

Minutes for the Capital Area Service Committee
October 2, 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

28 out of 56 Home Groups were represented. 10 Officers and subcommittee chairpersons were present.

Approval of Minutes

Minutes were approved.

Concerns/Open Forum

Question of literature available that was left. Robin offered to assist and be of service to do inventory of what literature and then to sell this literature.

Members expressed concern of the Convention Committee flyer for homegroups to donate to Convention Committee.

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

Chairperson (Julius J) –Written and verbal report provided.

Thanks for members of this body for taking on several duties to carry the message of hope and recovery through willingness to serve. The First Tradition has been pertinent at this level of service over the last couple of months.

Vice Chair (Richard B) – No report.

Secretary (Candis D.) – No report.

RCM (Vacant.) –The next RSC meeting is in Wilmington, NC on October 8, 2016 at 10:30am. Richard will attend this meeting.

Treasurer (Tim H.)– Report Submitted. Starting account balance was: [REDACTED] on 09/08/16. [REDACTED] was deposited on 09/12/2016 (from homegroup donations in [REDACTED]. [REDACTED] checks and deductions. The ending account balance is [REDACTED] as of 09/08/16. Outstanding checks not cleared totals [REDACTED]. This leaves an available balance of [REDACTED] as of 10/2/16. This available balance puts us [REDACTED] ABOVE the policy mandated prudent reserve. Sebastian made a payment of [REDACTED] and Nikki paid [REDACTED] today prior to this Area meeting.

Policy Chair (Malinda J.)– No written report.

Policy Alternate (Jeremy C.) Has met with Malinda about policy changes to be motioned at a later date.

PR (Craig R) – Verbal report. (See attached Capital Area Meeting Information Form to be used for new homegroups and changes; Draft of Two Year Workplan for PR Subcommittee is attached). There were 4308 website visitors. 20692 page views. PR members are being trained to help with duties to assure “coverage” across the board. We have gotten phone line questions about the convention for next year. We need a Vice Chair and Secretary. Discussed group codes and PR has requested group codes to

assure that information for WSO and Regional Website is in sync. GSR's input about the facebook page "idea" are needed. There is a "Service Media" pamphlet". We are researching policies for this facebook page. (Flyers were handed out to GSR's as we all can volunteer without being on the committee to help PR carry the message). **Craig expressed concern of meeting/homegroups not informing of group changes. "First Steps" Facility contacted PR to establish as relationship with our Fellowship of Narcotics Anonymous to take a message of recovery/hope at least every couple of months to share experience with the program. Tuesday, Thursday, and Saturday is exclusively for a women's meeting. Contact Craig R. to volunteer. The Directory is changed quarterly with the next one being in January 2017. The Capital Area Meeting Information form will help until those directories are changed. Malinda is working on a sample of new groups forms/questionnaire and will send to secretary (old questionnaire forms are no longer available at this time).**

H&I Chair (David K.)– Written report. Concern of inconsistent attendance at H&I meetings. There has been no progress with the Learning Day for this year and PR and H&I discussed meeting about this. Discussion about literature (Blue Booklets) to be taken into the 3 facilities served at [REDACTED] per booklet. This could increase H&I budget by [REDACTED] total. At this time no motions are being presented for this change. Also discussion of utilizing those who have been oriented but no on the committee to assist with carrying the message into these facilities as suggested on today to contact them in lieu of H&I subcommittee members not completing their commitment by showing up at these facilities. Possible solution discussed was 1) H&I combining as one subcommittee with PR subcommittee ("Umbrella System) has worked in other areas.

Outreach Chair (Craig E.) – Absent. Written report provided. Craig E. has visited the "Miracles in Progress" group in Zebulon and spoke about attendance at ASC meetings by GSR.

Activities Committee Chair (Lahoma S.) –Verbal report provided. Appreciation Day went well on September 24, 2016. Thanks to homegroups that donated. We will bring a suggestion box on next ASC meetings for suggestions for activities, music, location, etc. **The next event is the Capital Area Anniversary; two possible dates are January 21st or 28th of 2017. A motion to fund this event will be presented in new business today. Activities states that they are going to meet with H&I and PR subcommittees and are also going to do a spreadsheet for funds received and expenditures. Also please homegroups, when planning events please check the website for events to decrease/avoid conflicts of other events going on in the area.**

Convention Chair (April B.) Written report provided. No treasurer's report provided in writing. [REDACTED] for hotel contract; [REDACTED] not cleared yet. The Contract for the 2017 Convention was signed on September 13, 2016. Further information will be provided at a later date. **April B. resigned on today from Convention Sub-committee chairperson. This position has not yet been voted to be filled by Vice Chair of the Convention Subcommittee at this time and is currently vacant.**

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 1:

Made by Spiritually High and Seconded by I Can't We Can

Motion reads: Suspend Convention Subcommittee so we can regroup and maybe consider having the convention every 2 years. Too many episodes of disruptive behavior, personality conflicts, and not enough diversity or rotation amongst trusted servants.

Intent: Give a fresh or new perspective look at the convention policy. Currently the policy of the convention prohibits new members from being a part of.

Result: Failed (For-5; Against-10; Abstain-4) GSR Vote

Motion 2:

Made by Malinda J., Policy Chair Second by Principles and Traditions Shirley R.

Motion Reads: To add a #7, Underneath Section #III Description of Sub-committee, pg. 15. It will read #7. Sub-Committee Chairpersons will serve as the ASC Policy revision contact. Contact will be made monthly with the ASC Policy Chair to ensure clear and timely policy translations and inclusion”.

Intent: To begin a definitive way of incorporating CASC Policy into Subcommittee Policy.

Results: Carried (For-13; Against-4; Abstain-0)

New Business- Both of these were to be sent to Home Groups

Motion 1:

Made by Deborah D. and Seconded by Sue B.

Motion reads: “Hope in Recovery” Homegroup located at 341 McDonald Street in Rocky Mount, NC has just started an NA meeting (reports over 60days) on Tuesdays at 7:30pm-8:30pm and on Thursdays 7:00pm-8:00pm.

Intent: We need to join an Area that will support us in fellowshipping as far as carrying the message of Narcotics Anonymous. We’d be honored if you all would accept this group.

Result: Carried (Welcome to the Capital Area. Secretary will provide the Meeting Information Form to GSR Deborah D).

Motion 2:

Made by Activities Committee and Seconded by Together We Can

Motion reads: Request \$ [REDACTED] for the Rent of the Building for the Capital Area Anniversary Celebration.

Intent: Provide for rental of church for the Area Anniversary Celebration

Result: Carried (For-15; Against-0; Abstain-0).

THE NEXT ASC MEETING WILL BE HELD ON November 6, 2016 at 2pm

AREA SERVICE COMMITTEE HOME GROUP ROLL CALL JULY-2016- JUNE 2017

Group Name	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
A New Beginning		X	X	X								
Basic Text Study	X	X	X	X								
Came to Believe												
Candlelight Recovery	X	X	X	X								
Choices in the Afternoon (phone)												
Circle of Hope												
Constantly Searching												
Daily Reptives				X								
Down But Not Out												
Expect a Miracle												
Faith Through Tribulation	X		X	X								
Freedom Through Recovery		X		X								
Grow Up or Die												
Hardcore Group			X	X	X							
Highest Point of Freedom	X		X	X	X							
I Can't We Can		X	X	X								
In from the Storm				X	X							
Let the Healing Begin				X								
Life on Life Terms	X		X									
Living Clean and Sober					X							
Lunatic Fringe												
Man Up							X					
Miracles in Progress												
NA at Noon		X					X					
NA ND PM												
NA Way	X	X	X	X								
Never Alone Never Again			X									
New Horizons												
New Way of Life II	X	X	X	X								
Our Common Welfare												
Out of the Forest		X	X	X								
Peace in the AM	X	X	X	X								
Primary Purpose			X	X								
Principles and Traditions				X	X							
Principles & Personalities				X	X							
Recovery in the Hood	X	X		X								
Recovery Road												
Rediscovery Through Recovery				X	X							
Seeding Similarities		X	X	X								
Serenity in the Morning	X	X	X	X								
Southside Recovery	X	X	X	X								
Spiritual Change	X	X	X	X								
Spiritually High			X	X								
The Journey Continues	X			X								
The Seekers		X	X	X	X							
Together We Can			X	X	X							
Trust the Process		X	X	X	X							
Tuesday Night Live	X	X	X	X								
Way to Grow	X	X	X	X								
We Do Recover	X	X	X	X								
Welcome Home				X								
Why Are We Here												
Women In Recovery	X											
Women Working 5 yrs												
Young Connection:												

21 21 25 28

OCT 2, 2016
Capitol Area.

GOOD AFTERNOON
TO START I JUST WANT
TO SAY THANK YOU TO SO
MANY MEMBERS OF THIS
BODY FOR THE DOUBLE DUTY
& THE WILLINGNESS TO
SERVE.

WE HAVE TO TAKE
CARE OF EACH OTHER
NO MATTER THE PROBLEM
THERE IS A SIMPLE SPIRITUAL
SOLUTION

AT THIS LEVEL OF
SERVICE & PERSONAL
RECOVERY THERE ARE SOME
DYNAMIC & ARTICULATE
INDIVIDUALS

MY CHALLENGE IS
TO REJECT FOR THE FIRST
TRADITIONAL WE HAVE SEEN
MEMBERS WHO DON'T NORMALLY
GET ALONG COME TOGETHER
FOR THE SAKE OF THE
MEMBER.

I'm positive we CAN
Make this the Capitol
Area + myself another
Recovering Addict Better
THANK you for
Allowing me to serve

Julian Jenkins



SECRETARY
COPY

CASC TREASURERS REPORT – October 02, 2016

Date: 10/02/2016
From: Tim H., CASC Treasurer
Re: Treasury Report for the month of September 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. Please encourage other responsible, trusted servants to volunteer at the Area level to help us to continue to carry the message.

The beginning balance on 9/08/2016 was: \$ [REDACTED]
Deposit on 9/12/2016 was: \$ [REDACTED] - See attached Homegroup Donation List
Checks and deductions totaled: \$ [REDACTED] - See attached detailed Income & Expense Report
Ending balance on 9/08/2016: \$ [REDACTED] - See attached PNC Account Summary
Outstanding checks not cleared: \$ [REDACTED]
Available balance on 10/02/2016: [REDACTED]

Homegroup Donations in August totaled \$ [REDACTED]. See attached Homegroup donation list. Sebastian paid [REDACTED] Nikki Paid \$ [REDACTED]. Our account balance is \$ [REDACTED]. Outstanding checks total \$ [REDACTED] which leaves an available balance of \$ [REDACTED]. This available balance puts us \$ [REDACTED] ABOVE the policy mandated prudent reserve of \$ [REDACTED]. See attached PNC bank statement and the Income and Expense statement.

The previous Treasurer, Sebastian L., made no payment at the last Area meeting leaving a balance of [REDACTED]

The previous Literature Committee chair Nikki made no payment 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 Julian 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 November Area Meeting.

Your trusted servant,

Tim H.

Draft Two Year Work Plan 2016-2018 Capital Area PR Subcommittee

I. Structure

- A. Review current policy; develop internal guidelines
- B. Recruit and elect Trusted Servants, provide related handbooks, PR Basics Booklet
- C. Create PR fliers for recruitment
- D. Discuss midmonth subcommittee meeting for planning and possible orientation of new members

II. Internal Services

- A. Develop form for meeting list changes
- B. Provide PR orientation and training to subcommittee members and volunteers
- C. Build volunteer and participation list through monthly Orientation sessions
- D. Develop PR presentation to utilize within the fellowship and with the public
- E. Plan and conduct 2 Service Learning Days for recruitment of new members, training for subcommittee trusted servants and collaborating with other subcommittees
- F. Sign up and participate in PR Webinars offered by NA World Services

III. External Services

- A. Create contact letter and mailing list of various public entities for initial contact
- B. Plan and place NA literature racks in targeted facilities (Jails, TX Centers, Hospitals)
- C. Develop plans for PSAs, Billboards and placing Basic Text in county libraries
- D. Search out new opportunities for building effective public relationships in Capital Area- Local schools, Media, Criminal Justice, Healthcare, Government
- E. Search out opportunities to more effectively coordinate PR services with surrounding NA communities

IV. Processes

- A. Develop/implement process for submission and review of requests for PR services from the fellowship and/or professionals

CAPITAL AREA MEETING INFORMATION FORM

HOMEGROUP NAME: _____

GSR NAME (OR FORM SUBMITTED BY): _____ DATE: _____

PLEASE INDICATE: NEW MEETING _____ MEETING UPDATE: _____

MEETING NAME: _____

MEETING DAY(S): _____ MEETING TIME: _____ MEETING LENGTH: _____

MEETING ADDRESS: _____

CHECK ALL THAT APPLY:

C=CLOSED, ADDICTS ONLY PLEASE _____ O= OPEN TO THE PUBLIC _____

W=WHEELCHAIR ACCESSIBLE _____ D= DISCUSION _____

JFT= JUST FOR TODAY _____ CL= CANDLELIGHT _____

RR= ROUND ROBIN _____ L= LITERATURE _____

TS= TRADITION STUDY _____ T= TOPIC _____

SS= STEP STUDY _____ V= VARIOUS FORMATS _____

BTS= BASIC TEXT STUDY _____

IP= INFORMATIONAL PHAMPLET _____

LCS= LIVING CLEAN STUDY _____

HW= IT WORKS, HOW AND WHY _____

SWG= STEP WORKING GUIDE _____

PLEASE LIST ANY SPECIAL INSTRUCTIONS THAT SHOULD BE LISTED ON THE MEETING LIST (EXAMPLE: IF THE DOOR TO THE FACILITY IS ON THE SIDE OR BACK OF BUILDING OR IF YOU NEED TO GO UP OR DOWNSTAIRS ONCE INSIDE)

H&I Chair Report 10/2/16

Dear ASC,

H&I attendance was slim this month (7 members, total, with only 2 panel leaders). One member was celebrating a holiday, and 2 were on a sponsorship retreat. Another was injured, while another just started a part-time night shift job. Life happens, but we need consistent attendance to function properly.

I have contacted CRNA for info on the H&I regional meeting which I discussed in my report last month. I am waiting for a response and will try to make said meeting when I find out the details.

This month the CAH&ISC discussed getting Basic Texts ~~or~~ Introductory Guide to NA booklets (NOT write booklets) into the 3 facilities we serve. We have rope to go through, but expect a motion to come from us next month to change the list of H&I approved literature so that we can serve addicts in this capacity. We may also request ~~a~~ a slight increase in budget to reflect our new addition. ~~However, this is in discussion with us~~ this month. Thank you for allowing us to serve.

Best regards
DAVID K

Went to Region

- we have

Sent from my Sprint Samsung Galaxy Note5.

—— Original message ——

From: Craig Evans <craigsnc57@yahoo.com>

Date: 10/2/16 7:13 AM (GMT-05:00)

To: Curtis Smith <curtclean@gmail.com>

Subject: Outreach Report

I would like to thank everyone for allowing me to further my recovery by serving in this position. I regret not being able to be there today but it just wasn't possible.

I visited the Miracles in Progress group in Zebulon this month and spoke with a homegroup member about the importance of having a GSR attend area. I was also to meet with some patients that are at one of the treatment facilities now and talk to them about the importance of narcotics anonymous and attending meetings once they are through with that program.

Thank you again for this opportunity.

(can you include any GSRs that are orientated?)

Thanks again

Sent from my iPhone

October 2, 2016

Good afternoon Committee Members. I would like to apologize for the email that I texted to each of you regarding the dismissal of the Convention Committee, (Not the "Convention"). That information was provided to me by an ASC member whom, I'm sure meant no harm, but simply believed that a vote had been taken on this matter. Unfortunately, misinformed information is sometimes provided unintentionally, and will cause harm. Upon speaking to the ASC Chair (Julius J), it was brought to my attention that the Convention Committee had not been suspended and can operate as usual. After viewing the minutes, I noticed that there were several concerns regarding the CACC, and that a motion had gone to the Home Groups to discuss and make an informed decision regarding that motion to be voted on today. The motion was unclear on what and how the CACC could or couldn't operate, so as result, the committee went forth with the planning of the Convention. I have asked the Hotel Liaison several times for a copy of the Contract, which I am just receiving today. She was informed by the Chair (April B), ASC and Alternate Liaison should have one as well and keep the original for herself. The hotel contract has been signed on September 13, 2016, because there was a possibility of losing the dates for the Convention as well as the space. When I wrote my report of I didn't have a have a copy of the contract in my possession and (~~can or~~ can't) provide a copy of it to the ASC secretary. While I'm not perfect I do believe in Selfless Service, Commitment and Serving the greater whole rather than separate it. Service work can be difficult, which is why we can agree to disagree, however this difficulty is disrupting the fellowship as a whole and we've somehow forgotten about our 1st tradition which is (UNITY) and our (Primary Purpose), which has temporarily been loss somewhere along the way. What I learned during this process is it isn't about being right it is about doing what is

right. **Effective NA leadership knows not only how to serve, but when it will serve best to step aside and allow others to take over. 4th (Concept).**

. I stand before you again this month with a sincere apology, for not honoring this commitment that you guys have entrusted me with. It has been in loving service that I serve and in loving service that as your 2017 Convention Committee Chair that I step away from this commitment for the love of the fellowship and the greater whole. Thanks for allowing me to serve. April B.

Back to Home groups

CASE Policy



Capital Area Service Committee
Motion Form

Date: 9/11/16

Motion made by: Mahida J., Policy Chair

Second: Shirley L. PRINCIPLES & TRADITIONS

Motion reads as follows: To add a #7, Underneath Section

III. Description of Subcommittee, p.15. It will read:

#7. sub-committee Chairpersons will serve as the ASC Policy Revision Contact. Contact will be made monthly to The ASC Policy Chair to ensure clear & timely policy translation & inclusion.

Intent: To begin a definitive way of incorporating CASE Policy into Subcommittee Policy

Carried

Failed

Tabled

Amended

Back to Home Group

Policy Change

Yes

No

Abstain

For - 13 Against - 4 - Abstain - 0

Back to Homegroups



Capital Area Service Committee
Motion Form

Date: 9-11-16

Motion made by: Spiritually High

Second: I concur with con

Motion reads as follows: ^{suspend} Disband Convention Sub
Comm. so we can regroup and maybe
consider having conv. every 2 yrs
Too many episodes of disruptive behavior
Personality conflicts and not enough diversity or
rotation among trusted servants

Intent: Give a fresh or new perspective
look at the convention policy. Currently
the policy of conv. prohibits new members from
being a part of.

Carried _____	Failed <u>✓</u> _____	Tabled _____
Amended _____	<u>Back to Home Group</u> <u>✓</u> _____	Policy Change _____
Yes _____	No _____	Abstain _____



Capital Area Service Committee
Motion Form

Date: Oct 2 2016

Motion made by: Activity Committee

Second: Together w/ AN

Motion reads as follows: Request [redacted] for
the Rent of Building for Capital Area
Anniversary Celebration

Intent: To provide for rental of Church for
Area Anniversary Celebration

Carried <input checked="" type="checkbox"/>	Failed <input type="checkbox"/>	Tabled <input type="checkbox"/>
Amended <input type="checkbox"/>	Back to Home Group <input type="checkbox"/>	Policy Change <input type="checkbox"/>
Yes <input type="checkbox"/>	No <input type="checkbox"/>	Abstain <input type="checkbox"/>

For-15 Against-0 Abstain-0



Capital Area Service Committee
Motion Form

Date: 10-2-16

Motion made by: Deborah Davis

Second: Sue B.

Motion reads as follows: Hope In Recovery
located at 341 Mc Donald Street
in Rocky Mt. N.C. has just started a
N.A. meeting: Tuesdays (7:30pm-8:30pm)
& Thursdays (7:00-8pm)
Speaker meeting (Random)

Intent: We need to join an Area that
will support us in fellowshiping
as far as carrying the message of
Narcotics Anonymous We'd be honored
if you all would except this group.

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



**NCCAFRNA 2016/17
Annual Sponsorship Dinner
Family Feud and Dance**



It's Family Time!

October 22, 2016 7p-12a

\$10.00

2501 N Clark Ave, Raleigh, NC

Contact: Theresa F. @ 919-561-4692 or Marty M. @ 704-208-0494

To assist in being prudent with our funds we ask that tickets be purchased prior to this event. Tickets can be purchased from any NCCAFRNA committee member.



New Day, New Time!

Seeking Similarities

Now on Saturdays at 2pm
622 Maywood Avenue, Raleigh
(1 hour, open, multi-format: BT/SS/D/IP)



We need support.

Experienced member support would be greatly appreciated.

(Beginners Meeting)