

## Capital Area Service Committee Meeting Minutes

**Sunday: September 8, 2019**

### Opening

Meeting opened at 2:00pm with the Serenity Prayer.  
The 12 Traditions of Narcotics Anonymous were read.  
The 12 Concepts of Narcotics Anonymous were read.  
The Narcotics Anonymous Service Prayer was read.

### Roll Call and Approval of Minutes

First roll call was taken by the acting Secretary at 2:15pm. At that time:

- 26 GSRs/Home Groups were present.
- 2 Officers and 6 Subcommittee Chairs were present.
- Minutes from the August 2019 CASC meeting were approved (19Y, 0N, 7A)

Second roll call was taken by acting Secretary at 3:15pm. At that time:

- 12 GSRs/Home Groups were present.
- 2 Officers and 5 Subcommittee Chairs were present.

Home Group Roll Call and Officer Roll Call sheets are attached.  
GSR "receive minutes" sign up sheet is attached.

### Old Business

- Motion to Reinstate H&I Autonomy and Funding for Learning Days PASSED (12Y, 5N, 8A).
- Motion by Primary Purpose Home Group to require experience disclosure during resume/election process PASSED (13Y, 3N, 7A).
- \*Public Relations Subcommittee Chair gave her report during "Old Business" and after vote on first 2 motions because she had to leave. Her report was accepted. Highlights included: 1) A misappropriation of funds by former PR Chair Susan C., who submitted a letter to ASC Chair advising that she mismanaged her checking account and mistakenly spent the money given to her to pay for printing of current meeting schedule lists. Her account was overdrawn at the time of payment for the lists. She met with the ASC Vice Chair. She will be meeting with the ASC Vice Chair and ASC Treasurer to work out options to get \$ back. Process to be resolved this coming week (NOTE: MEETING LISTS HAVE BEEN PRINTED AND PAID FOR BY Susan C. AS OF THIS REPORT) 2) PR is planning a possible "First Step" presentation (coordinated with H&I), which is the Court mandated drug rehab program. PR CHAIR'S REPORT IS ATTACHED.
- Motion by Primary Purpose Home Group to amend the Service Resume to include "ALL" service positions. PASSED (12Y, 2N, 4A).
- Motion by CASC POLICY CHAIR to adopt new revised policy was PASSED (8Y, 1N, 6A).

### New Business

Resume for Area Treasurer [Fitzgerald V.]. Resume attached. Fitzgerald was elected. VOTE: 21Y, 1N, 1A.  
Note: Michele M., our current Treasurer, will stay on as Alternate Treasurer to train Fitzgerald.

### Officer & Subcommittee Chair Reports

- ASC Chair - report read and is attached.
- ASC Vice Chair - report READ by ASC Chair and submitted. Attached.

# Capital Area Service Committee Meeting Minutes

Sunday, August 4<sup>th</sup>, 2019

## Opening

The meeting was opened at 2:00 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.

- Twenty-one (21) 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 minutes were produced for June or July, and thus there were no minutes to approve for those months.
  - \*Home Group Roll Call sheet has been attached.
  - \*Officer Roll Call sheet has been attached.
  - \*An up-to-date Contact Sheet for GSRs will be attached to the email.

Update: Angela Repayment

- She made a payment today. She is all caught up as of today – well done.

## Old Business

Motion from H&I (Seconded by Life on Life's Terms) to Reverse Proposal from Trust the Process (Voted Sept '18)

- A motion was presented from H&I to reverse a proposal presented by Trust the Process. This reversal would revert policy to the state that it was in before the proposal. Both the new motion and the old proposal are attached.
  - \*Motion from H&I attached
  - \*Original Trust the Process proposal attached
  - \*THIS MOTION WILL BE VOTED ON IN SEPTEMBER

Motion from Primary Purpose (Seconded by Living Clean and Serene) to Alter Election Expectations in Policy

- A motion was presented from Primary Purpose to amend policy, affecting executive committee and subcommittee chair position elections.
  - \*Motion from Primary Purpose attached
  - \*THIS MOTION WILL BE VOTED ON IN SEPTEMBER

Motion from Primary Purpose (Seconded by Living Clean and Serene) to Implement a New Service Resume

- A motion was presented from Primary Purpose to implement a new service resume. The main differences are highlighted in yellow for ease of review, but this will be removed.
- \*Motion from Primary Purpose attached, including new service resume
- \*THIS MOTION WILL BE VOTED ON IN SEPTEMBER

## **New Business**

Resume for Alternate Chair (Sam C.)

- Sam read his resume. His cleandate is 01-26-1992
- Question was asked: Ever stolen from NA? *When I first came in, yes, I misappropriated and put it back.*
- Question: Do you understand policy? *I am familiar, roughly, with policy.*
- Question: I saw there were a lot of moving parts to alternate chair. Can you articulate how you can benefit the area in this position? *I have the time, and I have previous experience going around, and the willingness to learn and participate – teachable.*
- Question: Will you be on time? *Yes, today my family had an extenuating health situation.*
- Question: Do you understand the difference between service work and dictatorship? *I have seen us ‘rally the wagons’, but we have to be more compassionate, not beat each other up. We ought to have empathy and not character assassinate each other.*
- Pros: (1) He has willingness and experience. (2) He has experience with 12 steps and 12 traditions.
- Cons: None
  - For - 23
  - Against - 0
  - Abstained - 4
- \*Resume attached

Resume for Activities Chair. (Delphyne F.)

- Delphyne read her resume. 10-23-1993
- Question: Do you have experience with NA activities? *Yes, through convention committee.*
- Question: Ever chaired an activities based committee? *Yes, convention, 4 times.*
- Question: What ideas or plans do you have to bring this committee back to life? *I have a committee and I will be talking to the committee – these are members who have been on the committee before. Any and all ideas are welcome.*
- Question: Are you ready for potentially having minimal help? *I have already asked other people to come on and help.*
- Question: Will you sign the policy about misappropriation? *Yes.*

**MOTION:** That the former motion revoking the H&I's subcommittee budget and autonomy to conduct H&I Learning Days and Workshops be repealed and that the former budget and autonomy be reinstated effective immediately.

**PURPOSE:** H&I Learning Days and Workshops have been recommended and supported by the World Service Committee of Narcotics Anonymous since 1986, and advise in their H&I Handbook that "the purpose of an H&I learning day (and workshop) is to educate the members of the fellowship about hospitals and institutions work.... (They) are one of the ways to prepare the NA member to carry the message to addicts who do not have full access to regular NA meetings. We have learning days so that we may benefit from the collective experience of other NA members. It is the responsibility of area H&I subcommittees to conduct learning days to educate the members about H&I. By participating, members learn how to properly carry the NA message in an H&I setting." The WSC further recommends that such learning days are easier when held frequently since they provide "new members the opportunity to understand H&I work as a vital and positive part of their recovery." However, the purpose of an H&I Learning Day and/or Workshop is NOT to raise funds – it is to educate, and such days/workshops should NOT be scheduled at the same time as other local events.

**INTENT:** Our subcommittee believes that the World Service Office's recommendation that H&I Subcommittee learning days and workshops be autonomous is clear, and that our Motion will restore us to be able to fulfill and honor that recommendation.



This is the motion being reversed by the above proposal (pg 1 of 2).

**Capital Area Service committee  
Proposal Form**

Date: August 5<sup>th</sup> 2018

Proposed by: Trust the Process

What is being proposed?:

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Reason for this Proposal:

To consolidate and enhance our service efforts.

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Intent:

To be prudent with service related funds.

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Result:

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This is the motion being reversed by the above proposal (pg 2 of 2).

## Proposa/

To revise Section 8 (Activities Committee) To state:

The Activities Committee is a standing committee of the CASC. It is responsible for (1) promoting NA unity within the Capital Area of Narcotics Anonymous and (2) attracting members to NA. The committee (Activities) will develop and hold three scheduled functions each ASC fiscal year and those events will include: Capital Area Anniversary/ Service/ Unity Day (All ASC Subcommittees will have input on the Service/Learning Day portion of this event), Capital Area Picnic, plus one other event. CASC will allot, \$250.00 for the Homegroup Picnic and the third event planned by Activities and \$500.00 for the Area Anniversary/Unity Day (\$200.00 Learning Day funds from H&I budget will become a permanent part of the Area Anniversary/Unity Day funds). Activity Committee members as well as all CASC Trusted Servants should be mindful that, all NA funds should be managed responsibly. Any funds not used must be returned (with receipts) and no funds will roll over to the next event. Activity Committee funding is contingent on CASC being above Prudent Reserve. In the event CASC is at or below prudent reserve final authority for providing funds will rest with the Groups.

Intent:

To consolidate and enhance our service efforts and be prudent with service related funds.



Capital Area Service Committee  
Motion Form

Date: June 2, 2019

Motion made by: Primary Purpose home group

Second: \_\_\_\_\_

Motion reads as follows: \_\_\_\_\_

New policy sub-section I.4.E (current sub-sections I.4.E to I.4.H will become sub-sections I.4.F to I.4.I), that reads as follows:

\_\_\_\_\_

All nominees for CASC officer or sub-committee chairperson service positions should have previous experience in that position or the related alternate position, and that experience should be denoted on their service resume. When a nominee for a CASC officer or sub-committee chairperson service position doesn't have such experience it is strongly suggested that they consider the related, alternate position instead.

Intent: For CASC officer or sub-committee chairperson service positions: 1) Prevent nominations to fill these positions with people that don't have direct experience learning them or performing in them. 2) Ensure that the overall service committee body's expectation of ASC officers, sub-committee chairs, and related alternate roles are accurately aligned with the nominee's actual experience.

Note that if there is no nominee available that meets the above criteria, resulting in an officer or sub-committee chair position being left vacant, per CASC Policy the alternate or Vice Chair will be responsible for fulfilling the responsibilities of that position.

Carried \_\_\_\_\_

Failed \_\_\_\_\_

Tabled \_\_\_\_\_

Amended \_\_\_\_\_

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

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

Yes \_\_\_\_\_

No \_\_\_\_\_

Abstain \_\_\_\_\_



Capital Area Service Committee  
Motion Form

Date: June 2, 2019

Motion made by: Primary Purpose home group

Second: \_\_\_\_\_

Motion reads as follows: \_\_\_\_\_

Use the service resume attached to this for all elected CASC service committee and sub-committee positions, effective immediately. (Nominees that have already submitted a resume for consideration at the June 2019 CASC meeting can answer new questions verbally and do not have to fill out another resume.)

Note that the differences between the service resume being proposed in this motion and the current service resume is highlighted in yellow. Should this motion pass the final version will have the highlighting removed.

Intent: For elected CASC service committee and sub-committee positions: 1) Prevent nominations to fill these positions with people that don't have direct experience learning them or performing in them. 2) Ensure that the overall service committee body's expectation of ASC officers, sub-committee chairs, and related alternate roles are accurately aligned with the nominee's actual experience.

Carried \_\_\_\_\_

Failed \_\_\_\_\_

Tabled \_\_\_\_\_

Amended \_\_\_\_\_

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

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

Yes \_\_\_\_\_

No \_\_\_\_\_

Abstain \_\_\_\_\_





# CASC NA Service Resume

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

Name:	Clean Date:
Street address:	Phone:
City / State / ZIP:	Email:
Service position interested in:	
If the above is <i>not</i> an alternate position, do you have previous experience in this position or the related alternate position ('yes' or 'no')?	
Do you understand the responsibilities defined in CASC Policy this position ('yes' or 'no')?	
List <u>all</u> <i>Group</i> service positions held, and dates served:	
List <u>all</u> <i>Area</i> service positions held, and dates served:	
List <u>all</u> <i>Regional</i> service positions held, and dates served:	
List <u>all</u> <i>World</i> service positions held, and dates served:	
Were all service commitments completed ('yes' or 'no')?	
If you answered 'no' to the above question then please explain fully:	
Are you employed full-time ('yes' or 'no')?	
Can you travel in conjunction with this service position ('yes' or 'no')?	

*Use the backside of this resume or a separate page to expand answers or include additional comments, if applicable.*