Issues/opportunities, develop goals and prioritize

**ISSUE 1**

- **Lack of coordination and communication with and within the AZF +5**
  - **Lack of collaboration between area/regional subcommittees within our zone**
  - **Ineffective communications throughout service bodies in the zone**

**Goals**

- Information on service, resources, events, and contact with and within the AZF are more effectively broadcast +3
- **Communications with the AZF and between its member regions are more effective, available and responsive +5**
- Increase in fulfilled collaboration opportunities between the AZF's member regions/areas

**ISSUE 2**

- **Service delivery inconsistent or lacking in some areas and regions +7**
  - **Lack of continuity in service throughout our regions**
  - **Inconsistency in service delivery amongst our areas and regions**
  - **Lack of mentorship, training**
  - **Few learning days, workshops**
  - **Lack of a sharing of service information forum**

**Goals :**

- **More resources and training opportunities are available to members and service bodies +8**
- Service and training workshops are made to be more fun and engaging
- There is an increase in service continuity and effectiveness, measurable through newcomers, website hits, and other similar metrics

---

**Issue 1 original goals**

- Increased service information sharing
- Networking
- Enhanced communications to support and enable service delivery

**Issue 2 original goals**

- Trusted servant development
- More training and mentorship of trusted servants
- Increased consistency in service delivery



### **Other issues/opportunities**

- **Lack of awareness, perceived value, understanding of the zone at the group level +3**
  - **Apathy and lack of motivation to be involved at region or zone**
- **Lack of coordination and communication with service bodies outside of the AZF +1**
  - **No interface to effectively collaborate on FD/PR with other zone**

### **Other goals**

- The AZF is viewed as a helpful resource to members, areas and regions
- Groups, areas and regions become more aware of the AZF
- Better, more effective collaboration within the zones and other zones

Recap: Service Work Group

Date: July 15, 2021

Attendees: Craig R (AZF), Sherry V (CARNA), James (GPPR), Genina (CANA), Kris R (NEZF), Merle S (AZF), Dennis M (NEZF)

Agenda:

- Planning: Develop and Prioritize Approaches

**Issue 1:**

- Lack of coordination and communication with and within the AZF +5
  - Lack of collaboration between area/regional subcommittees within our zone
  - Ineffective communications throughout service bodies in the zone

**Goals**

- Communications with the AZF and between its member regions are more effective, available, and responsive +5
- Information on service, resources, events, and contact with and within the AZF are more effectively broadcast +3
- Increase in fulfilled collaboration opportunities between the AZF's member regions/areas

**Approaches**

- AZF Google Drive +5
  - Specific folders with different information
  - Shared upload folder
- Recurring strategic planning at the AZF +5
- Fellowship development committee that handles ongoing strategic planning and reports to the AZF +3
  - Ongoing meeting that surveys, reviews, seeks issues and opportunities, reports?
  - Actively seek opportunities for collaboration as a task of the workgroup or committee.

**Issue 2:**

- Service delivery inconsistent or lacking in some areas and regions +7
  - Lack of continuity in service throughout our regions
  - Inconsistency in service delivery amongst our areas and regions
  - Lack of mentorship, training
  - Few learning days, workshops
  - Lack of a sharing of service information forum

**Goals :**

- More resources and training opportunities are available to members and service bodies +8
- Service and training workshops are made to be more fun and engaging
- There is an increase in service continuity and effectiveness, measurable through newcomers, website hits, and other similar metrics

**Approaches :**

- Outreach Pool (or something else) in the AZF – made to be accessible to newcomers and experienced members alike +6
  - Service Resource Pool
  - Local Resource Pool
  - Outreach Pool
  - Ask a newcomer!
  - Include individual engagement
  - Get contact info from attendees at workshops and learning days
- Regular AZF service workshops +4
  - Try for fun and accessibility
  - Recorded in some way?
  - Training materials archived and made available on AZF Google drive

**Already prioritized under previous goal / These would have prioritized had they not already existed above**

- Fellowship development committee
  - Opportunities for training - responsive
  - Organizing training materials on an AZF google drive
- Ongoing strategic planning

**Parking lot items**

- 8) AZF Email organization / accountability / responsiveness
    - All emails to AZF admin have either secretary or facilitator copied in
    - Email addresses for each region as a pass through
  - 2) AZF Newsletter – electronic (PDF)
  - 3) AZF Information Pamphlet – What is the AZF, what does it do, who is in the AZF – i.e. CANA's IP
  - Create a space for awareness of opportunity
    - 4) "Job board" on zonal website – ongoing projects, opportunities at AZF – include area, region, zonal projects and needs - 1
      - AZF Classifieds of help wanted, or help available
    - 7) Create a space within the AZF Agenda to discuss opportunities for collaboration
  - Have a AZF Fellowship Development team to be available to show up to local areas/regions (see NEZF FD preso's) - 2
-

**Issue 1 original goals**

- Increased service information sharing
- Networking
- Enhanced communications to support and enable service delivery

**Issue 2 original goals**

- Trusted servant development
- More training and mentorship of trusted servants
- Increased consistency in service delivery

**Other goals**

- The AZF is viewed as a helpful resource to members, areas and regions
- Groups, areas and regions become more aware of the AZF
- Better, more effective collaboration within the zones and other zones

**Other issues/opportunities**

- **Lack of awareness, perceived value, understanding of the zone at the group level +3**
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