

Minutes for the Capital Area Service Committee

December 3, 2017

Meeting was called to order by the Chairperson (Richard B) at 2:00 pm with the Serenity Prayer and reading of the NA Twelve Traditions and Twelve Concepts.

Roll Call

18 out of 52 Home Groups were represented & 11 Officers and subcommittee chairpersons were present.

Approval of Minutes

November minutes were approved.

Chairperson Report- Written – The chairperson explained that he had taken ill during the November meeting. The reports also referred to the disrespect of the chairs and others during the November meeting.

Concerns/Open Forum

Chris K reported that he is not getting the minutes. The Secretary reviewed the email list and showed Chris where he was listed. The Secretary stated that she will bring the official printed list of emails for all members to review and edit.

Tim of the Tuesday Night Live group home reports group concerns about the Literature Committee being reinstated. He reported that his home group is considering leaving the area. H also expressed concerns about how much of the 7th tradition funds are allotted to Region and to World.

There was some confusion about whether the Why are We Here home group may have closed. Randall rescinded his statement calling it a mistake. Randall reports need for new meeting list.

Dave reported that the CAN workshop will be held on December 9, 2017 from 10:am to 3:00pm.

Lea inquired about Holiday Marathon Meetings. Chris from Basic Test stated they will have meetings from 6:00pm to midnight on Christmas Eve

Old Business:

None

New Business

Julius J submitted his N.A. Service Resume as he is interested in becoming the Literature Committee Chair

There was a significant amount of discussion surrounding the Literature Committee operations:

1. Darren, Peace in the AM questioned what safeguards will be put in place to avoid future embezzlement.
2. Loretta, Women in Recovery, questioned how will issues of literature being sold outside of the area be addressed.
3. Gina L, The Journey Continues, questioned who will help on the committee. Julius reported he has identified 2 helpers.
4. Khaleel F., Policy Chair, suggested that the Literature Committee Chair to draft policy he would like to have for the committee.

Discussion regarding the resume from Julius began. . Discussion took place about his previous service positions. The vote was called. There were 18 for, 0 against, and 0 abstaining.

Motion I:

Made by Camille. Chris, Trust the Process, indicated that, referring to the policy, the Alternate Chair cannot make a motion; hence, Dave rewrote the motion.

Motion made by David K, Living Clean and Serene and seconded by Andrew R, New Way of Life.

Motion reads: To raise area prudent reserve to \$2500 to ensure the area's financial security.

Intent: To cover funds of the ASC \$1800 is too small amount of an area financially. This will help with that.

There was much discussion about this motion. Tim state that there is no operating budget and feels it would be a good idea to raise prudent reserve. Darren inquired "where did the money from 2015-2016 go." Region and World was the answer. Gina explained that prudent reserve is for emergencies and also thinks it is a good idea to raise the prudent reserve fund. Darren was concern that the area struggles to keep responsibility over funds that already exists.

Results – Motion will go back to Home Group

Motion II.

Made by Policy Committee Chair

Motion reads: In our voting procedures, we recommend using paddles that represent each home group; each subcommittee chairperson and each ASC affirm eligible to vote. Paddle for GSR must identify themselves at roll call.

Intent: This process will minimize the opportunity of ineligible votes being counted as eligible.

Motion will go back to the home group.

Motion III:

Motion made by Julius N, Together We Can and seconded by John B. Spiritual Change.

Motion reads as follows: For a one time influx of \$1000 to fund start- up of Literature Committee, to be able to fill the need of this ASC.

Intent: To simplify budget matters as per Prudent Reserve.

Results: The motion will go back to Home Groups

Motion IV:

Motion made by: Faith through Principle and seconded by Peace in the AM.

Motion reads as follows: I would like a Literature Committee be formed back to the Area level.

Intent: To make purchasing of literature convenient for Home Groups without having to use their personal accounts or chasing a place to purchase literature for their Home Groups.

Results: The motion will go back to Home Group

Reports:

Vice Chair (Camille F) – No report

Secretary (Janet W) Written Report – First, I want to thank you for allowing me to participate in my own recovery by serving as your ASC Secretary. This position is extremely beneficial to me, albeit I am new and getting better at getting the minutes out. Along these lines, it would be helpful to my ability to produce accurate notes if we could have more order during the meetings by respecting each other and respecting our chairpersons. Thank you for your cooperation and consideration to the request.

Alt. Secretary (Angela M) – No report

Treasurers Report – James C. – Written Report. The beginning balance of November 1, was \$2,747.57; deposits totaled \$1035.00; checks and deductions totaled \$690.51 with an ending available balance on 11/30/2017 of \$3,092.06; hence there is \$1,292.06 above Prudent Reserve.

RCM Chair (Sheryl K) – Absent

Alt RCM (Gina L) – no report

Policy Chair (Khaleel F.) – The chair reported that the policy is well written document that has been working for 20 plus years. Any revisions would be for clarity. The first meeting of the committee was held on November 12th. Richard, Camille, Craig R reviewed the document. Delphene was absent.

Alternate Policy Chair (Vacant)

PR – (Randall) Written Report. Any changes to your Home Group meetings/meeting lists, please use "Capital Area Meeting Information Form". The Helpline is up and running, six calls were received. We

had 4481 hits to our Website. We are taking part in the 34h Capital Area celebration, 824 N. Blood worth St, Raleigh 27604. The PR chair stated that the PR subcommittee is a group0 to represent Narcotics Anonymous to the Community.

Outreach Chair (Shahid W) – Written Report. Shahid reported visiting 2 groups and both, Grow Up or Die and Life on Life Terms are in dire need for support.

H & I Chairperson (Toi R). – Written report. Everything is going well. There is a need for panel members' support. Toi will contact Outreach and PR on date so they can participate in their learning day.

Activities Committee Chair (Shell) – Written report. 1) They met today. The Capital Area 34th Anniversary Celebration will be held on January 20, 2018 from 10:00am to 11:00pm at Trinity United Methodist Church. Flyer and Agenda attached.

Convention Chair (Theresa) Nothing to Report - Written report from Angela K-Treasurer and Candice F- Alt Treasurer. –We have nothing to report for the Month of November. The beginning balance was \$8398.00, 4 checks were3 written. The ending balance is \$9287.00. The Convention Committee has yet to present the required bank statements reporting difficulty with Bank Signature Cards. They anticipate this will be corrected by the January 2018 meeting.

The meeting adjourned at 4:35pm.

Capital Area Chairperson Report

December 3, 2017

Good afternoon family:

At last month's area meeting I had a medical situation in which I had to leave area early. Gratefully I am Okay. I would like to thank everyone who were concerned and called me to give support. This was the first time in four years I have missed any part of an area meeting.

I am concerned about the lack of respect some members of this body have too why we are here. There are some who feel that their side conversations are more important than our area business. Please take your side conversations outside.

There have also been too many instances in which members have been Interrupting other members who the chair has recognized causing chaos and confusion. When the chair has recognized a member, the member should address all comments to the chair not to other members in the body. Only the Chairperson may interrupt someone who has the floor. This information may be found in the area policy on page 22.

We are all here to be of service and to do what is best for our homegroups, the area and NA as a whole. No one is being forced to be here. We all volunteered to be of service so let's try to make this experience as respectful as possible.

In Grateful Service

Richard B.



N.A. Service Resume

Date:

Name: <u>Julius Jenkins</u>	Clean Date: <u>02/04/03</u>
Address: <u>6103 Lornis Ch. Rd. Wilson. N.C.</u>	
Phone: <u>(919) 289-8923</u>	
Service position interested in: <u>Literature Chair</u>	
List group service positions and dates served:	
<u>G.S.L. 06-07 Treas - 08-09 - G.S.L.</u>	
<u>10-13 - literature At & Group Treasur</u>	
<u>3 YLS At Area Chair-15 Area Chair 16</u>	
List area service positions and dates served:	
<u>Literature At Lit, At Area</u>	
<u>Chair Area Chair</u>	
List regional service positions and dates served:	
<u>None</u>	
List world service positions and dates served:	
<u>None</u>	
Have you completed all service commitments? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If no, why not?	
Please list anything additional:	
<u>I have a unique insight into the Position - in reference to</u>	
Are you employed full-time? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Can you travel in connection with this service commitment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

27896

18 For 0 Against 0 Abstaining



Capital Area Service Committee
Motion Form

Date: 12-

Motion made by: David K @ Living Clean & Serene

Second: Andrew E New way of life

Motion reads as follows: To raise area prudent
reserve to \$2500.00 to ~~better~~
~~function~~ ~~as an area~~. ensure the
area's financial security.

Intent: To cover funds of the ASC
\$1800.00 is too small amount of
an area financially. This will help
with that.

Carried _____

Failed _____

Tabled _____

Amended _____

Back to Home Group

Policy Change _____

Yes _____

No _____

Abstain _____



Capital Area Service Committee
Motion Form

Date: 12/03/17

Motion made by: Policy ^{sub} COMMITTEE - CHAIR

Second: _____

Motion reads as follows: IN OUR VOTING PROCEDURES,
WE RECOMMEND USING PADDLES THAT REPRESENT
EACH HOME GROUP; EACH SUBCOMMITTEE CHAIRPERSON
AND EACH ASC OFFICER ELIGIBLE TO VOTE.
PROXY FOR GSN MUST IDENTIFY THEMSELVES AT ROLL CALL.
THIS PROCESS WILL MINIMIZE THE OPPORTUNITY OF
INELIGIBLE VOTES BEING COUNTED AS ELIGIBLE.

Intent: _____

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



Capital Area Service Committee
Motion Form

Date: 12-3-17

Motion made by: Together we CAN / Duties of

Second: John B Spiritual Change

Motion reads as follows: For a one time
Influx of \$1000.00 to fund start
up of Literature Committee, to
be able to fill the need of
this A.S.C.

Intent: To simplify Budget matters
as per prudent reserve

Carried _____

Failed _____

Tabled _____

Amended _____

Back to Home Group

Policy Change _____

Yes _____

No _____

Abstain _____

Secretary's Report

page 22

First, I want to thank you for allowing me to participate in my own recovery, by serving as your area secretary.

This position is extremely beneficial to me. About an hour and getting better @ getting the minutes out.

Along these lines, it would be helpful to my ability to produce accurate notes if we could have more order during the meeting - by respecting each other and respecting our chair persons.

Thank you for your cooperation and consideration to this request.

Respectfully Submitted
Janet W.



CASC TREASURERS REPORT – December 2017

Date: 12/3/2017
From: James C., CASC Treasurer
Re: Treasury Report for the month of December 2017

Dear Capital Area,

I would like to thank the Capital Area for allowing me to serve in this position. Service work is a suggestion of the program of Narcotics Anonymous and I am grateful to be doing so. Attached you will find the November report along with the supporting bank statement. There were 16 out of 50+ home groups that donated \$935.00. The **Freedom Through Recovery** homegroup donated \$460.00! (See attached donation sheet). Nikki W. paid \$100.00 towards her outstanding debt leaving her a balance of \$1,256.41.

NOVEMBER 2017 STATEMENT

The beginning balance on 11/01/2017 was:	\$2,747.57
Deposits in Nov. totaled:	\$1,035.00 - Deposit of Area Donations on 11/5/2017
Checks and deductions totaled:	\$ 690.51 - See attached detailed Income & Expense Report
Ending balance on 11/30/2017:	\$3,092.06 - See attached PNC Bank Statement
Available balance on 11/30/2017:	\$3,092.06

Our available balance as of today 12/3/2017 is \$3,092.06. This available balance puts us \$1,292.06 **ABOVE** the policy mandated prudent reserve of \$1,800.00. See attached PNC bank activity report and the Income and Expense statement.

Thanks for allowing me to be of service.

Your trusted servant,

James C., CASC Treasurer

Attachments:

- Nov. 2017 Income & Expense report and supporting documents
- November 2017 PNC Bank Statement

Capital Area NA Treasurers Report -December 3, 2017 Area Meeting

Income & Expense Statement for November 2017

Beginning Balance: 11/1/2017 \$2,747.57 **Period:** 11/1/2017 - 11/30/2017

Income/ Revenue Section 1

Type of Deposit/debit	Date	Amount	Notes	Description
Group Donations/ Repayments - CASH	11/5/2017	\$935.00		Group donations received at Area Mtg, see Nov. 3rd Group Donation Report
H&I Committee - Change	11/5/2017	\$0.00		
Total Income/ Revenues		\$935.00		

Repayment of Mis-Appropriated Funds

Amount shown here is included in the total of donations above

Type of Deposit/debit	Date	Amount	Balance	Description
Nikki	11/5/2017	\$100.00	\$1,256.41	7 Repayments to date - last payment on 11/5/17
Sub Total Income/ Revenues		\$100.00	\$1,256.41	

Expense Section

Type of Bill or Payment	Date	Check #	Amount	Notes	Policy Description
SUB COMMITTEES					
H&I Committee					
H&I Literature - Make check out to Alanda	11/05/17	1811	\$190.00		H&I Literature
H&I Office Supplies					H&I - Office Supplies
H&I Learning Day one per year					One Learning Day - per Policy
PR and Website					
Phone Line - Auto Draft Monthly	11/06/17	AD	\$30.93		Varies slightly - averages \$30.93/ month
Meeting Directories					Varies slightly - Quarterly Printing
Website - Auto Draft Yearly		AD			On Autodraft
Text Blasting - Auto Draft Monthly	11/09/17	AD	\$10.00		On Autodraft - TEXTEDLY.COM
PR Literature					Literature - Balance from 90 days back
					PR Committee Display
Outreach	11/05/17	1812	\$110.00	Richard-Policy printing	\$35 Monthly allocation per policy
Policy					\$30 Monthly allocation per policy
Activities Committee - NO BUDGET					For Area Anniversary Function
AREA SERVICE COMMITTEE					
Fairmont United Methodist Church	11/05/17	1810	\$50.00		ASC - Rent -November 2017
Secretary - Meeting Minutes Mailing & Copies					Varies slightly
Treasurer - Office Supplies					
RCM Travel/ Expenses					Sheryl - Expenses
RCM - Hosting Regional CAR Report					RICHARD - Food/ refreshments for Regional Mtg
Alt RCM Travel/ Expenses					- Expenses
Bank Fees		AD			service charge - Bank Account
Mail Box - Due yearly on Nov 1st					CASC Mailbox at Cameron Village
NAWSO	10/01/17	1805	\$299.58		CASC Donation to World Service
CRSO					CASC Donation to Regional Service Committee
Regional Donations - 60% - CRNA	\$775.24				Per Policy
World Donations - 40% - NAWS	\$516.82				World Donation Per Policy
Total of All Expenses			\$690.51		

Revenue		\$1,035.00	
DIFFERENCE: Income-Expenses		\$344.49	
Ending Balance - 11/30/2017		\$3,092.06	

Previous Month's Checks Not Yet Cleared

Check Payable to:	Date	Check #	Amount	Description
		TOTAL:	\$0.00	
Available Balance - 11/30/2017		\$3,092.06		
Prudent Reserve- Per Policy		\$1,800.00		
Amount Above/ Below P.R.		\$1,292.06	ABOVE	

Capital Area NA Homegroup Donations Received -November 5, 2017

Donations by Homegroup

Homegroup Name	Amount	Homegroup Name	Amount	Homegroup Name	Amount
A New Beginning		Lunatic Fringe		Rediscovery Through Recovery	
Basic Text Study		Man Up	\$20	Saturday Night Miracles	
Believe It or Not		Miracles In Progress	\$20	Serenity In The Morning	\$20
Came to Believe		NA At Noon	\$100	Serenity Seekers	
Candelight Recovery		NA In the PM		Southside Recovery	
Circle of Hope		NA Way	\$20	Spiritual Change	
Constantly Searching		Never Alone		Spiritually High	
Courage to Change		Never Alone Never Again	\$13	Sweet Serenity	
Daily Reprieve		New Beginnings	\$50	The Seekers	
Expect a Miracle		New Horizons		The Journey Continues	
Faith Thru Principles	\$5	New Horizons East		Together We can	\$56
Freedom Through Recovery	\$460	New Way of Life II		Trust the Process	
Grow Up or Die		One Day at a Time		Tuesday Night Live	
I Can't, We Can		Our Common Welfare		Way to Grow	
Highest Point of Freedom		Out of The Forest		We Do Recover	\$10
Hard Core		Out To Lunch	\$50	Welcome Home	
Hope in Recovery		Peace in The AM	\$16	Why Are We Here	
In From The Storm	\$10	Phoenix Group		Women In Recovery	
Let The Healing Begin		Primary Purpose	\$45	Young Connections to Recovery	
Life on Life's Terms		Principles & Traditions		Other Income	
Life or Death		Principles B4 Personalities		Misc -	
Living By the Book		Recovery In the Hood	\$40		
Living Clean & Serene				Nikki - Repayment	\$100.00
Total Donations/ Income	\$1,035.00	Total Homegroup Donations	\$935.00	Total Other Income	\$100.00

Payment #	Nikki, Former Literature Chair - Repayment of Mis-Appropriated Funds				
	Balance	9/24/2016	\$1,786.41	Notes 1	Balance
	Date	Amount	Description		
1	4/3/2016	\$190.00	Repayment # 1 of Mis-Appropriated Funds per Agreement	\$1,596.41	
2	5/1/2016	\$60.00	Repayment # 2 of Mis-Appropriated Funds per Agreement	\$1,536.41	
3	6/5/2016	\$0.00	No Payment	\$1,536.41	
4	7/10/2016	\$0.00	No Payment	\$1,536.41	
5	8/7/2016	\$40.00	Repayment # 3 of Mis-Appropriated Funds per Agreement	\$1,496.41	
6	9/11/2016	\$0.00	No Payment	\$1,496.41	
7	10/2/2016	\$40.00	Repayment # 4 of Mis-Appropriated Funds per Agreement	\$1,456.41	
8	11/6/2016	\$0.00	No Payment	\$1,456.41	
9	12/4/2016	\$0.00	No Payment	\$1,456.41	
10	1/15/2017	\$0.00	No Payment	\$1,456.41	
11	2/5/2017	\$0.00	No Payment	\$1,456.41	
12	3/5/2017	\$0.00	No Payment	\$1,456.41	
13	4/2/2017	\$60.00	Repayment # 5 of Mis-Appropriated Funds per Agreement	\$1,396.41	
14	5/7/2017	\$0.00	No Payment	\$1,396.41	
15	6/4/2017	\$0.00	No Payment	\$1,396.41	
16	7/9/2017	\$0.00	No Payment	\$1,396.41	
17	8/6/2017	\$0.00	No Payment	\$1,396.41	
18	9/10/2017	\$40.00	Repayment # 6 of Mis-Appropriated Funds per Agreement	\$1,356.41	
19	10/1/2017	\$0.00	No Payment	\$1,356.41	
20	11/5/2017	\$100.00	Repayment # 7 of Mis-Appropriated Funds per Agreement	\$1,256.41	
21	12/3/2017			\$1,256.41	
22					
Total Payments		\$530.00		\$1,256.41	

Business Checking

For 24-hour account information, sign-on to
pnc.com/mybusiness/

For the Period 11/01/2017 to 11/30/2017

Capital Area

Primary Account Number: [REDACTED]

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Business Checking Account Number: [REDACTED] - continued

The fee for WIRE TRANSFER MANUAL REPAIR will be \$16.00 each.

The fee for VOICE PIN ISSUANCE AND MAINTENANCE will be \$6.00 each.

The fee for BOOK TRANSFER INCOMING will be \$5.00 each.

The fee for BOOK TRANSFER OUTGOING - VOICE INITIATED will be \$20.00 each.

The fee for MAIL ADVICE will be \$7.00 each.

The fee for FAX/ELECTRONIC ADVICE will be \$3.25 each.

Business Checking Summary

Capital Area

Account number: [REDACTED]

Overdraft Protection has not been established for this account.
Please contact us if you would like to set up this service.

Balance Summary

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
2,747.57	1,035.00	690.51	3,092.06
		Average ledger balance	Average collected balance
		3,183.93	3,183.93

Deposits and Other Additions

Description	Items	Amount
Deposits	1	1,035.00
Total	1	1,035.00

Checks and Other Deductions

Description	Items	Amount
Checks	4	649.58
Check Card Purchases	1	10.00
ATM/Misc. Check Card Transactions	1	30.93
Total	6	690.51

Daily Balance

Date	Ledger balance	Date	Ledger balance	Date	Ledger balance
11/01	2,747.57	11/07	3,511.64	11/15	3,391.64
11/06	2,476.64	11/09	3,501.64	11/21	3,092.06

Activity Detail

Deposits and Other Additions

Deposits

Date posted	Amount	Transaction description	Reference number
11/07	1,035.00	Deposit	049532137

Checks and Other Deductions

Checks and Substitute Checks


* Gap in check sequence

Date posted	Check number	Amount	Reference number	Date posted	Check number	Amount	Reference number	Date posted	Check number	Amount	Reference number
11/21	1805 *	299.58	085487697	11/06	1811	190.00	083177921	11/15	1812	110.00	085813675
11/06	1810 *	50.00	083707073								

Check Card Purchases

Date posted	Amount	Transaction description	Reference number
11/09	10.00	0758 Debit Card Purchase Textedly.Com Httpstexted Ca	67328933015430758313

Business Checking

 For 24-hour account information, sign-on to
pnc.com/mybusiness/

For the Period 11/01/2017 to 11/30/2017

Capital Area

Primary Account Number: 

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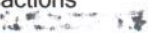
Business Checking Account Number:  continued

ATM/Misc. Check Card Transactions

Date posted	Amount	Transaction description	Reference number
11/06	30.93	0758 Recurring Debit Card J2 800-6695400 Ca	04540933015430758309

Detail of Services Used During Current Period

Note: The total charge for the following services will be posted to your account on 12/01/2017 and will appear on your next statement as a single line item entitled Service Charge Period Ending 11/30/2017.

Description	Volume	Amount	
Account Maintenance Charge		.00	Requirements Met
Combined Transactions	5	.00	Included in Account
Checks Paid 	4	.00	Included in Account
Deposit Tickets Processed	1	.00	Included in Account
Branch - Consolidated Cash Deposited	10	.00	Included in Account
Total For Services Used This Period		.00	
Total Service Charge		.00	

December 3, 2017

Public Relations Reports

- 1) Any changes to your Homegroup Meeting/ Meeting Lists please use "Capital Area Meeting Information Form" from Capital Area Treasurer and given to Public Relations Sub-committee Meeting, 12:30pm, 2501 Clark Avenue Raleigh, N.C. before Area. We are located second floor, room by fire escape
- 2) Helpline is up and running - six calls and they have been returned. We do need a/an willing addict(s) to help answer the phone. Show up to our sub-committee meeting
- 3) We had 4,481 hits to our website with meeting lists being our number one viewed = 2,585
- 4) We are taking part in 34th Capital Area Anniversary Celebration, 824 N. Blountworth St., Raleigh, N.C. 27604 → 5:30 - 6:30pm if you have questions. [Flyer on website]
- 5) Public Relations Sub-Committee is a group to represent Narcotics Anonymous to the Community.

In Loving Service,
Randall

Out reach report

My name is Shahid &
I'm an Addict. Thanks for allowing
me to serve as your outreach chair.
This month I've visited two
more home groups from our area:
"Grow up or die" (Wednesday 7pm-8pm),
"Life on life's terms" (Thursday 6pm-7pm).
Grow up or die is in dire need of
support, meaning if outreach didn't show
up they wouldn't have met. There's only
one home group ~~member~~ member who opens
the door which is in the process of
moving to another area. I suggested
for him to make flyers so the word
could get out. Also I will get with
P.R. to make announcements on line.
Life on life terms is a small group
but the doors are open. This month
I've oriented two C.S.R to the area
Lorette (women in recovery), John (spiritual
change). Both home groups was giving
up dated policy also guides to local
service. To the best of my ability
I will visit each & every home group
in our area. Thanks Shahid outreach chair.

Dec 1, 2019

Report.

Dec. 3, 2017

My Name is Toi R. H.I Chair Person.

Everything is going Well But, we still need help with panel members supports. Also, we are making planes to set up Learning Day. A couple of dates but were not confirmed. We planed to contact

Activity Committ, P. ~~R~~ and Out Reach

on the specific date. So they can participate in Our Learning Day

Thanks for letting
Me Be Servied

CAPITAL AREA 34TH ANNIVERSARY CELEBRATION

Enjoy the Spiritual Celebration of Recovery



HOSTED BY: Capital Area Activities Committee (ASC)

January 20, 2018

10:00 am to 11:00 pm

**Trinity United Methodist Church
824 N Bloodworth Street
Raleigh, North Carolina 27604**

Contact: Activities Chairperson: Shell M.

919-527-4913

Enjoy A Spiritual Celebration of NA

AGENDA

1. **Breakfast: 10:00 am to 11:00 am**
2. **Speaker: 12:00 to 12:45 pm**
3. **Lunch 1:00 pm to 1:45 pm**
4. **Newcomer Panel: 2:00 pm to 2:45 pm**
5. **Games: 4:30 pm to 5:30 pm**
6. **Dinner 4:30 pm to 5:30 pm**
7. **Area Service Panel Speaker (ASC): 5:30 pm to 6:30 pm**
8. **History of the Capital Area 6:30 pm to 6:50 pm**
9. **Main Speaker: 7:00 pm to 8:00pm**
10. **Clean Time Count Down 8:30 pm**
11. **Dance: 8:30 pm to 11:00 pm**

Capitol Area
Narcotics Anonymous
Report

Date: 12.3.17

Name of Area: Capital

Area Address

Activities/Chair Person Shell M. Email: williammorrissey@gmail.com

Report: Activities Committee

~~Meeting~~ Met @ 12:30

Topics: Capital Area 34th Anniversary Celebration / January 20, 2018 10AM-11PM

Flyers have been made & available for the group

Bldg is Trinity United Methodist Church & has been secured

& receipt is available for the Area

We have submitted a Capital Area Committee Check request form for \$500.00 for the next two Activities committee events

Received \$500.00 today ←

Previous Balance: \$68.49

Bldg: \$50.00

Flyers: \$16.30

New Balance: \$2.19

→ We are accepting covered dishes ^{and donations} from any homegroup that wishes

→ We would like to thank everyone for there support

→ Next event is on the Capital Area Website

December 3rd 2017

Hello Family hope all is well, we have nothing to report for the Month of November. Our Beginning Balance: \$8398.00 (We wrote 4 Checks, Check # 1879 for \$322.50 to New Hope Area for Fundraiser in January, Check # 1860 for \$100 deposit to Fairmount Church, Check # 1861 for \$100 deposit to Men's Healing Place, Check # 1882 for \$360.00 to Fundraiser for Sponsorship Dinner, Our Expense in checks are \$682.50 The deposit checks is to hold the facility. Sponsorship Dinner We Collected \$1150, our expense for the Event was \$729.00. \$468 Food, \$100 DJ, \$46.00 for Fundraiser Prudent Reserve \$115.00 for Hospitality Prudent Reserve. Our Profit for the event was \$421.00 Our Ending Balance Is: \$9287.00 Thank You for Allowing Us to Serve:

Angela K-Treasurer

Candice F-Alt Treasurer



RALEIGH CONVENTION CENTER LICENSE AGREEMENT

Agreement #/Event ID 27399-01

This License Agreement (this "Agreement"), made on and effective 09/11/17 between the City of Raleigh, North Carolina (the "City"), and North Carolina Capital Area Family Reunion of Narcotics Anonymous (the "Customer"), whose contact name and address are:

Robin Smith
116 Avery Street
Garner, NC 27529

ARTICLE I - GRANT OF LICENSE

1. Grant of License. For and in consideration of the sum hereinafter specified, the City grants to the Customer the use of certain areas within the Raleigh Convention Center (the "RCC"), owned by the City and located at 500 S. Salisbury St., Raleigh, North Carolina. Such areas and the time periods of their use is permitted by Customer under this Agreement are further described in Exhibit A to this Agreement (henceforth, the "Facilities").
2. Customer's Use of Facilities. Customer's use of the Facilities shall be for the following event: NCCAFRNA 2018 Convention. This event may not vary from this description without prior written approval of the City.
3. Period of Use.
 - a. Customer's period of use of the Facilities shall be described in Exhibit A to this Agreement.
 - b. It is agreed that the Customer shall not have the use or occupancy of the RCC or any part thereof for any purpose until and except during the periods prescribed by this Agreement. Occupancy includes any use of the Facilities by Customer, Customer's representative, or any patron or contractor. Any overtime required for occupancy by Customer will be charged to the Customer at the rate indicated in the Raleigh Convention Center Event Planners Handbook and the Rate Schedule.
4. Use Limited to Terms of Agreement. The Facilities may not be utilized by the Customer except in accordance with the provisions of this Agreement and Customer's use shall not extend to any portions of the RCC not expressly subject to this Agreement as described in Exhibit A.

DO NOT FILL OUT AREA BELOW. RALEIGH CONVENTION CENTER USE ONLY

Receipt: 58256
Date: 10-11-17

Deposit: \$650.00
Balance: _____

ARTICLE II - FEES AND CHARGES, DEPOSIT, AND TIME OF PAYMENT

1. Fees for Use. In consideration for the use of the Facilities, subject to the terms and conditions described herein, Customer agrees to pay the sum of: \$3,250.00. The payment schedule for this amount shall be as follows:
 - a. The amount of \$650.00 paid as a non-refundable deposit, which shall be credited towards the full payment identified above, by cash or check made payable to the City of Raleigh upon execution of this Agreement by Customer. The deposit must be submitted to the City with the executed copies of this Agreement.
 - b. Any remaining amounts due for the use of the Facilities shall be paid by cash or check made payable to the City of Raleigh no less than thirty (30) days prior to the commencement of Customer's use of the Facilities.
2. Additional Charges. All other charges incurred by Customer shall be paid by cash or check made payable to the City of Raleigh within thirty (30) days from the invoice date. This shall include all charges from the City for services performed on behalf of Customer or in support of Customer's use of the Facilities before, during, or after the period of Customer's use of the Facilities, including, but not limited to, any charges for damages to or cleanup of the Facilities or the RCC.
 - a. The use fee includes the normal setup of Facilities as defined by industry practices. It does not include crowd control personnel, public safety personnel, doormen, porters, electricians, carpenters, decorators and other support personnel, equipment charges, etc. Customer shall be billed for such additional services upon completion of the event. All such charges are due upon completion of the event. The minimum number of staff required for the Customer shall be determined by the City, in its sole discretion.
 - b. All expenses will be charged in accordance with the published policies, practices and fee schedule provided by the City for RCC.
3. Cancellation or Termination. In the event of cancellation by the Customer, all deposits and funds paid to the City shall be retained by the City and shall not be refundable. If Customer cancels the event, any amounts due to the City for any additional services performed prior to the date of cancellation shall be due to the City no later than five (5) business days following termination or invoice, whichever is later.
4. Late Fees. Charges not paid within thirty (30) days of settlement, or invoice date if invoiced, may accrue compounded interest until paid at the rate of 1 ½ % per month.
5. Withholding of Funds. City reserves the right to withhold funds that it may be holding or collecting on behalf of Customer until the damage is assessed and any amounts due to the City are paid in full.
6. Increase of Deposit. The City reserves the right to increase the deposit if, in its sole discretion, it determines that the Customer's event will not produce sufficient revenue to cover the costs of the event and the amounts that are (or will become) due to the City. If the increased deposit is not paid to the City within fifteen (15) days of notice of the increase being provided to Customer, City may cancel the event, in which case the original deposit shall be retained by the City and any charges incurred by Customer to that date shall be due and payable to City.

ARTICLE III - TERMS AND CONDITIONS OF USE

1. Set-up and Technical Requirements. The Customer will provide the City's designated agent with regard to this Agreement a written request of technical requirements no later than thirty (30) days prior to the commencement of the event. The Customer will provide the City's agent with a written request for set-up requirements no later than thirty (30) days prior to the commencement of the event. Any requested changes to the agreed set-up requirements with less than forty-eight (48) hours notice provided ahead of the commencement of the event may result in additional charges to Customer by City.
2. Copyrighted and Trademarked Materials. Customer represents and warrants that all copyrighted or trademarked material to be displayed or performed at the RCC by the Customer has been duly licensed or authorized by the copyright or trademark owner(s) or authorized representative(s) of the owner(s) and that all applicable royalties have been or will be paid. Customer shall indemnify and hold the City harmless from any and all claims, losses, damages, or expenses, including reasonable attorneys' fees, arising out of or resulting from the display or performance of such copyrighted or trademarked material.
3. Event Capacity. The City shall, in its sole discretion, determine the capacity for all events based on information provided by Customer. Under no circumstances shall capacity be allowed to exceed the maximum capacity established by the Fire Marshall for the City of Raleigh for such a use of the Facilities or the RCC.
4. City Approval of Contractors. The City retains the right to approve decorators, contractors and other service people or agencies employed by the Customer.
5. Cleaning. The City will be responsible for cleaning the Facilities before use and for normal cleaning after use. Normal cleaning does not include cleaning debris, litter, spilled liquids, grease or paint, excessive dirt or grime, etc., from the buildings or grounds which occurred during use by Customer and Customer will remove or will pay City the cost for removing such items. Such cleaning charges will be determined by the City in its sole discretion and shall include, but shall not be limited to, the full costs invoiced to the City by any contractors utilized by the City to perform such cleanup and/or removal.
6. Decorations, Signs, and Equipment Installation. No decorations and/or equipment shall be placed in or on the walls or corridors of the RCC without the prior written consent of the City. No advertising signs supported by nails, tacks, screws or pressure-sensitive tape shall be applied to walls or

woodworks without prior written approval of the Director. All decorations must be of non-flammable material and shall conform to all applicable safety regulations of the City of Raleigh, Wake County, and the State of North Carolina. Customer will be responsible for the cost of any repair to any portion of the Facilities resulting from the placement or removal of any decoration and/or equipment.

7. Injuries, Losses, and Damages. It is covenanted and agreed that Customer shall be responsible for any and all loss of or disappearance of equipment, injuries, and damage to the RCC fixtures, furnishings, or grounds arising out of use by the Customer. Customer shall be responsible for any and all such injuries and damages and losses.
8. Inspections. Upon Customer's request, City and Customer shall conduct inspections of the Facilities at the beginning of the event and immediately prior to or promptly after Customer vacates the Facilities to verify the condition of the Facilities and whether any repairs are necessary.
9. City Not Responsible for Losses or Damages. The City shall not be responsible for any loss or damage to machinery, equipment, paraphernalia, trucks, exhibit material, or any other property of the Customer caused by theft, fire, riot strikes, acts of God, or any other cause of whatever nature or kind.
10. Shipping and Receiving. The City will not be responsible for any shipping or receiving of any items to or from Customer.
11. Radio and Television Broadcasting. Customer may not allow access to and/or contract with radio or television broadcasting companies for services within the RCC unless prior written authorization is provided by the Director. If such services are authorized by the Director, additional electrical or productions charges may apply that shall be the responsibility of Customer.
12. Customer Not to Interfere with other RCC Patrons. Customer shall not interfere in any way with the use by the City, other customers of the City, their patrons, or the public of any portion of the buildings or grounds not expressly covered by this Agreement.
13. Food, Beverage, and Merchandise Sales. The RCC shall retain the rights for the sale of all food, beverages, and novelties sold on the premises, which shall be provided through the City's exclusive catering and concessions contractor for the RCC.
14. Alcoholic Beverages. Any consumption of alcoholic beverages within the RCC must be in accordance with the laws of the State of North Carolina and the City of Raleigh Code of Ordinances. It shall be unlawful for any person to have in their possession or to consume any beer, wine, or other intoxicating beverage at any time or event in the RCC except in connection with a dinner or banquet or any other activity at which food is served and then only with the prior consent and approval of the Director.
15. Vacating Facilities. If Customer does not vacate the Facilities at the end of the Agreement period, or if Customer fails to maintain an orderly and timely sequence of work to do so, then the City may remove all property brought into the Facilities by Customer or by any person admitted to the Facilities by Customer and restore the Facilities to the condition they were in prior to the commencement of Customer's use. Any property removed by the City may, at the City's option, be stored or delivered to Customer at Customer's sole expense or treated as abandoned property and disposed of accordingly. The City shall not be liable for any damage to or loss of such property which occurs during the course of such removal, storage, delivery, or disposal. Customer shall pay to the City all costs incurred by the City in effecting such removal, storage, delivery, or disposal, and restoring the Facilities. In addition, unless Customer's failure to vacate and restore the Facilities is due to an Act of God, national emergency, riot, or federal or state governmental directive to the City, Customer shall be liable to the City for any loss suffered by the City if another customer who has the right to use the Facilities is materially delayed or impaired in its access or use by Customer's failure to vacate the Facilities.
16. Weapons. Neither Customer, any employees or agents of Customer, or patrons of Customer may carry or have on or about their person in the RCC any firearms or other weapons or articles which by their use might constitute deadly weapons.
17. Fire Safety. All decorations utilized by Customer in the RCC must be non-flammable and conform to all applicable fire safety regulations of the State of North Carolina, Wake County, and the City of Raleigh.
18. Animals. No boarding of animals is allowed in the RCC, except animals engaged in performing as a part of any circus or show may be permitted inside the RCC. Notwithstanding the above, the City Manager may prohibit any use of the RCC involving animals if, in City Manager's sole opinion, such prohibition is necessary for the protection of the RCC or any part thereof from damage or for the safety of persons within the RCC.

ARTICLE IV - INSURANCE

1. Minimum Limits of Coverage. Customer shall purchase, at its own expense, insurance coverage to satisfy the following minimum requirements to protect the City and the public:
 - a. Workers' Compensation Insurance - Limits of no less than \$1,000,000 per occurrence. Waivers of Indemnity are not recognized by the North Carolina Department of Insurance and will not be accepted by the City of Raleigh's Risk Manager.
 - b. Commercial General Liability - Combined single limits of no less than \$1,000,000 per occurrence with an aggregate limit of no less than \$2,000,000. This insurance shall include Comprehensive Broad Form Coverage including contractual liability.
 - c. Commercial Automobile Liability - Limits of no less than \$1,000,000 Combined Single Limit if Customer's vehicles are brought on a City of Raleigh site.
2. Certificate of Insurance. A certificate of insurance shall be provided to the City no less than thirty (30) days prior to the commencement of the event that shows compliance with the insurance provisions above. All insurance companies must be "A rated", licensed in North Carolina and be acceptable to the City of Raleigh's Risk Manager. Customer must provide the City no less than thirty (30) days notice of cancellation or any material change, to any insurance coverage required by this Agreement.

3. City to be an Additional Insured. The City of Raleigh, as its interests may appear, must be named as an additional insured to the policies listed above, other than for Workers' Compensation, which must be endorsed onto the policy and evidenced by providing the City with a certificate of insurance indicating the same and a copy of the relevant policy endorsement.

ARTICLE V - INDEMNIFICATION

1. Customer to Indemnify City. Except to the extent caused by the sole negligence or willful misconduct of the City, the Customer shall indemnify and hold and save the City, its officers, agents, employees, and elected officials, harmless from liability of any kind, including all claims, costs (including defense) and losses accruing or resulting to any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims, costs (including defense) and losses accruing or resulting to any person, firm, or corporation that may be injured or damaged by the Customer in its use of the Facilities. This representation and warranty shall survive the termination or expiration of this Agreement.

ARTICLE VI - FORCE MAJEURE

1. Force Majeure. If either (i) the Facilities are damaged through no fault or negligence of Customer so that all practical use of the Facilities by Customer is prevented; or (ii) all practical use of the Facilities by Customer is prevented by strikes against the City (but not strikes against Customer, against any person admitted to the Facilities by Customer, or against and third-party), or by Acts of God, national emergency, riots, governmental directive to City, or default of a prior customer of City, then either party may cancel this Agreement upon delivery of prompt written notice to the other. If such cancellation occurs prior to the beginning of the event, City shall refund all fees and charges (including deposits) already paid by the Customer to the City, with such refund being Customer's sole remedy against the City for said cancellation or denial of use. If such cancellation occurs after the beginning of the event, the fees and charges paid by Customer shall be refunded proportionately based upon the square footage no longer available to Customer and the amount of time Customer would have used such square footage as compared with the total square footage and time periods originally allocated to Customer, with such refund being Customer's sole remedy against the City for said cancellation or denial of use. The City shall not be responsible for any other damages, including special, incidental, or consequential damages, for failure to provide the Facilities to Customer because of a cancellation or denial of use for the reasons specified in this Section.

ARTICLE VII - DISPUTE RESOLUTION, DAMAGE TO RCC, AND TERMINATION

1. Incompatible Uses of RCC. The City may terminate this Agreement without penalty and may retain any deposits received if, in the sole discretion of the City, Customer modifies the nature of their use of the Facilities after the execution of this document to a use that will be either (a) incompatible with other actual or proposed uses of the RCC during the period of time for Customer's use established in this Agreement; or (b) materially different than what has been indicated by Customer in this Agreement.
2. Breach and Possession of Premises. It is agreed that without prejudice to any other rights and remedies that may be available to the City in the event of the breach by Customer of one or more of the provisions of the Agreement or any misrepresentations in obtaining said Agreement, the City may, without penalty, refuse to allow the Customer to commence use of the Facilities, or if Customer has already commenced such use, may, without penalty, terminate the Customer's license rights to the Facilities. If the City terminates Customer's license rights under this section, Customer shall not be entitled to any refund of amounts paid to the City and Customer shall remain responsible for all amounts owed to the City for services performed by the City in accordance with Customer's use of the Facilities per this Agreement.
3. No Use in Conflict with Law. The City may terminate any or all of this Agreement, without penalty, if the use of the Facilities shall in any way conflict with or cause the City to be in violation of any federal, state or local laws, or any rules or regulations of the RCC.
4. Governing Law and Venue. All matters relating to this Agreement shall be governed by the laws of the State of North Carolina, without regard to its choice of law provisions, and venue for any action relating to this agreement shall be Wake County Civil Superior Court or the United States District Court for the Eastern District of North Carolina, Western Division.
5. Attorney's Fees. In case suit or action is instituted by the City to enforce compliance with this Agreement, the Customer, in addition to any damages, shall be responsible and agrees to pay reasonable attorneys' fees, costs and expenses of bringing such suit or action.
6. Limitation of City Liability. Under no circumstances shall the City be liable to Customer for special, incidental, or consequential damages. Any liability of the City shall be limited to the amounts paid to the City by Customer for the use of the Facilities pursuant to this Agreement.

ARTICLE VIII - NON-DISCRIMINATION ASSURANCES AND ADA COMPLIANCE

1. Non-Discrimination Assurances by Customer. It is specifically agreed as part of the consideration of the signing of this Agreement that the parties hereto, their agents officials, employees or servants will not discriminate in any matter on the basis of race, color, creed or national origin with reference to the subject matter of this Agreement, no matter how remote. The parties hereto further agree in all respects to conform to the provisions and intent of City Ordinance (1969)-889. This provision being incorporated for the benefit of the City and its residents may be enforced as set out in said ordinance, enforcement of this provision shall be by action for specific performances, injunctive relief or other remedy as by law provided; and this provision shall be construed in such a manner as to prevent and eradicate all discrimination based on race, color, creed or national origin. This provision shall be binding on the successors and assigns of the parties hereto with reference to the subject matter of this Agreement.
2. American with Disabilities Act Compliance. The City warrants that, with regards to the RCC, it is in compliance to the extent applicable under Title III of the Americans with Disabilities Act (the "ADA"). The RCC, including but not limited to points of entry/exit, function space, rest rooms, dining areas, and other common areas shall be reasonably accessible and usable by persons with disabilities. The Customer affirms that it will meet its obligations set forth in Title III of the Americans with Disabilities Act and will not act in a manner that places the City in violation of the ADA.

ARTICLE IX - MISCELLANEOUS

1. Approvals by City. For purposes of this Agreement, unless specifically indicated to be otherwise, approvals required from the City may be given by either the City Manager or the Director of the Raleigh Convention Center, either of which may be referenced in this Agreement as the "Director".
2. Assignment. The Customer may not assign to others its rights to use the Facilities without prior written consent of the City.
3. Terms Binding on Successors, Exhibitors, and Patrons of Customer. This Agreement is binding on Customer, its successors and assigns, its exhibitors, sublicensees, and any person admitted to the Facilities by the Customer. Customer hereby assumes full responsibility for the acts or omissions of each person admitted to the Facilities by Customer and the act or omission of any person admitted to the Facilities by Customer shall be deemed to be the act or omission of Customer. A person who obtains access to the Facilities upon the express or implied consent, invitation, or sublicense of Customer, or of any person to whom Customer has granted access by consent, invitation, or sublicense of Customer, shall be a "person admitted to the Facilities by Customer". A "person admitted to the Facilities by Customer" shall also be deemed to include Customer's employees, agents, and contractors.
4. Subject to RCC Policies and Procedures. This Agreement shall be subject to the statement of policies and regulations for the RCC as approved by the Raleigh Convention Center Authority and the City of Raleigh, North Carolina. By executing this agreement the Customer acknowledges that they have received a copy of the statement of policies and regulations, the Raleigh Convention Center Event Planner's Handbook, and the Rate Schedule and all are incorporated in to the terms of this Agreement by reference.
5. Full and Complete Agreement. All negotiations, considerations, representations, and understanding between the parties with respect to the subject matter of this Agreement are incorporated and merged herein, and may be modified or altered only by agreement in writing between the parties and executed by the authorized representatives of both parties.
6. No Waiver. The failure by the City to enforce any provision of this Agreement shall not be construed as a waiver of any preceding or subsequent breach of the same of any other provision. The consent or approval given by the City with respect to any act by the other party requiring such consent or approval shall not be deemed to waive or render unnecessary further consent or approval of any subsequent or similar act by the City.
7. Severability. If any provision contained in this Agreement is held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision, and this Agreement shall be considered as if such invalid, illegal, or unenforceable provision had never been included herein.
8. No Joint Venture. Neither party shall be construed or held to be a partner, agent, or associate by joint venture or otherwise of the other in the conduct of its business. No agent, servant, or employee of Customer shall under any circumstances be deemed an agent, servant, or employee of the City and no agent, servant, or employee of the City shall under any circumstances be deemed an agent, servant, or employee of Customer.
9. Conflicts with Exhibits. If there is a conflict between this Agreement and any exhibit or addendum to this Agreement, then any term included in this Agreement shall control.
10. No Property Interest. Customer does not have any property interest in the RCC or the Facilities. Customer has solely a license which is revocable by the City in accordance with the terms of this Agreement.
11. Items not Addressed in Agreement. Any matters not addressed within the body of this Agreement shall be determined by, in order, (a) the Raleigh Convention Center Event Planner's Handbook; or (b) the Director, in their sole discretion.
12. Counterparts. This Agreement may be executed in a number of identical counterparts, each of which shall be deemed an original and all of which, collectively, shall constitute one agreement.
13. Notices. Notices to Customer shall be provided to the name and address indicated earlier in this Agreement and notices to the City shall be made to: City of Raleigh, Attn: Director, Raleigh Convention Center, 500 S. Salisbury St., Raleigh, NC 27601. Notices shall be given in writing and shall be delivered either in person, by overnight delivery service, or by U.S. Mail, postage prepaid, certified mail, return receipt requested, in which event it shall be deemed given upon receipt.

[The signature pages follow this page.]

Through execution of this Agreement, Customer represents and acknowledges that they have been provided, have reviewed, and have accepted the terms and conditions of the **Raleigh Convention Center Event Planners Handbook** and the **Rate Schedule** (as either may be amended, updated, or revised). All charges incurred as described therein in association with Customer's use of the Facilities shall be the responsibility of Customer.


Customer must provide City with three original, executed copies of this Agreement. Following execution by the City, the City will retain two original, executed copies and will return one original, executed copy to Customer. Please forward all copies of Agreement with check payable to the City of Raleigh to the following address: Raleigh Convention Center, Attn: Ashley Auman, 500 S. Salisbury Street, Raleigh, North Carolina 27601.

This Agreement document will expire if not executed by Customer and returned to the City for execution by October 13, 2017.

For Customer:

By: NCCAFER/NA
Name: Robin Smith, Robi-Smitt
Title: Hotel Liaison
Date: 10-11-17

For City:

By: 
Name: Doug Grissom
Title: Director, Raleigh Convention Center
Date: 10-13-17



Booking Acknowledgment

NCCAFRNA 2018 Convention (27399)

In/Out:

Fri 06/08/2018 08:00 AM / Sun 06/10/2018 03:00 PM

Start-End:

Fri 06/08/2018 08:00 AM - Sun 06/10/2018 12:00 PM

North Carolina Capital Area Family Reunion of Narcotics
 Anonymous
 116 Avery Street
 Garner, NC 27529

Bookings		Usage
Meeting Room 301A	06/08/2018 08:00 AM - 11:59 PM	Breakout;Evening Meetings
Meeting Room 301B	06/08/2018 08:00 AM - 11:59 PM	Breakout;Evening Meetings
Meeting Room 302	06/08/2018 08:00 AM - 11:59 PM	General Session;Main Meeting
Hallway Meeting Level South	06/08/2018 08:00 AM - 11:59 PM	Registration;Merchandise
Meeting Room 303	06/08/2018 08:00 AM - 11:59 PM	Breakout;Evening Meetings
Hallway Meeting Level South	06/09/2018 08:00 AM - 11:59 PM	Registration;Merchandise
Meeting Room 302	06/09/2018 08:00 AM - 11:59 PM	General Session;Main Meeting
Meeting Room 303	06/09/2018 08:00 AM - 11:59 PM	Breakout;Evening Meetings
Meeting Room 301A	06/09/2018 08:00 AM - 11:59 PM	Breakout;Evening Meetings
Meeting Room 301B	06/09/2018 08:00 AM - 11:59 PM	Breakout;Evening Meetings
Meeting Room 303	06/10/2018 08:00 AM - 03:00 PM	General Session;Main Meeting

-- END OF LOCATIONS SUBJECT TO LICENSE --



RALEIGH
CONVENTION CENTER

Cash Receipt

500 S. Salisbury St.
Raleigh, NC 27601
Phone (919) 996-8500

58256

DATE 10/11/17

RECEIVED OF NC Capital Area Family Recur

IN PAYMENT OF _____

INVOICE NO. _____ CONTRACT NO. _____ EVENT DATE _____

CREDIT A/C NO. _____ \$ 650.00

CASH CHECK 1875 SIGNED L. Moy