

***Minutes for the Capital Area Service Committee
May 1, 2016***

Meeting called to order at 2:00 pm with the Serenity Prayer and reading of the N.A. Twelve Traditions and Twelve Concepts.

Roll Call

18 out of 53 Home Group GSR's present. 8 Officers and subcommittee chairpersons were present.

Approval of Minutes

Minutes were approved.

Concerns/Open Forum

There were several GSR's that did not receive April's minutes and list was passed around to be added to distribution list.

Wilson area is having an event on August 27, 2016 and Area was informed to make sure there was no conflict in scheduling.

*** Let the Healing Begin group of NA is in need of experience members**

Subcommittee, Officer and Ad-hoc reports (see attached)

Chairperson (Jasper L.) – No report given!

Vice Chair (Julius J.) – No written report given. Mentioned Wilson area event.

Secretary (No Secretary) – No written report.

RCM (Richard B.) – The Capital Area hosted the CRSC meeting in Wilson, NC on April 9, 2016 with 16 out of 18 Areas present. In June the CRSC Web committee will be releasing a new Regional website. Please read RCM attached report. Also see attached CRSC 2017 budget.

Treasurer (Tim H.)– Report Submitted. Repayment to the WSO for debt owed has been placed on hold due to low donations. To date the WSO has been paid in the amount of [REDACTED] leaving a balance of [REDACTED]. Homegroup donations in April totaled [REDACTED], no payment was made from Sebastian and a payment of [REDACTED] was made by Nikki (former literature chair). **ASC account balance is [REDACTED] which makes us [REDACTED] below prudent reserve. Please see submitted report for financial reporting.**

Policy Chair (Malinda J.)– No Report Submitted. Updated copies of policy are available on the website.

PR (Sarah S.) – Report submitted. Elections will be held first Sunday in July. Meeting schedules were printed this month. This past month there were 5,805 visitors to our website. We continue to receive regular request for meetings geared toward teenagers. There were 8

calls this month on our phone line. There will be a poster drive on June 8, 2016 @ 10:00 am location is 1008 N. Raleigh Blvd. Raleigh NC.

H&I Chair (Michael C.)– Report Given! No literature ordered for the month of May. **New panel member is Belita B.** and there will be 4 more members oriented this month.

Outreach Chair (Curtis S.) – The update to the outreach policy should be completed by June ASC. **One Day at a Time** has recently moved to 1200 State Street, they will meet on Sunday from 7:30pm – 8:30pm.

Activities Committee Chair (Charletta B.) – Chairperson Present! Report Submitted. Homegroup picnic is June 11th, 2016 @ Biltmore Hills park 11am – Until. More information is on ASC website. Current balance is [REDACTED] however the park is secure.

Convention Chair (Darron L.) – Chairperson present. Report submitted. **Financial reports enclosed in minutes. Annual convention is June 17-19, 2016 at the Raleigh Convention Center. There are currently 40 rooms still available.**

You can always get the latest Convention Committee information on the website at www.capitalareancna.com and then go the subcommittees page and then to convention committee.

Old Business -

Motion: New Homegroup Down but not Out submitted in April. Maker of motion was not present. Motion tabled to May.

**Made by: Highpoint of Freedom
Second by: Spritural Change
Motion reads: Remove letter F under elections
Motion: Failed**

**Motion by: Highpoint of Freedom
Second: Pete H. New Way to Live II
Motion reads: To provide a check for [REDACTED] to the RCM to apply with the [REDACTED] for a total of [REDACTED] to supply refreshments for Carolina Region.
Voted on in April: Passed**

New Business -

New Homegroup: Faith Through Principles voted in and will be added to the homegroup meeting schedule.

**Motion 1: Made by: Stephanie G. Out to Lunch Second: Shirley R. Principles & Traditions
Motion Reads: In consideration of this Area's financial status, we move the Area to limit the current payment towards our literature debt to the World Service Committee to [REDACTED] (instead of [REDACTED]).**

Intent: To balance our commitment to repayment of debts with our Areas policy required maintenance of our Areas prudent reserve of [REDACTED], which is currently [REDACTED] 50 below that required amount. (Sent to homegroups.)

**Motion 2: Made by: Serenity in the Morning Second by NA Way
Motion Reads: Motion to have Area Treasurer Audited before end of term to ensure proper fund balance by executive committee.
Intent: To clear him/her of any defaults and promote transparency.**

The next ASC Meeting will be June 5, 2016 @ 2pm.

Trusted Servant Title	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
CHAIRPERSON Jasper L.	X	X	ABS	X	X	X	X	X	X	ABS	X	
Alt. Chair Julius J.	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	X	X	X	
Convention Chair- Darren L	X	X	ABS	X	X	X	X	X	X	X	X	
Activities - Charletta B.	X	ABS	X	ABS	X	ABS	X	ABS	ABS	ABS	X	
H&I - Michael C.	X	X	ABS	ABS	X	ABS	X	ABS	X	ABS	ABS	
Outreach Chair - Curtis S.	X	X	X	X	ABS	X	X	ABS	X	X	X	
PR Chair - Sara S.	X	X	X	X	X	X	X	X	X	X	X	
Policy Chair - Malinda J.	X	ABS	X	X	X	ABS	X	X	X	X	ABS	
Policy Alt -	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	
RCM - Richard B.	X	X	X	X	X	X	X	X	X	X	X	
Alt RCM -	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	
Secretary	X	X	X	X	X	X	ABS	X	X	ABS	ABS	
Alt Secretary	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	
Treasurer - Tim H.	ABS	X	X	X	X	X	X	X	X	X	X	
Alt Treasurer	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	VACANT	
Literature Chair - Julius J.	ABS	X	X	ABS	X	X	X	X	N/A	N/A	N/A	

RCM Report May 01,2016

The Capital Area hosted the CRSC meeting in Wilson North Carolina on April 09,2016 with 16 out of 18 areas present.

RD Report: Collected the Tally Sheets for the CAR, CAT, and literature survey. We will use the Tally to have a Regional Conscious to report. This will be our mandate at the conference.

PR Report: Made a request to be able to attend The Fifth Annual Low Country Mental Health Conference July 28, 29, 2016 Charleston, SC. We can obtain a lowered exhibitor fee of [REDACTED] which includes 2 registrations. It is not known if they are transferrable as this time. Additional 2-day passes are [REDACTED] h. We are requesting 2 more. [REDACTED] Additional costs [REDACTED] (Literature and travel Expenses-Karen H, Charlie B).

Web Report: In June we will release the new Website.

Finance Report: A copy of the budget for next year is being enclosed to go back to the area to have the home groups vote on it.

Proposals: 4-16-1 to approve [REDACTED] to pay the Regions share of Adobe connect yearly license. Approved
4-16-2 to approve for Twin City Area up to [REDACTED] to host July area meeting. Failed
4-16-3 to increase trusted servants travel expenses by [REDACTED] for fourth quarter. Approved
4-16-6 request [REDACTED] for PR to attend The Fifth Annual Low Country Mental Health Conference July 28, 29, 2016 Charleston, SC. Approved
4-16-7 to approve [REDACTED] to provide literature for The Fifth Annual Low Country Mental Health Conference July 28, 29, 2016 Charleston, SC. Approved
4-16-8 request [REDACTED] for travel expenses (.4 people) to The Fifth Annual Low Country Mental Health Conference July 28, 29, 2016 Charleston, SC. Approved
4-16-9 That the CRSC extend a vote of confidence to the RD/AD to vote the conscience of the region or for the good of NA if the motions/proposals change at WSC. Approved
4-16-10 to approve [REDACTED] for the RD to and AD for travel to SE Zonal Forum in South Florida in July. Sent back to home groups.

Nominations for CRSC Positions

Allison D. – Treasurer
Stephanie G. AD
Dan R. Finance
Diana L. H&I
Jordan R. PR
Wesley B. Lit Review
Janine W. Secretary
Michele J. Alt Secretary

In hosting the CRSC meeting in Wilson NC. The Area Allotted me [REDACTED] to provide refreshments. I have total receipts for [REDACTED] plus a donation of [REDACTED] that was given to offset the leftovers that were donated to a local halfway house. The total cost to the Area was [REDACTED] there were 41 people in attendance. There were numerous compliments over the way our area hosted the region. WE the set the bar very high for other Areas hosting the CRSC in the future.

Donation to the world of [REDACTED]

Thank you for letting me be of service.

Richard B.



CASC TREASURERS REPORT – May 01, 2016

Date: 05/01/2016
From: Tim H., CASC Treasurer
Re: Treasury Report for the month of April 2016

Dear Capital Area,

I would like to thank the Capital Area for allowing me to serve in this position, helping to carry the message of NA by being of service is an important part of my recovery. Elections are coming up in June, please encourage other responsible, trusted servants to volunteer at the Area level to help us to continue to carry the message. We will need another Treasurer in July when my term is up, as I have served as the ASC Treasurer for 1 ½ years and I have other commitments I would like to pursue.

From our Area Policy Manual, here is a quick list of Treasurers duties:

5. *Treasurer*

The Treasurer shall submit a report of contributions and expenditures at every regular ASC meeting. The Treasurer or Alternate Treasurer must sign all ASC checks. It is suggested that a treasurer have a minimum of two year's continuous abstinence from all drugs.

- A. *In addition, the Treasurer will make a monthly donation to the meeting place of the ASC. The donation shall be set by a majority vote of the ASC.*
- B. *The treasurer shall monthly remit all funds in excess of the prudent reserve of [REDACTED] the Region (60%) and the World (40%). If the ASC body is made aware that upcoming expenses warrant a higher prudent reserve these donations may not be remitted.*
- C. *The Treasurer will ensure that a copy of the ASC financial report, the Group Donations Report, and the Monthly Balanced Bank Statement goes to the ASC Secretary by the end of the meeting for inclusion in the ASC minutes.*
- D. *The Treasurer shall balance the ASC checkbook every month and fix any accounting errors.*

In addition, the Treasurer should be computer literate, know how to use an Excel spreadsheet and have at least a minimal understanding of how income and expense reports work.

As agreed, we started to pay back the money owed by the Area Literature Committee to the World Service Organization, but those payments have been put on hold due to low donations recently. To date we have repaid [REDACTED] 4, leaving a balance of [REDACTED] 9. After looking at last month's donations and the total amount of checks, we did not have enough money to send a check off to pay our debt to the WSO in full. I will look at donations again this month and see if we can pay the remainder or a partial payment. Homegroup donations last month totaled [REDACTED] 9, which is still below average.

Homegroup Donations in April totaled [REDACTED]. Sebastian paid [REDACTED], Nikki Paid [REDACTED] and H&I Literature returned [REDACTED], giving a total amount of cash received of [REDACTED]. See attached Homegroup donation list. Our account balance is [REDACTED]. Outstanding checks total [REDACTED], which leaves an available balance of [REDACTED]. This available balance puts us [REDACTED] BELOW the policy mandated prudent reserve of [REDACTED], no money will be sent to the Region or the World per policy. See attached PNC bank statement and the Income and Expense statement.

Last month we received [REDACTED] 6 MORE than we received in donations, hopefully donations will stay normal levels.

The previous Treasurer, Sebastian L., did not make a payment at the last Area meeting leaving a balance of [REDACTED].

The previous Literature Committee chair Nikki made a payment of [REDACTED] at the last Area meeting leaving a balance of [REDACTED].

Lastly, please remember that by Policy, all CASC check requests must be made in writing on the form that I have at each meeting. Checks REQUIRE 2 signatures by policy and as of now, the Chair and myself are the only ones authorized to sign checks. I will write the checks during the meeting and have Jasper add his signature as soon as possible after the ASC meeting is over, but this means that all Subcommittees/ check requestors must wait until the Area meeting is over to receive their checks.

Thanks, I look forward to seeing everyone at the June Area Meeting.

Your trusted servant,

Tim H.

May 1, 2016

PR purpose: The public information subcommittee is responsible for making sure that addicts know about Narcotics Anonymous and where to find us. We do this by doing presentations to the public, maintaining our area website, phone line, meeting schedules, etc. The reality is that many members of our community do not know that Narcotics Anonymous is a viable option for addicts to find recovery, it is partly our job to fix that.

Elections: We will be having elections coming up the first Sunday in July! We need a PR chair, vice chair, website coordinator, please, plus all other positions it is great service work! Come to PR at 12:30pm the first Sunday of the month.

Meetings Schedules: Meeting schedules were printed this month. Please see Randall and let him know at area if you have a meeting schedule change or add on. Also please let Joe M. know of any changes so he can put it on the website or you can let me know and I will pass on the information or email admin@capitalarea.com

Website: This past month we had 5,805 visitors to our website. Those aren't all necessarily unique visits, it will count each person as a unique visitor as long as they have not visited the site in 24 hrs. We continue to receive regular requests for meetings geared toward teenagers. It seems there is a need for that.

Phone line: The phone line is running well we had a 8 calls this month. We need a Phone Line coordinator and alternate in July it is awesome service work there is a clean time requirement, but come to PR 12:30 first Sunday of the month ☺.

Poster Drive Will be ON June 8, 2016 10:00 am 1008 N. Raleigh Blvd.
Raleigh, NC

Presentations: We received an email from the BOYS and Girls Club last month and they have decided not to need us, but in the future they will contact us they said if they want to reschedule. We did not have a poster drive last month. If you are interested in an awesome service position come to PR at 12:30pm the first Sunday of the month! We will be planning another poster drive soon. Thank you for allowing me to serve. Sarah S. PR chair

H & I

5/1/14

- 1) open w/ serenity prayer
 - 2) Read concepts & traditions
 - 3) Read + approve minutes
 - 4) Give reports for facilities
 - 5) Read & ap
- 10 voted for secretary to email minutes
14 voted to accept minutes for last month

- 6) Literature disbursements? Report
- 7) H & I panel coordinators report

- 8) Wake Brook everything is going well
review Do's + Don'ts w/ panel
Sundays + Tues. going well

Holly Hill

review Do's + Don'ts w/ panel

Area is suffering for \$, no literature ordered due to this for May.

H&I need to support area. Seat

- a) My literature on hand is sufficient to take
Resume for Belita Bailey read
& voted her for womens prison,
she is disabled, can not do steps.

vote - 14 - all in favor

CASC Outreach Report

May 2016

Date: 1 May 2016

From: Curtis S., Outreach Chairperson

RE: Outreach Sub-Committee Report May 2016

Dear Capital Area

Good day to the CASC, and thank you for allowing me to be of service to the Capital Area.

The update to the outreach policy, should be completed by next area; no fault of the Policy Chairperson work has kept my tied up and not able to meet with her to confirm changes.

I will continue to have a more open line of communication with those home groups that are behind the walls of institutions that have NA Home Groups. There has been a halt in communications with the person I was in touch with, but I will try to redouble my effort to open a line of communication with him.

The Home Group One Day at a Time has recently move to 1200 State Street. Their Home Group was not able to enter the building at the appointed time, but they will meet on Sunday from 7:30pm to 8:30pm.

Thank you for allowing me to be of service.

Outreach Chairperson
Curtis S

Hi Family,

There was no formal meeting today. We do have a flyer available for the Homegroup Picnic on June 11th, 2014 @ Baltimore Hills park. Nam-until it's listed on the website if you need more information. I apologize for not having any available here. Our member that has copies is sick but we will be distributing these throughout the area homegroups.

Our current balance is [REDACTED] and the park is secure.

We look forward to seeing the Capital Area homegroups on June 11th.

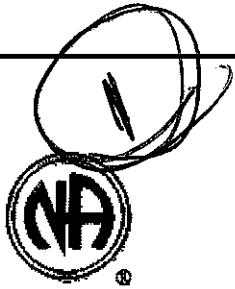
Thank you for allowing me to be of service.

Charletta B.

May 1, 2016

Good Afternoon NC Capital Area
cc. First I'd like to Thank GOD for
allowing me to wake in favor. I'd like
to thank you for allowing me to serve
as your trusted servant Treasurer.

Last month's ending balance according
to the bank statement was [REDACTED].35.
Since then a deposit was made in the
amount of [REDACTED] which includes [REDACTED]
from last function, [REDACTED] (merchandising sale of
shirts, [REDACTED] (registration-Daily Reprive) [REDACTED]
donation Daily Reprive, [REDACTED] return from Gina Supples
\$200.00 Registration (\$180.00, \$20.00) [REDACTED] sales of Blesses
Donation from NAWAY [REDACTED], Service chg. [REDACTED] Storage
[REDACTED] Checks cleared [REDACTED], [REDACTED], [REDACTED]
[REDACTED] coffee pot + fryer, [REDACTED] (programming),
[REDACTED] Youngville (Banner) Pipe + drape
[REDACTED] Banner. As of 4/28/2016
according to PNC the balance is [REDACTED]



Capital Area Service Committee
Motion Form

Date: 05/01/2016

Motion made by: Stephanie G. (Out to lunch)

Second: Shirley R. (Principles & Traditions)

Motion reads as follows: In consideration of this

Area's financial status, we move the
Area to limit the current payment
of towards our literature debt to the
World Service Committee, to \$ [redacted]
(instead of [redacted]).

Intent: To balance our commitment to repayment
of debts with our ^{Area's} policy required
maintenance of our Area's prudent reserve
of \$1,800.00, which is currently \$ [redacted]
below that required amount.

Carried _____	Failed _____	Tabled _____
Amended _____	Back to Home Group _____	Policy Change _____
Yes _____	No _____	Abstain _____

2



Capital Area Service Committee
Motion Form

Date: 5-1-16

Motion made by: Serenity in the morning (GSR)

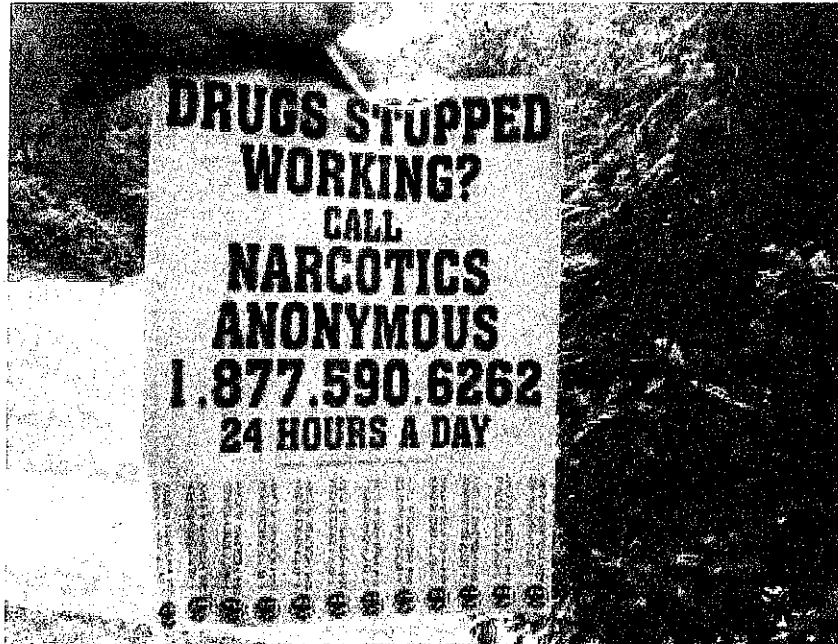
Second: ~~To have trust~~ N.A.WAY

Motion reads as follows: Motion to have Area
Treasurer Audited before end of
Term to ensure proper fund
balance by executive committee

Intent: To Clear him/her of any Defaults
and promote transparency

Carried _____	Failed _____	Tabled _____
Amended _____	Back to Home Group _____	Policy Change _____
Yes _____	No _____	Abstain _____

PARTICIPATE IN RECOVERY



Everyone invited to Capital Area N.C. NA Poster Drive

Wednesday June 8, 2016

10:00 a.m.

1008 North Raleigh Blvd., Raleigh, N.C.

FOOD PROVIDED

Fellowship



Food

Fun

*Come Fellowship with Us!!
Wilson Area's 3rd Annual Unity
Day*

"The greater the base, (as we grow in unity in numbers and in fellowship), the broader the sides of the pyramid, and the higher the point of freedom".



Saturday, August 27, 2016

9:00 am-6:30pm

J. Burt Gillette Athletic Complex

Rotary Shelter

3238 Corbett Ave.

Wilson, North Carolina



More Information will be

provided at a later date

Contact:

William P. (252) 218-1267

Candis D. (919) 358-2978

Richard (336) 260-0716

Joyce K. (252) 801-039

Faith Through Principles

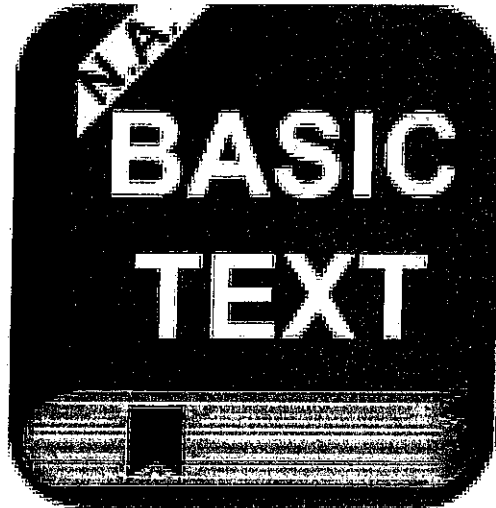
**Hosts Speaker Meetings Every Saturday From
3:30pm-5pm.**

**This Is An Open Meeting For Any Addict To
Hear A Message Of Hope And Learn Why Our
Promise Is Freedom From Active Addiction.**

**509 Hilltop Drive
Raleigh, NC. 27610**



Basic Text Study Group: 24 Year
Anniversary



May 14, 2016

Time: 7:00 pm to 11:30 pm

5101 Oak Park Road, Raleigh, North Carolina

Speaker

Dance \$3.00 per person

Food, Fun and Fellowship

Contact: Tracy H. @ 919-637-1546 or Cynthia D. @ 919-418-7747