

New York North Northern Hi Lights

Nancy P. - Editor

Marion W. - Proofreader

LaVaughn R. – Proofreader

I have edited four 12 page Newsletters for publication. The monthly process is:

- Remind everyone on the tenth of each month that articles are due to me by the fifteenth of the month,
- Sixteenth of the month I start taking all of the articles members have sent to me and fit them into a template our former editors passed on to me
- Send the publication to Marion W and LaVaughn R for proofing
- Make changes to the draft newsletter
- Email approximately 100 members the Hi Lights
- Remove all identifying last names for the Website Version of the Hi Lights
- Email the Mailbox the Hi Lights for publication
- Email George notification that I have sent the Hi Lights to the Mailbox

I want to thank the following groups for their participation monthly in making this Newsletter possible:

- Marion W. and LaVaughn for their timely and detailed proofing of the Newsletter
- NYN Officers, Coordinators, District Representatives that send me articles or announcements to be published each month
- Mel and Kathi - Website Coordinator for working with me to publish the Newsletter on the Website
- George – NYN Group Records who sends the address labels to the Mailbox
- Louise –NYN Treasurer who pays the monthly Newsletter postage and publishing fee
- Nancy H. for the work she did as previous editor, her encouragement and gracious sharing of her experience.

Cost of publishing the Newsletter is as follows:

- Jan/Feb Issue – Postage \$63.14 and Mailbox 355.21
- March Issue – Postage 62.34 and Mailbox 327.07
- April Issue – Postage 62.34 FedEx 6.70 Mailbox 327.07

- May Issue - Postage 57.44 and Mailbox 319.56
- Total cost for the Newsletter for January - May – 1574.17

Focusing on the cost of the Newsletter to our Area, I want to ask our membership the following questions:

- Has my subscription to the Northern Hi Lights expired?
- Can any members receive the Newsletter via email to cut our postage and printing cost?
- If you receive more than one printed Newsletter because of your group affiliations could you copy this Newsletter to save postage and printing cost?

The Newsletters' primary purpose:

- Intended to keep the area informed of all service related projects and activities at the District, AIS, and Area levels.
- It will not contain poetry or personal recovery stories.
- Content of each issue will include service reports from the Delegate, Officers, and Coordinators of the area and pertinent service topics from the World Service Office.
- Reports from Districts and Information Services will be included as space allows.

Focusing on the purpose of this Newsletter, I want to ask our membership the following questions:

- Are we meeting our Area's needs in our current Newsletter format, content and publication times?
- How can we use the Newsletter in the *Knowledge Based Decision Making* process?

I thank you for the opportunity to serve our Area as Newsletter Editor!

Nancy