

Capital Area Service Committee Meeting Minutes

Sunday, March 3rd, 2019

Opening

The meeting was opened at 2:02 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.

- Nineteen (19) Home Groups were present at the time that HG Roll Call was taken.
- Ten (10) Officers were present at the time that Officer Roll Call was taken.
- No corrections were suggested for the minutes from February. The minutes stood approved as presented.

¹Home Group Roll Call sheet has been attached.

²Officer Roll Call sheet has been attached.

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

Update: Angela Repayment

- Angela ensured that her \$100 payment made it to area this week. She has thus paid \$600 toward her debt. Her remaining debt is \$1,908.32. She is on track and in compliance according to the agreement.
- She also provided receipts to correct an erroneous statement made in last month's minutes regarding how many payments she had made.

*These receipts which were submitted are on file with the Treasurer.

Old Business

Motion to Allocate a Budget for Susan C. to go to Florida Service Symposium

- For: 17
- Against: 0
- Abstained: 2
 - o Thus, the motion carried; Susan C.'s trip to the Florida Service Symposium will be funded for up to \$200 the CASC Treasury.

Regarding June's Resume for Convention Secretary

- June spoke on concerns that she heard throughout the month concerning her resume and the inclusion or lack of inclusion of certain information. She made a point to get ahead of those comments, and the GSRs seemed satisfied with her explanation.

New Business

Motion by CASC Secretary to Amend Treasurer's Duties

- The motion was read by the CASC Chair, and then a following explanation was offered by the CASC Secretary.
³The motion which was submitted has been attached for review. It will be voted on next month.

Motion by Convention subcommittee

- This motion was submitted by the Convention Subcommittee Representative, read by the CASC Chair, and then explained by the chair as to how this motion came about.
- The explanation is that a substantial amount of changes were made to policy – far beyond what was expected or explained during the initial proposal of the new convention policy.
- The chair asked for GSRs to go back and compare the original convention policy to the new policy to see what changes are acceptable and which are not. Input is needed.
- Substantial discussion was held on why this motion has come forth.
 - o A vote was taken to see how we would like to move forward.
 - o It was decided that the legwork would be delegated to the policy subcommittee, who will review all concerns from either home groups or individual members.
- The secretary will send out an email including both of the old and new policies.
⁴The motion which was submitted has been attached to this email for review. It will be voted on next month.

Motion by Primary Purpose to update CASC Policy

- A motion was presented by the GSR from Primary Purpose. The motion was explained as a proposed process to solve the problem of policy not being updated when there is a change voted in on the CASC body.
- The concern was expressed that the wording of the motion has the secretary responsible for a subcommittee responsibility before the alternate chair. This process would be inconsistent with the rest of the policy.
⁵The motion which was submitted has been attached for review. It will be voted on next month.

Resumes

Resume for Susan G. (Convention Committee Programming Chair)

- Susan G. presented her resume for Programming Chair on the Convention Committee. She stated that she would not give her phone number today, but will when fliers go out.
 - o Two pros: (1) She has been around a long time and doesn't like the lack of diversity she has seen; (2) She has been very detailed oriented in her service tasks in the past.

Resume for Eugene G. (Convention Committee Programming Chair)

- Eugene G. presented his resume for Programming Chair on the Convention Committee. He stated that his previous experience and willingness.
 - For Susan: 13
 - For Eugene: 6
 - Abstain: 4
- ^{6,7}The resumes which were submitted has been attached.

Resume for Anita L. (Alternate Convention Committee Hotel Liaison Chair)

- Anita L. presented her resume for Convention Committee Hotel Liaison Chair.
 - Two pros: (1) She works in this realm professionally; (2) She is relatively new to the area and willing to be involved.
 - Two cons: (1) She did not express a clear understanding of her responsibility; (2) She has not been a member in this area for long enough to understand the complexity of our relationships with the hotels in this area.
 - o For: 13
 - o Against: 5
 - o Abstain: 5
 - Thus, Anita is the Alternate Convention Committee Hotel Liaison.
- ⁸The resume which was submitted has been attached

Resume for Julius J. (Convention Treasurer)

- Julius J. presented his resume for Convention Committee Treasurer.
 - Two pros: (1) Julius understands what he's stepping into; (2) Julius exhibited tremendous integrity in his time as CASC Chair, which spoke to his character.
 - No cons were given.
 - o For: 21
 - o Against: 0
 - o Abstain: 1
 - Thus, Julius's resume was accepted – Julius will be the Convention Committee Treasurer. The applause were quite audible.
- ⁹The resume which was submitted has been attached.

Resume for Ron (Hospitality Chair)

- Ron . presented his resume for Convention Hospitality Chair.
 - Two pros: (1) Ron displays the utmost hospitality toward newcomers in NA; (2) 1
 - Two cons: <joke> (1) Does the hospitality chair do all the cooking? </joke>
 - o For: 25
 - o Against: 0
 - o Abstain: 0
 - Thus, Ron will be the Hospitality Chair.
- ¹⁰The resume which was submitted has been attached.

Reports

Officer Reports

Chair – Sheryl K.

- Chair's report was given.
¹¹The report which was submitted has been attached in full.

Alternate Chair – Darren L.

- Alternate Chair's report was given.
- The alternate chair .
¹²The report which was submitted has been attached in full.

Secretary – David K.

- Secretary's report was given.
¹³The report which was submitted has been attached in full.

Treasurer – Michelle M.

- Treasurer's report was given.
Beginning balance: \$ 1336.83 (February 1st)
Deposits: \$ 903.00
Expenses: \$ 710.40
Ending balance: \$ 1529.43
Outstanding: \$ 368.20
Available balance: \$ 1161.23 (March 1st)
Below prudent reserve: \$ **638.77**
¹⁴The report which was submitted has been attached in full.

Regional Committee Member (RCM) – Kay W.

- The RCM report was given.
- Nothing new to report.
¹⁵The report which was submitted has been attached in full.

Subcommittee Reports

Hospitals & Institutions

- H&I's report was submitted by H&I Chair (Willie T.).
- Several other reporting documents were turned in as well.
¹⁶The reports which were submitted has been attached in full.

Public Relations

- PR's report was given by Susan C. (PR Chair).
¹⁷The report which was submitted has been attached in full.

Policy

- Policy's report was given by Delphyne F (Policy Chair).
- The policy report stated that anyone who is interested in getting involved with the review of convention policy can contact Delphyne to this end.
- The Chair requested that an updated policy be compiled by the end of the service cycle.
¹⁸The report which was submitted has been attached in full.

Outreach

*No Outreach report was given, although the Alternate Chair included information on outreach in his report.

Activities

*No Activities report was given. As noted in the Alternate Chair report, the now former Activities Chair, Shahid, resigned due to a new job opportunity.

Convention

- The NCCAFRNA Convention report was given by Chris G. (Convention Representative).
- Convention Treasurer's report was given.
 - Beginning balance: \$ 1984.33 (February 1st)
 - Deposits: \$ 727.63
 - Expenses: \$ 306.00
 - Ending balance: \$ 2405.96
 - Outstanding: \$ 000.00
 - Available balance: \$ 2405.96 (March 1st)

¹⁹The report which was submitted has been attached in full.

^{19b}The Convention Treasurer's report that was submitted has been attached.

Homegroup Concerns

- Serenity in the Morning has had an issue with one of their home group members who has involved police in group affairs, even when the group agreed to not go that route.
 - o The chair said that there is a policy regarding this.
- Two fliers were turned in.
²⁰A flier for STRUT YOUR FUNKY hat/scarf night.

Continued announcements from last month:

- Peace in the AM has changed their 3rd Saturday format to a newcomer format.
- Welcome Home (Thursday at 8:00pm) needs support.

Second Roll Call

A second roll call was taken at this point.

- There were * of the original 20 GSRs still present.
 - Thus, GSR retention was 85.0%.
 - o This figure is a 5.0% decrease in GSR retention compared to February. 85%
 - There were * of the original 10 Officers still present.
 - Thus, Officer retention was ?0.0%.
 - o This figure is a 10% decrease to Officer retention compared to February. 100%
- (the column containing this information has been erased on the attached roll call sheet).

Close

The meeting was called to a close at roughly 4:45 p.m. with a unity circle and the “We” version of the Serenity Prayer.

Below is a schedule of CASC meetings for the next four (4) months.

April 7th, 2019

May 5th, 2019

June 2nd, 2019

Therefore, the next CASC meeting is scheduled for April 7th, 2019.

This concludes the minutes for the March 3rd, 2019 meeting of the CASC.

In loving service,

David K

CASC Secretary ('18-'19)

Secretary@CapitalAreaNCNA.com

Capital Area Roll Call Sheet (July '18 to June '19) Updated: 3/8/2019

#	Group Name	July		Aug		Sept		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		June		
		Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	
1	A New Beginning	1																								
2	Basic Text Study	1																								
3	Candlelight Recovery																									
4	Constantly Searching																									
5	Daily Reprieve																									
6	Expect A Miracle																									
7	Experience, Strength, & Hope																									
8	Faith Through Principles																									
9	Freedom Through Recovery																									
10	Hard Core Group																									
11	I Can't We Can																									
12	In From The Storm																									
13	Let The Healing Begining																									
14	Life on Life's Terms																									
15	Living Clean and Serene																									
16	Lunatic Fringe																									
17	Man Up																									
18	Mid Day Miracles																									
19	Miracles In Progress																									
20	NA at Noon																									
21	NA ND PM																									
22	NA Way																									
23	Never Alone Never Again																									
24	New Horizons																									
25	New Way of Life II																									
26	Our Common Welfare																									
27	Out To Lunch																									
28	Peace in the AM																									
29	Primary Purpose																									
30	Principles & Traditions																									
31	Principles B4 Personalities																									
32	Recovery In The Hood																									
33	Rediscovery Thru Recovery																									
34	Seeking Similarities																									
35	Serenity in the Morning																									
36	Southside Recovery																									
37	Spiritual Change																									
38	Spiritually Connected																									
39	The Journey Continues																									
40	The Seekers																									
41	Together We Can																									
42	Trust the Process																									
43	Tuesday Night Live																									
44	Way To Grow																									
45	We Do Recover																									
46	Welcome Home																									
47	Why Are We Here																									
48	Women in Recovery																									
49	Young Connections to Recovery																									
Total		23	n/a	23	20	22	14	14	17	10	21	15	18	14	20	16	20	17	23	10						

Position		Person		Officer Roll Call Sheet (July '18 to June '19)												Updated:		3/8/2019	
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Beg	End	Beg	End		
ASC Officers		Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End	Beg	End
Chairperson		1	X	1	1	1	1	1	0	0	1	1	1	1	1				
Alt Chairperson		1	X	1	1	1	1	1	1	1	1	1	1	1	1				
Secretary		1	X	1	1	1	1	1	1	1	1	1	1	1	1				
Alt Secretary		1	X	0	0	1	1	1	1	0	1	1	0	0	1	0			
Treasurer		1	X	1	1	1	1	1	1	1	1	1	1	1	1				
Alt Treasurer		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
RCM (resign in Sept)		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Alt RCM (move up in Sept)		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
RCM		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Alt RCM (vacant in Sept)		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Subcommittee Chairs																			
Hospitals & Institutions		X	X	X	1	1	1	1	0	0	1	0	1	1	1	1	0		
Public Relations		1	X	1	1	1	1	1	1	1	0	0	1	1	1	0			
Outreach (resign in Sept)		X	X	1	1	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Outreach (vacant in Sept)		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Activities		1	1	1	1	1	1	1	0	0	1	1	1	1	1	1	1	1	1
Policy		1	1	1	1	1	1	1	1	1	1	1	0	0	1	1			
Convention (Representative)		X	X	X	X	X	X	X	X	X	X	X	1	1	1	1	1	1	1
Special Appointments																			
Temp. Convention Treasurer		1	X	1	1	0	1	0	1	1	1	X	X	X	X	X	X	X	X
Total:		11	X	10	11	12	9	10	10	8	7	6	8	9	10	7	10	9	7



Capital Area Service Committee
Motion Form

Date: March 3rd, 2019

Motion made by: David K (CASC Secretary)

Second: *Stephane M.*

Motion reads as follows: To amend CASC Policy by including one additional responsibility under Treasurer's responsibilities, immediately following Section II.5-D. The addition will read as follows:

"E. At the start of each service cycle, or at any point of transition, the incoming Treasurer will ensure that all auto-draft payments concerning the CASC or its subcommittees are updated to reflect any new account information. If changes to account information occur mid-cycle (e.g. a new debit card is issued), the Treasurer will update all auto-draft payments immediately upon retrieving the new account information."

Intent: To codify a process which aims to ensures that all Capital Area assets are being tended to financially.

Carried _____

Failed _____

Tabled _____

Amended _____

Back to _____

Policy _____

Home Groups

Change _____

For _____

Against _____

Abstain _____

1. Schedule homegroups that volunteer to host the hospitality suite during the convention and provide the CACC with a list and assigned responsibilities 60 days prior to convention.
2. Ensure hospitality suite is clean and supervised at all times.
3. Purchase, sharpie pens, sheets, pens, snacks and other supplies as need in hospitality suite during convention.

Note: While this committee like all committees report directly to the CACC it should be clearly understood they like all other CACC Workgroups serve at the direction of the Fundraising Representative during all CACC functions.

Hotel and Facilities Workgroup

This workgroup contacts prospective hotels to assemble information which is then used for comparison. Some factors to consider are accessibility, location, affordability, room rates, easy to work and adequate meeting facilities. They are required to present to the CACC, at least 3 proposals that includes cost and potential dates. Once agreed upon by this body, a recommendation will be made to the CASC for a final decision. While negotiating prices with hotels, keep in mind that they are competing with other hotels for your business. Try to get as many services as possible for the lowest price. Never assume that the first, second, or third price is rock bottom. In early negotiations, make sure that the costs are approved by the CACC. Once a location is secured and a contract established, the workgroup leader will be the primary liaison with the facility. The workgroup leader will coordinate with the Public Relations subcommittee to ensure an appropriate presentation is conducted with the facility staff in advance of the event as well as having PR NA brochures onsite during the event. The Hotels and Facilities workgroup also works closely with the Program Committee to set up rooms for meetings and workshops. The facility will need an accurate schedule of events to have the rooms ready for those events. The H & F Representative will schedule 3 facility reviews prior to the convention. These reviews will include; Chairperson, Programming, Merchandising, and H & F Representatives or their Alternates. To reduce or prevent unexpected or additional cost, the CACC Chairperson, Hotel Representative, and Treasurer are the only authorize signees for overall convention contract and any other services that are rendered.

Fundraising and Entertainment

New members not familiar with the Twelve Traditions maybe confused with the concept of "fundraising" in Narcotics Anonymous because it is so unlike the kind of fund-raising done in other organizations even nonprofit organizations. We never under any circumstances accept any monetary contributions from any outside sources. We affiliate ourselves with no one choosing to be entirely self-supporting through our own contributions. In Narcotics Anonymous, whenever we do need to raise funds we do so through our membership.

Purpose of Fundraising

We must remember that we have only one need for money in Narcotics Anonymous and that is to further our primary purpose of carrying the message to the addict who still suffers. The experience of many regions and areas is that fundraising for conventions is extremely important as it generates interest and support from the local N.A. community in addition to raising money. Our guidelines do not prohibit groups, areas, or regions from hosting fund-raisers on behalf of conventions. We should however, caution against placing an unreasonable financial drain on

local resources for funds in support of the conventions, while at the same time welcoming activities which motivate attendance by increasing awareness of how conventions like meetings help us as members in our personal recovery.

Area and regional conventions will probably continue to have a need for a fund-raising and entertainment committee. This subcommittee will plan and carry out activities such as dances and picnics and will need to interface with other workgroups such as, Arts and Graphics and the Administrative Committee in order to successfully complete its project.

This workgroup also has the responsibility for entertainment activities, selecting the band or disc jockey at all fund-raising and convention dances. They also arrange for all other forms of entertainment which are provided in conjunction with the convention. It is suggested that one budget be prepared for fund-raisers and a separate budget for entertainment activities.

Activities can be held throughout the year; however, we suggest that events be scheduled at least three or four months prior to the date of the convention. Communication about your events is extremely important. A list of planned functions should be prepared and distributed through the area and regional service structure to groups you serve to spark interest, encourage participation and support. Fundraising functions that are well publicized generally have successful turnout and poor turnout generally indicate poor planning and a lack of exposure to the NA community.

Selecting a Chairperson:

Experience has shown that a successful chairperson will have:

- The willingness to work hard and the ability to motivate others.
- The ability to deal effectively with people outside the fellowship.
- Demonstrated trustworthiness, especially where funds are concerned.
- The tenacity, ability and dedication to oversee all fundraising activities of the Convention Committee.

Job Duties:

1. Ensure that all entertainment tasks are completed on time.
2. Present recommendations for pre-convention fundraisers to the CACC at least 60 days prior to the scheduled event for approval.
3. Work in conjunction with the Arts & Graphics Workgroup, to ensure that flyers for all fundraising events are created and distributed a minimum of 30 days prior to the event.
4. Present three (3) bids and the recommendation to the committee for all entertainment.
5. Have a signed contract from all vendors 60 days prior to start of convention.
6. Have knowledge of recommendations for entertainment prior to presenting the information to the CACC for approval.
7. Responsible for submitting a list of activities that have a cost associated with them to the Arts & Graphics Representative to be included on the Registration flyer.
8. Responsible for providing a list of entertainment events occurring at the Convention to the Program Representative to be included in the Convention Program.

Fund-raising and events for conventions should be held first to generate money. All fundraising events held in support of conventions should include an explanation as to why money is needed. Finally, all events, whether to raise money or simply provide entertainment for our Fellowship should always be in good taste, consistent with our spiritual principles and set a tone which emphasizes caring and sharing the N.A. way.

Registration Workgroup

The Registration workgroup is one of the busiest of every convention. Although its most intensive work is completed in the weeks just prior to and during the convention, its responsibilities begin with advanced planning. Such planning includes drafting flyers and forms (at least six (6) months prior to the convention date to allow for sufficient time for review by the full subcommittee. The mailing schedule for flyers and pre-registration forms should also be established at this time. Working with the Arts and Graphics Workgroup is essential.

The first flyer announcing the convention should be made as soon as the dates are established and a contract or agreement is reached with the facility. In this manner, participants will be given an opportunity to schedule vacations or other arrangements to attend the Convention. An advance flyer can be distributed even though the registration forms or convention fees have not been set. The flyer can be sent to NAWS to be included in the NA Way. Direct mailing can be done to NA members and facilities from the previous convention and any other source that addresses may be obtained. When pre-registration and concrete registration information is available, the workgroup prepares a finalized flyer. Copies of this flyer, and the registration forms, should be sent to the RSC, surrounding regions as well as to all members on mailing lists. The RR should also contact other recovering and treatment communities to provide convention registration information. Care should be exercised in the production of flyers registration forms and letters. They should be clear and informative, not confusing. They should be proof read for errors by the full subcommittee before printing and distributing. The finalized flyer, with registration forms, should be sent to the RSC for distribution to all Areas at least five months prior to the Convention, and again at ninety days prior to the Convention. In this way, members can make plans to attend and those who have forgotten or delayed in registering are reminded.

A clear plan should be developed between the convention Chairperson, Treasurer and Registration workgroup leader on the procedures for handling registrations and money. One person should be assigned the responsibility of tracking and recording registrations from the Post Office Box at least two or three times a week. Registration form records should be maintained and tracked daily with all money received transferred to the Treasurer prior to each planning meeting.

As each registration is received, by mail or a direct sale, a record should be made indicating information about the registrant and all the money received. If free registrations are given out as part of promotional activities, the workgroup must keep careful records of what is provided and to whom. All registrations, with numbered cash receipts are used for preparing confirmations. The subcommittee Chairperson, in conjunction with the Treasurer, should establish a good working system for handling cash registrations received. All registrations should have numbered cash receipts. Each member of the workgroup who is authorized to accept registration money should work out of one cash receipt book with three-part carbon copies.



Capital Area Service Committee Proposal Form

Date: March 3, 2019

Proposed by: Chris G. (Convention Subcommittee Chair)

What is being proposed?

Amend CASC Convention Subcommittee guidelines, that were voted in December 2018, to include
guidelines for Fundraising as was originally intended by the ad hoc subcommittee for re-writing CASC
Convention Subcommittee guidelines.

CASC Convention Subcommittee guidelines attached for review w/changes highlighted.

Reason for this proposal:

The DRAFT CASC Convention Subcommittee guidelines that was emailed to GSRs for review in
October 2018 and then again in November 2018 did not include a section on Fundraising. (This was a
clerical error on the part of the ad hoc subcommittee for re-writing CASC Convention Subcommittee
guidelines, wherein the wrong DRAFT was attached to the related emails in October and November of
2019.)

Intent:

To include the section on fundraising in CASC Convention Subcommittee guidelines, as it was originally
intended by the ad hoc subcommittee for re-writing those guidelines back in 2018.

Result:



Capital Area Service Committee
Motion Form

Date: Mar. 3, 2019

Motion made by: Primary Purpose home group

Second: Tuesday Night Live home group

Motion reads as follows: _____

Updates to CASC Policy: _____

- Add new sub-section V.5

- Update section II.1

- Update section II.2

- Update section II.3

*** See attachment for full text. ***

Intent: To help ensure CASC is conducting business according to current CASC Policy, and is not attempting to conduct business when neither the service committee nor the GSRs have ready access to an up-to-date CASC Policy Manual.

Carried _____

Failed _____

Tabled _____

Amended _____

Back to Home Group _____

Policy Change _____

Yes _____

No _____

Abstain _____

Add new sub-section to CASC Policy, within section V. *CONDUCTING BUSINESS AT THE ASC*, as section V.5:

5 CASC Policy Manual Updates

When a motion or proposal is carried that changes CASC Policy, the Policy Subcommittee Chair will be responsible for ensuring that the CASC Policy Manual is updated and made available on the CASC website before the next regularly scheduled CASC meeting. In the absence of a Policy Subcommittee Chair the CASC Secretary shall be responsible. In the absence of a Policy Subcommittee Chair and CASC Secretary, the CASC Alternate Chairperson shall be responsible. In the absence of a Policy Subcommittee Chair, CASC Secretary and CASC Alternate Chairperson, the CASC Chairperson shall be responsible.

Update section *II.1 Chairperson* to include:

In the absence of a Policy Subcommittee Chair and CASC Secretary, or CASC Alternate Chairperson, the CASC Chairperson shall be responsible for ensuring timely updates to the CASC Policy Manual in accordance with section V.5.

Update section *II.2 Alternate Chairperson* to include:

In the absence of a Policy Subcommittee Chair and CASC Secretary, the CASC Alternate Chairperson shall be responsible for ensuring timely updates to the CASC Policy Manual in accordance with section V.5.

Update section *II.3 Secretary* to include:

In the absence of a Policy Subcommittee Chair the Secretary shall be responsible for ensuring timely updates to the CASC Policy Manual in accordance with section V.5.



N.A. Service Resume

Date: 3-3-19

Name: <i>JUSAN G.</i>	Clean Date: <i>7-21-90</i>
Address	
Phone: XXXXXXXXXXXX	
Service position interested in: <i>PROGRAMMING</i>	
List group service positions and dates served:	
<i>CSR</i>	<i>HOTEL LIASON</i>
<i>CONVENTION CHAIR</i>	
<i>PROGRAMMING</i>	
List area service positions and dates served:	
<i>NONE</i>	
List regional service positions and dates served:	
<i>NONE</i>	
List world service positions and dates served:	
<i>NONE</i>	
Have you completed all service commitments?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If no, why not?	
Please list anything additional:	
<i>I really</i>	
Are you employed full-time?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Can you travel in connection with this service commitment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No



N.A. Service Resume

Date: 3/3/19

Name: Eugene B. Clean Date: 3/1/91

Address [Redacted]

Raleigh, N.C. [Redacted] Phone [Redacted]

Service position interested in: Program Chair

List group service positions and dates served: Why Are We Here (Homegroup) Present

List area service positions and dates served: DEICCANA Convention Chair

List regional service positions and dates served:

List world service positions and dates served:

Have you completed all service commitments? (x) Yes () No

If no, why not?

Please list anything additional: Work Shop Speakers at different Conventions through out the NA Fellowship

Are you employed full-time? (2 week start) () Yes (x) No

Can you travel in connection with this service commitment? (x) Yes () No



N.A. Service Resume

Date: 3-3-2019

Name:	ANITA L [REDACTED]	Clean Date:	12-14-2017
Address	[REDACTED]		
	[REDACTED]	Phone	[REDACTED]
Service position interested in:	HOTEL LIAISON ALTERNATE		
List group service positions and dates served:	PEACE IN THE AM MEETING CHAIR MARCH 2019		
	H&I AUSTIN TX		
List area service positions and dates served:			
List regional service positions and dates served:			
List world service positions and dates served:			
Have you completed all service commitments?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If no, why not?			
Please list anything additional:			
Are you employed full-time?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Can you travel in connection with this service commitment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		



N.A. Service Resume

Date:

Name:	<i>[Redacted]</i>	Clean Date:	<i>02-01-02</i>
Address:	<i>[Redacted]</i>		
Phone:	<i>[Redacted]</i>		
Service position interested in:	<i>Qualification Comm TRENCH</i>		
List group service positions and dates served:	<i>06 to 07 GSR 08 to 10 Home group Treasurer</i>		
	<i>11 to 13 Home group Treasurer 13 to 15 Area Literature</i>		
	<i>1 GSR Team 16 to Present</i>		
List area service positions and dates served:	<i>13 to 15 Area Literature 15 Area Vice Chair</i>		
	<i>16 Area Chair -</i>		
List regional service positions and dates served:	<i>N.A.</i>		
List world service positions and dates served:	<i>N.A.</i>		
Have you completed all service commitments?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
If no, why not?	<i>Literature Chair</i>		
Please list anything additional:	<i>position was not possible at the time</i>		
Are you employed full-time?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Can you travel in connection with this service commitment?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	



N.A. Service Resume

Date: 2/3/19

Name: <i>Ronald H [redacted]</i>	Clean Date: <i>1-6-12</i>
Address <i>[redacted]</i>	
<i>[redacted]</i>	Phone <i>[redacted]</i>
Service position interested in: <i>Hospitality</i>	
List group service positions and dates served: <i>H+I 2018 - Present</i>	
List area service positions and dates served: <i>H+I 2018 - Present</i>	
List regional service positions and dates served:	
List world service positions and dates served:	
Have you completed all service commitments? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If no, why not?	
Please list anything additional: <i>I'm a qualified Chef and have worked in many restaurants in NYC and NC.</i>	
Are you employed full-time? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Can you travel in connection with this service commitment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Capitol Area Service Report

March 3, 2019

As Quoted from It's Works How and Why
Unity is the spirit that joins members
around the world in a spiritual fellowship
that has the power to change lives. By
Striving to see beyond our individual ideas
and the interest of our group, we come to
understand that the common welfare of all
NA must come first. Through our trust in a
loving Higher Power, we find the strength
to work together towards our shared goal
of Recovery from Addiction. In the unity
that grows in trust, we are all ready to
work together for our common good (page 133)

- 1) ASC meeting with the CASE-SC Chair person
- 2) Meeting with ^{VICE-}ASST Chair, Policy Chair and
Subcommittee member. to Review Convention Policy
prior to meeting with convention chair.
- 3) Attend the Areas first Convention Fundraiser.
- 4) Announcement to groups for the need for
trusted servants for this convention at
the local meeting.
- 5) All newly elected leader's and chair person
signing the Misappropriation of funds Agreement.
- 6) Discussed with vice-chair any group concerns.

7) Welcoming the New GSR's and Returning GSR's back to the Area.

8) Please Announce in your homegroup's upcoming elections for Convention Committee, and in June for ASC.

Thank you for allowing me Service as your Area chair.

Loving Service
Sheryl M.

Capital Area Alt. Chairperson Report

Good afternoon Capital area ASC, I hope we all had a great month long African American holiday. I know I did. Now to the business at hand, I want to let the ASC know I will be giving 3 reports in this one Vice chair report as this area vice chair I have the wonderful opportunity to act as our area vice chair which coordinates all subcommittee functions. So, I was present at a meeting with our area chairperson, and our area policy committee to go over the convention sub-committee policy. After reading the policy of the convention sub-committee policy the area chair and myself notice a few concerns which we took to our area policy chairperson and committee to look. After voicing our concerns, the area policy committee took those concern to the convention sub-committee chairperson, which another meeting was convened and the concern were discussed in detail and notes where taken so the area policy committee and input the information in the convention sub-committee policy, which will be discussed in old and new business. A

Also, as our area vice chairperson I visited all the area subcommittee meeting this afternoon, which include H&I, PR, and Convention to monitor the meeting taking place and to offer any assistance if needed. All the meeting seemed to go well. That all I have to report as the area vice chairperson at this time. As the Out reach I need visit our Wilson meeting which is also doing quite well. I also visited our Sunday night Tarboro, which could use some more support from the capital area. Our area 8am meeting is this having a few issues which the members of that group are putting in place, but all and all they seem to be providing a good new comers meeting. And lastly our area activities subcommittee did not have any function this month. But it gives some sadness that our activity chairperson informs me he will have to step down do to his

new employment opportunity. He wanted me to inform this area that he had fun and a wonderful time being voted in as this area activities chairperson. He also wanted me to inform the area that this was a very good opportunity to learn and give back which was so freely given to him and he inform me to inform this area that he would like to make himself available to help any time he is home. I will be filling in as our activities chairperson until this area votes another activity chair in place. And as always thank you for allowing me to serve as the Capital Area vice Chairperson.

Darren L

Capital Area Vice Chairperson

3/3/19

CASC Secretary Report

March 3rd, 2019

Dear Capital Area,

Below is an overview of key activities throughout the month.

- 1) The minutes were sent out on 02/20/2019.
 - 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".
- 2) Last month I mentioned that new treasurers should be instructed more carefully within policy and in practice on making sure all of our accounts/auto-drafts are switched over to the new card which is issued in any new service cycle. Today I have moved for such a change to be made in policy.
- 3) The PO box was checked once this month, and a couple receipts had come in from NAWS and from Region reflecting our most recent fund-flows.
- 4) Angela K and I met on Wednesday, February 27th (last week), and she entrusted me with her \$100 repayment for March. This money has been given to Michelle today.
- 5) The current CASC Alternate Chair has requested that I throw my hat in the ring for the position of CASC Alternate Chair come June. I am unsure whether this is the way that I may realistically best help us carry our message to addicts over the next two years. Please consider this my solicitation for feedback.

Thank you for this opportunity to serve the home groups in the Capital Area. The broader the base, the higher the point of freedom.

Respectfully submitted,



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





CASC TREASURERS REPORT – March 3rd, 2019

Date: 3/3/2019
From: Michele M., CASC Treasurer
Re: Treasury Report for the month of February 2019

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 February 2019.

OCTOBER 2018 STATEMENT

The beginning balance on 2/01/2019 was:	\$1,336.83
Deposits in February totaled:	\$ 903.00
Checks and deductions totaled:	\$ 710.40 - See attached detailed Income & Expense Report
Ending balance on 3/3/2019:	\$1,529.43 - See attached PNC Bank Statement
Outstanding checks not cleared:	<u>\$ 368.20</u>
Available balance on 03/03/2019:	\$1,161.23

This available balance puts us \$638.77 **BELOW** 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:

- February 2019 Income & Expense reports
- February 2019 PNC Bank Statement

Capital Area NA
Treasurers Report Income Expense

Beginning Balance:		2/3/2019	\$1,336.83	Period: 2/1/19-2/28/19	
Income/ Revenue Section 1					
Type of Deposit/debit	Date	Amount	Notes	Description	
Group Donations/ Repayments - CASH	1/6/2019	\$903.00		Group donations received at Area Meeting	
Total Income/ Revenues		\$903.00			
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			\$1,156.41	8 Repayments to date - last payment on 08/5/18	
Sub Total Income/ Revenues			\$1,156.41		
Expense Section					
Type of Bill or Payment	Date	Check #	Amount	Notes	Policy Description
SUB COMMITTEES					
H&I Committee					
H&I Literature			\$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	5th monthly	AD	\$33.87		Varies slightly - averages \$30.93/
Meeting Directories					Varies slightly - Quarterly Printing
Website - Auto Draft Go Daddy	16th monthly	AD	\$39.34		On Autodraft
Text Blasting-Auto Draft Monthly	9th monthly	AD	\$10.00		On Autodraft-TEXTEDLY.COM
PR Literature					\$75 Monthly Budget-\$65 facebook
PR Chair Travel Expenses					
Outreach					\$35 Monthly allocation per policy
Policy					\$30 Monthly allocation per policy
Activities Committee available					\$500 For Area Aniversary Function(s)
AREA SERVICE COMMITTEE					
Fairmont United Methodist Church	1st monthly		\$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			\$217.57		Refund Receipts
Bank Fees		AD			Service charge - Bank Account
Mail Box - Due yearly on Nov 1st					CASC Mailbox at Cameron Village
Misc. Lit Donation					
Convention deposit					
Regional Donations - 60% - CRNA					Per Policy
World Donations - 40% - NAWA			\$64.62		World Donation Per Policy
Total of All Expenses			\$710.40		
Revenue			\$903.00		
DIFFERENCE: Income-Expenses			\$192.60		
Ending Balance			\$1,529.43		
Previous Month's Checks Not Yet Cleared					
Check Payable to:	Date	Check #	Amount	Description	
Regional 186.34,84.93,96.93		1904,1909,	\$368.20		
World Donations					
		TOTAL:	\$368.20		
Available Balance			\$1,161.23		
Prudent Reserve- Per Policy			\$1,800.00		
Amount Above/ Below P.R.			-\$638.77	ABOVE	



Account Activity

Saturday, March 02, 2019

Business Checking XXXXX [REDACTED] Available Balance: \$1,529.43

Account Summary

Available Balance:	\$1,529.43	Interest Paid to Date:	\$0.00
Ledger Balance:	\$1,529.43	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$903.00 02/04/2019
Pending Deposits:	\$0.00	Last Statement Balance:	\$1,529.43 02/28/2019

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
02/11/2019	CHECK 1922 084391709	\$64.62		\$1,529.43
02/11/2019	DEBIT CARD PURCHASE XXXXX [REDACTED] NC SECURITY SELF STORAGE XXXXX [REDACTED] NC	\$105.00		\$1,594.05
02/08/2019	DEBIT CARD PURCHASE XXXXX [REDACTED] TEXTEDLY HTTPSTEXTED CA	\$10.00		\$1,699.05
02/07/2019	DEBIT CARD PURCHASE XXXXX [REDACTED] DNHGODADDYCOM XXXXX [REDACTED] AZ	\$39.34		\$1,709.05
02/05/2019	CHECK 1925 085105731	\$190.00		\$1,748.39
02/05/2019	CHECK 1926 084899116	\$217.57		\$1,938.39
02/04/2019	CHECK 1924 084580266	\$50.00		\$2,155.96
02/04/2019	RECURRING DEBIT CARD XXXXX [REDACTED] J2 ONEBOX SERVICES XXXXX [REDACTED] CA	\$33.87		\$2,205.96
02/04/2019	DEPOSIT XXXXX7773		\$903.00	\$2,239.83
01/15/2019	CHECK 1920 085296742	\$225.00		\$1,336.83
01/15/2019	POS PURCHASE POS99999999 0002759 USPS PO 36635 RALEIGH NC	\$285.25		\$1,561.83
01/14/2019	CHECK 1918 084134738	\$190.00		\$1,847.08
01/09/2019	DEBIT CARD PURCHASE XXXXX [REDACTED] SECURITY SELF STORAGE XXXXX [REDACTED] NC	\$105.00		\$2,037.08
01/08/2019	CHECK 1916 084454447	\$107.88		\$2,142.08
01/08/2019	DEBIT CARD PURCHASE XXXXX [REDACTED] TEXTEDLY HTTPSTEXTED CA	\$10.00		\$2,249.96

3/2/2019

PNC Online Banking

01/07/2019	CHECK 1919 084134115	\$187.00	\$2,259.96
01/07/2019	CHECK 1917 084279879	\$28.86	\$2,446.96
01/07/2019	CHECK 1915 084166277	\$50.00	\$2,475.82
01/07/2019	CHECK 1921 054655283	\$100.00	\$2,525.82
01/07/2019	CHECK 1914 083414746	\$200.00	\$2,625.82
01/07/2019	DEPOSIT XXXXX [REDACTED]	\$593.00	\$2,825.82
01/04/2019	RECURRING DEBIT CARD XXXX [REDACTED] J2 ONEBOX SERVICES XXXX [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 XXXX [REDACTED] TEXTEDLY HTTPSTEXTED CA	\$10.00	\$2,269.69
12/10/2018	DEBIT CARD PURCHASE XXXX [REDACTED] SECURITY SELF STORAGE XXXX [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 XXXX [REDACTED] J2 ONEBOX SERVICES XXXX [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 XXXXX [REDACTED]	\$406.00	\$2,763.27

Homegroup Name	Amount	Homegroup Name	Amount	Homegroup Name	Amount
A New Beginning	\$50	Lunatic Fringe		Seeking Similarities	
Basic Text Study Group		Man Up		Serenity In The Morning	\$31
Came to Believe		Mid Day Miracles		Southside Recovery	
Candlelight Recovery		Miracles In Progress	\$10	Spiritual Change	\$20
Constantly Searching		NA At Noon		Spiritually Connected	
Daily Reprieve		NA In the PM		The Seekers Group	
Expect a Miracle		NA Way Group	\$20	The Journey Continues	
Exprience, Strength, and Hope		Never Alone Never Again		The Primary Purpose Group	\$20
Faith Thru Principles	\$50	New Horizons Group		Together We Can	\$94
Freedom Through Recovery	\$200	New Way of Life II		Trust the Process	
I Can't, We Can		Our Common Welfare		Tuesday Night Live	
Hard Core Group		Out To Lunch		Way to Grow Group	\$100
In From The Storm	\$15	Peace in The AM	\$5	We Do Recover	
Let The Healing Begin		Principles & Traditions	\$57.00	Welcome Home	
Life on Life's Terms		Principles B4 Personalities		Why Are We Here	
Living Clean & Serene		Recovery In the Hood	\$20	Women In Recovery	
		Rediscovery Through Recovery		Young Connections to Recovery	
		Total Homegroup Donations	\$692.00	Other Income	
				Misc: Activities	\$211.00
				Angie K	
				Nikki - Repayment	
				Total Other Income	\$211.00
				Total Income	\$903.00

February-19

3-3-19

Hi family

I'm (an addled name Kay.
I'm grateful to continue serving
as your RCM, however I have
nothing new to report from regional
at this time.

In Loving Service
Kay W.

March 3, 2019

After talking to policy The
of the H-I subcommittee follows
the world for us That being
said we know that our subcommittee
serves at the pleasure of the
area. Before I became the
H-I chair the B&K made
a decision to give our
funding to the activities committee.
We will still be to say we was
never given the chance to show
area that we can get
people involve with our
Learning Day. The subcommittee
has have a lot of great ideas
and would like to do them.
We cannot without some
type of funding. So I am
not or nor is H-I subcommittee
is telling you what to do
but we are asking if
you would please take another
look at our funding budget.
So we can still take a
message of recovery
to the addicts who still
suffer.

Thank you for
H-I chair
Willie T.

10/9

March 3, 2019

Further more. The way it is
Right now is not like
with the H & I hand book
it is ok if we do it
differently but it would be
wise to take another look
at the H & I hand book and
at least consider what H & I
hand book is saying in closing
if the body is opening I
would like to come next month
with the budget to that H & I
book here and let the body
what we could do in the capital
area if we had a budget like that
to

Thanks for allowing
me to serve
H & I chair
Willie T. ~~Smith~~

March 3, 2019

Hey Family Hope all is well. I would like to thank you for allowing me to serve. H & I subcommittee would like say all is well. We are still going to Holly Hill every Thursday. We also will go to Wake County Jail. men & women can come. you have a orientation. Go through Prea, Background check, & fingerprinted. We are excited about this new facility and would like to thank yr for going out doing the presentation

Times 8:30-11:30 Am (Wednesday)
1:00pm-3:30pm

1 | Presentations

We did a presentation at First Step, Andrew V. shared his story. We were contacted regarding Central Prison having an interest in us doing a presentation as well as providing someone who could attend regularly to "oversee" the meetings.

2 | Website

The CASC minutes have been posted and are now available on the website, they cover Oct 2018 - present. The traffic to our website is up by 3.7% in the last 30 days.

3 | Business cards are in! We printed 250 for approx. \$20. This was our first pass, we are open to suggestions and will be printing a larger batch in June.

4 | Website Contact Forms received: 1 | E-Blasts: 1 | Text Blasts: 1 | Phonenumber: 12 calls

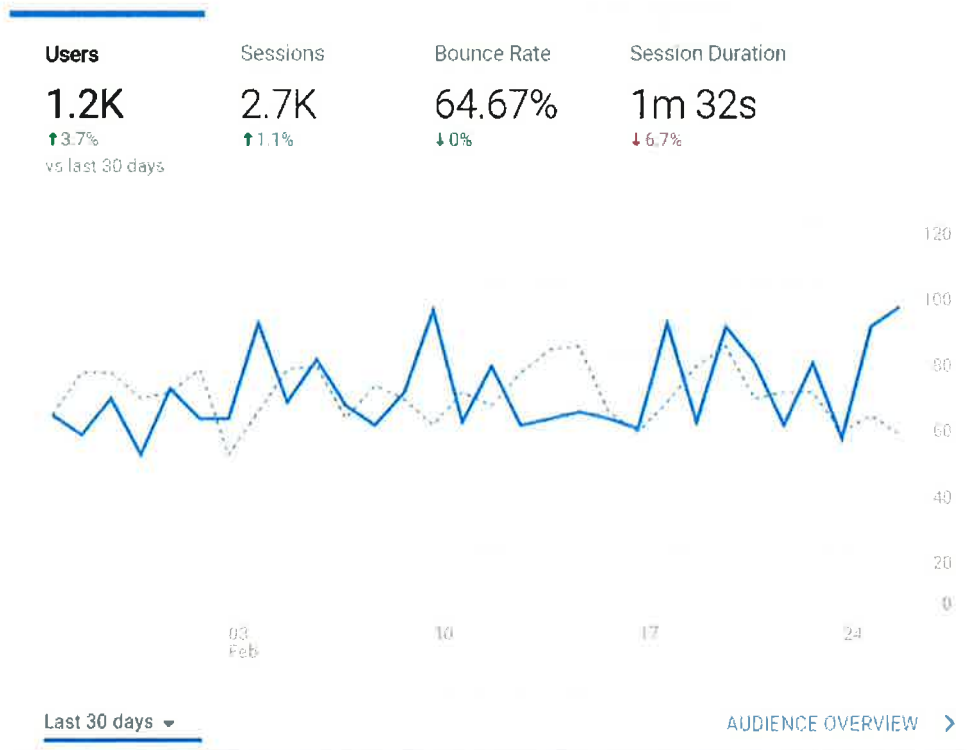
5 | Upcoming Events

NC "One Community in Recovery" Conference, in Greensboro, March 13-15
FL Service Symposium, March 21-24

6 | Open PR Service Positions

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

In Loving Service,
Susan C.



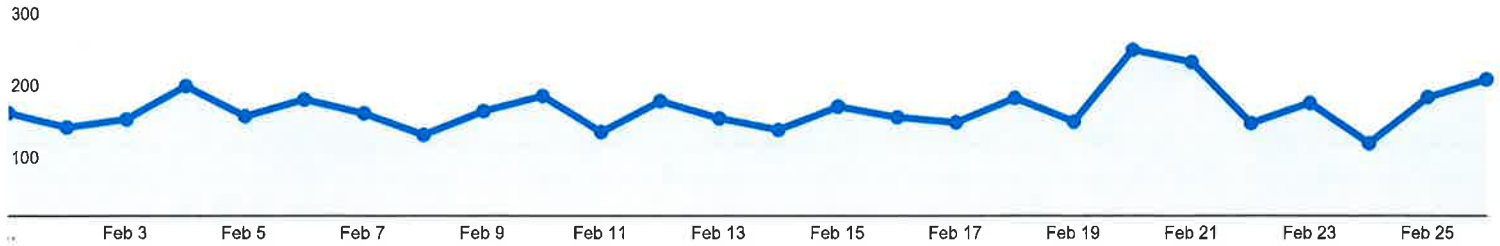
Pages

All Users
100.00% Pageviews

Feb 1, 2019 - Feb 26, 2019

Explorer

Pageviews



Page	Pageviews	Unique Pageviews	Avg. Time on Page	Entrances	Bounce Rate	% Exit	Page Value
	3,862 % of Total: 100.00% (3,862)	3,109 % of Total: 100.00% (3,109)	00:02:25 Avg for View: 00:02:25 (0.00%)	2,352 % of Total: 100.00% (2,352)	64.58% Avg for View: 64.58% (0.00%)	60.90% Avg for View: 60.90% (0.00%)	\$0.00 % of Total: 0.00% (\$0.00)
/meeting-schedule	2,437 (63.10%)	1,977 (63.59%)	00:04:42	1,498 (63.69%)	81.17%	76.00%	\$0.00 (0.00%)
/	962 (24.91%)	762 (24.51%)	00:00:45	706 (30.02%)	25.07%	29.83%	\$0.00 (0.00%)
/event-calendar	110 (2.85%)	84 (2.70%)	00:01:08	18 (0.77%)	66.67%	32.73%	\$0.00 (0.00%)
/area-service-committee	56 (1.45%)	37 (1.19%)	00:02:42	12 (0.51%)	66.67%	42.86%	\$0.00 (0.00%)
/convention-nccafna	33 (0.85%)	24 (0.77%)	00:00:40	17 (0.72%)	70.59%	48.48%	\$0.00 (0.00%)
/contact-us-2	32 (0.83%)	26 (0.84%)	00:01:20	7 (0.30%)	100.00%	59.38%	\$0.00 (0.00%)
/na-links	27 (0.70%)	23 (0.74%)	00:02:08	13 (0.55%)	92.31%	66.67%	\$0.00 (0.00%)
/activities	19 (0.49%)	15 (0.48%)	00:01:29	7 (0.30%)	85.71%	31.58%	\$0.00 (0.00%)
/policy	19 (0.49%)	12 (0.39%)	00:01:15	5 (0.21%)	80.00%	42.11%	\$0.00 (0.00%)
/public-relations	15 (0.39%)	10 (0.32%)	00:00:32	3 (0.13%)	66.67%	20.00%	\$0.00 (0.00%)

Rows 1 - 10 of 63

3/3/2019

Hi Family,

I hope all is well. I would like to first apologize for my absence and not turning in a report. Policy Committee has been progressing in a tremendous way. We are beginning to review the old policy and review the policy that has been revised by a home group. I would like to ask GSR's if they would like a ad hoc committee formed. If so it would anyone like to volunteer. We will come together this month and bring a revised copy back to be voted on in May. We also came together with Chair, Vice Chair and Vice Chair Policy to go over some concerns on the new policy. We also met w/ the convention chair to discuss the concerns and possible changes. We continue to ask sub committees to give us a copy of your policy please we want to review this before this year ~~ends~~ ends. I was given mail from the church that came in to church office. I gave it to the treasury. Thank you for allowing me to serve as your area Policy Chair.

eln having Service,
Delpayne F. Policy Chair

Convention Report

Hi Family,

Greetings from Convention Committee. We are in the beginnings phase of planning our next area convention. We recently held our first fundraiser and except for a minor water leak all went well. We turned in \$535.62 (Deposited the night of fundraiser) and an additional \$20.00 today for a total of \$555.62. We had a profit of \$244.17. Our deductions included; \$75.00 for the DJ. \$116.00 Hospitality and \$100.00 in rent. We were reimbursed our \$100.00 cleaning deposit which we rolled over to our next function scheduled for March 16 here at Clarke and Horne.

I want to thank our Fundraising Representative and his committee for the awesome job they displayed during our fundraiser. Water was coming from beneath the floor towels throughout the evening and they constantly mopped which protected our members and maintained our relationship with this facility. They were complimented on the cleaning job and I want to thank them today as well.

We submitted a proposal today to add the Fundraising Representative position to our Convention Internal Guidelines. I inadvertently forwarded the wrong guidelines when sent for group review. I realized that error during last months ASC meeting. I offer my apologies for my mistake. The guideline for the fundraising position essentially has the same responsibilities as listed in the previous convention policy.

As a trusted servant I understand who I am accountable to, the groups. I do not take my direction from one individual or a selective body of the ASC. As a trusted servant I welcome all suggestions as it relates to the convention committee. I in turn will present those suggestions or recommendations to the convention committee for review. We need your suggestions and recommendations on how we can improve our fundraising efforts. For those of you that have made your suggestions we hear you and we will make every attempt to fulfill your request.

In loving service,

Chris G.



CASC TREASURERS REPORT – March 3rd, 2019

Date: 3/3/2019
From: Michele M., CASC Convention Committee treasurer
Re: Convention Committee Treasury Report for the month of February 2019

Dear Capital Area,

Attached are the Income and Expense statements for February 2019 from PNC.

OCTOBER 2018 STATEMENT

The beginning balance on 2/01/2019 was:	\$1,984.33	
Deposits in February totaled:	\$ 727.63	Includes \$527.63 funds raised from fundraiser Includes \$200.00 from Angie K.
Checks and deductions totaled:	\$ 306.00	
Ending balance on 2/28/2019:	\$ 2,405.96-	See attached PNC Bank Statement
Outstanding checks not cleared:	\$	
Available balance on 03/03/2019:	\$2,405.96	

Angie K. Beginning Balance \$2508.32
11/5/19=\$200.00=2308.32
01/07/19=\$100.00=2208.32
02/04/19=\$200.00=2008.32

It was brought to my attention that the balance of \$2108.32 that was given last month was not accurate. There is one payment that was missing and I have included a complete summary of transactions from November 2018 to verify payments that have been made.

Thanks for allowing me to be of service.

Your trusted servant,

Michele M., CASC Treasurer

Attachments:

- February 2019 PNC Bank Statement



Account Activity

Saturday, March 02, 2019

Business Checking XXXXX [REDACTED] Available Balance: \$2,405.96

Account Summary

Available Balance:	\$2,405.96	Interest Paid to Date:	\$0.00
Ledger Balance:	\$2,405.96	Interest Paid Last Year:	\$0.00
Pending Withdrawals:	\$0.00	Last Deposit Amount:	\$527.63 02/25/2019
Pending Deposits:	\$0.00	Last Statement Balance:	\$2,411.96 02/28/2019

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
03/01/2019	SERVICE CHARGE PERIOD ENDING 02/28/2019	\$6.00		\$2,405.96
02/25/2019	CHECK 1025 084475634	\$200.00		\$2,411.96
02/25/2019	DEPOSIT XXXXX [REDACTED]		\$527.63	\$2,611.96
02/11/2019	CHECK 1023 084708802	\$100.00		\$2,084.33
02/04/2019	DEPOSIT XXXXX [REDACTED]		\$200.00	\$2,184.33
01/07/2019	DEPOSIT XXXXX [REDACTED]		\$100.00	\$1,984.33
12/13/2018	CHECK 1021 085159960	\$10.00		\$1,884.33
11/05/2018	DEPOSIT XXXXX [REDACTED]		\$200.00	\$1,894.33



NCCAFRNA 2020: Strut Your Funky Hat/Scarf Night
and Dance Contest



\$5.00 Per Couple for Dance Contest

1st Place: Big Surprise

2nd Place: Surprise

Speaker: 7:00 -8:00pm

Dance 8:30-12:00am

\$5.00 Per Person

March 16, 2019

2501 Clarke Ave. Raleigh, N.C.

Food Sold at Cost

Contact: Shell@ 919-527-4913