

GSR CHEAT SHEET

- **13/49** home groups had GSRs in attendance at the start.
- 0 motions/proposals were carried.
0 motions/proposals were voted down.
2 motions/proposals went back to home groups and will be up for a vote next month. (convention policy resent to homegroups)
- **3** CASC service positions remain vacant. Subcommittees also need help.
- **5/3/2020** will be the next CASC meeting. Stay tuned for more Zoom info.
- **Treasurer asks:** Hold off on physical donations until COVID-19 under wrap.
- **COVID-19 Updates:** Please stay tuned to the CASC website for most up to date information surrounding meetings/Zoom codes & passwords.
- **Stay safe & stay informed!** Please keep the PR subcommittee/website chair informed of any changes with your home groups.

❖ **Opening – 2:05 PM**

- **Call to order**
- **Serenity prayer**
- **Readings**

The Twelve Traditions, Twelve Concepts and the Service Prayer were read.

- **Roll call**

13 out of 49 home groups

4 out of 8 officers

6 out of 7 subcommittee chairs/alternates

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

Officers	
Chair	X
Alt. Chair	
Secretary	X
Alt. Secretary	[vacant]
Treasurer	X
Alt. Treasurer	[vacant]
RCM	[vacant]
Alt. RCM	X

Subcommittee Chairs	
H&I Chair	X
PR Chair	X
Outreach Chair	X
Activities Chair	X
Policy Chair	X
Convention	X
Convention Vice	

➤ **Approval of previous months minutes**

Motion to approve March minutes made, seconded and carried w/no amendments.

❖ **Old business**

➤ **Convention Committee Policy – this motion was amended and sent back to homegroups (via Policy Chair)**

Proposal that the old Convention Subcommittee Guidelines (2012) be combined with the current Convention Subcommittee Financial Guidelines (2019). (this document is attached to this email as well)

Discussion

- Primary Purpose group asked for another month to review
- A New Beginning had not been able to have a quorum of homegroup members so also unable to review
- Peace N Da AM – no GSR, Elaine G is acting GSR unable to decide for homegroup
- Convention chair clarified that they are wanting to use the old policy; please review draft with homegroup members to be voted on at next month's ASC.

Voting result

All 13 homegroups voted to table until next ASC meeting.

❖ **New business**

➤ **Nikki has chosen to make a \$900 donation to the Capital Area (repaying her debt) and it was deposited into the CASC bank account.**

➤ **Resumes and open positions**

Note: All resumes attached unless otherwise noted.

- **[No resumes submitted.]**
- **CASC open positions**
Alt. Secretary RCM
Alt. Treasurer
- **Convention Subcommittee open positions - **didn't receive update from Convention Committee****

Arts and Graphics Sec. / Alt. Sec.
Hospitality Hotel Liaison
Alt. Treasurer Merchandise / Alt. Merchandise
- **H&I Subcommittee open positions**

Sec. / Alt. Sec.
- **PR Subcommittee**

Needs help w/phone line, and help in general.
- **Outreach Subcommittee**

General help w/Outreach to home groups & Zoom Updates.
- **Policy Subcommittee**

Alt. Chair.

➤ **Motions and Proposals**

Note: All motions and proposals attached unless otherwise noted.

▪ **Proposal from the Treasurer**

To set up online donations for homegroups/individuals to keep our phoneline and website running and pass on through the NA service structure.

Discussion

- *Sebastian will get document about PayPal account and how to link to the website. Will be temporary while we are going through the pandemic resume normative donations once we are meeting regularly.*
- *Stephanie G asked if we could set the funds to deposit directly into the CASC bank account to avoid misappropriation of funds. Can Stephanie's get together to figure out how to bypass that step.*
- *Stephanie T – how long can we last just paying the essentials right now?*
 - *Treasurer responded we are looking at about 9 months if utilizing the prudent reserve of \$1800.*

Back to home groups.

❖ **Officer reports**

Note: All reports are attached unless otherwise noted.

➤ **Chair**

Report given verbally by the Chair.

Discussion

- n/a

Report was accepted.

➤ **Vice Chair**

No report.

Discussion

- n/a

➤ **Secretary**

Report given verbally by Secretary. Asking that all GSR's ensure we have most updated email addresses to ensure the minutes are received by all.

Discussion

- n/a

Report was accepted.

➤ **Treasurer**

Report given verbally and in writing by the Treasurer.

Discussion

- **Suggestion:** (from Treasurer) hold off on physical donations until meetings are running normatively.

Report was accepted.

➤ **RCM**

CRSC met from 10:30-4 on 4/4, Alt RCM will have report by next ASC meeting. Homegroups if you could not get your CAR or CAT submitted go to the CRNA website by April 19th. Balance \$22500 (a bit over prudent reserve) \$2500 sent to NAWS.

Discussion

- n/a

❖ **Subcommittee reports**

Note: All reports received are attached, otherwise summary below due to online Zoom ASC meeting.

➤ **H&I**

Minutes from last H&I Subcommittee meeting were sent out to H&I body. 4 Basic Texts are to be given to the library. H&I will send email to all facilities to provide the updated online meeting list.

Discussion

- n/a

Report was accepted.

➤ **Convention**

Postponed the scheduled events. Will get in touch with Outreach to set up relaying the updates. Bank balance \$4524.93. No donations have been received within the last 2-3 months from Angie who was paying off her debt.

Discussion

- n/a

Report was accepted.

➤ **Activities**

Activities chair was planning events prior to the pandemic taking place & gathering a group to formulate the subcommittee. Area Anniversary for June – will likely be postponed. All day Speaker Jam – let homegroups pick out of a hat. Talent Night – karaoke machine, skits, main speaker. An all day event with games and a cook out. When they can meet again events will be set in place. Stay tuned if you'd like to get involved.

Discussion

- n/a

➤ **PR**

Report was given verbally and in writing by the PR Chair.

Discussion

- **Question:** How will the ASC like the Zoom account to be taken care of and which account should it be coming out of monthly?
- **Comment:** multiple ASC admin/subcommittee chairs discussed the use of Zoom account for ASC meetings & Outreach, would make sense for it to come out of ASC funds. Sebastian will type up a proposal for GSR's to bring back to homegroups to vote on for cost of Zoom.

Report was accepted.

➤ **Outreach**

Report was given verbally and in writing by the Outreach Chair.

Discussion

- **Statement:** Outreach Chair can pass along credentials to any homegroup that may want/need access to the Zoom account to facilitate meetings. UPDATE: Zoom updated the security settings and meetings will now require a password.

Report was accepted.

➤ **Policy**

Report was given verbally. Policy Chair has been training 2 potential trusted servants to fill the Policy Chair position and will hopefully submit resumes in June. No policy changes, no hard copies printed due to Zoom Meeting/not necessary.

Discussion

- n/a

Report was accepted.

❖ **Group concerns**

- Primary Purpose GSR stated Fitzgerald has been trusted by homegroups & he found it concerning that he has been questioned in this format. Thanked Treasurer for his service.

❖ **Closing**

➤ **Second home group roll call**

11 out of 49 home groups present.

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

- **Meeting adjourned / Serenity Prayer – 4:14 PM**

GSR List

	Name	Home Group	Phone	Email
1	Curtis J	A New Beginning	(919) 208-9412	johnsonkurtkurt@gmail.com
2	Tanya H	Basic Text Study	(919) 904-2525	rufmly1975@yahoo.com
3	Quinetta N	Daily Reprieve	(919) 879-0715	netta817@yahoo.com
4	Donna N	Faith Through Principles	(919) 780-1477	donnanorwood124@gmail.com
5	Stephanie T	Freedom Through Recovery	(919) 360-3632	satread1@att.net
6	Shell M	In From The Storm	(919) 527-4413	williammorrisey48@gmail.com
7	Amy C	Let The Healing Begin	(919) 591-6837	amymouse1984@gmail.com
8	Kelvin H	Life on Life's Terms	(919) 931-8167	kelvin_hardy1@yahoo.com
9	Leah P	Living Clean and Serene	(440) 532-9100	leahpierce2830@gmail.com
10	Phillip E	Man Up	(919) 995-7687	everette.phillip@gmail.com
11	Nelson S	Mid Day Miracles	(252) 363-2661	nskinnerii10@gmail.com
12	Kimberli B	Miracles In Progress	(919) 757-2438	kbonnett0226@gmail.com
13	John L	NA Way	(919) 673-4703	jlock1965@hotmail.com
14	Andrew R	New Way of Life II	(919) 333-0929	andrewrose75@gmail.com
15	Danny C	Out To Lunch	(919) 977-4542	dtox428@gmail.com
16	Benjamin F	Peace In The AM	(984) 302-2805	benjaminischristlike@gmail.com
17	James M	Peace in the AM		jamesdmonday878@gmail.com
18	Ray L	Primary Purpose	(970) 617-6207	ray91593@hotmail.com
19	Janice H	Principles & Traditions	(585) 935-1637	janiceholmes01@yahoo.com
20	Susan G	Recovery In The Hood	(919) 210-7728	susgrego@aol.com
21	Jamar M	Southside Recovery	(919) 999-9011	jamarmuhammad271@yahoo.com
22	Randall V	Man Up		Randall_vanderslice@yahoo.com
23	Joyce K	Spiritual Change		joycekornegay8@gmail.com
24	Julius J	Together We Can	(252) 289-8923	juliusjenkins50@gmail.com
25	Tim G	Candlelight Recovery		Tgore658@gmail.com
26	Michele W	Way To Grow	(347) 743-8786	bellkamar55@yahoo.com
27	Christopher B	Young Connections	(336) 455-0070	christopherblane@gmail.com
28	Anita L	<p>Please email</p> <p>secretary@capitalareanca.com</p> <p><i>with Home Group and Phone info.</i></p>		anitalancy@gmail.com
29	Clay C			clayjcastillo@gmail.com
30	James H			james5975hayes@gmail.com
31	Richard J			rjones9144@msn.com
32	Sarah R			sarahrhodes1214@hotmail.com
33	Saroya R			saroyaw@yahoo.com

CASC Officers and Subcommittee Chairs

Position	Name	Phone	Email
Chair	Darren L	(919) 798-2723	darrenlockett@ymail.com
Chair Alt.	Sam C	(202) 441-0544	samuelconyers@yahoo.com
Secretary	Nicole C	(732) 770-8935	ncaporaso@icloud.com
Secretary Alt.	HELP!		
Treasurer	Fitzgerald V	(347) 406-1164	FitzgeraldVK@aol.com
Treasurer Alt.	HELP!		
RCM	HELP!		
RCM Alt.	Elizabeth	(919) 610-7277	itis@nc.rr.com
Activities Subc. Chair	Donald D	(919) 524-3386	mrdcleaning@yahoo.com
Activities Subc. Chair Alt.	HELP!		
Convention Subc. Chair	Teresa P	(919) 328-9126	tapearson66@gmail.com
Convention Subc. Chair Alt.	April B	(919) 292-9182	Aprilbenson8@gmail.com
H&I Subc. Chair	Stephanie G	(919) 413-9912	gootnickgal@gmail.com
H&I Subc. Chair Alt.	Leah P	(440) 532-9100	leahpna@yahoo.com
Outreach Subc. Chair	Andrew V	(919) 931 4262	AndrewBVincent@gmail.com
Outreach Subc. Chair Alt.	Jeffery F	(919) 673-0215	Jeffrey.FernaaysJR@gmail.com
Policy Subc. Chair	Sebastian D	(919) 627-7607	j.sebastian.dorin@gmail.com
Policy Subc. Chair Alt.	HELP!		
PR Subc. Chair	Maria M	(919) 641-8128	marsolinoml@gmail.com
PR Subc. Chair Alt.	Christina T	(919) 395-7605	christina@summerglen-music.com

4/5/2020

Outreach Subcommittee Report April

The Outreach subcommittee would like to thank PR, the Secretary, and all of the members who stepped up and went above and beyond during this time. During this unfortunate time, a silver lining could be seen that the area has really come together to make sure that the message is still delivered to the sick and suffering addict.

Initially, once all of the home groups started suspending their meetings, we started a Zoom account and held a nightly meeting. This meeting was chaired by a revolving host, and we had awesome turn out. One night we had about 50 members present. After about a week and a half, homegroups started creating their own accounts and we made sure that they were listed on the area website (with help from the web servant). Once there was a virtual meeting being held every day, we stopped holding the Outreach/PR meetings. Joe and I continue to help homegroups get setup on the virtual meeting platform, and orient people as needed on how to host the meetings.

A recent Zoom security change has caused zoom meetings to all require passwords when using the Personal Meeting ID. We'll continue to get with these homegroups to get updated links in order to keep the meeting list as up to date as possible on the website.

Thank you for letting me serve,
Andrew
Outreach Chair

PR Subcommittee Report April

Hi everyone! I'm going to apologize in advance because I was on vacation for essentially the whole week when COVID hit the fan, so I appreciate everyone who stepped in to help out the PR subcommittee in my absence. If I do miss anything, please let me know.

PRESENTATIONS-

-We did the interviews with CVS 17 and the News and observer due to COVID 19. Here are the links to those.

<https://www.newsobserver.com/news/coronavirus/article241465561.html>

<https://www.cbs17.com/news/local-news/drug-alcohol-recovery-support-meetings-impacted-by-coronavirus-outbreak/>

PHONE LINE-

-We received approximately 8-10 phone calls this past month based on setting up zoom for different homegroups and existing members. We are going to have more than one member helping out with the phone line in case of a potential spike in phone line activity.

MEETING LISTS-

-Printing was put on hold due to everything going on.

WEBSITE-

-COVID 19 information page on the capital area website was created and published.

-The COVID 19 information page includes:

*how to find phone line and zoom meetings

* how to report meeting closures, meeting reopenings, and zoom information for homegroups that are meeting by zoom now.

-There were 16 emails sent out and 6 text messages

ZOOM Account-

-as Sebastian said, the area now has a zoom account that we started paying. Outreach currently has the payment coming out of their account. How would the area like this to be taken care of and which account it should be coming out of monthly? Would it make more sense for it to come out of PRs monthly budget?



CASC TREASURERS REPORT

Date: 04/05/2020
From: FitzGerald V., CASC Treasurer
Re: Treasury Report for the month of MARCH 2020
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 MAR 2020.

Mar 2020 STATEMENT

The beginning balance on 03/01/20 was:	\$2054.26
Deposits totaled:	\$ 435.60
Checks and deductions totaled:	\$ 474.30 - See attached detailed Income & Expense Report
Ending balance on 03/31/2020:	\$2015.56 - See attached PNC Bank Statement
Outstanding checks not cleared:	\$
Available balance on 03/31/20:	\$2015.56

This available balance puts us \$215.56 **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,

FitzGerald V., CASC Treasurer

Attachments:

- MAR 2020 Income & Expense reports
- PNC Bank Statement

Capital Area NA
Treasurers Report Income Expense

Beginning Balance:	3/1/2020	\$2,054.26		Period: 02/9/20 -03/01/20	
Income/ Revenue Section 1					
Type of Deposit/debit	Date	Amount	Notes	Description	
Group Donations/ Repayments - CASH	3/1/2020	\$435.60		Group donations received at Area Meeting	
Total Income/ Revenues		\$435.60			
Repayment of Mis-Appropriated Funds					
Amount shown here is included in the total of donations above					
Type of Deposit/debit	Date	Amount	Balance	Description	
Sub Total Income/ Revenues			\$0.00		
Expense Section					
Type of Bill or Payment	Date	Check #	Amount	Notes	Policy Description
SUB COMMITTEES					
H&I Committee					
H&I Literature					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/ month
Meeting Directories					Varies slightly - Quarterly Printing
Website - Auto Draft Go Daddy	16th monthly	AD	\$18.17		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					Checks Replenished/Harland Clarke
Treasurer -Storage Rent	9th monthly	AD	\$105.00		Security Self Storage
Chairperson					
RCM Travel/ Expenses					Refund Reciepts
Bank Fees		AD	\$3.00		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			\$152.55		Per Policy
World Donations - 40% - NAWA			\$101.71		World Donation Per Policy
Total of All Expenses			\$474.30		
Revenue			\$435.60		
DIFFERENCE: Income-Expenses			-\$38.70		
Ending Balance			\$2,015.56		
Previous Month's Checks Not Yet Cleared					
Check Payable to:	Date	Check #	Amount	Description	
Regional					
World Donations					
		TOTAL:	\$0.00		
Available Balance			\$2,015.56		
Prudent Reserve- Per Policy			\$1,800.00		
Amount Above/ Below P.R.			\$215.56		

Home Group Name	Amount	Home Group Name	Amount	Home Group Name	Amount
A New Beginning	\$50	Lunatic Fringe		Seeking Similarities	
Basic Text Study Group	\$53	Man Up		Serenity In The Morning	
Came to Believe		Mid Day Miracles	\$77	South side Recovery	
Candlelight Recovery		Miracles In Progress		Spiritual Change	\$25
Constantly Searching		NA At Noon		Spiritually Connected	\$20.00
Daily Reprieve	\$43	NA In the PM		The Seekers Group	
Expect a Miracle		NA Way Group		The Journey Continues	\$20
Experience, Strength, and Hope		Never Alone Never Again		The Primary Purpose Group	\$20
Faith Thru Principles		New Horizons Group		Together We Can	
Freedom Through Recovery		New Way of Life II		Trust the Process	
I Can't, We Can		Our Common Welfare		Tuesday Night Live	\$40
Hard Core Group		Out To Lunch		Way to Grow Group	\$55
In From The Storm		Peace in The AM	\$13	We Do Recover	\$10
Let The Healing Begin		Principles & Traditions		Welcome Home	
Life on Life's Terms		Principles B4 Personalities		Why Are We Here	
Living Clean & Serene		Recovery In the Hood	\$10	Women In Recovery	
		Rediscovery Through Recovery		Young Connections to Recovery	
		Total Home Group Donations	\$435.60	Other Income	
				Misc:	
				Activities donation from	
				New Way of Life II	
				Total Other Income	\$0.00