

# Capital Area Service Committee Meeting Minutes

## Sunday, September 9<sup>th</sup>, 2018

### Opening

The meeting was opened at roughly 2:03 p.m. with the Serenity Prayer.

The 12 Traditions of Narcotics Anonymous were read.

The 12 Concepts of NA Service were read.

The Service Prayer was read.

### Roll Call and Approval of Minutes

Roll call was taken by the secretary.

- 22 home groups were present at the time that Roll Call was taken.
- Roll Call of Officers was mistakenly skipped over and filled in retroactively according to memory – 12 Officers were present for most of the meeting, and this is what is reflected.
- Minutes approved for July and August.
  - <sup>1</sup>Home Group Roll Call sheet has been attached.
  - <sup>2</sup>Officer Roll Call sheet has been attached.

### Old Business

#### Discussion of Financial Figures (RE: Convention Committee)

- The Chairperson debriefed the CASC on the matter at hand, mentioning the discrepancy between the final numbers presented by Angela and the Ad Hoc Committee.
- Michelle M. was called on to present a case for/against the validity of the receipts.
  - o In summary, she mentioned that at least “not all of [the receipts] can be counted”. “It is not accurate”. *“I suggest that we ... go from what the committee found.”* “There needs to be a meeting with Spells, since most of the receipts were from Spells.” “The receipts were presented to Tina... she stated that she took off what she could.” “Based on what I see, it is not accurate.” “I do not know what receipts should be counted or should not be counted... I highlighted the amounts and the dates...”
- The chairperson mentioned that it is up to the GSRs to determine the final number; we need the facts, and the receipts are not congruent. It is ultimately up to the GSRs.
- A question was asked by a GSR to see how exactly business would be handled.
- A comment was made that the original Ad Hoc committee should review these numbers; it was clarified that the Ad Hoc committee did review the receipts and it resulted in the \$3600~ number.

Vote count: In favor of the Ad Hoc ~\$3600: 15

In favor of the ~\$2508: 2

Abstain: 3

- o 70% in favor, so the figures will be set to the ad hoc committee’s final figure.

- Angela spoke up at this point and expressed a personal grievance. She wanted to have all the information that we have, and she wants clarification of where the numbers came from.
  - The chair made a follow up comment that there has been sufficient opportunity for this all to be uncovered. There has been a revisiting of this issue for many months, and the chair expressed a desire to move forward from this point.
  - A GSR spoke up and expressed that the letter itself is not legally binding; it is not necessary for it to be legally binding at this point in the process.
  - Darren was then asked to explain the process that the CASC would go through if this were to become a legal matter, and he did so.
  - This matter was closed at this point.
- \*At this time, there are no attachments related to this matter of business. A follow-up meeting has yet to be had with Angela due to the impact of Hurricane Florence.

#### Proposal from Trust the Process (RE: Policy for Activities Committee)

- The GSR for Trust the Process was asked to talk about the proposal that they submitted regarding the ASC policy concerning Activities Committee. Details about this motion were then explained.
  - Two pros were given: (1) this would eliminate earmarking. (2) this would help the activities to better plan their events and know what they can or can't do.
  - Two cons were given: (1) there was a qualm with the specific changes to policy, and the wording and fund calculations. (2) activities can still function well without a budget
    - o Clarity was added: Activities has never been responsible for raising funds. The fundamental idea is that all activities are free for anyone to attend.
  - The question was posed that the funds would be removed from the H&I budget, and how does H&I feel about that?
    - o Clarity was added: The budget would still be used for the learning day, and H&I would still be privy to those funds in part – it would simply be put under the oversight of the Activities Committee.
  - A GSR and former treasurer posed the question, has anyone looked to evaluate the impact of this proposal on the budget of the CASC? This concern was largely dismissed.
    - A vote was then taken:
      - For: 7
      - Against: 7
      - Abstain: 5
    - The chair broke the tie in favor “For”.
    - After this, there was a little distention regarding the need for 2/3rds majority on an issue. This was clarified that this issue only needed simple majority. After this, a member changed their vote from abstain to for, and several others followed suit. This cannot be reflected in the vote count; however, the group conscience moved toward “for”.
- \*Follow up has been made with Delphyne, Policy Chair, to incorporate this change.

## Resumes

### H&I Chair Resume – Willie T.

- Two pros were given: (1) A member mentioned that working with Willie on the Unity Day project was great, and he liked how this would impact H&I learning day (2) A GSR said that Willie is willing and that he is well-versed in H&I.
- One con was given: (1) A con was given by a member who served on a committee with him that he occasionally left early.
- His resume was called to an “All” vote.
  - For: 26
  - Against: 1
  - Abstain: 3
- Willie was therefore elected to the position of H&I chair.

## Reports

### Officer Reports

#### Chair – Sheryl K.

Chair’s report was given. No notes were taken on this report.

No report was submitted, so there is no attachment related to this matter.

#### Alternate Chair – Darren L.

Alternate Chair’s report was given verbally, but no written report was submitted. In his report, Darren mentioned that we had a mid-month meeting with the subcommittee chairs to discuss budgets.

- One thing that was done at that meeting was the signing of misappropriation of funds sheets (from policy) by all our area SC chairs. From this point forward, anyone who is voted into a chairperson position from here on out should promptly sign this sheet.

#### Secretary – David K.

Secretary’s report was given.

<sup>3</sup>The report which was submitted has been attached in full.

<sup>4</sup>An updated Contact Sheet for CASC Officers has been attached.

#### Treasurer – Michelle M.

Treasurer’s report was given.

Beginning balance: \$2102.75 (Aug 5<sup>th</sup>)

Deposits: \$ 699.00

Expenses: \$ 418.81

Available balance: \$2382.94

Above prudent reserve: \$ 582.94

<sup>5</sup>The report which was submitted has been attached in full.

## Regional Committee Member (RCM) – Gina L.

The RCM's report was given.

Gina submitted a letter resigning from the position of RCM. She humbly acknowledged that she is unable to serve in this position in the way that the area deserves. Therefore, the opportunity was offered to challenge Kay's automatic moving up to the RCM position. There was no challenge. Therefore, Kay automatically moved up to the position of RCM.

<sup>6</sup>The report and resignation which was submitted has been attached in full.

## **Subcommittee Reports**

### Hospitals & Institutions

- H&I's report was given by Darren L. (CASC Alternate Chair).

<sup>7</sup>The report which was submitted has been attached in full.

### Public Relations

- PR's report was given by Susan C. (Public Relations Chair).
- An update was given on the presentation that will be taking place on September 21<sup>st</sup>. Literature has been ordered and meeting schedules will be printed.
- An update was given on the Southeast Zonal Forum event going on later this year – it has moved to the weekend of December 7<sup>th</sup> in Cary.

<sup>8</sup>The report which was submitted has been attached in full.

### Policy

- Policy's report was given by Delphyne F. (Policy Chair).
- She mentioned that she has been reaching out to try to get members to participate in the Policy Subcommittee.
- She is requesting that all subcommittees provide their policies to her (contact below).
- She is asking anyone who would like to participate in the Policy Subcommittee to contact Delphyne at 919-592-1605.

<sup>9</sup>The report which was submitted has been attached in full.

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Here, the meeting deviated away from the orders of the day.

Susan G. applied for the position of RCM; however, since Kay had already moved up, Susan's resume was rejected after it was explored. When Susan came back into the room, we explained the situation, and asked her if she was willing to be Alt. RCM. She stated that she was, and therefore took on this position; thus, Susan G. is now our Alternate RCM.

<sup>10</sup>The resume that was submitted has been attached.

### Outreach

- Outreach's report was given by Robin S. (Outreach Chair).
- Updates were given on loner groups and our service to Franklin Co. Correctional.

- With much sadness, Robin submitted a letter of resignation due to her mother's health.  
<sup>11</sup>The report which was submitted has been attached in full.  
<sup>12</sup>The letter of resignation which was submitted has been attached in full.

### Activities

- Activities' report was given by Shahid W. (Activities Chair).
- After he submitted his report, Shahid asked the Secretary to transpose his report into the minutes due to the shakiness of his handwriting, explaining that it is a matter of health.
- The transcript of the report which was submitted reads as follows:

#### ASC Activities Chair Report

My name is Shahid & I'm an addict. Thanks for allowing me to serve as your Activities Chair. Now that we've been given a budget we can move forward in our planning towards our upcoming event "Appreciation Day". This event will take place October 6<sup>th</sup>, 2018 from 10am until 6pm. As you should already know from past flyers there will be a speaker at 11am, volleyball and basketball at 12noon, kickball at 1pm, and free food at 3pm. We've also started to look for our location toward our next event which would be our Capital Area Anniversary / Learning Day through Unity.

Your Trusted Servant,  
 Shahid, Activities Chair

### Ad Hoc / Special Reports

#### Ad Hoc Convention Policy

- Convention Policy Ad Hoc report was given by Chris G. (CPAH Chair).
- He reported that they have one last section to review. It will likely be done this month, and will send details to the CASC Secretary, who will then forward them to GSRs and other Officers.

#### Temporary Convention Treasurer – Tim H.

- The Convention Treasurer's report was given by Tim H. (Temp. Convention Treasurer)
- He says that he has roughly 20 people who have not been paid back.
- Pertinent figures are listed below.

Beginning balance: \$ 1986.33

Deposits: \$ 0.00

Expenses: \$ 282.00

Ending balance: \$ 1704.33

Outstanding: \$ 30.00

Available Balance: \$ 1674.33 (as of 8/31/2018)

- <sup>13</sup>The report that was given and submitted has been attached in full.

## Homegroup Concerns

- The concern was raised that the employees at the women's Healing Transitions facility (non-NA members) hold onto the 7<sup>th</sup> tradition collection due to security concerns. This issue was thoroughly explored, and there was mild distention in the room during the discussion. Clarity was added, and several suggestions were offered to the GSR to bring back to their home group; however, the primary concern is that there is a lack of outside support, and the best solution is for other members in the area to come and join the group.
- The GSR from Young Connections came forth at this point and said that he had money to donate to Area from his group; alas, there was no way for us to take their money this late in the meeting as the Treasurer had departed prematurely due to personal matters.

## Second Roll Call

A second roll call was taken at this point.

- There were only 14 of the original 22 GSRs still present.
- Thus, GSR retention was 63.6%.
  - o This figure is nearly a 1/4<sup>th</sup> decrease (-23.3%) in GSR retention compared to August.
- Two of the original 12 Officers had departed early.
- Thus, Officer retention was 83.3%.
  - o This figure is a 1/6<sup>th</sup> decrease (-16.7%) in Officer retention compared to August. (the column containing this information has been erased on the attached roll call sheet).

## Close

The meeting was called to a close at roughly 4:25 p.m. with a unity circle and the "We" version of the Serenity Prayer.

This concludes the minutes for the September 9<sup>th</sup>, 2018 meeting of the CASC. The next CASC meeting is scheduled for October 7<sup>th</sup>, 2018, which is the first Sunday next month.

In loving service,

David K  
CASC Secretary ('18-'19)  
Secretary@CapitalAreaNCNA.com  
919-699-7519







# ASC Secretary Report

September 9<sup>th</sup>, 2018

Dear Capital Area,

This month, a few tasks have been accomplished.

- 1) The minutes were sent out on 8/15/2018.
  - a. This month there was an improvement in the process. A click-box link was added wherever an attachment was noted and clicking this box would take you directly to the attachment in the document. Hopefully some of you used these boxes and they made your lives easier.
  - b. If you did not receive these minutes, please stay after area and allow me time to write down or enter your contact information. If you are not able to stay late, please write down your name, phone number, and email address and hand it to me before you leave.
  
- 2) As is the case every month, dead email addresses – or any emails that bounced the minutes – were removed from the list. Furthermore, the entire email list was given a thorough curation.
  - a. Wherever possible, emails were connected to a First name and a Last initial, and notes were added for clarity. It is not necessary to have this information under most circumstances; however, it can prove fruitful in certain situations. All last names were removed from the list, although email addresses containing last names were kept intact for obvious reasons.
  - b. I was unable to add names to five (5) of the email addresses, which I have included below in this report. Please tell me if you would like your First name and Last initial added to the contact list.  
[Cnwilliams87@gmail.com](mailto:Cnwilliams87@gmail.com) | [Yankees1JRNC@gmail.com](mailto:Yankees1JRNC@gmail.com) | [LginNC03@gmail.com](mailto:LginNC03@gmail.com)  
[Decosta69.da@gmail.com](mailto:Decosta69.da@gmail.com) | [Mink4inc4@msn.com](mailto:Mink4inc4@msn.com)
  
- 3) Signed misappropriation agreement policy copies which were signed by the CASC Subcommittee Chairs at the midmonth meeting. I will most likely will not include these documents in the minutes due to the sheer volume; rest assured, however, that they are archived.

If you have anything which needs to be brought to the attention to the CASC as a whole, or a specific portion of the CASC, feel free to reach out to me if you cannot handle that communication yourself for whatever reason.

Thank you for this opportunity to serve. It has impacted other areas in my life as well.

Respectfully submitted,

David K  
ASC Secretary ('18-'19)  
Secretary@CapitalAreaNCNA.com  
919-699-7519

<b>Area Service Committee Officers ('18-'19)</b>		
<b>Position</b>	<b>Name</b>	<b>Phone Number</b>
Chairperson	Sheryl K	(813) 785-0545
Alternate Chairperson	Darren L	(919) 798-2723
Secretary	David K	(919) 699-7519
Alternate Secretary	Janet W	(919) 634-7523
Treasurer	Michelle M	(919) 268-7556
Alternate Treasurer	<i>Vacant – One Year Cleantime Suggested</i>	
Regional Committee Member (RCM)	Kay W	(919) 756-4674
Alternate RCM	Susan G	(919) 210-7728
<b>Subcommittee Chairpersons ('18-'19)</b>		
<b>Position</b>	<b>Name</b>	<b>Phone Number</b>
Hospitals & Institutions Chair	Willie T	(919) 4444-3919
Public Relations Chair	Susan C	(919) 522-5223
Policy Chair	Delphyne F	(919) 592-1605
Outreach Chair	<i>Vacant – One Year Cleantime Suggested</i>	
Activities Chair	Shahid W	(919) 758-4332
<b>Special ASC Appointments</b>		
Temporary Convention Treasurer	Tim H	(919) 376-5683
Ad Hoc Convention Policy	Chris G	(919) 604-3748
	Updated: 9/17/2018	



## CASC TREASURERS REPORT – September 9<sup>th</sup>, 2018

Date: 09/09/2018  
From: Michele M., CASC Treasurer  
Re: Treasury Report for the month of July 2018

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 are the Income and Expense statements for July.

### JULY 2018 STATEMENT

The beginning balance on 08/05/2018 was:	\$2,102.75
Deposits in July totaled:	\$ 699.00- <b>Deposit of Area Donations on 8/5/18</b>
Checks and deductions totaled:	\$ 418.81 - See attached detailed Income & Expense Report
Ending balance on 09/08/2018:	\$ 2,382.94- See attached PNC Bank Statement
Outstanding checks not cleared:	<u>\$ 0</u> -
<b>Available balance on 08/05/2018:</b>	<b>\$2,382.94</b>

Our available balance as of today is \$2,382.94. This available balance puts us \$582.94 **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,

Michele M., CASC Treasurer

### Attachments:

- August 2018 Income & Expense reports
- August 2018 PNC Bank Statement

Capital Area NA Treasurers Report - August 5th, 2018 Area Meeting  
Income Expense Statement for August 2018

Beginning Balance:		8/5/2018	\$2,102.75	Period: 08/01/2018-08/31/2018	
<b>Income/ Revenue Section 1</b>					
Type of Deposit/debit	Date	Amount	Notes	Description	
Group Donations/ Repayments - CASH	8/5/2018	\$599.00		Group donations received at Area Meeting, see August 05 Group Donation Report	
<b>Total Income/ Revenues</b>		<b>\$599.00</b>			
<b>Repayment of Mis-Appropriated Funds</b>					
Amount shown here is included in the total of donations above					
Type of Deposit/debit	Date	Amount	Balance	Description	
Nikki	8/5/2018	\$100.00	\$1,156.41	8 Repayments to date - last payment on 11/5/17	
<b>Sub Total Income/ Revenues</b>		<b>\$100.00</b>	<b>\$1,156.41</b>		
<b>Expense Section</b>					
Type of Bill or Payment	Date	Check #	Amount	Notes	Policy Description
<b>SUB COMMITTIIES</b>					
<b>H&amp;I Committee</b>			\$222.88		
H&I Literature					H&I Literature -
H&I Office Supplies					H&I - Office Supplies
H&I Learning Day one per year					<b>One Learning Day - per Policy</b>
<b>PR and Website</b>					
Phone Line - Auto Draft Monthly	5th monthly	AD	\$30.93		<b>Varies slightly - averages \$30.93/</b>
Meeting Directories					<b>Varies slightly - Quarterly Printing</b>
Website - Auto Draft Go Daddy	16th monthly	AD			<b>On Autodraft</b>
Text Blasting-Auto Draft Monthly	9th monthly	AD	\$10.00		<b>On Autodraft-TEXTEDLY.COM</b>
PR Literature					<b>Monthly Budget</b>
PR Chair Travel Expenses					
Outreach					<b>\$35 Monthly allocation per policy</b>
Policy					<b>\$30 Monthly allocation per policy</b>
Activities Committee - NO BUDGET					<b>For Area Aniversary Function(s)</b>
<b>AREA SERVICE COMMITTE</b>					
Fairmont United Methodist Church	1st monthly	1894	\$50.00		ASC - Rent - July 2018
Secretary					<b>Varies slightly</b>
Treasurer - Office Supplies					
Treasurer -Storage Rent	9th monthly	AD	\$105.00		<b>Security Self Storage</b>
Chairperson					
RCM Travel/ Expenses					
Bank Fees		AD			<b>service charge - Bank Account</b>
Mail Box - Due yearly on Nov 1st					<b>CASC Mailbox at Cameron Village</b>
NAWSO					<b>CASC Donation to World Service</b>
CRSO					<b>CASC Donation to Regional Service</b>
Regional Donations - 60% - CRNA					<b>Per Policy</b>
World Donations - 40% - NAWS					<b>World Donation Per Policy</b>
<b>Total of All Expenses</b>			<b>\$418.81</b>		
<b>Revenue</b>			<b>\$699.00</b>		
<b>DIFFERENCE: Income-Expenses</b>			<b>\$280.19</b>		
<b>Ending Balance - 9/8/18</b>			<b>\$2,382.94</b>		
<b>Previous Month's Checks Not Yet Cleared</b>					
Check Payable to:	Date	Check #	Amount	Description	
		<b>TOTAL:</b>	<b>\$0.00</b>		
<b>Available Balance - 3/05/2017</b>			<b>\$2,382.94</b>		
<b>Prudent Reserve- Per Policy</b>			<b>\$1,800.00</b>		
<b>Amount Above/ Below P.R.</b>			<b>\$582.94</b>	<b>ABOVE</b>	

# Business Checking

PNC Bank



For the Period 08/01/2018 to 08/31/2018

Primary Account Number: [REDACTED]

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Number of enclosures: 0

CAPITAL AREA  
PO BOX 10953  
RALEIGH NC 27605-0953

For 24-hour banking sign on to  
 PNC Bank Online Banking on pnc.com  
FREE Online Bill Pay

For customer service call 1-877-BUS-BNKG  
Monday - Friday: 7 AM - 10 PM ET  
Saturday & Sunday: 8 AM - 5 PM ET

Para servicio en español, 1-877-BUS-BNKG

**Moving?** Please contact your local branch

Write to: Customer Service  
PO Box 609  
Pittsburgh, PA 15230-9738

Visit us at PNC.com/smallbusiness

TDD terminal: 1-800-531-1648  
For hearing impaired clients only

## PNC EXPRESS FUNDS EXPANDS TO THE PNC ATM NETWORK

PNC Express Funds for Mobile Banking was introduced last year and we've now expanded this service to include deposits made at our PNC ATMs.

PNC Express Funds is an optional service providing immediate availability to qualifying single check deposits. If you deposit a single check that qualifies for this service, you will be offered the option for a fee, at the ATM, to receive immediate availability of the deposit for purchases and/or withdrawals.

The fee for PNC Express Funds is 2% of the total check amount (a \$2.00 minimum fee will apply). In addition, if the check you deposited using PNC Express Funds is returned due to insufficient funds, PNC will not charge your account for the amount of the check that was returned.

See the PNC Funds Availability policy for details on funds availability and cut off times.

## 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
2,102.75	699.00	418.81	2,382.94
		Average ledger balance	Average collected balance
		2,449.53	2,449.53

### Deposits and Other Additions

Description	Items	Amount
Deposits	1	699.00
<b>Total</b>	<b>1</b>	<b>699.00</b>

### Checks and Other Deductions

Description	Items	Amount
Checks	1	50.00
Debit Card Purchases	3	337.88
ATM/Misc. Debit Card Transactions	1	30.93
<b>Total</b>	<b>5</b>	<b>418.81</b>

# Business Checking

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

For the Period 08/01/2018 to 08/31/2018

Capital Area

Primary Account Number: [REDACTED]

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Business Checking Account Number: [REDACTED] continued

## Daily Balance

Date	Ledger balance	Date	Ledger balance	Date	Ledger balance
08/01	2,102.75	08/09	2,605.82	08/20	2,382.94
08/06	2,720.82				

## Activity Detail

### Deposits and Other Additions

#### Deposits

Date posted	Amount	Transaction description	Reference number
08/06	699.00	Deposit	053585224

### Checks and Other Deductions

#### Checks and Substitute Checks

Date posted	Check number	Amount	Reference number
08/06	1894 *	50.00	084754445

#### Debit Card Purchases

Date posted	Amount	Transaction description	Reference number
08/09	105.00	0758 Debit Card Purchase Security Self Storage 919-8993870 NC	84649933015430758221
08/09	10.00	0758 Debit Card Purchase Textedly Httpstexted	84648933015430758221
08/20	222.88	8669 Debit Card Purchase N A World Services Inc 818-7739999 Ca	46918933024688669231

#### ATM/Misc. Debit Card Transactions

Date posted	Amount	Transaction description	Reference number
08/06	30.93	0758 Recurring Debit Card J2 800-6695400 Ca	44009933015430758217

### Detail of Services Used During Current Period

Note: The total charge for the following services will be posted to your account on 09/04/2018 and will appear on your next statement as a single line item entitled Service Charge Period Ending 08/31/2018.

Description	Volume	Amount	Requirements Met
Account Maintenance Charge		.00	Requirements Met
Combined Transactions	3	.00	Included in Account
Checks Paid	1	.00	Included in Account
Deposited Item - Consolidated	1	.00	Included in Account
Deposit Tickets Processed	1	.00	Included in Account
Branch - Consolidated Cash Deposited	5	.00	Included in Account
Total For Services Used This Period		.00	
Total Service Charge		.00	

## Regional Chair Report.

9/9/2018.

This letter is to put in my resignation from the position as Regional Chair.

My personal life and new schedule does not permit me to keep the commitment of the position.

I appreciate the opportunity to service, but must keep with the principles of honesty, openminded, and willingness. I don't serve the area properly if I can foresee that I'm unable to do so!

Thank You,  
Dyna L.

Darren L

Area Vice Chairperson

9/9/18

Good afternoon Capital area ASC and as always thank you for allowing to serve this area as your area vice chairperson. first thing that I like to report is I had mid-month meeting with our area committee chairs area secretary and our area treasurer to discuss budget, who's allowed a budget, how budget is replenish along with other issues which will be disclose in our secretary's report because the area vice chair does not give a report. But as the H&I chairperson until this area vote in a permanent H&I chairperson I had a chance to talk with our contact at Holly Hills and until farther notice we will not be doing the Monday night H&I presentation because of their staffing issues, again I was inform by our contact that it was nothing that we done as a fellowship it was a staffing issued for them. I attended our H&I monthly meeting. Again, thank you for allowing to serve.

Darren L.

Area Vice Chairperson



1 | Meeting Lists

David K worked miracles with our meeting list. He updated both the aesthetics as well as reduced the print size from legal to 8 ½ x 11. We plan to print these for the October batch.

2 | Joe M. and Robin S. did a phone presentation to the Franklin Correctional Center. The NA meeting that they have in there is struggling and they are looking for support. Outreach is now looking for volunteers to help support this isolated group. Please let us know if you're interested. It's Monday nights, from 7-8pm.

We did the presentation at First Step this month as usual. They mentioned possibly having a presentation at their Garner facility. They will follow up with Joe on that.

3 | Town Hall Meeting | Friday, Sept 21 @ 10:50am

We are scheduled to do a 15 minute presentation at 10:50 am. We are putting together folders with pertinent materials to hand out to the attendees.

4 | PR Roundtable for Professionals | Friday, Dec 7, 1pm – 4pm

The SEZF has booked a venue in Cary for Friday, Dec 7. The contact list of community stakeholders is posted in the SEZF google group. If you would like to be included, you can send a request to [sezfna@googlegroups.com](mailto:sezfna@googlegroups.com).

5 | Carolina Region

The Carolina RSC has rolled out a newly revamped website, you can check it out at [www.crna.org](http://www.crna.org)

6 | Open PR Service Positions

The following service positions are still open: Alt. Chair, Secretary, Phonenumber Coordinator, Alt. Web Servant

7 | Phonenumber: 3 Calls | E-Blasts: 9

In Loving Service,  
Susan C.  
919.522.5223

## Southeastern Zonal Forum



# December 7th-9th, 2018

## DoubleTree by Hilton Raleigh-Cary

### 500 Caitboo Avenue, Cary, NC 27518

\$99/night, please reserve by Nov 17th

Book online with the QR code or the link: <https://tinyurl.com/ybwbkcab>

Or call the hotel (919) 239-4447, mention group code SEZF or 600.

Travel from RDU airport to hotel via Taxi/Uber/Lyft



### Friday December 7th (Dogwood Room)

1pm-4pm	PR Roundtable for Professionals
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### Saturday December 8th (Bradford A Room)

9:00a-10:00a	Open Forum
10:15a-11:45a	Fellowship Development / Outreach
12:00p	Lunch Break
1:15p-2:00p	Metro / Shared Services
2:00-2:45p	Monthly PR Task Force Meeting (Live Streamed)
3:00p-4:30p	Drug Replacement Therapy + Medically Assisted Treatment in NA Issue Discussion Topic
5:45p	Meet in Hotel Lobby to Depart for Speaker Jam (Transportation Provided)
7:00p-9:00p	Speaker Jam + Potluck (hosted by Steps Into Recovery Group, 1301 S Main Street, Lillington, NC)

### Sunday December 9th (Dogwood Room)

8:00a-11:30a	Zonal Business Meeting
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Need More Information? Contact: [regionaldelegate@ncregion-na.org](mailto:regionaldelegate@ncregion-na.org)

## Key to Meeting Formats

BG	Beginner's meeting
BT	Basic Text study
CL	Candlelight meeting
D	Discussion meeting
IP	Informational Pamphlet study
HW	It Works: How and Why study
JFT	Just for Today Daily Meditation study
L	Literature study
LC	Living Clean study
RR	Round Robin
SP	Speaker meeting
SS	Step study
T	Topic
TS	Tradition study
V	Various formats
&	Wheelchair Accessible

Meetings are open to all interested in NA, unless the meeting is designated as "Closed".

\*Closed: Only for addicts or those who think they may have a problem with drugs.

### Capital Area Service Meetings—\*Closed (Members Only)

Capital Area Service Meetings, including subcommittee meetings, typically take place on the first Sunday of the month at Fairmont United Methodist Church | 2501 Clark Ave., Raleigh, NC 27607

Capital Area Service Committee (CASC)	Time	2:00 p.m.
Group Service Rep. (GSR) Orientation	Time	1:30 p.m.

Hospitals & Institutions (H&I)	Time	12:30 p.m.
Public Relations (PR)	Time	12:30 p.m.
Policy	Time	12:30 p.m.
Activities	Time	12:30 p.m.
Outreach	Time	1:00 p.m.

## SUNDAY

10:00 a.m.	<b>CAME TO BELIEVE</b> (SP, D) South Wilmington Street Center 1420 S. Wilmington St., Raleigh
2:00 p.m.	<b>LIFE ON LIFE'S TERMS</b> Ship of Zion Ministries 105 E. Lee St., Raleigh
4:00 p.m.	<b>Spiritually Connected</b> (V, D) Wake Baptist Grove Church 302 E Main St., Garner
6:30 p.m.	<b>TOGETHER WE CAN</b> 1.5hr Wilson Medical Center   Auditorium 1705 Tarboro St., Wilson
7:00 p.m.	<b>I CAN'T WE CAN</b> (D, L) St. James United Methodist Church 3808 St. James Church Rd., Raleigh
7:30 p.m.	<b>Living Clean and Serene</b> (BG, V) & New Horizons Fellowship   West Wing 816 E Williams St., Apex
8:00 p.m.	<b>NA WAY</b> (D, BT, SP, SS, TS, JFT) & Fairmont United Methodist Church 2501 Clark Ave., Raleigh

## MONDAY

8:00 a.m.	<b>SERENITY IN THE MORNING</b> (SS, TS) & 124 S. Salisbury St., Raleigh
9:30 a.m.	<b>A NEW BEGINNING</b> (BT, SS, TS, D) Fulfilled Promise Tabernacle 320 Bledsoe Ave., Raleigh
12 noon	<b>MID DAY MIRACLES</b> (O, D) 1.5hr 2860 Ward. Blvd., Wilson <b>OUT TO LUNCH</b> (JFT) & Fairmont United Methodist Church 2501 Clark Ave., Raleigh
6:00 p.m.	<b>CONSTANTLY SEARCHING</b> (BT, SP) First Baptist Church   Family Life Center 101 S. Wilmington St., Raleigh <b>SOUTHSIDE RECOVERY</b> (D) Tupper Memorial Church 501 S. Blount St., Raleigh
6:30 p.m.	<b>OUR COMMON WELFARE</b> (SS, D, TS, IP, SP) Restoration Community Church 11001 Raven Ridge Rd., Raleigh
7:00 p.m.	<b>PRINCIPLES &amp; TRADITIONS</b> (*Closed, HW, SS, JFT, T, SP) 1.5hr Milner Presbyterian Church 1950 New Bern Ave., Raleigh <b>TOGETHER WE CAN</b> 1.5hr Wilson Medical Center   Wells Fargo Room 1705 Tarboro St., Wilson
7:30 p.m.	<b>MIRACLES IN PROGRESS</b> (BT, D, IP) Wakefield Central Baptist Church 308 Proctor St., Zebulon <b>LIVING CLEAN AND SERENE</b> (LC) & New Horizons Fellowship   West Wing 816 E. Williams St., Apex <b>PRIMARY PURPOSE</b> (BG) & Westover United Methodist Church 300 Powell Dr., Raleigh
8:00 p.m.	<b>LUNATIC FRINGE</b> (IP, D) & St. Giles Presbyterian Church 5101 Oak Park Rd., Raleigh

## TUESDAY

8:00 a.m.	<b>SERENITY IN THE MORNING</b> (SS, TS) & 124 S. Salisbury St., Raleigh
9:30 a.m.	<b>A NEW BEGINNING</b> (BT, SS, TS, D) Fulfilled Promise Tabernacle 320 Bledsoe Ave., Raleigh
12 noon	<b>EXPERIENCE, STRENGTH, &amp; HOPE</b> Hope Community Church 821 Buck Jones Rd., Raleigh <b>OUT TO LUNCH</b> (SS) & Fairmont United Methodist Church 2501 Clark Ave., Raleigh
7:00 p.m.	<b>PRINCIPLES B4 PERSONALITIES</b> (T, SP, SS, TS, JFT) & St. Ambrose Church 813 Darby Dr., Raleigh <b>EXPECT A MIRACLE</b> (D) First Alliance Church 4400 Buffalo Rd., Raleigh
7:30 p.m.	<b>SPIRITUAL CHANGE</b> (D) First United Methodist Church 205 Tarboro St., Wilson
8:00 p.m.	<b>NEW WAY OF LIFE II</b> (V) Fuquay-Varina Presbyterian Church 310 N. Ennis St., Fuquay-Varina <b>TUESDAY NIGHT LIVE</b> (D) & Greenwood Forest Baptist Church 110 S.E. Maynard Rd., Cary

## WEDNESDAY

8:00 a.m.	<b>SERENITY IN THE MORNING</b> (SS, TS) & 124 S. Salisbury St., Raleigh
9:30 a.m.	<b>A NEW BEGINNING</b> (BT, SS, TS, D) Fulfilled Promise Tabernacle 320 Bledsoe Ave., Raleigh

## Wednesday (continued)

12 noon	<b>OUT TO LUNCH</b> (IP) & Fairmont United Methodist Church 2501 Clark Ave., Raleigh
6:00 p.m.	<b>SOUTHSIDE RECOVERY</b> (D) & Tupper Memorial Church 501 S. Blount St., Raleigh
6:30 p.m.	<b>THE JOURNEY CONTINUES</b> (LC) 1.5hr 136 E. Morgan St., Raleigh <b>TOGETHER WE CAN</b> Wilson Medical Center   Wells Fargo Room 1705 Tarboro St., Wilson
7:30 p.m.	<b>PRIMARY PURPOSE</b> (*Closed, SS, TS) & Westover United Methodist Church 300 Powell Dr., Raleigh   Mtg. downstairs in basement
8:00 p.m.	<b>MAN UP</b> (*Closed, Men's issues) Grace AME Zion Church 1401 Boyer St., Raleigh <b>THE SEEKERS</b> (BT) & Community Service Center 401 E. Whitaker Mill Rd., Raleigh

## THURSDAY

8:00 a.m.	<b>SERENITY IN THE MORNING</b> (SS, TS) & 124 S. Salisbury St., Raleigh
9:30 a.m.	<b>A NEW BEGINNING</b> (BT, SS, TS, D) Fulfilled Promise Tabernacle 320 Bledsoe Ave., Raleigh
12 noon	<b>OUT TO LUNCH</b> (TS) & Fairmont United Methodist Church 2501 Clark Ave., Raleigh
6:00 p.m.	<b>LIFE ON LIFE'S TERMS</b> (SS, TS, SP) Ship of Zion Ministries 105 E. Lee St., Raleigh
6:30 p.m.	<b>BASIC TEXT STUDY</b> (BT, TS, SS) & 3540 Maitland Dr., Ste. 116, Raleigh Tower Shopping Center off New Bern Ave.
7:00 p.m.	<b>I CAN'T WE CAN</b> (D, SP) St. James United Methodist Church 3808 St. James Church Rd., Raleigh
7:30 p.m.	<b>LET THE HEALING BEGIN</b> (V) & Healing Transitions – Women's Campus 3304 Glen Royal Rd., Raleigh <b>SPIRITUAL CHANGE</b> (D) First United Methodist Church 205 Tarboro St., Wilson <b>WAY TO GROW</b> (T, SP) Knightdale United Methodist Church 7071 Forestville Rd., Knightdale
8:00 p.m.	<b>FREEDOM THROUGH RECOVERY</b> (*Closed, D, CL) & Greenwood Forest Baptist 110 S.E. Maynard Rd., Cary <b>IN FROM THE STORM</b> (SP, IP, BT) Healing Transitions – Men's Campus 1251 Goode St., Raleigh <b>WELCOME HOME</b> (*Closed, D, SS, TS, SP, T) Grace Lutheran Church 5010 Six Forks Rd., Raleigh

## FRIDAY

8:00 a.m.	<b>SERENITY IN THE MORNING</b> (SS, TS) & 124 S. Salisbury St., Raleigh
9:30 a.m.	<b>A NEW BEGINNING</b> (BT, SS, TS, D) Fulfilled Promise Tabernacle 320 Bledsoe Ave., Raleigh
12 noon	<b>MID DAY MIRACLES</b> (O, D) 1.5hr 2860 Ward. Blvd., Wilson <b>OUT TO LUNCH</b> (D) & Fairmont United Methodist Church 2501 Clark Ave., Raleigh



Policy Committee  
9-9-2018

Hi Family,  
Again it is an honor to serve  
as your policy chair. I have reached  
out to several members to join the  
policy committee. I've gotten a lot of  
noise and some I'll think about it.  
So with that being said a committee  
has not been established. I'm asking  
you GSR to take this back to your  
Homegroups and ask them for help  
with this. Also if you have Sponsors,  
Sponsees and grand sponsors maybe  
you can reach out to them to be part  
of serve and give back what was so  
freely given to you.

OK the policy states that  
Policy Committee ~~present~~ <sup>there</sup> 5 policies  
present @ the area for <sup>new</sup> GSR's that  
don't have a policy. They will be  
available @ ~~the area~~ <sup>the area</sup>. I have further ask that  
All Sub Committee Chairs provide  
me with the sub committee policy  
at the next area please

Policy subcommittee has a  
\$30 budget to print policies, I will  
be ~~doing~~ <sup>submitting</sup> a check request today.

My phone # 919 592 1605 if  
you have anyone that would like  
to join this committee.  
In loving service, Delphine Z, Chair



# N.A. Service Resume

Date: 9-9-2018

Name: <u>SUSAN GREGORY</u>	Clean Date: <u>7-21-90</u>
Address <u>NOT APPLICABLE</u>	
<u>Alternate, RCM</u>	Phone ( )
Service position interested in: <u>CAPITAL AREA Regional Chairperson - Carolina Reg.</u>	
List group service positions and dates served:	
<u>TREASURER</u>	<u>CONV. CHAIR</u>
<u>GSR</u>	
<u>PROGRAMMING</u>	
List area service positions and dates served:	
<u>1990 - 2018</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?      ( ) Yes      ( <input checked="" type="checkbox"/> ) No	
If no, why not? <u>Didn't complete one Conv. Commit. commitment</u>	
Please list anything additional: _____	
Are you employed full-time?      ( <input checked="" type="checkbox"/> ) Yes      ( ) No	
Can you travel in connection with this service commitment?      ( <input checked="" type="checkbox"/> ) Yes      ( ) No	

09/09/18

### Out reach

Hi family, I hope all is well. Out Reach Chair report is as followings

On August 12<sup>th</sup> I attended the home group Life on Life's terms after the meeting I spoke with their GSR and introduce myself as outreach chair and inquired about the function of their group and how can the Out Reach subcommittee assist their group and aid them in attending the ASC. I was informed that due to lack of home group members and support they cannot attend nor make donations to the ASC. GSR also report group has allowed the church to supply the coffee that allow them to use 7<sup>th</sup> tradition funds to purchase ligature. GSR was reminded of the 7<sup>th</sup> tradition and was offered various ways to be fully self-supporting.

On August 23<sup>rd</sup> I attended the home group Let the Healing Begin after the meeting I spoke with their GSR and introduce myself as outreach chair and inquired about the function of their group and how can the Out Reach subcommittee assist their group and aid them in attending the ASC. I was informed that due to lack of home group members and support they cannot attend nor make donations to the ASC. GSR also report home group does not pay rent per the facility does not charge and staff holds 7<sup>th</sup> tradition funds for group until time to purchase ligature. GSR was reminded of the 7<sup>th</sup> tradition and was offered various ways to be fully self-supporting. Both home groups were receptive to Outreach suggestions.

In loving service  
Robin S

## OUTREACH

Hello Family I hope all is well, allow me to first thank everyone for their vote of confidence and voting me in as the Outreach Chair. When I submitted my resume for this position my motives were to be of service and fulfill a need of this fellowship, however since taking this position I had been collaborating with my sister in regards to our mother's health and it has been concluded that I need to take more responsibility in the overall care of my elderly mother and other commitments in my personal life including being GSR for my home group due to lack of members and unexpected resignation of previous GSR. It is with much reluctance and sadness in my heart I am resigning as the Outreach chair. Know this was not an easy decision for me however I don't want to be selfish and deprive this fellowship of the time and commitment this subcommittee needs and deserves. I only pray that this position will be filled soon with someone who can appreciate and fulfill the needs of this subcommittee.

In Loving Service  
Robin S





## NCCAFR TREASURERS REPORT – September 09, 2018

Date: 09/09/2017  
From: Tim H., Temporary Convention Treasurer  
Re: Convention Treasury Report for the month of August 2018

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. I volunteered to help close out the debts owed by the Convention Committee and help to set up the expense reports for the Convention Committee going forward. Please encourage other responsible, trusted servants to volunteer at the Area level to help us to continue to carry the message. I look forward to turning the Treasurers duties over to the new Convention Committee in February when they are elected.

Attached is the Income and Expense statement for August 2018 along with the corresponding PNC Bank Statement. Here is a summary of the income and expenses for the last month.

### **JULY 2018 STATEMENT- SUMMARY**

The beginning balance on 06/30/18 was:	\$ 1,986.33 – Beginning Balance
Deposits in June Totaled:	\$ 0.00 – See detailed total of deposits
Checks and deductions totaled:	\$ 282.00 – See attached detailed Income & Expense Report
Ending balance on 08/31/2018:	\$ 1,704.33 - See attached PNC Bank Statement
Outstanding checks not cleared:	\$ 30.00 - See detailed total of outstanding checks
<b>Available balance on 08/01/2018:</b>	<b>\$1,674.33</b>

See attached PNC bank statement for August and the Income and Expense statements.

I'm attaching a list of people who pre-registered and pre-paid for the Convention that the Current Treasurer Michelle M. received from the past Convention Committee. The total amount collected/ owed is \$1,045.00, total re-paid to date is \$510.00 which leaves a balance owed of \$535.00.

**DEBT REPAYMENT:**

The previous Convention Treasurer, Angela K. who misappropriated Convention funds will be responsible for re-payment of those funds to the Convention Committee account and I will track the amount owed, amount paid and remaining balance each month. Beginning balance that she has agreed to repay is \$2,508.32 and pending approval of the re-payment agreement by the Area GSR's. If the money is re-paid in monthly installments of \$100.00, this means that re-payment will take 25 months.

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

Your trusted servant,

Tim H.

Attachments:

- Income & Expense report for August
- List of people who pre-registered/ paid money that we need to reimburse





# Business Checking

PNC Bank



For the Period 08/01/2018 to 08/31/2018

Primary Account Number: 7056

Page 1 of 2

Number of enclosures: 0

NC CAPITAL AREA FAMILY REUNION  
PO BOX 10953  
RALEIGH NC 27605-0953

For 24-hour banking sign on to  
 PNC Bank Online Banking on pnc.com  
FREE Online Bill Pay

For customer service call 1-877-BUS-BNKG  
Monday - Friday: 7 AM - 10 PM ET  
Saturday & Sunday: 8 AM - 5 PM ET

Para servicio en español, 1-877-BUS-BNKG

**Moving?** Please contact your local branch

Write to: Customer Service  
PO Box 609

Pittsburgh, PA 15230-9738

Visit us at PNC.com/smallbusiness

TDD terminal: 1-800-531-1648  
For hearing impaired clients only

## PNC EXPRESS FUNDS EXPANDS TO THE PNC ATM NETWORK

PNC Express Funds for Mobile Banking was introduced last year and we've now expanded this service to include deposits made at our PNC ATMs.

PNC Express Funds is an optional service providing immediate availability to qualifying single check deposits. If you deposit a single check that qualifies for this service, you will be offered the option for a fee, at the ATM, to receive immediate availability of the deposit for purchases and/or withdrawals.

The fee for PNC Express Funds is 2% of the total check amount (a \$2.00 minimum fee will apply). In addition, if the check you deposited using PNC Express Funds is returned due to insufficient funds, PNC will not charge your account for the amount of the check that was returned.

See the PNC Funds Availability policy for details on funds availability and cut off times.

## Business Checking Summary

NC Capital Area Family Reunion

Account number: 7056

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
1,986.33	.00	282.00	1,704.33
		Average ledger balance	Average collected balance
		1,822.07	1,822.07

## Deposits and Other Additions

Description	Items	Amount
Total	0	.00

## Checks and Other Deductions

Description	Items	Amount
Checks	3	280.00
Service Charges and Fees	1	2.00
Total	4	282.00

# Business Checking

For 24-hour account information, sign-on to  
[pnc.com/mybusiness/](http://pnc.com/mybusiness/)

For the Period 08/01/2018 to 08/31/2018  
 NC Capital Area Family Reunion Primary  
 Account Number: 7056  
 Page 2 of 2

Business Checking Account Number: 7056 - continued

## Daily Balance

Date	Ledger balance	Date	Ledger balance	Date	Ledger balance
08/01	1,984.33	08/15	1,719.33	08/21	1,704.33
08/06	1,944.33				

## Activity Detail

### 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
08/15	1020 *	225.00	L083417522	08/06	1026 *	40.00	L085251385	08/21	1028 *	15.00	048937457

### Service Charges and Fees

Date posted	Amount	Transaction description	Reference number
08/01	2.00	Service Charge Period Ending 07/31/2018	

### Detail of Services Used During Current Period

Note: The total charge for the following services will be posted to your account on 09/04/2018 and will appear on your next statement as a single line item entitled Service Charge Period Ending 08/31/2018.

Description	Volume	Amount	
Account Maintenance Charge		.00	Requirements Met
Combined Transactions	3	.00	Included in Account
Checks Paid	3	.00	Included in Account
Total For Services Used This Period		.00	
Total Service Charge		.00	