



Sussex Area Online Committee (SAOC)

Committee meeting minutes	07.10.2025 06:00pm	Zoom - https://zoom.us/j/96107761705	
Chair of the meeting:	Babs		
Reading of 12 Concepts:	Judy		
Agenda items for meeting:	Treasury Report Vacant positions Next meeting date		
Those present:	Babs – Chair Judy - vice chair Babs Fi - Minutes Secretary Lexi - guest re possible position		
Apologies:	Jez		
Position Vacant:	Minutes Secretary Webservant, 1 positions (1yr ct) Vice Treasurer	Lexi attended to research	
Approval of last meetings minutes:	All	Approved	
Opening treasury balance:	Babs	£220.32	
Chair report:	Babs		



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Vice Chair report:	Judy	Judy conveyed thanks received from Phoenix meeting. They are really grateful to Babs and Judy for sorting everything out.													
Treasurer report:	Babs	<p>October 2025 SAOC Treasury Report</p> <table border="1" data-bbox="869 467 1570 815"> <tr> <td colspan="2">Closing balance last meeting</td> <td>220.32</td> </tr> <tr> <td>30/09/2025</td> <td>16.79 Zoom</td> <td>203.53</td> </tr> <tr> <td colspan="2">Opening balance this month</td> <td>203.53</td> </tr> <tr> <td colspan="2"></td> <td></td> </tr> </table> <p>HSBC have removed the £5 monthly bank charge</p> <p>Request for funds this month £100 to meet our prudent reserve</p>	Closing balance last meeting		220.32	30/09/2025	16.79 Zoom	203.53	Opening balance this month		203.53				
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Webservant report:	Jez	<p><i>he website is running well and we have been updating meetings and events as and when they come in. The Convention page is still visible at the moment. We would like to keep the header in place for future conventions, but if it's OK with SANAC can we delete the 16th Convention material?</i></p>													



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		<p><i>We have had a resource from NAWS about the representation of the NA Logo on flyers, GIFs or anywhere in print or online. We will be making the PDF available to download and view on the Events page of our site. If the guidance on the document is followed there should be no need for us to return any flyers that are sent without the necessary requirements. We really don't like to send a flyer back. Thanks.</i></p> <p><i>We need members to come and be of Service on the website. We need a minutes secretary, a webservant and a social media webservant. Full training is given and nobody needs to do computer coding to be a webservant. Being tech savvy is helpful, but anyone who works with technology, knows Word or Excel or music software will easily be able to get to grips with our website...and help Sussex NA out! Please see the website on how to join our Zoom meeting</i></p>	
Agenda Items	Webservant position		
AOB:	<ul style="list-style-type: none"> • A new day/time for this meeting was 	Motion was carried.	



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	<p>proposed. Saturday at 9am or 9:30</p> <ul style="list-style-type: none"> Lexi explained how she uses AI for minuting other NA meetings and confirmed the programme. Lexi shared her clean time etc with regard to taking over as minutes secretary ASC / Phoenix Jamie! 	<p>The credentials of the app were checked and it meets all GDPR requirements and it was suggested the committee could cover the cost as it will be used in service of the group.</p> <p>Clean time is usually one year but as long as Lexi isn't overwhelmed at any point all is good.</p> <p>Judy attended last week and now Phoenix are getting some donations. Host keys have all been updated and phoenix are able to access appropriately.</p> <p>Jamie popped in to say goodbye, the committee said a big thank you and we'll miss him.</p>	
Request for funds:	£100.00		
Closing treasury balance:	£203.53		
Next meeting date:	01.11.2025		Meeting closed with the serenity prayer.