

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

Group Name	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
A New Beginning		X	X		X				
Basic Text Study	X	X	X	X	X				
Came to Believe					X				
Candlelight Recovery	X	X	X	X					
Choices in the Afternoon (Phone)									
Circle of Hope									
Constantly Searching									
Daily Reprive				X					
Down But Not Out									
Expect a Miracle									
Falth Through Principles	X		X	X	X				
Freedom Thru Recovery		X		X	X				
Grow Up or Die									
Hardcore Group		X	X	X	X				
Hope in Recovery									
I Can't We Can		X	X						
In From the Storm			X						
Let the Healing Begin			X						
Life on Life Terms	X	X			X				
Living Clean and Serene				X	X				
Lunatic Fringe					X				
Man Up				X					
Miracles In Progress									
NA at Noon									
NA ND PM	X			X					
NA Way	X	X	X	X	X				
Never Alone Never Again			X		X				
New Horizons									
New Way of Life II	X	X	X	X	X				
Our Common Welfare									
Out of the Forest									
Out to Lunch	X	X	X		X				
Peace in the AM	X	X	X	X	X				
Primary Purpose		X		X					
Principles and Traditions			X	X	X				
Principles B4 Personalities				X	X				
Recovery in the Hood	X	X		X					
Recovery Road									
Rediscovery Thru Recovery									
Seeking Similarities			X	X	X				
Serenity in the Morning	X	X	X	X					
Southside Recovery	X			X					
Spiritual Change	X	X	X	X	X				
Spiritually High		X	X	X	X				
The Journey Continues				X	X				
The Seekers	X								
Together We Can	X	X	X	X	X				
Trust the Process			X	X					
Tuesday Night Live	X	X	X	X	X				
Way to Grow	X	X	X						
We Do Recover	X	X	X	X	X				
Welcome Home	X								
Why Are We Here			X	X	X				
Women In Recovery	X								
Women Working Steps									
Young Connections									

Trusted Servant Title	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
CHAIRPERSON Julius J.	X	X	X	X	X						
Alt. Chair. Richard B	X	X	X	X	X						
Covention Chair- April B.	Darren L	X	X	X	Vacant						
Activities - Lahoma S.	X	X	X	X	X						
H&I - David K.	X	Stephanie	X	X	X						
Outreach Chair - Craig E.	Curtis	Curtis	X	ABS	X						
PR Chair - Craig R.	X	Vacant	X	X	X						
Policy Chair - Malinda	Vacant	X	X	X	X						
Policy Alt - Jeremy C	Vacant	Vacant	X	X	X						
RCM -	Vacant	Vacant	Vacant	Vacant	Vacant						
Alt RCM -	Vacant	Vacant	Vacant	Vacant	Vacant						
Secretary - Candis D	X	X	X	X	X						
Alt Secretary	Vacant	Vacant	Vacant	Vacant	Vacant						
Treasurer - Tim H	X	ABS	X	X	X						
Alt Treasurer	Vacant	Vacant	Vacant	Vacant	Vacant						

Minutes for the Capital Area Service Committee  
November 6, 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**

24 out of 55 Home Groups were represented. 9 Officers and subcommittee chairpersons were present.

**Approval of Minutes**

Minutes were approved.

**Concerns/Open Forum**

One member mentioned concern about last month's voting process or lack of for the Convention Chair position.

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

**Chairperson (Julius J)** –Written report provided.

Welcomed new homegroups to submit a motion to join this AREA and informed that they will be added to the directory during the quarterly directory updates. Received calls from facilities regarding H&I commitments to carry the message. This has been discussed with the Chair of H&I subcommittee. **The CASC executive committee members met on October 28, 2016. As a result, a decision to commit to unify and work with the Convention Committee as a team (forgiveness). The Convention Committee will take place next year with the Convention Committee being held accountable. Malinda and Teddy discussed working together on streamlining the Policy Manual of the Convention Committee. Richard attended the RSC meeting on October 29, 2016. We are still in need of a RCM and Alternate RCM. Please remember to submit motions to address concerns mentioned prior to business meetings during the monthly ASC meetings.**

**Vice Chair (Richard B)** –Written report. The Carolina Region met on October 29, 2016. There were 12 out of 18 areas present. The 2016 Tax Return for the CRSC has been approved and ready to file. Some expressed an interest in having the ability to make donations electronically. Budget worksheets for the 2018 fiscal year will be distributed to subcommittee chairpersons at the December 10 Service Day at the Serenity Club at 10am (address to be found in the report submitted). H&I Subcommittee needs persons willing to serve the Mobile Unit and a chairperson. **Information about proposals are included in the report provided. The "Sponsorship Behind the Walls Project information is provided behind Richard's report. The password for the CRSC website secure document portal to be given out to area members. The check for the [redacted] donation that was sent to the Region a month and a half ago has not clear. The zonal meeting will be held December 2-4, 2016 in the NCR at the Hampton Inn (see Stephanie for more information).**

**Secretary (Candis D.)** – Written report. If you are a GSR and did not receive an email of the minutes, please feel free to email the secretary at [secretary@capitalareancna.com](mailto:secretary@capitalareancna.com) with your homegroup name, your name, and the former GSR (if you know who he/she was) so that I can correct or add you to the email directory. **I will be working on a form to update the email directory as I have received emails from members (old GSR's, etc) requesting to be removed from the emails. This spreadsheet will go**

around during the next two Area meetings. Reminder about the meeting information form for new homegroups and/or homegroups who have changed time, location, days, etc to fill out.

RCM (Vacant.) -

Treasurer (Tim H.)- Written report. Starting account balance was: \$ [REDACTED] on 09/09/16. Homegroup donation of [REDACTED] of homegroup donations was deposited on 10/2/16. \$ [REDACTED] in checks and deductions. The ending account balance as of 10.07.16 is [REDACTED]. Outstanding checks not cleared totals [REDACTED] for Regional Donations on 9.11.16 check [REDACTED]. This leaves an available balance of [REDACTED]. This available balance puts us [REDACTED] ABOVE the policy mandated prudent reserve. No payments received since last area meeting from Sebastian or Nikki, however, Sebastian did call and says he'll make a payment by Thursday.

Policy Chair (Malinda J.)- Written report. I have made contacts with the Alternate Policy chair in regards to talking with the subcommittee chairs about updating their policies and changes to the job description of the Subcommittee Chairs. I will be submitting motions to organize an Ad-hoc committee with the specific goal of updating and revising the Convention Policy Guidelines to ensure consistency within the ASC and Convention Committee. I also will be resubmitting a motion to only 2 raffles per year. -In response, a member mentioned changing pg 16 section G and pg 27 Appendix I. Another member questioned purpose of the Ad-Hoc for only the Convention Committee. Another mentioned that there is no policy stating that the Policies have to be the same amongst the Subcommittees and ASC Policy.

Policy Alternate (Jeremy C.) No report.

PR (Craig R) - Written report. The website had 3,834 visitors who visited 12,732 pages. The homepage, meetings/events and E-blast page were the most frequently visited in that order. We need an alternate chairperson, alternative web servant and secretary. Please pass that on to your home group members. We completed a presentation to First Steps in Raleigh. We approved a request from them to provide a presentation about our program and NA meetings once a month to their clientele. We also approved providing them a literature rack, selected IPs and meeting directories. We are working on developing and/or updating our internal processes and procedures to help provide documentation for anyone to follow as needed. We have been reaching out to former trusted servants with PR experience to include in a pool of resources for presentations and poster drives. Expense were [REDACTED] for literature used in presentations. We have a onetime online/call in presentation to a substance abuse class at NCSU.

H&I Chair (David K.)- Written report. We have worked to clarify assignments of panel leaders times and days. One of the issues of concern of not covering facilities was one member has been injured; the other panel leader was voted out. One panel leader has been voted in since. Every night that we carry presentations are covered for the rest of the term or covered until the next subcommittee meeting. We need a secretary. We are looking forward to planning for the Learning Day on January 21, 2017 during the Capital Area 32 Anniversary Celebration (see flyer). We have worked with other subcommittee to put this together.

Outreach Chair (Craig E.) - Have been in contact with the Policy Chair to change Outreach Policy as the same as ASC. There was no objection. She made a draft and it will be inserted in the Outreach Policy. There was 2 new GSR's orientated, Seeking Similarities and Hard Core Group. At this time, I am the only one attending the Outreach meeting and am making efforts to find out which homegroups are not meeting. Outreach is in need of more members. If anyone knows of any meetings on the Directory that are not holding meetings, please inform Outreach (Jeremy C). Outreach is considering ways to hold GSR's accountable to attend ASC meetings or communicate needs, changes, etc.

Activities Committee Chair (Lahoma S.) -Written report. Our 32<sup>nd</sup> Anniversary Celebration on January 21, 2017 (see flyer). We have met with other subcommittees to work on this together on

last month. We will start having a mid-month meeting to plan for events. The next meeting will be held on December 3, 2016 for ideas. Contact Lahoma or Faith for more information or questions.

**Convention Chair (Teddy K.)** Written report provided. We still have several positions open that we would love to be filled including secretary, Alt Secretary, Alt Hospitality, Arts and Graphics, Alt Arts and Graphics, Alt. Merchandising, and Alt Convention Information. I met with the ASC executive committee on October 28, 2016 and discussed how the ASC can help us have a successful Convention. Registration is attached in these minutes. It will take a 35 room block for Friday and a 35 room block for Saturday. As of today, we owe [REDACTED] to the North Raleigh Hilton for the Convention and will be paying [REDACTED] on Monday, November 7<sup>th</sup>. Our next function will be on December 17, 2016 Speaker Jam and December 31, 2016 New Year Eve Gala. Per treasurer's report, the beginning balance for October is [REDACTED] 2 checks # [REDACTED] for [REDACTED] for the Sponsorship Dinner and Check # [REDACTED] for [REDACTED] (cleaning deposit for this facility). We collected [REDACTED] at the Sponsorship Dinner. \$ [REDACTED] was paid to the DJ leaving a total of [REDACTED]. Our expenses for the dinner was [REDACTED] so we profited [REDACTED]. There were lots of leftover tickets. We have total deductions of [REDACTED] for the month of October, leaving a balance of [REDACTED]. We will put in a check request for [REDACTED] for ink.

You can always get the latest Convention Committee information on the website at [www.capitalareancna.com](http://www.capitalareancna.com) and then go the subcommittees page and then to convention committee.

#### Old Business -

Teddy K. was voted in as the Convention Chair today For-10 Against-2 Abstain-4

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

##### **Motion 1:**

Made by Gina L. and Seconded by Robin S.

Motion reads: "Combine the H&I, PR, and Outreach under one committee"

Intent: "To bring about Unity of Committees and teamwork and service together"

Result: Tabled for the 3 Subcommittees to meet

##### **Motion 2:**

Made by Principles and Traditions and Seconded by Spiritually High

Motion reads: "Under Description of Subcommittees in the Capital ASC; 3. Convention; E. The Convention Sub-Committee shall not sign a contract with any hotel for the hosting of the NCCAFRNA until a balance of \$ [REDACTED] is in the bank account" TO BE CHANGED TO: read "3. Convention; E. The Convention Sub-Committee shall not sign a contract with any hotel for the hosting of the NCCAFRNA until a balance of [REDACTED] is in the bank account and copies of the proposed contract have been presented to the ASC meeting for review and input by GSR's and the elected ASC trusted servants".

Intent: To provide an opportunity for homegroup representatives and other trusted servants to review and provide input on the contract that will be legally binding on our groups and help ensure the principle of accountability is adhered" Amended: "to the fact that we have Convention come back before signing without area approval".

Result-Take motion to the Homegroups

There were three other motion forms (attached) submitted, however the submitter was not there during new business to "floor" during this ASC meeting.

**THE NEXT ASC MEETING WILL BE HELD ON December 4, 2016 at 2pm**

## CASC Chair Report

November 6, 2016

Good Afternoon Members of Capital Area Service Committee,

If you are new homegroup and would like to join this Area, Welcome. Please feel free to complete a motion and stay until the motions is tabled for voting purposes and to complete the meeting information form. Please note, there will be a timeframe before you are added to the Capital Area Meeting Directory which is handled by Public Relations (PR), but your homegroup name will be added to the roll call at ASC meetings by the secretary.

As a recovering addict and the Chair of this area, I have hope. It is very important for us as members of this area to work together, as a whole, in this time of discord for the still sick and suffering addict (newcomers and old-timers). With that being said, here's my report for the month of October:

- 1) I received calls from facilities about the commitments of members to take the message into facilities and this has been discussed with David and the Vice Chair. Your help (homegroup members) is needed. There are vacant positions in H&I subcommittee.
- 2) The last few months have been overwhelming to this Area. The Executive ASC Committee members (Julius, Richard, Malinda, Teddy, Craig, Candis, David, and Tim) met/conferenced on October 28, 2016. In conclusion, we are moving forward and leaving the rest behind because we all know how to stay in the problem. Recovery is about on seeking, finding, and working a solution to the problem.
- 3) The Convention will happen in 2017 with the Convention Committee members being accountable. -There are different positions vacant including a Secretary. -During the ASC Exec. Meeting, we discussed concerns about the Convention Committee with Teddy and will work together as a team. - We have discussed concerns about a member of Narcotics Anonymous helping the Convention Committee at the last fundraiser. We don't shoot our wounded and there is nothing in policy and should not be anything

## CASC Chair Report

stating that she or any addict cannot do service work. She is a part of our community and we as addicts can help each other recover. -Policy streamline was discussed amongst us and Malinda and Teddy will review and address this together. We are here to help as needed. Let's move forward.

- 4) Richard attended the RSC meeting on October 29, 2016. We are still in need of a RCM and Alternate RCM.
- 5) There are several positions vacant with the subcommittees and there are many of us out there that can be of service.

Thank you, Malinda and Craig, for your efforts to streamline with other subcommittees.

If there are any motions, please present prior to new business. The motions will be addressed during new business discussion.

I look forward to a fresh start and hope that we ALL can move forward.

Thank you for the opportunity to be of service.

Julius J.



## Capital Area Alt. Chairperson Report

Nov 6, 2016

Good afternoon family.

On October 29, 2016, the Carolina Region met in Raleigh NC. There were 12 areas out of 18 present.

**Treasurer/ Finance Subcommittee Report.** The 2016 Tax return for the CRSC has been completed and ready to file. The Crsc approved the Tax return and they will be filed.

Some areas have expressed an interest in having the ability to make donations electronically. The treasurer is looking into the possibility of no cost electronic transfers.

Budget worksheets for the 2018 fiscal year will be distributed to subcommittee chairpersons at the December 10, 2016 Service Day at the Serenity Club 209 Grayson St. in Rock Hill, South Carolina 29732 starting at 10:00.

**Regional Delegate Report.** There was a question on why the NAWS/WB had not seated the new WB members. I will enclose the RDs report with my report.

There was also a concern by the WB chair that the number of Basic Texts sent out to prisons was only a little over 1500 copies over the last cycle. Fortunately, several regions pointed out that they provide a great deal of literature on the local level and it should be handled that way.

**Regional Website Team Report.** Please ensure that your area has elected a person to make sure all meeting are listed on the website.

**H&I.** The H&I Subcommittee is in need of persons willing to serve with the Mobile unit and also is in need of a chair person. There is also a Proposal to Add to the CRNA policy appendix G6, Carolina Regional Hospital and Institution Subcommittee Guidelines Article XI Section Q. A copy of the proposal and pertinent information will be included with my report to be included with the minutes.

Proposals 10-16/13 For [REDACTED] for registration and literature for NC Conference in Twin City.

10-16/18 Request for [REDACTED] to reimburse for lunch at Regional meeting - *approve*

10-16/19 Donate [REDACTED] to WS - *approve*

10-16-20 Request for [REDACTED] to pay for Regions share of Expenses to host S/E Zonal Forum in Greensboro at the Hampton INN, December 3-4 at 10:00 To be voted on at area.

It was also requested that the password for the CRSC website secure document portal to be given out to area members. The password is [REDACTED]



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Thank you for allowing me to be of service.

Richard B.

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## Regional Delegate Report 2<sup>nd</sup> Quarter October 2016

Hi All,

There has been a flurry of activity in this last quarter. Let me start with my inquiry to NAWS/WB about why our new WB members hadn't been seated as of our July Meeting.

I had a series of emails with Steve Rusch regarding this issue. In his first reply, he explained that due to California law that prohibits outside influences in the running of not for profits incorporated in California, the WSC couldn't actually elect WB members but in an effort to get around the laws, the by-laws contain wording that includes acting by the will of the WSC. I reviewed the NAWS bylaws and learned that the WB members can only be appointed by the WB Chair. There is no election process at all. During that review, I also learned that the by-laws require NAWS/WB to hold a yearly meeting between June and August of every year. This isn't an optional meeting by the wording reads they shall hold this meeting between June and August. When I pointed this out to Steve, his next reply was to thank me for bringing that to their attention and that the WB didn't see a problem with not abiding by this requirement as it was only going to be a month late.

The by-laws of a not for profit are required to be filed by all California Corporations with the Attorney General's office and my understanding is they are required to follow them. I am not sure how much of a concern this should raise but it raises red flags for me a variety of legal reasons but I'll share them if requested at the RSC.

I attended the MZSS in St. Louis. I wasn't as impressed as I was with it two years ago but did collect some valuable information. There was very little new information presented at this symposium. A couple of the workshops had invaluable information. The IDT on Creating an Atmosphere of Recovery in Service was very good and long overdue. I got some great ideas from other regions on how to make RSCs a little more fun by providing food, and/or snacks and celebrating RSC attendee birthdays. The one thing that was missing from the PowerPoint that I personally think is imperative to have at an RSC is respect for one and other. I hope they make that change to it. I also attended a workshop on planning. The WB asked that regions submit their ideas to them. The analogy was that regional ideas go to the WB much like a baby. The WB cleans the baby up, dresses it properly and then sends it back to us. I personally found this analogy offending and condescending but then I have a lot more faith in regions, especially ours, in creating and expressing the ideas all on our own. Another bit of reporting that I thought a bit strange was the number of Basic Texts that NAWS sent out to prison inmates over the last cycle. It was just over 1500. Our WB chair expressed concern that there was so little requested of NAWS in this area. Fortunately several regions pointed out that they provide a lot of literature on the local levels and that is where it really needs to be handled. I know our region provides a great deal of literature directly to inmates. Some groups donate 10 books a month and the ECCNA provides cases of books to member regions, ours included. I am a little baffled why NAWS would think they are the lifeline of literature to inmates but they were corrected. I was honored to be asked to do a workshop on mentoring and continuity with a fabulous younger member who I adore from CA. Our workshop focused on more of a roundtable discussion on where the responsibility of mentoring rests. What we got out of it was that the members attending felt this workshop was important and long overdue and mentorship

rests with all of us. As was the decision from the last MZSS, all workshops and roundtables will be available on line in audio. I will send out the link as soon as I get it.

As was discussed at our last RSC, the FIPT Statement was up for review and input with a September 1 deadline. We had input provided by two area and one group. Based upon that input and the discussion we had at our last RSC, I informed the WB that I would not support the FIPT statement at this time. I also provided the caveat that that position could change based upon the additional information provided by the areas of our region. I received the WB response to the review and input and forwarded it to all the RCMs on our mailing list. Due to the fact that only 49 RDs responded with 22 in support of the release, the WB interpreted that to mean that there should not be a statement released by the WSC and have elected to release a statement of their own with any direction from the WSC or the RDS. This has created a bit of concern with some RDs, myself included that they are acting outside the direction of the WSC. Once the statement is released I will forward a copy to all those on the RSC mailing list.

Finally, I attended the SE Zonal Forum in Ft. Lauderdale July 28-30. During that meeting, we elected a Facilitator, Mike G from the North Carolina Region and a Secretary/Treasurer, Carlos from the Florida Region. We approved the budget and authorized Carlos to get non-profit status and open a bank account. We also agreed we would need to tweak the budget at our next zonal. We also agreed to use the Florida RSO as our agent of service and mailing address. We set the next cycle of Zonal meeting and the Carolina Region will again host the CAR workshop in Dec 2017. We also had several workshops that included a PR workshop and a workshop on illicit literature and the Baby Blues. I didn't learn anything we weren't aware of. Our next Zonal meeting is scheduled for the weekend of Dec 2-4, 2016 in the North Carolina Region.

That's about it for this quarter. Thank you for letting me serve.

John F



## CAROLINA REGION OF NA H&I Subcommittee SPONSORSHIP BEHIND THE WALLS - Correspondence Guidelines

We are an NA step writing sponsorship project operating under the Hospitals and Institutions Subcommittee of the Carolina Region of Narcotics Anonymous. This may well be one of the most rewarding things you do for your recovery. The primary purpose of this project is to provide Sponsorship, through written Narcotics Anonymous step guidance, for any incarcerated addict desiring recovery within Narcotics Anonymous. • It is our purpose to provide Sponsors who are willing to correspond with any inmate who has the desire to work the Steps. It is our hope, that in our correspondence, we will help the suffering addict find the solution that we have found. In observance of the of the Correctional Facilities rules regarding mail and correspondence, the following is suggested guidelines from shared experience to help you when writing NA members on the "Inside":

1. Potential Sponsors must have at least two years clean, [REDACTED] actively participating in the NA Fellowship with a Sponsor, [REDACTED] have worked through the first five steps in writing with a sponsor, have the endorsement of their area RCM or H&I chair, and the approval of their understanding of these guidelines by the CRNA H&I subcommittee.
2. In keeping with Tradition Twelve, we respect the anonymity of our correspondents. All correspondence will be sent through a Post Office Box, with an H&I subcommittee volunteer forwarding mail to other members, who are participating in the "NA Sponsorship Behind the Walls" program. No personal contact either in person or by phone is permitted. All correspondence should be received through the Hospitals and Institutions Subcommittee. Never give out your address or phone number. For your own protection and anonymity [REDACTED] always use your first name only or a pen pal name [REDACTED]. NEVER use your whole name.
3. When we engage in this type of service, it should always be men writing to men and women writing to women. Please refer to the following Narcotics Anonymous recovery and service literature that strongly support this suggestion. H&I Service Bulletin #5 Men working with Men, Women working with Women; Hospitals & Institutions Handbook Page 7; IP #11 Sponsorship Revised and the PR Handbook Page 112. Never write anything you don't want the world to read. All correspondence is opened and subject to monitoring by the institution.
4. Correctional Facilities have rules for sending literature. Most Correctional Facilities only allow inmates to receive literature directly from the publisher, you should always check with a facility before mailing

books or literature. Photocopies of literature (no staples) included in your correspondence is usually accepted by the institution. **Most facilities do not allow inmates to receive stamps or envelopes.**

5. If an inmate requests an NA book or booklet from you, the Hospitals and Institutions Subcommittee of the Carolina Region of Narcotics Anonymous will send an Introductory Guide to Narcotics Anonymous and potentially additional literature (Basic Text, SWG, IWHW) to the inmate upon your request if the budget allows.

6. NA members who are writing and/or Sponsoring an inmate should not visit that facility.

7. Remember, it only takes two addicts to have a meeting and writing is no different. Let the inmate know, that all forms of sharing whether in a meeting and/or writing, helps us as much as it helps them. Remind the inmate that they are never alone. We simply share our experience, strength, hope and being clean in recovery. Change happens as a result of working/applying the principles behind the 12 steps of recovery. We encourage you to be a step-writing guide through that process.

8. Encourage the inmate to participate in twelve step meetings available to them within the facility.

9. Prior to their release, we strongly suggest sending them an area/regional meeting schedule in the vicinity where they will be released. It is important to have a "game plan" and general knowledge of meeting places the first day they are released. Your relationship with this addict will come to an end upon release, and you should encourage them to find a homegroup and find a sponsor with which to continue their recovery.

**In addition to and in alignment with the guidelines above, Volunteer Sponsors specifically agree to:**

- 1) Communicate with sponsees in writing ONLY, responding to their letters within two (2) weeks.
- 2) Utilize the CRNA Sponsorship Behind the Walls Project Mailing Address ONLY, as provided below.
- 3) Respect the confidentiality of my sponsee.
- 4) Refrain from using abusive or profane language in all of my correspondence.
- 5) Maintain my focus on recovery through working the 12 Steps of Narcotics Anonymous.
- 6) Refrain from providing sponsee with personal details; phone number, address, email address.
- 7) Refrain from face to face meetings, visiting sponsee or arranging any meetings upon release.
- 8) Refrain from supplying sponsee materials; such as envelopes, stamps, pre-stamped envelopes, writing paper, writing implements, books, tapes or any other items.
- 9) Refrain from contacting anyone or relaying messages to anyone my sponsee might request.
- 10) Refrain from compromising the 12 Traditions of Narcotics Anonymous or any facility guidelines.
- 11) Refrain from commenting on any matter that might jeopardize the safety and security of the facility, staff, facility residents, outside members or anyone else. We have NO Opinion on outside issues.
- 12) Certify that I have not been a victim of, or an accomplice of, a crime with any potential sponsee.

**Reasons for removal from program as a Sponsor :**

- 1) Loss of Abstinence**
- 2) Non-fulfillment of Duties, (i.e. - not returning sponsee letters within the two (2) week timeframe)**
- 3) Providing personal information or relaying messages, packages or letters to anyone.**
- 4) Arranging any meetings with Sponsee upon their release from custody.**
- 5) Disregarding any of the 12 specific agreements listed in these guidelines and the Sponsorship Participation Request Form**

Thank you for taking part in your own recovery by sharing and caring the NA way so that "No addict seeking recovery need ever die."

**CRNA Sponsorship Behind the Walls Project  
5594-C Sunset Blvd. #137  
Lexington, SC 29072**



**Carolina Region of Narcotics Anonymous**  
**Sponsorship Behind the Walls - Sponsor Participation Request Form**  
5594-C Sunset Blvd. #137 Lexington, SC 29072

I, \_\_\_\_\_ hereby request to participate in the "Sponsorship Behind the Walls Project", have read the Sponsorship Behind the Walls Guidelines, and agree that I am a member of Narcotics Anonymous and doing service on a volunteer basis. I will act accordingly, upholding the highest standard of conduct.

As a Volunteer Sponsor, I specifically agree to:

- 1) Communicate with sponsees in writing ONLY, responding to their letters within two (2) weeks.
- 2) Utilize the CRNA Sponsorship Behind the Walls Project Mailing Address ONLY, as provided above.
- 3) Respect the confidentiality of my sponsee.
- 4) Refrain from using abusive or profane language in all of my correspondence.
- 5) Maintain my focus on recovery through working the 12 Steps of Narcotics Anonymous.
- 6) Refrain from providing sponsee with personal details; phone number, address, email address.
- 7) Refrain from face to face meetings, visiting sponsee or arranging any meetings upon release.
- 8) Refrain from supplying sponsee materials; such as envelopes, stamps, pre-stamped envelopes, writing paper, writing implements, books, tapes or any other items.
- 9) Refrain from contacting anyone or relaying messages to anyone my sponsee might request.
- 10) Refrain from compromising the 12 Traditions of Narcotics Anonymous or any facility guidelines.
- 11) Refrain from commenting on any matter that might jeopardize the safety and security of the facility, staff, facility residents, outside members or anyone else. We have NO opinion on outside issues.
- 12) Certify that I have not been a victim of, or an accomplice of, a crime with any potential sponsee.

\*\*\* If I fail to comply with any of the above-noted, I can be removed from participation by the CRNA H&I Subcommittee. \*\*\*

Sponsor Full Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Direct Contact Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

(May we send your correspondence electronically as a .pdf file?)

Sponsor's Pen Name: \_\_\_\_\_

# of Sponsees to Write:  1  2  3

(This is the name you will ALWAYS Use in your correspondence with Sponsees. NEVER use your whole name.)

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

Local Area Endorsement: Print Name \_\_\_\_\_ Date: \_\_\_\_\_

(Area RCM or H&I Chair) Signature \_\_\_\_\_

CRNA H&I Approval: Print Name \_\_\_\_\_ Date: \_\_\_\_\_

(CRNA H&I Chair) Signature \_\_\_\_\_



**Carolina Region Sponsorship Behind the Walls Project  
5594-C Sunset Blvd. #137 Lexington, SC 29072**

**Welcome Letter**

**DEDICATION AND PURPOSE: THE PRIMARY PURPOSE OF THIS PROJECT IS TO PROVIDE SPONSORSHIP THROUGH WRITTEN NARCOTICS ANONYMOUS STEP GUIDANCE TO ANY INCARCERATED ADDICT DESIRING RECOVERY WITHIN NARCOTICS ANONYMOUS.**

Dear \_\_\_\_\_

The Sponsorship Behind the Walls Project of the Carolina Region of Narcotics Anonymous has just received your letter. We are in the process of finding a recovering addict to write to you. In reality we may be unable to provide sponsorship in the strictest sense of the word, because in your situation many of the facets of sponsorship cannot be fulfilled. But we can provide you with a recovering addict willing to guide you in the steps of recovery in hopes that step guidance can be your bridge to recovery until you find a sponsor upon your release.

**We suggest that you start your search for a sponsor in an NA meeting as soon as you are released. If you have 90 days or less before your release there is not time to develop a relationship with a step guide. Upon your release we're sure that you will be able to find a sponsor that will be able to meet all your needs. If you have less than 90 days until your release, please let us know where you will be released and we will provide you with information on where to find NA meetings and recovering addicts in that area. Addicts on the outside are able to choose someone to guide them through the steps by listening to other addicts in meetings and seeing how they live. The Sponsorship Behind the Walls Project has set up some guidelines so that we can try to assure that, though your circumstances make it necessary for us to choose your step guide for you, you will still receive guidance from someone who will help you grow in NA. All of the potential step guides have shared with this committee their commitment to their NA based recovery. They work all their steps in writing and have completed at least the first five with an NA sponsor. They have a minimum of 2 years clean and attend NA step**



meetings regularly. We assure you that your step guide will be of the same gender and will have no prior knowledge or acquaintance with you prior to your incarceration.

Mail is collected from our PO Box once a week. After step guides have received their letters, a reply will be sent within 2 weeks. During the process of assigning a step guide to you, your very first letter was read anonymously, but all future correspondence will be strictly confidential between you and your step guide. It is important that you understand, though, that every letter between you and your step guide will be subject to prison rules regarding review of mail and that the prison will be notified of your involvement with the Carolina Region's Sponsorship Project. Contact with your step guide will be limited to writing only and cannot include requests for photos, drawings, pictures, messages to others, phone calls, rides, visits or any damaging personal information. We are bound by the 12 Traditions of NA and the rules of the prison.

You need to know that if you have any questions or concerns about your relationship with your step guide or your needs for step guidance are not being met, you can write to the Carolina Region's Hospitals and Institutions Subcommittee, at 5594-C Sunset Blvd. #137 Lexington, SC 29072 and let them know. There are times when the relationship with the person we choose to guide us through the steps doesn't work or stops working. Addicts on the outside have the option of choosing someone else, and you have options as well. Although, you will not be able to choose another the new step writing guide, you can request that we provide you a different individual to guide you through the steps. In order to protect your step guide's anonymity, step guides will be using "pen names". By using "pen names" we hope to avoid any problems which might impede the message of recovery. Please be patient with us, someone will respond to you in the near future.

*Your friends in recovery,*

*the CRNA Sponsorship Behind the Walls Project*

## NA Reaching Out Newsletter Subscription Form

*Reaching Out* is a quarterly, recovery-oriented newsletter made available free of charge to incarcerated addicts through Narcotics Anonymous World Services. If you will be incarcerated for at least six more months and would like a free subscription to *Reaching Out*, you can let NA World services know by sending them the following completed form.

### SUBSCRIPTION ORDER FORM

I am an incarcerated addict (and will be for at least six more months) and want a free subscription to *Reaching Out*.

Name \_\_\_\_\_

Identification Number \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Country \_\_\_\_\_

Send your completed form to :

Reaching Out  
c/o NA World Services  
PO Box 9999 Van Nuys, CA 91409 USA

#### Submission Information From Reaching Out Magazine:

We encourage submissions for *Reaching Out* from members and H&I subcommittees. Please consider that we are more likely to publish articles that focus on how NA has helped an individual to recover while incarcerated rather than those that concentrate on the horrors of drug use. Send all submissions to *Reaching Out*; NAWS, PO Box 9999; Van Nuys, CA 91409-9999; USA, or to [fsmail@na.org](mailto:fsmail@na.org)



**Carolina Region of Narcotics Anonymous  
Sponsorship Behind the Walls Project – New Step Guide Request Letter  
5594-C Sunset Blvd. #137 Lexington, SC 29072**

Date: \_\_\_\_\_

Dear \_\_\_\_\_,

Enclosed you will find a letter received by the Sponsorship Behind the Walls Project from a new inmate requesting a Step Guide. Your contact's name is \_\_\_\_\_

Please remember to use only the pen name you picked and gave to the CRNA H&I subcommittee when you signed your participation request form as we want to be sure to get the letter to the addict that requested your service as soon as possible. It is imperative that you abide by the CRNA Sponsorship Behind the Walls guidelines and the 12 specific agreements you committed to on your Participation Request form. These guideline restrictions are in accordance with the traditions of Narcotics Anonymous and facility regulations. ALL of your correspondence will be reviewed by the facility.

In following our guidelines we ask that you respond to your new contact within 2 weeks.

Please mail your returned step guidance to CRNA Sponsorship Behind the Walls at the address in this letterhead. You may use your actual name and address on the envelope as we will place your material in a new envelope, but never use your whole name in your correspondence. If you have any questions and need further information, or have any changes or comments for the Sponsorship Behind the Walls project, please contact us by email or phone.

*We thank you for your 12<sup>th</sup> step work.*

*the CRNA Sponsorship Behind the Walls Project*

*xxxx@crna.org*

*555-555-5555*

## November 2016 Secretary Report

Thanks for allowing me to be of service.

If you would like to be signed up for E-Blast, please go to [capitalareancna.com](http://capitalareancna.com) and click on the "Capital Area E-Blast Sign Up" link.

GSR's, alternate GSR's, and officers, if you do not receive an email with the minutes, please feel free to email the secretary at [secretary@capitalareancna.com](mailto:secretary@capitalareancna.com) with your homegroup name and your name so that I can add you or correct your email address in the directory. Also minutes can be found on the website [www.capitalareancna.com](http://www.capitalareancna.com) after clicking on the Area Service Committee tab.

I have received emails from some who are no longer the GSR for their homegroup and have noticed some changes or heard concerns about some meetings not even existing anymore. I have also noticed a repetition of some homegroups never attending per the roll call. If there is nothing in policy prohibiting it, I will be working on some form or something to update the email directory by the next quarter.

On October 25th, I sent out an email to the Executive Committee (Officers/Subcommittee Chairs) in regards to the meeting that was held on Friday, October 28, 2016. It was a really good experience as a new member of the ASC to see "old-timers" come together and show me how this process of service in recovery works. Anyways, the meeting seemed to be productive.

A new homegroup was voted in last month "Hope in Recovery in Rocky Mount, NC". I discussed with Craig R. about the meeting information form. This form has been updated by PR and is available today for any new homegroups that have been voted into this area or existing homegroups that have some changes in time, locations, etc.

Once a new homegroups is voted in, the homegroup name will be added to the ASC Meeting roll call. Flyers with meeting information can be provided to the secretary be added to the minutes which can then be found in the ASC Minutes on the website.

We all need each other and hope that we can move forward.

Candis D.

CAPITAL AREA MEETING INFORMATION FORM

HOMEGROUP NAME: \_\_\_\_\_

GSR NAME (OR FORM SUBMITTED BY): \_\_\_\_\_ DATE: \_\_\_\_\_

PLEASE INDICATE: NEW MEETING \_\_\_\_\_ MEETING UPDATE: \_\_\_\_\_

NEW HOMEGROUP NAME: \_\_\_\_\_

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. MEETING LISTS ARE PRINTED IN JANUARY, APRIL, JULY, OCTOBER



## CASC TREASURERS REPORT – November 06, 2016

Date: 11/06/2016  
From: Tim H., CASC Treasurer  
Re: Treasury Report for the month of October 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.

Since the area meeting last month was so early in the month, all deposits and checks received/written at the last Area Meeting were included in the October 07 2016 PNC bank statement. There has been no account activity since the October statement closed out, see the attached PNC activity report.

### REVISED OCTOBER STATEMENT

The beginning balance on 9/09/2016 was:	\$ [REDACTED]	
Deposit on 9/12/2016 was:	\$ [REDACTED]	- See attached Homegroup Donation List
Deposit on 10/02/2016 was:	\$ [REDACTED]	- See attached Homegroup Donation List
Checks and deductions totaled:	\$ [REDACTED]	- See attached detailed Income & Expense Report
Ending balance on 10/07/2016:	\$ [REDACTED]	- See attached PNC Account Summary
Outstanding checks not cleared:	\$ [REDACTED]	- Regional Donation check # [REDACTED] – 9/11/16
Available balance on 10/07/2016:	\$ [REDACTED]	
Available balance on 11/06/2016:	\$ [REDACTED]	- NO CHANGE

Homegroup Donations in September totaled [REDACTED] & [REDACTED] in November, Totaling [REDACTED]. See attached Homegroup donation lists. 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 [REDACTED] payment at the last Area meeting leaving a balance of [REDACTED].  
The previous Literature Committee chair Nikki made [REDACTED] payment at the last Area meeting leaving a balance of [REDACTED].

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

Your trusted servant,

Tim H.

Greetings Family,

This month, as usual, has gone by quickly, however I did make the effort to reach our Subcommittee Chair people. I apologize for being late the last time that we met. I'd been on a vacation, and left Virginia that morning, driving straight to the AREA; 15 minutes late wasn't too bad. Last time, I did want to let you know that I'd made efforts to connect with our new Alt Policy trusted servant last month and I spoke with the Chairs of Activities, Outreach, PR and H&I. Everybody seemed aware of the need to update Policy. They are motivated to begin reviewing their policies to work on updating them. However, what I suspect is that their respective Policies have gone neglected for a long time. Apparently, if business required a vote, the outcome may have been captured within their Minutes and not assessed for inclusion in their Policy. Thus, the reviewing of Minutes could become a cumbersome task for these Chair people.

I have emailed all of our Subcommittee Chair persons, two months in a row; (last time on 10/23). I asked if I can be of service to assist with the beginning of our Policy revision/updating project. I offered a recommendation to begin the process of reviewing our Policies initially, on the "General Subcommittee Guidelines" (pg 14 of ASC Policy); to determine what, if any, of those guidelines can be incorporated into theirs. It seems appropriate that these consistencies are simple enough, i.e.,

(1) Clean Time Requirement for their Chair people, (2). Attendance Policy for Chair people, (3.) Removal of Chair people,( 4.) The required participation of the Chairperson at the Monthly Area,( 5). Meet the SAME TIME, DAY and LOCATION of the Area and (6.) The required TRANSITION meeting at the end of each term. Though H&I, PR, and Activities responded, it remains unclear if the changes will take place. I understand that they intend to take these changes to their respective Sub-committees to inquire if they approve...? Technically, that is the usual way that business may be handled, however, THIS body has the deciding responsibility of how Sub-committees' operate.

I met with the Activities Chair one week ago, and then finished updating their Policy. Also, I finished updating Outreach's Policy and am awaiting the outcome of both the reviews. Craig of PR has input that he may wish to discuss; and David, of H&I, last communicated his intent to "pull" their Minutes to begin a listing of approved Motions that, admittedly, never made it to Policy. He mentioned that he'd allow me to assist at some point: PENDING.

In September, my report made mention of a Motion to include ONLY 2-Raffles "in Policy" underneath Convention, to respect the law and avoid possible, future repercussions for disregarding this knowledge. It did not "go back to homegroups", therefore, I re-submit it today.

I have not updated the ASC Policy Manual. Others than making additional grammatical corrections, I've found no changes necessary via Motions. Please, look at your current manuals to make sure that their Revision dates are July, 2016! If not, you need a new one. Print it off at your homegroups' expense.

Lastly, Folks—Last month, I left this meeting early, in tears. I was hurt; grieving at the travesty of gross manipulation and mis-representation of Recovery delivered upon this body by the Convention Committee Members. I apologize.

**For a brief moment, I felt anger b/c of my helplessness. I witnessed the very behavior(s) and attitudes that have perpetrated the continued disunity, lack of Humility or Willingness to adhere to the WILL of the Greater whole and NO RESPECT for the underlying Principles of Recovery that WE hold true; that saved MY life. It was, and still is..., the most UNSPIRITUAL act/or acts that I have ever witnessed IN SERVICE my entire 23 years of Recovery. The same NA member, whose aggressive, disruptive behavior resulted in being voted off the Convention Committee, returned as a GSR to vote AGAINST a Motion that ensued b/c of her involvement. I have learned that she'd asked a GSR to switch with her so that she could vote. Because of that manipulative behavior, and the same of other Convention Committee members, additional problems concerning the same unresolved issues--need answering. This same individual continues to serve on the Convention Committee; despite our vote. My hope is that she presents today as a GSR so that clarification can be provided—honestly.**

**Also, during our last meeting, the entire Convention Committee had ceased the operations of business, to be “on-hand” for the vote which may have suspended them. In any other situation, WE allow people to speak FOR or Against a Motion (especially, when being voted in and out). They are asked to leave the room so we can discuss the matter; the additional information provided by those members. However, in my opinion, it was clearly, an attempt to manipulate, i.e., Convention members refusing to relate the full truth on most issues; to release the hotel contract and being flagrantly, dishonest to justify the refusal; inducing confusion about when and who signed the contract and if it was an appropriate—sanctioned act; choosing to inappropriately, meet outside the regular meeting without advising everyone...and then, a Committee member making a veiled threat to the—then Chairperson, while IN the ASC meeting! Because of these facts, our ability to effectively, conduct business, was severely, hampered!**

**FYI: I called my Sponsor, who could afford me no help, b/c she, herself, an old timer, is wounded by this Area's history of supporting THAT kind of “thing”. These FACTS are indicative that the issues with the Convention COMMITTEE are not resolved. After making calls and emails, to determine if I my feelings and interpretations were unique; to discern if this is too personal, for me: I learned that there are 11-homegroups who are considering leaving this Area along with a multitude of old timers, to include myself, because of this continued disunity. Today, I submit MOTIONS to address some of these issues: FIRST.. To organize the AdHoc Committee to begin overhauling the Convention POLICY immediately.**

**In Service,**

**Malinda J., Policy Chair**

**CAPITAL AREA SERVICE COMMITTEE**





Capital Area Officer/Subcommittee Report Form

Name/Position: Craig R/ PR Chairperson

Date: November 6, 2016

Activities:

We completed a presentation to First Steps in Raleigh. This is an outpatient facility that provides substance abuse counseling and education. We approved a request from them to provide a presentation about our program and NA meetings once a month to their clientele. We also approved providing them a literature rack, selected IPs and meeting directories. We are working on developing and/or updating our internal processes and procedures to help provide documentation for anyone to follow as needed. We have been reaching out to former trusted servants with PR experience to include in a pool of resources for presentations and poster drives. The website had 3,834 visitors who visited 12,732 pages. The homepage, meetings/events and Eblast page were the most frequently visited in that order. We need an alternate chairperson, alternative web servant and secretary. Please pass that on to your home group members. If anyone is interested or need more information, you can contact me at 919.618.7771.

Expenses:

██████████ for literature used in presentation

Upcoming Activities:

We have a onetime online/call in presentation to a substance abuse class at NCSU. This presentation was a result of a request we received. We will also be reviewing our work plan, internal guidelines and PR policy.

H&I Subcommittee chair report 11/6/16  
\* Note about Jamar's injury

This month we spent the meeting clarifying and straightening out who was the panel leader on which night. This has been done effectively so there is no question who is going in, and a point of responsibility is clear. Every night that we carry presentations are either A) Covered for the rest of the term or B) Covered temporarily until next subcommittee meeting. The latter option was used ~~one~~ for one ~~at~~ ~~for one facility~~ position in lieu of ~~short~~ being short on time and a member needing a little guidance before serving in this area under our policies and customs. We are hoping he will be able to bring his experience to the panel leader position soon and then all ~~positions~~ panel leader positions would be covered!

We still need a secretary, though we are getting by...getting by, not thriving. All in all, we are in a much better position today than we were last month. Looking forward to planning learning day (Eve Donald, Craig) and sartin through motions from past-year (Melinda).

Thank you for allowing me to enhance my recovery through service.  
David R 919 699 7519

Outreach Report

Nov 6 2016

Thank for allowing me to further my recovery by serving in this position.

This month I've been in contact with the policy chair discussing changes to be made to outreach policy to make it read the same as Area policy. She has made a draft and it will be admitted into partreach's policy. No objections.

There were 2 new GSR's orientated today. Seeking Similarities and the Hardcore Group. I did not have any copies of policy because of the many changes being made. I will print some out and have them available next month.

I've reached out to several people to try to get some help in Outreach. Many people are willing to go to meetings but won't come to area. I'm hoping this will change soon.

Thank you

Craig E

November 5<sup>th</sup> 2016.

Good After Noon Family

The Activity Subcommittee is well ahead in planning our January 28<sup>th</sup> ~~2016~~<sup>2017</sup> event.

We are looking forward in having a good time. Please come out and help us celebrate the Capital Area Anniversary.

Last month we met with other sub-committees to plan for our January event.

Also the Activity Committee will start having mid-month meeting planning for our events.

I would like to say thank you to all the sub-committee who came out.

We will be meeting again in the month of December, December the 3<sup>rd</sup>.

If you are out please take the back to your home group to be announce in your meeting.

Thank You  
Chair person  
Lahona S.

November 6, 2016

Hello Committee hope all is well with everyone. Our beginning balance for October is [REDACTED]. We wrote 2 checks for October. (ck # [REDACTED] for [REDACTED]) Hospitality (Ck # [REDACTED] for [REDACTED]) All checks have cleared the bank for September and October. On October 22<sup>nd</sup> we had a Sponsorship Dinner, We collected [REDACTED] [REDACTED] was paid to the DJ leaving a total of [REDACTED]. Our expense for the dinner was [REDACTED]. So we profit [REDACTED]. We had a lot of tickets left over. We have a total deductions of [REDACTED] for the month of October which leaving us with an ending balance of [REDACTED]. We will be writing a check for [REDACTED] for the hotel. We will be putting in a check request for [REDACTED] for ink. Thanks for allowing us serve.

Angela K Treasure

Candice B Alt. Treasure

cleaning deposit

↑

November 6<sup>th</sup> 2016

CACC monthly meeting Vice Chair Report

Good afternoon everyone, I hope all is well, first I like to thank everyone that attended and help out at the sponsorship dinner. I know the last couple of months have been a trying time, but this is a new day and we will move forward from here. On Friday Oct. 28<sup>th</sup> I met with the ASC Chair Person (Julius) Vice Chair (Richard) Secretary (Candis) and Policy Chair (Malinda) We discussed how the ASC can help us have a successful convention, and how we can get on one accord, also the CACC would like to apologize to the ASC for walking out of the meeting right after vote was done. We still have several position open that we would love to fill, Secretary, Alt. Secretary, Alt. Hospitality, Arts&Graphics, Alt. Arts&Graphics, Alt. Merchandising and Alt. Convention Information. As of today we owe [REDACTED] to the North Raleigh Hilton, we will be paying [REDACTED] on Monday Nov. 7<sup>th</sup>, then our balance will be [REDACTED] our next function will be Dec. 17<sup>th</sup> It will be a speaker Jan... The Fundraising Chair has agreed to facilitate in the absent of the Vice Chair. Program Chair and Hotel Liaison Chair has agreed to help out with Secretary Position until someone is elected. Thank you for allowing me to serve as your Vice Chair. Dec. 31<sup>st</sup> New years EVE Gala.


Teddy K.

Teddy



# N.A. Service Resume

Date:

Name: <u>TEDDY K</u>	Clean Date: <u>10-29-2002</u>
Address: 	
Phone: <u>(919) 616-2654</u>	
Service position interested in: <u>Chair Person</u>	
List group service positions and dates served: <u>GSR, Alt GSR, Secretary, ALT Secretary, Alt Treasurer, Treasurers</u>	
List area service positions and dates served: <u>Hospitality Chair, Registration Chair &amp; ALT Program Chair, ALT Treasurer, Treasurer</u> <u>AIT Chair!</u>	
List regional service positions and dates served: <u>N/A</u>	
List world service positions and dates served: <u>N/A</u>	
Have you completed all service commitments? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If no, why not? <u>had hip surgery, had complications</u>	
Please list anything additional: <u>I'm very willing</u>	
Are you employed full-time? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Can you travel in connection with this service commitment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

For - 10 Against - 0 Abstain - 4



Capital Area Service Committee  
Motion Form

Date: 11-6-2016

Motion made by: Erina L.

Second: Robin S

Motion reads as follows: Combine H & I, PR, and Outreach under one committee.

Intent: To bring about Unity of Committees, and teamwork and service together.

Carried \_\_\_\_\_

Failed \_\_\_\_\_

Tabled  for H & I, PR, & Outreach

Amended \_\_\_\_\_

Back to Home Group \_\_\_\_\_

Policy Change \_\_\_\_\_

Yes \_\_\_\_\_

No \_\_\_\_\_

Abstain \_\_\_\_\_





Capital Area Service Committee  
Motion Form

Date: 11/6/16

Motion made by: Principles + Traditions

Second: Spiritually High

Motion reads as follows: Under Description of Subcommittees in the Capital ASC:

3. Connection

E. The connection subcommittee shall not sign a contract with any hotel for the hosting of the NCCAFRNA until a balance of \$[redacted] is in its bank account.

\* change to - 3. Connection E. The connection subcommittee shall not sign a contract with any hotel for the hosting of the NCCAFRNA until a balance of \$[redacted] is in its bank account and copies of the proposed contract have been brought to the ASC meeting for review and input by BSR's and

electd ASC trusted servants

to provide an opportunity for homgroup representatives and other trusted servants to review and provide input on the contract that will be legally binding on our groups and help ensure the principle of accountability is adhered to

\* to the FCC that we have connected have been before signing with the ASC approve

Carried 3 Failed 1 Tabled \_\_\_\_\_

Amended ✓ Back to Home Group \_\_\_\_\_ Policy Change \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_

Under Description of Subcommittees in the Capital ASC:

3. Convention

E. The convention subcommittee shall not sign a contract with any hotel for the hosting of the NCCAFRNA until a balance of [REDACTED] is in its bank account

Change to:

3. Convention

E. The convention subcommittee shall not sign a contract with any hotel for the hosting of the NCCAFRNA until a balance of [REDACTED] is in its bank account and *copies of the proposed contract have been brought to the ASC meeting for review and input by GSRs and elected ASC trusted servants*

Intent:

To provide an opportunity for home group representatives and other trusted servants to review and provide input on the contract that will be legally binding on our groups and help ensure the principle of accountability is adhered to



NCCAFRNA

**28<sup>TH</sup> Anniversary Convention Celebration**

Hilton North Raleigh Midtown

3415 Wake Forest Rd, Raleigh, NC 27609

**(919) 872-2323**

Room Rates

**(All rooms include Breakfast)**

Single \$114 Dbl. \$119 Triple \$124 Quad \$129

**Booking Code: TM28**

Saturday Night Banquet Tickets sold at the Door \$10.00

**CONVENTION PRE-REGISTRATION**

Pre-Registration \$15.00 before 10-31-16

\$20.00 between 11-01-16 - 2-28-17

\$25.00 between 3-1-16 - 6-9-17

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_  
EMAIL \_\_\_\_\_  
CLEAN DATE \_\_\_\_\_

**Mail Registration Form with Check or Money Order To:**

NCCAFRNAXXVIII

P.O. Box 10953

Raleigh, NC 27605

**FOR MORE INFORMATION CONTACT THE FOLLOWING CHAIR PERSONS**

~~Chair-April B. 919-800-8282~~

**Vice Chair-Teddy K. 919-616-2654**

**Hotel-Angela M. 919-327-7453**

**Registration-June M. 919-559-1838**

**Fund Raising-Theresa F. 919-561-4692**

**Programming-Delphyne F. 919-592-1605**

**Merchandise-Johnny B. 252-452-2018**

**Convention Information-Cynthia W. 919-931-2688**

**Hospitality-James G. 919-593-0359**





Capital Area **32** Anniversary:  
Celebration of Unity Within Our Diversity



January 21<sup>st</sup>, 2017/ 9a-12a  
Fairmont United Methodist Church  
2501 Clark Ave, Raleigh, NC  
9:00-10:15: Spiritual Breakfast and Speaker  
10:30-12:30: Out Reach / Convention/ ASC Responsibility  
12:30-1:30: Jazz Lunch/Speaker  
1:30-3:30: PR/H&I: Why & How We Serve  
3:30-5:30: The Group/Idea Tree/Q&A  
6:00 - 6:30: Area History  
6:30-9:00: Dinner & Main Speaker  
9:00-12:00: Dance

Contact: Lahoma S. @ 919-757-1554 or Faith J. @ 919-345-4832

Activities committee request each group provide a monetary or covered dish donation for this event. Signup sheets will be provided at ASC Meetings.

left



Capital Area Service Committee  
Motion Form

Date: 11/6/16

Motion made by: Melinda J. Policy Chair

Second: Spiritually High

Motion reads as follows: To insert into Policy, pg 15 under-

neath General Subcommittee Guidelines, Item 5: Meeting  
Day / Location / Time of Sub...

" A.) Notification of any & all mid-month or  
emergency meetings will be shared to all  
CASE members via phone calls (by The Chair)  
or/and emails. Notification will include Day/  
Date / Time & Location within 5-days of the  
meeting.

Intent: \_\_\_\_\_

To ensure that all interested NA members  
have equal opportunities to attend & be involved.

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

Left



Capital Area Service Committee  
Motion Form

Date: 11-6-16

Motion made by: Melinda J., Policy Chair

Second: Principles & Traditions

Motion reads as follows: To organize/assemble an ad hoc Committee with the specific goal of updating + revising the Convention Policy Guidelines

Intent: To ensure consistency within ASC and Convention Policies and to be able to increase accountability toward ASC's responsibility.

Carried \_\_\_\_\_ Failed \_\_\_\_\_ Tabled \_\_\_\_\_

Amended \_\_\_\_\_ Back to Home Group \_\_\_\_\_ Policy Change \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_



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Capital Area Service Committee  
Motion Form

Date: 11/6/16

Motion made by: Melinda J., Policy Chair

Second: Shelly Lee

Motion reads as follows: To be added to # 3. Convention (B.) The Convention Subcommittee shall be allowed to hold functions fundraisers and events, to include ONLY 2- Raffles per year, directed at raising money for the Convention.

Intept: To provide clear directions concerning the limited number of Raffles allowed in this Area to avoid any possibility of legal ramifications regarding NA's non-profit status.

Carried \_\_\_\_\_

Failed \_\_\_\_\_

Tabled \_\_\_\_\_

Amended \_\_\_\_\_

Back to Home Group \_\_\_\_\_

Policy Change \_\_\_\_\_

Yes \_\_\_\_\_

No \_\_\_\_\_

Abstain \_\_\_\_\_