



# NEZF January Web Meeting Minutes

Sunday, January 25th, 2026 – 2:00 PM ET

Meeting ID: 859 5086 2091 Password: NEZF

Meeting opened with a moment of silence, the Serenity Prayer, and the readings of the NEZF Purpose, A Vision for NA Service, and the 12 Concepts

## Roll Call 14/15 Regions present

<b>Regions</b>	<b>RD</b>	<b>RDA/AD</b>	<b>RDA2/AD2</b>
1. ABCD	Sandy M. (Present)	Scott L (Present)	
2. Central Atlantic	Sherry V. (Present)	<b>Cindy K. (Not Present)</b>	Linda C (Present)
3. Chesapeake & Potomac	Robert F (Present)	Dan S. (Present)	
4. Connecticut	Allyse M. (Present)	Troy B. (Present)	
5. Eastern New York	<b>Vacant</b>	Olga R. (Present)	
6. Freestate	<b>Randy K. (Not Present)</b>	Michelle H (Present)	
7. Greater New York	Maurice S (Present)	Don H. (Present)	Linda C (Present)
8. Greater Philadelphia	Clarence A. (Present)	<b>Ted D (Not Present)</b>	Rochelle B (Present)
9. Mid-Atlantic	Patricia T. (Present)	<b>Vacant</b>	
10. New England	Jim D (Present)	D'Lanor (Present)	
11. New Jersey	Lou E. (Present)	Michelle G. (Present)	
12. Northern New England	Alison S (Present)	Lee O. (Present)	
13. Northern New Jersey	Maurice K (Present)	<b>Myra L. (Not Present)</b>	
<b>14. Northern New York</b>	<b>Jon A. (Not Present)</b>	<b>Tom D (Not Present)</b>	
15. Western New York	<b>Sarah L. (Not Present)</b>	Matt S. (Present)	

## **Steering**

USCOZ Project Liaison	Michelle G. (Present)
Fellowship Development	Sarah L. (Not Present)
NESSNA	Adam (Present)
Public Relations	Richie S. (Present)
Technology	Dennis M. (Present)
Secretary	D'Lanor H. (Present)
Treasurer	Andrew B. (Present)
Vice Chair/ Guidelines	Allyse M. (Present)
Chair	James P. (Present)

Accept October NEZF Minutes: No objection

**Admin / Committee / Project Reports (45 min) –  
Clarifying questions only, Full reports in Addendum A**

**October 2026 Hosting**

NNERNA has signed a contract with Doubletree by Hilton in Portland, ME to host NEZF October 23-25, 2026. Rooms are \$159. Thanks to Sam L for leading the way on this!

*Discussion:*

A question was raised regarding breakfast in NNJ, and it was confirmed that the NEZF did not provide the breakfast but that it was included with the room.

**USCOZ Project Liaison**

Please spread word on filling out surveys! Trying to gather input – very important -

*Discussion:*

A question was raised regarding whether a formal vote had taken place to participate in the USCoZ; it was clarified that the decision will be made later in the agenda.

**Fellowship Development**

Service helpline is taking feedback from NEZF and working hard at updating. Service requests are being fulfilled, and we are still looking for volunteers

*Is there a desire for a member of the Fellowship Development Committee to connect directly with your region?*

*Discussion:*

Responses varied by region, with several expressing that FD is a valuable resource when needs arise, preferring contact by request rather than automatic or annual visits. Some regions supported periodic zonal representation to share information and strengthen support, while others emphasized the importance of invitation and collaboration with delegates to avoid imposing. Overall, there was agreement that FD involvement has been beneficial, and that engagement should be handled on a region-by-region basis, guided by communication, coordination, and respecting boundaries.

**NESSNA**

Working on guidelines, Treasurer has stepped down. The alternate however has stepped up. We are working on a theme now. We meet the first of the month all are welcome (and encouraged). Chair visited NNY region and discussed responsibilities and such – went well and looking forward to event

*Discussion:*

A question was raised regarding whether hotels had been secured; it was clarified that it is likely too soon. A follow-up question was asked regarding the timing of NESSNA IV, and it was confirmed that it will take place in April 2027

## **Public Relations**

The NEZF Public Relations Committee reported that its 2026 Strategic Priorities are included in the report and that the committee continues to support the zonal mission by strengthening public awareness, improving fellowship understanding of PR service, and expanding outreach. This quarter's activities included a PR workshop at the October 2025 NEZF meeting, coordination with the Treasurer on the proposed 2026 PR budget, participation in the January 2026 NA World Services PR Webinar, and the establishment of a monthly planning meeting. Strategic priorities for 2026 focus on multistate PR opportunities, rotating in-person and virtual initiatives, policy review, and improved planning alignment. A Literature Task Team was formed to develop PR resources, and outreach planning includes a PR booth at the 2026 MASCA Annual Conference. The vice chair position is now open. Members were encouraged to follow the committee on Facebook (link in report).

### *Discussion:*

When a question was raised regarding strategic planning and Public Relations (PR), it was shared that strategic planning is commonly used within subcommittees to establish direction and improve effectiveness. A question was also asked about whether PR would have capacity to handle project plans created in October if they were prioritized by the body; it was confirmed that PR has the resources to do so if prioritized. Additionally, a question was raised about creating a PR communication channel, and it was noted that IT services could help.

## **Technology**

Work is underway to create mechanisms and tools to streamline information management and ensure smooth handoffs when positions transition or new trusted servants' step into roles.

*No discussion*

## **Secretary**

Members were asked to share any updated information and to message in the chat if arriving late so they can be added to roll call. Also, Any event flyers/materials submitted to NEZF for dissemination must be received by the first of the month to align with the mailing schedule.

### *Discussion:*

A member requested clarification on the mailing timeline, and the secretary explained that for in-person meetings, all reports are due 10 days prior to the NEZF meeting and are distributed 7 days in advance. For online-only meetings, only the Steering Committee is required to submit reports. A member also asked about any requirements for flyers sent out; the secretary shared that they currently look only for an NA logo and contact information, noting that there are no formal guidelines in place at this time and that they would be willing to follow any guidelines created in the future.

## **Treasurer**

Apology in delay of getting budget out. Shared understanding of its importance and is committed to working with in the required timelines

*No discussion*

## **Vice Chair/ Guidelines**

Looking over our guidelines surrounding the topic of Strategic Planning facilitation I have a few questions for the body.

Who is the 'planning committee'? Is there a process currently used by steering? Do we want / need a concrete process? If so, we can then recommend ideas for a process & coordinator

*No discussion*

## **Chair**

Asked if anyone had any Questions on Zonal content in report?

*None shared*

## **NEZF Business**

### **Brief process orientation + Q&A (5 min)**

Briefly explain how voting works: Yes / No / Abstain / Present Not Voting

Briefly outline the NEZF CBDM process (per guidelines)

- Propose.
- Poll.
  - Consensus? (80/20 rule)
    - Yes, request minority view.
    - No, open discussion.
  - Discuss.
  - Questions, debate, concerns, etc., all go here, NOT before the first poll.
- Poll again.
  - If more discussion is needed, continue discussions.
  - If not, call the final vote with a poll.

Note that a high number of abstentions or present not voting indicates "postpone" or "not ready," not a failure of the proposal, unless the proposal is time sensitive.

## Proposals

- **Budget Approval (See Treasurers Report in Addendum A)**

Initial Straw poll - 11:0:3:0 – 79% consensus

Discussion:

Treasurer explained budget –

- We discussed funding the hosting of the October NEZF so that was built into the budget.
- A question was raised regarding the PR budget request for additional technology equipment, given that the zone already has existing equipment. The treasurer explained that while this was discussed, the logistics of transporting and sharing equipment between committees were not considered reasonable due to the size of the zone
- Concerns were raised about insufficient timelines for voting, lack of a fund flow mechanism, and logistics around equipment and booth materials. The treasurer acknowledged the timing concerns, the member clarified that the issue extends beyond late delivery and noted a need for 90 days' notice for the budget. Treasurer also stated that fund flow and related policy proposals will be brought forward in Spring 2026, the finance committee is taking many policy pieces and will be bringing a bunch of proposals. We will bring this forward in spring 2026. It will include how it impacts strategic planning, fiscal cycle, fund flow and prudent reserve.
- PR – Part of the problem is not all regions have the equipment needed to host at these events. We did a great Professionals Day event it was wonderful and very well attended and the equipment which was borrowed from NY and CT was insufficient and malfunctioned. It caused embarrassment and delays ins starting and ending early. Realized then cannot depend on equipment they can't be responsible. It will always belong to NEZF
- PR shared that not all regions have the necessary equipment to host events. They referenced a Professionals Day event that was well attended but experienced issues due to borrowed equipment from NY and CT being insufficient and malfunctioning, which caused delays, early ending, and embarrassment. As a result, PR noted that relying on borrowed equipment is not dependable and emphasized that equipment should belong to NEZF.
- A question was raised regarding whether NEZF had decided to pay for hosting live meetings. Review of the previous meeting's minutes showed that while no formal decision was made, there was support for the general idea and Finance was asked to flesh it out; the proposed budget reflects what that would look like.
- A reminder was made that this is a one-time expense and not an annual budgeted expense.

Second Straw Poll - 12:0:2:0 – 86% consensus – Budget passes

- **US Collaboration of Zones – Do we want to formally participate?**
  - Do we want to have any more discussion or do we want to strawpoll–
    - We brought it to our region so we are prepared for a strawpoll
    - Strawpoll as well

**Initial Strawpoll 6:1:4:3 - 55% consensus**

Members shared differing perspectives regarding participation. Some expressed that the work appeared duplicative of efforts already covered by NA World Services Others emphasized the difficulty of participating under the current structure and questioned the value of attending without the ability to vote or fully represent the body. Additional input noted that while some aspects may seem redundant, there are opportunities to support communication efforts and address issues that do not require World Services involvement, offering an additional pathway for information sharing. Overall, while there was agreement on the intent, concerns remained about overlap with existing efforts and regional relevance; members expressed a desire to stay informed and maintain a presence by sending a representative, should participation become beneficial in the future. And one region expressed there was not enough direct investment from their region to warrant taking a position, leading them to PNV.

**Second Straw poll 6:3:1:4 - 60% consensus – No decision made to change what we are currently doing.**

## **Report Discussions / Regional Issues / Discussion Topics / Questions**

- **Snapshot of Zones Review**
  - Update some language throughout
  - Northeast is one word not North East - Same as NESSNA
  - Update NESSNA Chair
  - Change time for virtual meeting
  - Update to NESSNA IV and add theme if in in time.
  - Add we rotate through regions
- **Add discussion of NEZF Facilitators to the upcoming NEZF meeting agenda**
  - Member wants to have a conversation about how and who we choose to lead our October NEZF meetings. We have qualified members here in the NEZF we should tap into our local resources.
    - A question was raised about whether the discussion applied to strategic planning, workshops, or both, and it was clarified that it applies to both. It was noted that workshops have traditionally been facilitated by members, while strategic planning has typically involved individuals outside of current trusted servants. It was shared that facilitators are not usually funded, and that a recent funding issue highlighted the need for clear expectations around funding before invitations are extended. A preference

was expressed for not using current active NEZF members as facilitators, as this can change perspective, with former members viewed as more appropriate. It was emphasized that current active members should participate in the process rather than lead it, so they remain invested and not pulled away from their roles.

*Outcome:* It was agreed to move this topic to the agenda for the next meeting and to address it within the guidelines, allowing members to work together to develop an approach that works for the body.

- **Insurance discussion**

- A member shared that their region formed an Ad Hoc committee following the last meeting and found it very helpful.

*Outcome:* The topic was postponed until July, with agreement to reach out to the member who requested it and revisit the discussion at that time.

## **Open Discussion**

- **Meeting at WSC**

Should we meet at the WSC? A question was raised about meeting at the WSC, even informally for dinner. It was shared that while there was no initial plan to meet, members agreed to play it by ear based on the agenda and revisit the idea as the conference approaches.

- **Conference Agenda Report**

- It was discussed at a local regional workshop that when the information was presented on motion 3 – the members felt as if the content would be better if it was split into 5 distinct parts
  1. Starting in 2028
  2. Every 5 years
  3. Decision determined solely by World Board
  4. Revenue neutral projection
  5. Criteria Selection

*Has anyone else had discussions in their regions who agree with this?*

It was shared that New England has not received feedback, ABCD has not yet held workshops, GNY has conducted three workshops with no feedback reported, and the Central Atlantic Region shared that no information was provided regarding splitting the motion. If you would like to offer an amendment, perhaps send it to allnezf and members will have more time to think about it.

- Motion 2 in the CAR involves identification of issues and objectives and solutions
  - Has anyone else discussed whether these solutions be removed so people who are working with it can move along freely without being tied down

*Discussion:* Discussion on this topic focused on whether proposed solutions should be removed to allow greater flexibility for those doing the work. It was clarified that the solutions were not created by the World Board but were proposed by Conference Participants, marking the first time delegates developed them. It was noted that the solutions are intended to reflect the work being attempted, will be further developed as needed, are not fixed, and allow for latitude and flexibility

Meeting ended with Moment of Silence and the Serenity Prayer

# Addendum A

## Full Reports

### Liaison for USCOZ Project Marginalized Communities

Hello everyone,

I have attended the last two U.S. Collaboration Rural, Marginalized Communities, and Mentorship Project Task Team meetings. As of the most recent meeting, the task team has received approximately 140 survey responses. Delegates are being asked to help distribute the survey by sharing it with their Regions and Areas to increase participation. The task team is also working on communication efforts to expand outreach and accessibility. This includes making task team members available to virtually attend service meetings to explain the survey and encourage participation. The survey will remain open until March. In addition to the survey, the task team is collecting existing resources for inclusion on the U.S. Collaboration website and for future mentorship and public relations efforts. Zones are being asked to share any relevant materials or resources they currently have available. I have attached links to the survey flyer and the resource collection flyer.

**In Loving Service,**

Michelle G

[https://uszonesofna.slack.com/files/U09P4HYCZ6V/F0A5PHU9BK5/resource\\_gathering\\_us\\_collab.png](https://uszonesofna.slack.com/files/U09P4HYCZ6V/F0A5PHU9BK5/resource_gathering_us_collab.png)  
<https://uszonesofna.slack.com/files/U09P4HYCZ6V/F09TM827M8C/zonal.jpg>

# Fellowship Development Report

NEZF Fellowship Development

**January 2026**

**Name/Position:** Sarah L./ FD Chairperson; Troy B – FD Vice Chair

**Date:** 01/25/2026

## **Purpose**

*The Northeast Zonal Forum (NEZF) Fellowship Development subcommittee's purpose is to effectively increase the awareness and recognition of NA as a viable program of recovery through collaborating with the groups and service bodies. Through this collaboration, we hope to improve our service delivery's effectiveness and efficiency throughout the Zone. We will actively work to search and build effective relationships within the NEZF and seek opportunities to provide fellowship development services to our membership as needed. We will help our members and groups become more aware of how FD can better carry our message.*

## **Updates:**

- **Service Helpline** – (Task Team) Currently utilizing the input/feedback from NEZF October meeting. Currently working on call flow, steps that will be take (behind the scenes) and focusing on what service, and how it will work. (Dennis leading this task)
- Service Requests and support are being provided as requested!! (

## **Reminders:**

- Looking to volunteer – Complete the Service Volunteer Form: <https://nezf.org/service-volunteers/>
- Need Help? Complete a Service Request: <https://nezf.org/nezf-service-request/>
- Wanna join us – 3<sup>rd</sup> Wednesday at 8 PM – Zoom ID: 823 7569 9282 Password: NEZF

In Loving Service – Sarah

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A message from Fellowship Development Chair

January 2026

*Hello Regional Delegates, Alternates and other NEZF Interested Member!!*

*Happy New Year from the NEZF Fellowship Development Committee! We hope this season finds you well and recharged.*

*As you may (or may not!) recall, Fellowship Development was tasked with an Outreach Project as part of NEZF's strategic planning work back in 2022. I'm writing to follow up with each region, building on our conversation at the most recent in-person NEZF, and to create space for you to clarify how FD can best support your region moving forward.*

*Over the past three years, each region has had an assigned member of the FD Committee. This is both a check-in and an invitation:*

***Is there a desire for a member of the Fellowship Development Committee to connect directly with your region?***

*Support can look different depending on your region's needs. For example:*

- *Would you like us to coordinate a brief presentation?*
- *If so, what would work best for your region?*

*Given the expansive geography of our zone, virtual presentations often provide the most effective and financially responsible way to support regions. These presentations are typically about **10 minutes**, allowing us to share information clearly while being mindful of NEZF resources.*

*As a reminder, Fellowship Development has supported a wide range of requests, resources, and services over the past six years. If you—or anyone in your region—are looking for support with a specific task or project, we encourage you to complete the **Fellowship Development Service Request Form**, available at [NEZF.org/fd](https://www.nezf.org/fd).*

*You'll also find a **Volunteer Form** on the same page for anyone interested in offering support (yes, device enthusiasts included!) to help meet the needs we receive across the zone.*

*We're grateful for the opportunity to serve NEZF and truly value continued collaboration with each of you. If you'd like to join us, Fellowship Development meets on the **3rd Wednesday of each month at 8:00 PM (ET) on Zoom**.*

*Wishing you and your regions a peaceful holiday season and a strong start to the new year.*

*In service, Sarah L.*

## NESSNA Report

Greetings from the NESSNA IV subcommittee. We're still working on our guidelines... a draft is out to the committee, and we'll approve/not-approve them at our next meeting and then bring them to you.

Gail decided to step away from being our treasurer so Sherry, who was our alternate treasurer was voted in as our new treasurer. That leaves the position of alternate treasurer open again. Also, the positions of Arts & Graphics chair, Hospitality chair, Merchandise chair are still open.

We also started to consider a theme for the event. Ideas are being shared and we will decide on that at our next meeting.

Our next meeting is Sunday February 1 st at 9:00am. We regularly meet on the 1 st Sunday of each month so please spread the word. It would be great to have some more members to help plan the NESSNA IV.

In Service,

Adam H.,

Chairperson,

NESSNA IV

# Public Relations Report

## **NEZF Public Relations Committee**

Quarterly Report January 25, 2026

Chair: Richie S.

Vice Chair: Open

Secretary: Anne E.

### **Overview**

The NEZF Public Relations (PR) Committee continues to support the NEZF mission by strengthening public awareness, improving fellowship understanding of PR service, and expanding zonal outreach efforts. During this quarter, the committee focused on training, strategic planning, budget coordination, and preparation for 2026 initiatives.

### **Key Activities & Achievements**

- Conducted a PR Workshop at the October 2025 NEZF meeting.
- Met with the NEZF Treasurer in November to review and clarify the proposed 2026 Zonal PR Budget.
- Participated in the January 2026 NA World Services PR Webinar.
- Established a monthly PR Planning Meeting.

### **2026 Strategic Priorities**

1. Targeting multistate events as zonal PR presentation opportunities
2. Developing rotating in-person and virtual Zonal Fellowship PR initiatives
3. Reviewing and updating NEZF PR policy and guidelines
4. Strengthening planning processes and priority alignment

### **Literature Development**

A Literature Task Team was formed to develop PR-focused resources, including FAQs for members considering PR service, guidance on stigmatizing language and harm reduction, and MAT/DRT from a member-experience perspective.

### **Outreach & Upcoming Events**

The committee is evaluating participation in Area and Regional events. A PR Booth is scheduled for the 2026 Middle Atlantic States Correctional Association (MASCA) Annual Conference in Westbrook, CT, May 17–20, 2026. The 2026 Zonal PR Budget will be presented to the NEZF body for approval at the January 2026 meeting.

### **Open Service Position**

The NEZF PR Vice Chair position remains open. Qualified members with PR experience and working knowledge of NA service principles are encouraged to consider this opportunity.

Richie S.

NEZF Public Relations Committee Chair

[mr.recoveree@netzero.com](mailto:mr.recoveree@netzero.com)

[pr@nezf.org](mailto:pr@nezf.org)

**NEZF Public Relations Committee  
Quarterly Report January 25, 2026**

**Chair:** Richie S. – [pr@nezf.org](mailto:pr@nezf.org)

**Vice Chair:** *Open*

**Secretary:** Anne E. – [anne011390@gmail.com](mailto:anne011390@gmail.com)

**Committee Meetings**

The NEZF Public Relations Committee meets **online on the 3rd Tuesday of each month, from 9:00 PM to 11:00 PM.**

All NA members are welcome to attend.

**Zoom Meeting Information**

Meeting ID: 831 7026 1043

Passcode: NEZF

**Stay Connected**

Join our NEZF PR Facebook Group:

<https://www.facebook.com/groups/nezfp>

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**Recent Committee Activity**

- The NEZF PR Committee facilitated a **Public Relations Workshop** at the **October 2025 NEZF meeting**.
  - In **November 2025**, the NEZF Treasurer, **Andrew B.**, attended a PR Committee meeting to review and discuss the **proposed 2026 Zonal PR Budget**, which had been submitted at the October NEZF meeting. A productive question-and-answer dialogue took place regarding budget details and priorities.
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**Planning & Meeting Structure**

- A **monthly PR Planning Meeting** has been established and will be held on the **2nd Thursday of each month at 8:00 PM.**
- **2026 Priority Focus Areas:**
  1. Targeting **multi-state events** as zonal PR presentations
  2. Securing funding to support a **rotating series of in-person and virtual Zonal Fellowship PR initiatives**
  3. Review and update of **NEZF PR policy**
  4. Establishing and maintaining **clear planning priorities**

**Literature Task Team**

A **Literature Task Team** was formed to develop new and updated PR-related literature for 2026. Committee members voted on priority topics from a list of eight suggestions.

**Selected Topics:**

1. **FAQs for NA Members Considering PR Service** (existing draft to be refined)

2. **Stigmatizing Language & Harm Reduction**
3. **MAT/DRT for Members** – based on one addict’s experience, including faith, commitment to service, sponsorship, and getting clean

### **Zonal PR Guidelines**

The **NEZF Zonal PR Guidelines** were last updated in **2019**. The committee will review and update these guidelines as needed in 2026.

Current guidelines are available at:

<https://nezf.org/documents-and-files/>

### **NAWS PR Webinar – January 2026**

The Chair attended and participated in the **January 2026 NA World Services PR Webinar**.

Topics included:

1. A presentation by the **British Columbia PR Committee** on a PR training video they produced
2. A presentation from PR members of the **Latin American Zonal Forum (LAZF)** on a recent PR booth at a professional conference in the Dominican Republic
3. Q&A following both presentations
4. A group discussion on **PR booths at professional conferences**, including best practices and strategies
- 5.

**Minutes from the webinar will be made available when released by NAWS.**

### **Upcoming Outreach & Events**

- The committee plans to hold discussions regarding possible **attendance at upcoming Area and Regional events**, with consideration given to: Feasibility, Expected effectiveness, Member availability, Associated expenses.
- The **Zonal PR Budget** was presented to the NEZF Treasurer at the **October 2025 NEZF meeting**. After review, it is scheduled to be presented to the **NEZF body for approval at the January 2026 meeting**.
- The NEZF PR Committee will host a **PR Booth** at the **2026 Middle Atlantic States Correctional Association (MASCA) Annual Conference**  
**Location:** Westbrook, CT  
**Dates:** May 17–20, 2026

**Open Service Position: NEZF PR Vice Chair**

The NEZF Public Relations Committee currently has an **open Vice Chair position**.

**Requirements:**

1. Minimum of **three years clean time**
2. Previous PR service experience at the **Area and Regional levels**
3. Access to a computer and email
4. Ability to assume responsibilities in the Chair's absence
5. Willingness to commit the time and resources necessary for the role
6. Working knowledge of:

The Twelve Traditions, NEZF Policy Guidelines, *A Guide to Local Services in NA*, *NA Public Relations Handbook*, The Twelve Concepts of NA Service

**Duties:**

1. Perform the Chair's duties in the Chair's absence
2. Attend all NEZF PR Committee meetings
3. Work closely with and assist the Chair in all committee responsibilities
4. Learn and prepare to assume the Chair position
5. Act as Secretary in the absence of the Secretary

**Richie S.**

NEZF Public Relations Committee Chair

[Mr.recoveree@netzero.com](mailto:Mr.recoveree@netzero.com) and [PR@nezf.org](mailto:PR@nezf.org)

# Guidelines Report

January 2026

We met on November 20, 2025 at 7 pm. There were 3 members in attendance.

## **Summary of Discussion:**

- Meet on the third Thursday the Quarterly – the month following the NEZF meeting

## **Discussions:**

- Began discussion on revisions to the Strategic Planning graphics in the addendums. Discussed different ways to show the bi-annual planning cycle that would make the most sense. Adam agreed to work on an idea and present back.
- Discussed the Strategic Planning Task Team Coordinator proposal that had been committed to Guidelines.

We discussed our current practice for selecting facilitators and could not identify what exactly our current process is. We reviewed the Guidelines and found there is no reference to the process or responsibility within the actual Guidelines.

We did find two references to the selection of planning facilitators in Addendum IV – Strategic Planning basics. Page 21

“Steering begins to prepare for the October Planning Day by drafting a survey and selecting planning facilitators”

“When possible, the planning committee will get members from outside of the NEZF participants to facilitate the annual planning in October”

In order for us to make a recommendation on this proposal, we need to understand the current practice, and if there is a desire for one. This proposal was committed to Guidelines because there were a lot of questions surrounding it. For now, we suggest the body identify:

Who is the ‘planning committee’? Is there a process currently used by steering? Do we want / need a concrete process? If so, we can then recommend ideas for a process & coordinator

## **Next Steps:**

- Produce proposed revised graphics for Addendum IV for consistency

ILS,  
Allyse

# Technology Report

## NEZF IT Services Report

2026-01

### TL;DR (key points)

- Updated website
- Putting together NEZF IT wiki for continuity so next committee has everything needed

### Main report

#### - Website

- Updated calendar and flyers as needed
- Reminders :
  - The website has the following :
    - Online Proposal Form
    - Online Regional Report Form
    - Videos published by the Video Tools Workgroup
    - Service Volunteer Form and Service Request Form
    - Service Calendar with all of our workgroups, committees, zoom ID's, and a link to our slack workspace
    - NEZF Orientation page with basic information for folks new to the NEZF
    - NEZF Feedback where anyone can provide feedback on any NEZF workshops, presentations, etc.

Thank you for allowing us to serve,  
Dennis M – NEZF IT Services Chair

## Secretary Report

Hello members of the NEZF,

Thank you to everyone who submitted their reports by the deadline. I truly appreciate your teamwork and continued support in improving our communication efforts.

Since our last NEZF meeting I have sent out;

- October Summary of Decisions
- October Minutes
- Distribution of events on Nov 1, Dec 1, and Jan 1.
- Contact List
- January Agenda
- Compiled reports

Please take a moment to review everything and let me know if any information needs to be corrected or updated (Especially the contact list)

Thanks again!  
D'Lanor

# Treasurers Report

January 12, 2026

Dear NEZF Members,

Our October 26th closing balance was \$18,356.87

We received \$1,635.52 in regional contributions between October 27th, 2025 and December 31st, 2025.

We disbursed \$1,624.78 during that same period. \$1, 147.00 for PR, \$82.66 for QuickBooks and \$395.12 for the balance of unfunded trusted servant travel for October's meeting.

A table listing contributions by Region, Area and Group is attached to this report.

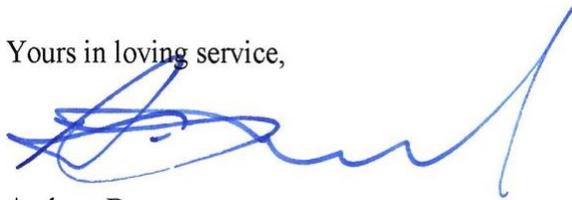
**Our opening balance for this meeting is \$18,367.61.**

- A screenshot of our bank account as of today is attached.
- A report of how our revenues and expenses tracked to our 2025 Budget is attached. This report also contains our proposed Fiscal 2027 Budget.
- A QR code for Zelle donations appears on Page 4.
- A table of contributions by Region, Area, and Group is attached to this report.

Please join us for our scheduled monthly Finance Working Group Zoom call on the third Monday of each month at 8 PM.

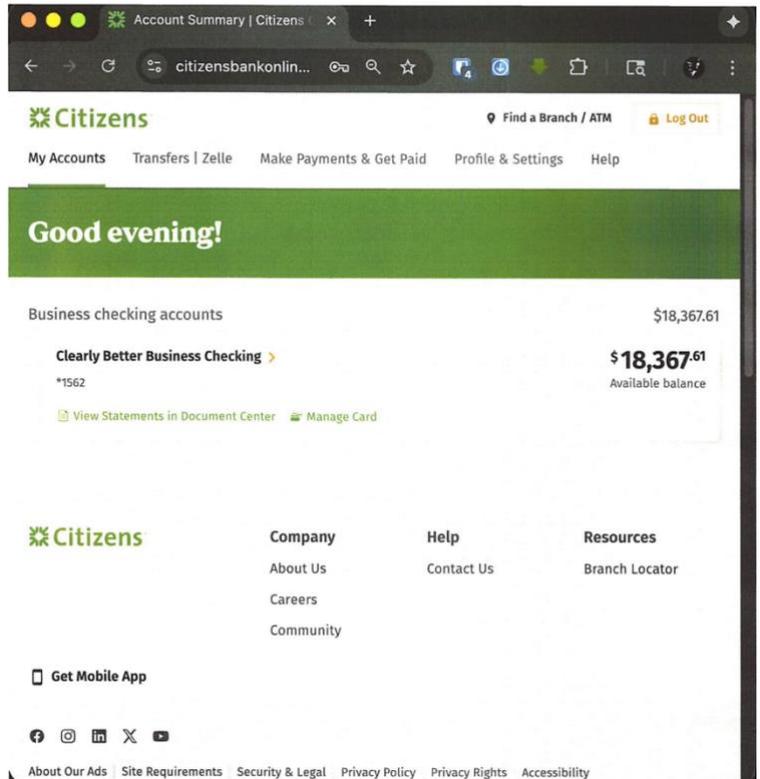
[Finance Zoom Meeting Link](#) (Zoom Meeting ID: 817 2783 6381. Passcode : NEZF).

Yours in loving service,



Andrew B.

[treasurer@NEZF.org](mailto:treasurer@NEZF.org)



North East Zonal Forum Draft Consolidated Budget - 2026

	2025 Budget	2025 YTD	2026 Draft
<b>Revenue</b>			
<b>Regional, Area, and Group Contributions</b>	\$9,000	\$13,245	\$12,500
Contribution from NESSNA		\$7,695	
<b>Total Contributions</b>	<b>\$9,000</b>	<b>\$20,940</b>	<b>\$12,500</b>
<b>Expenses</b>			
<b>Lights-on Costs</b>			
Zoom		\$160	\$160
Web		-	\$540
QuickBooks		\$276	\$100
Misc	\$250	-	\$100
<b>Total Lights-on Expense</b>	<b>\$250</b>	<b>\$436</b>	<b>\$900</b>
<b>Biannual in-Person Meetings</b>			
In-person Meetings	\$0	\$0	\$2,000
Trusted Servant Travel to Meetings	\$4,200	\$4,515	\$2,500
<b>Total in-Person Meetings Expense</b>	<b>\$4,200</b>	<b>\$4,120</b>	<b>\$4,500</b>
<b>Subcommittee Services</b>			
Fellowship Development	\$2,100	\$0	\$2,100
Public Relations	\$2,100	\$2,550	\$4,675
<b>Total Subcommittee Expense</b>	<b>\$4,200</b>	<b>\$2,550</b>	<b>\$6,775</b>
<b>Net Surplus (Deficit)</b>	<b>\$350</b>	<b>\$13,834</b>	<b>\$325</b>

## Zelle Links for Contributions

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NEZF Contributions From Regions 2025

Month	Month Total	ABCD	Central Atlantic Region	Chesapeake and Potomac Region	Connecticut Region	Eastern New York	Freestate	Greater New York	Greater Philadelphia	Mid-Atlantic	New England	New Jersey	Northern New England	Northern New Jersey	Northern New York	Western New York	Almost Heaven Area	Martha's Vineyard Candlelight Group	Rise and Shine Group
February	\$ 1,419.09			\$ 300.00													\$ 1,119.09		
March	\$ 2,103.94																\$ 2,000.00		
April	\$ 2,500.00							\$ 500.00			\$ 1,400.00						\$ 51.08		
May	\$ -																		
June	\$ 853.18			\$ 300.00	\$ 250.00														
July	\$ 800.00		\$ 800.00																
August	\$ 55.29																		
September	\$ 1,049.49						\$ 500.00												
October	\$ 2,811.01				\$ 250.00		\$ 500.00	\$ 500.00	\$ 600.00		\$ 400.00		\$ 385.72						
November	\$ 44.64																		
December	\$ 1,567.96	\$ 700.00	\$ -	\$ 300.00									\$ 567.50						
January	\$ 345.19												\$ 345.19						
<b>Total</b>	<b>\$ 13,590.03</b>	<b>\$ 700.00</b>	<b>\$ 800.00</b>	<b>\$ 900.00</b>	<b>\$ 500.00</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 600.00</b>	<b>\$ -</b>	<b>\$ 1,800.00</b>	<b>\$ -</b>	<b>\$ 1,308.41</b>	<b>\$ 600.00</b>	<b>\$ 503.59</b>	<b>\$ 2,000.00</b>	<b>\$ 1,526.03</b>	<b>\$ 250.00</b>	<b>\$ 100.00</b>

Contribution From NESSNA 2025

August	\$ 7,694.58
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## Vice Chair Report

(see [Guidelines](#) report)

## Chair Report

Greetings NEZF,

Since our October meeting, I have collaborated with all trusted servants of the NEZF, and the finance committee.

I attended MRLE and the NE Regional Assembly (CAR workshop) and the U.S.

Collaboration of Zones (USCOZ) Quarterly Meeting January 11, 2026 | Virtual

I attended the January 11, 2026 quarterly meeting of the U.S. Collaboration of Zones (USCOZ) as a non-voting observer representing NEZF. Six of seven U.S. zones were present. The meeting focused on national coordination, infrastructure development, public relations capacity, and financial accountability, with an emphasis on sustainability rather than expansion.

### **U.S. Collaboration of Zones (USCOZ) Key Updates**

#### **Zonal Information:**

Zones shared upcoming events, including a Southeastern Zone CAT Workshop (with World Board participation) and the Western States Zone annual forum. A recurring discussion about proposing low-cost, basic-text-style literature concluded with broad agreement that this idea has been repeatedly considered and rejected at the conference level and does not have sufficient U.S. zonal support to pursue at this time.

#### **Communications & IT:**

The Communications Workgroup reported managing 40 logged communications in Q4 2025, reflecting stable and functional national communication processes. The IT Workgroup reported continued website and Slack maintenance, survey support, and low annual operating costs (approximately \$324 total for domain, hosting, and Zoom), with leadership transition planning underway.

#### **Public Relations:**

The PR Workgroup highlighted a strategic shift from visibility alone to building durable national PR infrastructure. Major accomplishments include launching a national PR experience survey and identifying over 60 NA members across the U.S. with PR-relevant skills. The focus for the coming year is mentorship, outreach to national organizations, and maintaining alignment with NA principles and service structure.

#### **Rural, Marginalized Communities & Mentorship Project:**

This project reported 140 survey responses to date and is developing centralized resource libraries to support rural, marginalized, and incarcerated communities. Zones were asked to help expand survey participation and share existing resources. A phased timeline was presented covering survey completion, data review, toolkit development, and future training and outreach.

#### **Question for Zonal Contacts:**

How have you shared the survey link with your zone, and how has your zone shared the

survey link within your region?

While 140 responses have been received, additional participation is needed to ensure at least one response from each region. Guidance or best practices are requested.

**Survey link:** <https://www.surveymonkey.com/r/JDBYMWK>

**Financial Stewardship:**

The Financial Guidelines Task Team recommended opening a USCOZ checking account with dual oversight rather than forming a treasurer position or a 501(c)(3). This approach was supported without opposition. Total reported income for 2025 was \$2,041.80, and the task team was directed to proceed and report back.

**Elections – Trusted Servants**

**Facilitator:** Craig R.

**Secretary:** Katie H.

**Communications Workgroup Facilitator:** Jacob S.

**Public Relations Workgroup Facilitator:** Kia K.

**IT Workgroup Facilitator:** Jonathan S.

**Implications for NEZF**

This meeting identified several low-burden opportunities for NEZF engagement, including promoting the national survey within the Northeast, sharing existing regional resources for inclusion in national libraries, and encouraging members with PR or communications experience to participate in national efforts. USCOZ continues to function as a coordinating and supportive body, with increasing emphasis on sustainability, shared accountability, and service alignment rather than duplication of existing structures.

In loving service,

James P.

Chair

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