

Capital Area Service Committee of NA

ACTIVITIES SUBCOMMITTEE

Function and purpose: The Activities Committee is a self-supporting subcommittee of the ASC. It is responsible for (1) promoting NA unity within the Capital Area of Narcotics Anonymous and (2) attracting members to NA.. The committee will develop and hold two scheduled activities; Capital Area Anniversary and Capital Area Picnic plus the one Area-sanctioned-activity each ASC fiscal year, to promote unity within Capital Area of Narcotics Anonymous and to attract members to NA.

The three events are as follows:

- A. Capital Area Picnic:** Will be held at the Biltmore Hills Park if possible, during the first weekend after the Capital Area convention as possible. The Committee will seek to organize the activity at the end of August or first of September if the park can be secured in a timely, manner. Otherwise, its location is TBD.

Capital Area Anniversary: This Activity's location is dependent on where it can be secured. This event is usually at the end of January and should be planned as early as possible.

NOTE: A suggested 3rd event is the Capital Area Appreciation Day.

Description of Officers

1. Chairperson:

A chairperson arranges an agenda for and presides over the monthly meetings. At committee meetings the Chair can vote only in case of a tie. A chairperson must be capable of conducting a business meeting with a firm, yet understanding hand. For this reason, it is suggested that they have a minimum of one year's continuous abstinence from all drugs.

1. Service experience of at least 1-year.
2. The willingness to give the time and resources necessary for the job.
3. A recommended minimum of 1-year of continuous abstinence from all drugs.

2. Alternate Chairperson:

In the absence of the Chairperson, the Alternate Chairperson shall perform the duties of the Chairperson. It is recommended that an Alternate Chairperson have a minimum of one year's continuous abstinence from all drugs.

Secretary

- A. A secretary keeps accurate minutes of each Activities business meeting, types and provides copies of these minutes to each committee member.
- B. It is suggested that Secretary have a minimum of 90 day's continuous abstinence from all drugs.
- C. The secretary will prepare and keep current, a monthly directory of Subcommittee members officers.

General Subcommittee Guidelines

1. Attendance: Members who are going to be absent are asked to notify Activities Chairperson. The Activities Committee may excuse an absence if it so desires
2. Removal of Officer/Member: Any Officer/Member may be removed by a simple majority vote of the ASC. Grounds for removal can include (but are not limited to): failure to perform duties as indicated in this policy (or as recommended by ASC), failure to follow Activities and ASC policy, misappropriation or embezzlement of ASC funds, or relapse. A motion to remove an ASC Officer/Member shall be handled in accordance with normal Activities procedure. It is recommended that such a step not be taken lightly. The Activities Committee should determine the validity of any charges before voting on a motion to remove any Officer/Member.
3. The Activities Committee will meet on the first Sunday of each month at 12:30 at the same location as the ASC.
4. All of these activities are done with the approval of the Area, i.e. home groups of the Capital Area.

NOTE: The Activities Committee operates primarily, on donations by the way of cash, paper products and food and beverages. Flyers are usually available for these events to get the word out to as many home groups and individuals that are willing to participate. Area activities shall always follow the principle of No addict is ever turned away.