

# Capital Area Service Committee Meeting Minutes

## Sunday, January 6<sup>th</sup>, 2019

### Opening

The meeting was opened at 2:08 p.m. with the Serenity Prayer.

The 12 Traditions of Narcotics Anonymous were read.

The 12 Concepts of NA Service were read.

The Narcotics Anonymous Service Prayer was read.

### Roll Call and Approval of Minutes

Roll call was taken by the secretary.

- Eighteen (18) Home Groups were present at the time that Roll Call was taken.
- Eight (8) Officers were present at the time that Roll Call of Officers was taken.
- No corrections were suggested for the minutes from December. The minutes stood approved as presented.

<sup>1</sup>Home Group Roll Call sheet has been attached.

<sup>2</sup>Officer Roll Call sheet has been attached.

\*An up-to-date Contact Sheet for GSRs will be attached to the email.

### Old Business

#### Discussion on Cotina's Misappropriation

- The Treasurer was informed that Cotina has no intent to repay. She has recently come back into the program, picking up a white key tag after a relapse.
- The chairperson informed us that it is up to the Group Service Representatives (GSRs) to decide on what they wish to do regarding this situation.
- Policy was read regarding this misappropriation issue.
  - The chair instructed the GSRs to review this policy at the home group level. She stated that it is policy requires us to pursue legal action. This is incorrect, and the policy states that legal action *may* be pursued, if the GSRs so choose.
  - The action suggested here is to go back to the home group and review the policy, considering whether you would like to bring a motion forward.

\*No attachment is included regarding this matter.

#### Update: Angela Repayment

- Angela was not present at the CASC today to make her payment. She stated that she did not have time to come by after attending an event at her church due to their Christmas play. She stated that she can meet Monday, December 3<sup>rd</sup> to make said payment.

\*No attachment is included regarding this matter.

## **Resumes**

### Resume for Convention Committee Representative – Chris G.

- Chris submitted his resume for Convention Committee Representative (which is akin to the Convention Chair in the old policy).
  - o Two pros: 1) Chris has had a lot of experience with our area on various levels and while he did participate in the writing of the new policy in my mind that is a plus because he will be able to follow the policy that they came up with. It's not like he was the chair when they were doing it – it was after the fact – and I think that this experience with the policy will help with staying involved. 2) Chris has been decently involved and he seems committed and easy to work with – a pro for his character.
  - o Two cons: 1) Conflict of interest after helping write the policy 2) Conflict of interest after helping write the policy
    - o For: 22
    - o Against: 1
    - o Abstained: 4
- Thus Chris G. will be the new Convention Committee Representative.  
<sup>3</sup>The resume which was submitted has been attached.

## **New Business**

### Substantial Policy Recommendations

- A home group came to the policy subcommittee and suggested numerous changes for consideration. More information will be included in Delphyne's report. A motion relaying these changes was presented, but proved to be too cumbersome for immediate resolution. Thus, we will likely be addressing this proposal next month.
  - o This matter proved to be extremely problematic, and consumed about a quarter of the area service committee meeting today – despite not being really addressed one way or the other. A motion of this size would have needed a more strategic presentation, but instead was thrown on the agenda at the last minute without adequate preparation. After much discussion, we realized this matter should not have been brought to the floor of the CASC when it was whatsoever. This proposal was an in-house matter being handled by the Policy Subcommittee that came to the floor prematurely, before the Policy Subcommittee had time to discuss it amongst themselves. More information will be available, and discussion will be had at the CASC in February.

## **Reports**

### Officer Reports

#### Chair – Sheryl K.

- Chair's report was given.
- Chair attended the SEZF, and stated that our area seems like it's right on par with other areas.

\*No written report was submitted.

Alternate Chair – Darren L.

- Alternate Chair's report was given.
- As of late, he has been especially focused on this role as acting outreach coordinator.  
<sup>4</sup>The report which was submitted has been attached in full.

Secretary – David K.

- Secretary's report was given.  
<sup>5</sup>The report which was submitted has been attached in full.

Treasurer – Michelle M.

- Treasurer's report was given.  
Beginning balance: \$ 2357.27 (December 1<sup>st</sup>)  
Deposits: \$ 406.00  
Expenses: \$ 530.45  
Ending balance: \$ 2232.82  
Outstanding: \$ 271.27  
Available balance: \$ 1961.55 (January 1<sup>st</sup>)  
Above prudent reserve: \$ 161.55  
<sup>6</sup>The report which was submitted has been attached in full.

Regional Committee Member (RCM) – Kay W.

- The RCM report was given.
- She apologized for not attending last month – she was sick. She did attend the SEZF. Main concerns were changing our Sponsorship pamphlet. There were additional changes to our current literature, which will go into effect within the next year or two.  
<sup>7</sup>The report which was submitted has been attached in full.

**Subcommittee Reports**

Hospitals & Institutions

- H&I's report was given by Willie T. (H&I Chair).
- The report discussed the H&I learning day.
- Concerns about the budgeting of the Learning Day were discussed.  
<sup>8</sup>The report which was submitted has been attached in full.

Public Relations

- PR's report was given by Andrew V. (PR Web Servant).  
<sup>9</sup>The report which was submitted has been attached in full.

## Policy

- Policy's report was given by Delphyne F. (Policy Chair).
- The policy committee has gained a member. He has gone forth and submitted a proposed policy. The member and Delphyne will go through and make a revised policy to present at February's Capital Area Service Committee meeting.  
<sup>10</sup>The report which was submitted has been attached in full.

## Outreach

\*No report was given, as no opportunity was provided.

## Activities

- Activities' report was given by Shahid W. (Activities Chair).
- The written 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 Area Activity Chair. Everything is pretty much the same. We are looking forward in our upcoming event the last Saturday of this month, 1-26-19. Our area 33<sup>rd</sup> Anniversary. As of now, I haven't had my contact about being a part of the "N.A. Got Talent". We're still going with it as the plan. Hopefully members will still sign up the day of the event. Once more, it's very important that our area body show up for our area anniversary. I'm open for any care & concerns.

Thanks for allowing me to  
be of service.

Shahid, Activities Chair

## Ad Hoc / Special Reports

### Convention Treasury Report – Michelle M.

- The Convention Treasurer's report was not given. However, there was still a bank statement which was submitted.  
<sup>11</sup>The bank statement that was submitted has been attached with redactions.

## **Homegroup Concerns**

- Principles & Traditions (Monday, 7:30 to 8:30). They will be changing locations, perhaps even temporarily not meeting.
- There was a resume presented late. We will go ahead and review it today.

## **Resumes - continued**

### Resume for Convention Committee Secretary – June S.

- June submitted a resume for Secretary. Two pros and two cons:
  - o Pros: 1) She has been involved as a solid home group member and convention committee member. 2) She has been noticed paying attention and being “on top of her game”.
  - o Cons: 1) This decision lacks rotation of service. 2) None offered.
- A vote was taken:
  - o For: 9
  - o Against: 9
  - o Abstained: 6
- The chair broke the tie in favor. Thus, June became the Convention Committee Secretary.

## **Second Roll Call**

A second roll call was taken at this point.

- There were 16 of the original 20 GSRs still present.
- Thus, GSR retention was 80.0%.
  - o This figure is a 2.2% increase in GSR retention compared to October.
- There were 9 of the original 9 Officers still present.
- Thus, Officer retention was 100.0%.
  - o This figure is a 25% increase in Officer retention compared to October.  
(the column containing this information has been erased on the attached roll call sheet).

## **Close**

The meeting was called to a close at roughly 4:15 p.m. with a unity circle and the “We” version of the Serenity Prayer.

Below is a schedule of CASC meetings for the next six (6) months.

<b>February 3rd, 2019</b>	<b>March 3rd, 2019</b>	<b>April 7th, 2019</b>
<b>May 5th, 2019</b>	<b>June 2nd, 2019</b>	

Therefore, the next CASC meeting is scheduled for January 6<sup>th</sup>, 2018.

This concludes the minutes for the January 6<sup>th</sup>, 2019 meeting of the CASC.

In loving service,

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







Convention Chair

N.A. Service Resume

Date: 1/6/14

Name: Chris G.	Clean Date: 2/7/95
Address	
Phone: <del>XXXXXXXXXX</del>	
Service position interested in: Convention Representative	
List group service positions and dates served: Alt-GBR, GSR, Secretary, Treasurer	
List area service positions and dates served: Policy Chairperson (2 yrs), Public Information (2.5 yrs) Convention; Arts + Graphics, Fundraising, and Programming chair	
List regional service positions and dates served: 2nd Vice-Chairperson for Public Information	
List world service positions and dates served: World workgroup for Literature Review.	
Have you completed all service commitments? ( ) Yes <input checked="" type="checkbox"/> No	
If no, why not? Second year of PI commitment due to Family illness	
Please list anything additional:	
Are you employed full-time? (X) Yes ( ) No	
Can you travel in connection with this service commitment? (X) Yes ( ) No	



Darren L

Area Vice Chairperson

1/6/19

Good afternoon Capital area ASC and as always thank you for allowing me to serve this area as your area vice chairperson. On Dec. 4<sup>th</sup> I spoke with Joe about this area allotting his committee the funds for buying the literature needed for the prison in Franklinton that needs books. I inform Joe to come to area today to pick up a check from the area treasurer for the needed funds. I also went to the out to lunch homegroup of this area to asks if there was something the area could do that will help keep the doors open and was inform that they had a few church holiday issues, and everything would be ok. Also had a chance to go to one of our out-laying area groups in the Wilson area and was inform they were doing well. I also attend a <sup>ZONA</sup> regional meeting in Cary along with our area chairperson to represent the Capital and Again, thank you for allowing to serve.

Darren L.

Area Vice Chairperson

# ASC Secretary Report

January 6<sup>th</sup>, 2019

Dear Capital Area,

Below is an overview of key activities throughout the month.

- 1) The minutes were sent out on 12/16/2018.
  - a. If you did not receive these minutes, please write down your contact info on the sheet that is going out around titled "Sign-up sheet to receive minutes".
  - b. There have been requests for me to send out the minutes via physical mail. The policy is unclear on this, and I have not done it thus far. Making an exception for an individual or two who request this service seems, to me, to be either directly for or against the principle of anonymity – I can't tell. On one hand, it is an expression of equality and equity when we do not make an exception for any one individual. On the other hand, providing the same, equal service may mean making such an exception. I don't think there's a clear answer here.
  - c. Ultimately, if the GSRs feel that this is an important service that the Secretary needs to provide, please let me know and I will begin doing so.
- 2) The P.O. box has closed. We no longer have a physical address at which to receive mail. The reason for this, probably, is that the Post Office at Cameron Village (where we were located) is shutting down – or may be fully shut down at this point. We need to acquire a new P.O. box, or otherwise decide on a place to receive physical mail.
  - a. I was asked if it was important that we have a physical address, and yes, it is important. One, if Public Relations does any e-blasting outside of our member base, it may be a legal requirement to have a physical address listed for this area. Two, NA World Services sends us forms and surveys via physical mail. Thirdly, persons in the community with whom the Capital Area interacts (e.g. professionals, administrators, etc.) would expect that an organization as large as ours would have an address at which to receive physical mail. For these reasons, I feel it is imperative that we continue to have a physical mailing address.
- 3) There is a document going around to catalogue the GSR email addresses and phone numbers for distribution within the CASC.

If you know of a matter 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 are unable to handle that communication yourself. Thank you for this opportunity to serve the home groups in the Capital Area. I sincerely appreciate the impact this position has made on other areas of my life thus far.

Respectfully submitted,

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





## CASC TREASURERS REPORT – January 6<sup>th</sup>, 2019

Date: 1/6/2019  
From: Michele M., CASC Treasurer  
Re: Treasury Report for the month of December 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 December 2018.

### OCTOBER 2018 STATEMENT

The beginning balance on 12/01/2018 was:	\$2,357.27
Deposits in December totaled:	\$ 406.00
Checks and deductions totaled:	\$ 530.451 - See attached detailed Income & Expense Report
Ending balance on 12/31/2018:	\$ 2,232.82- See attached PNC Bank Statement
Outstanding checks not cleared:	<u>\$ 271.27</u>
<b>Available balance on 01/06/2019:</b>	<b>\$1,961.55</b>

Our available balance as of today is \$1,961.55. This available balance puts us \$161.55 *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:

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

Capital Area NA  
Treasurers Report Income Expense

Beginning Balance:		12/1/2018	\$2,357.27	Period: 12/01/18-12/31/18	
<b>Income/ Revenue Section 1</b>					
Type of Deposit/debit	Date	Amount	Notes	Description	
Group Donations/ Repayments - CASH	12/2/2018	\$406.00		Group donations received at Area Meeting	
<b>Total Income/ Revenues</b>		<b>\$406.00</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			\$1,156.41	8 Repayments to date - last payment on 08/5/18	
<b>Sub Total Income/ Revenues</b>			<b>\$1,156.41</b>		
<b>Expense Section</b>					
Type of Bill or Payment	Date	Check #	Amount	Notes	Policy Description
<b>SUB COMMITTIES</b>					
<b>H&amp;I Committee</b>					
H&I Literature			\$0.00		H&I Literature
H&I Office Supplies					H&I - Office Supplies
H&I Learning Day one per year					One Learning Day - per Policy
<b>PR and Website</b>					
Phone Line - Auto Draft Monthly	5th monthly	AD	\$67.74		Varies slightly - averages \$30.93/
Meeting Directories					Varies slightly - Quarterly Printing
Website - Auto Draft Go Daddy	16th monthly	AD			On Autodraft
Text Blasting-Auto Draft Monthly	9th monthly	AD	\$10.00		On Autodraft-TEXTEDILY.COM
PR Literature					\$75 Monthly Budget-\$65 facebook
PR Chair Travel Expenses			\$63.09		
Outreach					\$35 Monthly allocation per policy
Policy					\$30 Monthly allocation per policy
Activities Committee 400 available			\$175.00		\$500 For Area Anniversary Function(s)
<b>AREA SERVICE COMMITTEE</b>					
Fairmont United Methodist Church	1st monthly	1894/192	\$50.00		ASC - Rent
Secretary					Varies slightly
Treasurer - Office Supplies					
Treasurer -Storage Rent	9th monthly	AD	\$105.00		Security Self Storage
Chairperson					
RCM Travel/ Expenses					Refund Receipts
Bank Fees		AD	\$3.00		Service charge - Bank Account
Mail Box - Due yearly on Nov 1st					CASC Mailbox at Cameron Village
Misc.					
Regional Donations - 60% - CRNA					Per Policy
World Donations - 40% - NAW5			\$56.62		World Donation Per Policy
<b>Total of All Expenses</b>			<b>\$530.45</b>		
<b>Revenue</b>			<b>\$406.00</b>		
<b>DIFFERENCE: Income-Expenses</b>			<b>-\$124.45</b>		
<b>Ending Balance</b>			<b>\$2,232.82</b>		
<b>Previous Month's Checks Not Yet Cleared</b>					
Check Payable to:	Date	Check #	Amount	Description	
Regional 186,34,84.93		19041909	\$271.27		
World Donations					
	186.34	<b>TOTAL:</b>	<b>\$271.27</b>		
<b>Available Balance</b>			<b>\$1,961.55</b>		
<b>Prudent Reserve- Per Policy</b>			<b>\$1,800.00</b>		
<b>Amount Above/ Below P.R.</b>			<b>\$161.55</b>	<b>ABOVE</b>	



Account Activity

Saturday, January 05, 2019

**Business Checking XXXXX[REDACTED] Available Balance: \$2,232.82**

Account Summary

Available Balance:	\$2,232.82	Interest Paid to Date:	\$0.00
Ledger Balance:	\$2,232.82	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$406.00 12/03/2018
Pending Deposits:	\$0.00	Last Statement Balance:	\$2,269.69 12/31/2018

Account Details

Nickname:	None
Type:	Business Checking
Text Banking Nickname:	Not Enrolled
Address:	PO BOX 10953 RALEIGH, NC 27605-0953

Pending Transactions

These transactions have been submitted to us since the last business day and are not yet posted to your account. When they have posted, they will be reflected in your Posted Transactions. Pending items may affect your Available Balance and are not a statement of your account.

Date	Description	Withdrawals	Deposits
You have no pending transactions			

Posted Transactions

Date	Description	Withdrawals	Deposits	Balance
01/04/2019	RECURRING DEBIT CARD XXXXX[REDACTED] J2 ONEBOX SERVICES XXXXX[REDACTED] CA	\$33.87		\$2,232.82
01/02/2019	SERVICE CHARGE PERIOD ENDING 12/31/2018	\$3.00		\$2,266.69
12/10/2018	DEBIT CARD PURCHASE XXXXX[REDACTED] TEXTEDLY HTTPSTEXTED CA	\$10.00		\$2,269.69
12/10/2018	DEBIT CARD PURCHASE XXXXX[REDACTED] SECURITY SELF STORAGE XXXXX[REDACTED] NC	\$105.00		\$2,279.69
12/06/2018	CHECK 1910 084182756	\$56.62		\$2,384.69
12/04/2018	CHECK 1913 083187560	\$175.00		\$2,441.31
12/04/2018	RECURRING DEBIT CARD XXXXX[REDACTED] J2 ONEBOX SERVICES XXXXX[REDACTED] CA	\$33.87		\$2,616.31
12/03/2018	CHECK 1912 086254518	\$50.00		\$2,650.18
12/03/2018	CHECK 1911 085512335	\$63.09		\$2,700.18
12/03/2018	DEPOSIT XXXXX6418		\$406.00	\$2,763.27
11/20/2018	CHECK 1903 083043556	\$38.00		\$2,357.27
11/19/2018	CHECK 1905 085335436	\$124.22		\$2,395.27
11/09/2018	DEBIT CARD PURCHASE XXXXX[REDACTED] TEXTEDLY HTTPSTEXTED CA	\$10.00		\$2,519.49
11/09/2018	DEBIT CARD PURCHASE XXXXX[REDACTED] SECURITY SELF STORAGE XXXXX[REDACTED] NC	\$105.00		\$2,529.49
11/06/2018	CASHED CHECK 1907 046331158	\$174.62		\$2,634.49

1/5/2019

PNC Online Banking

11/05/2018	CHECK 1908 085094709	\$190.00	\$2,809.11
11/05/2018	CHECK 1906 085105115	\$50.00	\$2,999.11
11/05/2018	RECURRING DEBIT CARD XXXX [REDACTED] J2 ONEBOX SERVICES XXXX [REDACTED] A	\$33.87	\$3,049.11
11/05/2018	DEPOSIT XXXX4625	\$759.00	\$3,082.98
10/18/2018	CHECK 1901 086538406	\$7.58	\$2,323.98
10/18/2018	CHECK 1899 086538405	\$190.00	\$2,331.56
10/09/2018	CHECK 1902 084485487	\$100.00	\$2,521.56
10/09/2018	CHECK 1900 084598311	\$50.00	\$2,621.56
10/09/2018	DEBIT CARD PURCHASE XXXX [REDACTED] TEXTEDLY HTTPSTEXTED CA	\$10.00	\$2,671.56
10/09/2018	DEBIT CARD PURCHASE XXXX [REDACTED] SECURITY SELF STORAGE XXXX [REDACTED] NC	\$105.00	\$2,681.56
10/09/2018	DEPOSIT XXXX [REDACTED]	\$676.00	\$2,786.56

Homegroup Name	Amount	Homegroup Name	Amount	Homegroup Name	Amount
A New Beginning	\$50	Lunatic Fringe		Rediscovery Through Recovery	
Basic Text Study		Man Up	\$20	Saturday Night Miracles	
Believe It or Not		Mid Day Miracles	\$35	Serenity In The Morning	
Came to Believe		Miracles In Progress		Serenity Seekers	\$20
Candelight Recovery		NA At Noon		Southside Recovery	
Circle of Hope		NA In the PM		Spiritual Change	\$20
Constantly Searching		NA Way		Spiritually High	
Courage to Change		Never Alone		Sweet Serenity	
Daily Reprieve		Never Alone Never Again		The Seekers	
Expect a Miracle		New Beginning		The Journey Continues	
Faith Thru Principles		New Horizons		Together We Can	\$50
Freedom Through Recovery		New Horizons East		Trust the Process	\$25
Grow Up or Die		New Way of Life II		Tuesday Night Live	
I Can't, We Can		One Day at a Time		Way to Grow	
Highest Point of Freedom		Our Common Welfare		We Do Recover	\$10
Hard Core		Out of The Forest		Welcome Home	
Hope in Recovery		Out To Lunch		Why Are We Here	
In From The Storm	\$10	Peace in The AM	\$20	Women In Recovery	
Let The Healing Begin		Phoenix Group		Young Connections to Recovery	\$15
Life on Life's Terms		Primary Purpose	\$15.00	<b>Other Income</b>	
Life or Death		Principles & Traditions	\$76	<b>Misc:</b>	
Living By the Book		Principles B4 Personalities	\$20	<b>Angie K</b>	
Living Clean & Serene		Recovery In the Hood	\$20	<b>Nikki - Repayment</b>	
<b>11/2018 Total Donations/ Income</b>	<b>\$406.00</b>	<b>Total Homegroup Donations</b>	<b>\$406.00</b>	<b>Total Other Income</b>	<b>\$0.00</b>

Hi Family

1-6-19

Happy New Year, My report is as follows, Larry I wasn't here last month due to being sick, however I did attend the Local forum on 12-07-18. During that meeting the discussion was primarily concerned with the adding and changing of our future sponsorship pamphlet and some other changes that are going to take place in the near future will new literature being added to our existing literature in the near future.

I will be attending CRSC meeting next week on Jan. 12<sup>th</sup> in Chatskern, S.C.

I am nearing the end of my term with one more CRSC meeting left for me to attend.

In Loving Service  
K. W.



# H&I Chair Report.

Good Afternoon,

First let me say all is well and thanks for allowing me to serve. Our body are ready for H&I Learning Day. We all also like to make contact with each sub committee so I can give them time. David K. Did ~~send~~ send me the names but got deleted from my phone. Now I was ask to give a budget for 25000 Dollars for H&I. and have to decline from giving a report because no money has pass H&I hands or chair hands. All money was going to the Activities Chair. so he ~~she~~ should give a budget report. Secondly, H&I feels that money that is giving to H&I for Learning Day should be giving H&I and no one else. We are not happy about the way this was

1 | PR Roundtable - SEZF Dec 7

The Southeastern Zonal Forum was held in Cary, Dec 7 – 9. The PR Task Force held a Roundtable Event on Fri, Dec 7. It was a success. We were able to connect with professionals in our community and educate them on what Narcotics Anonymous can offer to their clients. Susan C. and Joe M. did a PR presentation, Chris B. did a very enlightening presentation on the "11 Misconceptions of Narcotics Anonymous", and Thomas C. (NC Region PR Chair) presented on the new tools available, i.e. statewide phone line and meeting list, as well as facilitated a roundtable discussion on how we can better serve our community.

2 | Presentations (Joe M.)

This month we did our regular visit to First Step on Dec 15 where Susan C. presented and Joe M. shared his story.

3 | Website (Andrew V.)

We now have the bread plugin working and you can pull, download and print a 100% up to date meeting list anytime.

4 | Website Contact Forms received: 7 | E-Blasts: 4 | Text Blasts: 3

5 | Open PR Service Positions

The following service positions are still open: Alt. Chair, Secretary, Phone Line Coordinator

6 | Carolina Region

Carolina region will begin holding monthly CRNA P.R. video conferences in January. It will be using a Zoom account provided by the SEZF. If anybody is interested in joining, I can provide the link once I receive it from the Regional PR Chair.

In Loving Service,  
Susan C.

~~XXXXXXXXXX~~

Read by Andrew V (Proxy)

Susan is away on a service commitment.

1/6/2019

Hi Family,

Happy New Year hope all is well. Policy Committee is moving south to a better year. Policy Committee has gained a committee I would like for us all to welcome Sebastian D. as a member of Policy Committee. Okay with ~~Chair~~ said Sebastian gone forth and did a proposal of a revised Policy. I didn't know anything about this. So we are not going to vote on this proposal today. Sebastian and I will go over this policy with the <sup>former</sup> policy adding motions to the new policy. A revised Policy will be presented at February's area. I want to thank Sebastian for willing to wait to serve. Thank you for allowing me to serve.

In Loving Service,

Delphye J, Policy Chair

P.S. Once again if I am asked for all Sub Committees <sup>Chair</sup> to turn in Policies of that committee please by Feb. Area 2019



CONVENTION  
**CASC TREASURERS REPORT – January 6<sup>th</sup>, 2019**

Date: 1/6/2019

From: Michele M., CASC Convention Committee reasurer

Re: Convention Committee Treasury Report for the month of December 2018

Dear Capital Area,

Attached are the Income and Expense statements for December 2018 from PNC.

**OCTOBER 2018 STATEMENT**

The beginning balance on 12/01/2018 was:	\$1,894.33
Deposits in December totaled:	\$ 0
Checks and deductions totaled:	\$ 10.00
Ending balance on 12/31/2018:	\$ 1,884.33- See attached PNC Bank Statement
Outstanding checks not cleared:	\$ 0
<b>Available balance on 01/06/2019:</b>	<b>\$1,844.33</b>

Thanks for allowing me to be of service.

Your trusted servant,

Michele M., CASC Treasurer

**Attachments:**

- December 2018 PNC Bank Statement



Saturday, January 05, 2019

Account Activity

Business Checking XXXXXX [REDACTED] Available Balance: \$1,884.33

Account Summary

Available Balance:	\$1,884.33	Interest Paid to Date:	\$0.00
Ledger Balance:	\$1,884.33	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$200.00 11/05/2018
Pending Deposits:	\$0.00	Last Statement Balance:	\$1,884.33 12/31/2018

Account Details

Nickname: None  
 Type: Business Checking  
 Text Banking Nickname: 7056  
 Address: PO BOX 10953  
 RALEIGH, NC 27605 - 0953

Pending Transactions

These transactions have been submitted to us since the last business day and are not yet posted to your account. When they have posted, they will be reflected in your Posted Transactions. Pending items may affect your Available Balance and are not a statement of your account.

Date	Description	Withdrawals	Deposits
You have no pending transactions			

Posted Transactions

Date	Description	Withdrawals	Deposits	Balance
12/13/2018	CHECK 1021 085159960	\$10.00		\$1,884.33
11/05/2018	DEPOSIT XXXX [REDACTED]		\$200.00	\$1,894.33